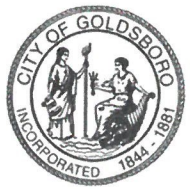


AGENDA
REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
CITY OF GOLDSBORO
COUNCIL CHAMBERS – CITY HALL – 214 N. CENTER STREET
APRIL 4, 2016



(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. Willowdale Master Plan (Public Works)
 - b. Offer to Purchase (City Manager)
 - 207 and 219 South Center Street
 - 103 West Chestnut Street
 - c. Donation of property to Habitat for Humanity (Finance)
 - 211 Shaw Court
 - d. Appointment to GWTA-TAB (City Manager)
- II. CALL TO ORDER – 7:00 P.M. – COUNCIL CHAMBERS, 214 N. CENTER ST.**

Invocation (Reverend Dr. Louis S. Leigh, Jr., First African Baptist Church)

Pledge to the Flag
- III. ROLL CALL**
- IV. APPROVAL OF MINUTES (*Motion/Second)**
 - A.1 Minutes of the City Council Retreat on February 24-25, 2016
 - A.2 Minutes of the Joint Meeting of the Goldsboro City Council and Wayne County Commissioners of March 1, 2016
- V. PUBLIC COMMENT PERIOD (TIME LIMIT OF 3 MINUTES PER SPEAKER)**
- VI. PRESENTATIONS**

B. Golden Star Award Recipients (Human Resources)
- VII. CONSENT AGENDA ITEMS (*Motion/Second--Roll Call)**
 - C. CU-1-16 George and JoAnn Humphrey–Northeast corner of US 70 West and Claridge Nursery Road (Planning)
 - D. CU-2-16 Dustin Pike – South side of West Chestnut Street between South Center Street and South James Street (Planning)
 - E. CU-3-16 Lane Solar Farm–South of Old Smithfield Road between Gin Road and NC 581 South (Planning)
 - F. Z-2-16 Adair, LLC – South side of Keenway Drive between Adair Drive and NC 581 North (Shopping Center to R-6 Residential) (Planning) –
 - G. Site Plan Modification – Oxford Square (Planning)
 - H. Budget Amendment for Election Costs (Finance)
 - I. Budget Amendment – Mina Weil Park (Finance)
 - J. Establishing the Capital Projects Fund Ordinance and Budget Amendment - Stoney Creek Sewer Outfall Rehabilitation Project (Finance)
 - K. Personnel Policy Revision (Human Resources)
 - L. Ordinance change to allow the city to lease commercial dumpsters to businesses (Public Works)
 - M. Request to implement a Commercial Dumpster lease fee for Solid Waste Division of the Public Works Department (Public Works)
 - N. Federal Property Forfeiture Program State Controlled Substance Tax Remittance (Police)
 - O. Antique Car Show– Temporary Street Closing Request (Police)
 - P. 38th Annual Greater Goldsboro Road Run—Temporary Street Closing Request (Police)
 - Q. Agreement to convey property to the County of Wayne (City Manager)
 - R. Appearance Commission Appointment (City Manager)
- VIII. ITEMS REQUIRING INDIVIDUAL ACTION (*Motion/Second)**
- IX. CITY MANAGER'S REPORT**
- X. CITY ATTORNEY'S REPORT AND RECOMMENDATIONS**
- XI. MAYOR AND COUNCILMEMBERS' REPORTS AND RECOMMENDATIONS**

GA/AW
Approved
MOVED

- S. Freddie Lee Jones Day in Goldsboro Proclamation
- T. Freddie Lee and Singer B. Jones Day in Goldsboro Proclamation
- U. American Legion Walk for Veterans Proclamation
- V. Physical Fitness Month Proclamation
- W. Arbor Day Proclamation

XII. CLOSED SESSION

XIII. ADJOURN

MINUTES OF THE ANNUAL RETREAT OF MAYOR AND CITY COUNCIL HELD
February 24 – 25, 2016

February 24, 2016

The Mayor and Council of the City of Goldsboro, North Carolina, met for their Annual Retreat beginning February 24, 2016 at 8:00 a.m. at the Goldsboro Event Center, 1501 S. Slocumb Street, Goldsboro, North Carolina with attendance for February 24, 2016 as follows:

Councilmembers Present: Mayor Chuck Allen, Presiding
Mayor Pro Tem Gene Aycock
Councilmember Antonio Williams
Councilmember Bill Broadaway
Councilmember Bevan Foster
Councilmember David Ham

Absent: Councilmember Mark Stevens

Other Members Present: Scott Stevens, City Manager
Melissa Corser, City Clerk
Randy Guthrie, Assistant City Manager
Kaye Scott, Finance Director
Sherry Archibald, Paramount Director
Toby Brown, GEC Manager
Mike West, Interim Police Chief
Jose Martinez, Public Works Director
Karen Brashear, Public Utilities Director
Scott Barnard, Parks & Recreation Director
Jimmy Rowe, Planning Director
Allen Anderson, Chief Building Inspector
Betsy Rosemann, Travel & Tourism Director
Julie Metz, DGDC Director
Shycole Simpson-Carter, Community Development Director
Marty Anderson, City Engineer
Faye Reeves, HR Director
Scott Williams, IT Director
Brad Hinnant, Server Database Administrator
Rick Fletcher, Assistant Public Works Director
Gary Whaley, Fire Chief (arrived at 8:55 a.m.)
Ethan Smith, News Argus Reporter

The meeting was called to order by Mayor Allen at 8:00 a.m.

Mr. Scott Stevens welcomed Council to the 2016 Council Retreat. Mr. Stevens stated it is not our intent to have Council approve a lot of items over the next couple of days, his goal is to share

information, listen to Council's comments and concerns and in the end have a general direction of what Council would like to focus on for the upcoming budget. Mr. Stevens thanked Department Heads for their time and effort throughout the year. He stated he would also like to thank Melissa and Laura who have worked to prepare for the Retreat a lot over the last week or so.

Review of Last Year's Retreat Decisions/Projects Update

Mr. Scott Stevens reviewed last year retreat decisions. He also reviewed "coffee stains" identified by staff during a customer service training. Mr. Stevens shared information with Council from a prior year's Retreat visioning exercise that Ms. Jennie Stultz assisted the Council in identifying the following priorities:

1. Greenways/Pathways
2. Downtown Development – Engage Private Investment
3. Parks & Recreation
4. Community Appearance

Sanitation Update

Mr. Jose Martinez provided the following information:

History

- Program proposed buying 4 new vehicles and reducing manpower by 9 personnel.
- There were no lost jobs due to the reduction of manpower. All reductions were achieved through attrition or movement to other division/departments.
- Program had a "soft start" on 6/1/15.
- The reductions in work force began over a year earlier on 4/7/14.
- By the time the soft start began, 7 of the 9 positions were eliminated and not backfilled.
- The last two positions transferred over to the S&S division on 7/1/2015.

Public Education Summary

- Fliers were sent in Utility Bill to all citizens on 2 separate occasions
- Updated Webpage and Web tools
- Incorporating Public Works Facebook Page
- White informational Stickers & Yellow violation stickers are being put on trash bins.
- Interview with WGTV & Radio Station
- Two articles in the News-Argus about the program

New Software Allows Drivers to Create Work Orders

- Service Issues (issues that would result in non-service)
 1. Obstructed Bin
 2. Overflow
 3. Incorrectly Placed
 4. Bin Not Out

- Customer Service Issues (intent is to increase responsiveness and/or decrease errors)
 1. Code Enforcement
 2. Damaged Bin
 3. Handicap Inquiry
 4. Leaf & Limb Pickup
 5. Vacant homes (bin pickup)

Where are we now?

- The City is saving ~\$340,000 every year in salary/benefits in the Solid Waste Division due to reduced manpower
- The approximate cost of the vehicles to the city is...
 - FY 15-16: \$178k
 - FY 16-17: \$236k
 - FY 17-18: \$236k
 - FY 18-19: \$236k
 - FY 19-20: \$236k
 - FY 20-21: \$ 59k (Total 6-year purchase cost ~\$1,181,000)
- Tires are wearing down more quickly than anticipated. The cost to replace tires has gone up 43% from \$57k/year to \$81k/year (\$24,000 increase)
- The amount of diesel fuel used has also gone up as expected.
 1. Using average fuel cost results in an additional \$23,000.
- Summary (in thousands)
 1. FY 15-16: $\$340 - (\$178 + \$23 + \$24) = \$115,000$ savings
 2. FY 16-17: $\$340 - (\$236 + \$23 + \$24) = \$57,000$ savings
 3. FY 17-18: $\$340 - (\$236 + \$23 + \$24) = \$57,000$ savings
 4. FY 18-19: $\$340 - (\$236 + \$23 + \$24) = \$57,000$ savings
 5. FY 19-20: $\$340 - (\$236 + \$23 + \$24) = \$57,000$ savings
 6. FY 20-21: $\$340 - (\$59 + \$23 + \$24) = \$234,000$ savings

Total 6-year savings ~\$577,000

Mr. Martinez noted calculations do not take into account Worker's Comp (this is safer), Accidents (damage to arms while training), or purchase of new bins (the bins were at the end of useful life anyway and would have needed to be replaced whether or not this program was enacted).

Councilmember Broadway asked if we still provide handicap service and Mr. Martinez stated we do.

FY 2015-16 Six Month Financial Update

Ms. Kaye Scott shared the following information:

General Fund Collections

July – December 2015

	<i>Adjusted Budget</i>	<i>Actual Collections</i>	<i>YTD% Collections</i>
1 Taxes	15,723,437	7,771,061	49.42%
2 Licenses & Permits	357,600	190,771	53.35%
3 Revenues Other Agencies			
4 **Local Option Tax	7,450,000	3,769,556	50.60%
5 Utility Franchises Tax	2,622,000	1,527,757	58.27%
6 ABC Revenues	180,000	128,291	71.27%
7 Beer & Wine Taxes	168,400	-	0.00%
8 Powell Bill	989,200	988,963	99.98%
9 Service Fees from UF	2,446,496	1,223,248	50.00%
10 Grants/Other Revenues	2,049,517	411,294	20.07%
Total	15,905,613	8,049,109	50.61%

****Year End Accrual (90 days) to reflect full 12 months of sales tax revenue - \$1,955,243**

	<i>Budget</i>	<i>Collections</i>	<i>Collections</i>
11 Charges for Services			
12 Refuse Services	3,250,000	1,590,339	48.93%
13 Cable TV	269,200	131,851	48.98%
14 Paramount Theater	150,000	58,018	38.68%
15 Recreation Fees	160,500	66,360	41.35%
16 Golf Course Fees	555,000	301,813	54.38%
17 Other Misc. Revenues	184,255	92,903	50.42%
18 Total	4,568,955	2,241,284	49.05%
19 Capital Returns & Misc. Revenues			
20 Investment Earnings	3,500	5,353	152.94%
21 Street/Storm Drain. Assessm	1,000	125	12.50%
Loan Proceeds (WA/GCC)	6,377,412	3,598,922	56.43%
22 Other Misc. Revenues	1,329,000	448,334	33.73%
23 Total	7,710,912	4,052,734	52.56%

General Fund Revenue Totals \$44,266,517 \$22,304,959 50.39%

General Fund – Collections
(Comparison to 1st Six Months 2014)

	<i>FY 2015-16</i>	<i>FY 2014-15</i>	<i>Difference</i>
1 Taxes	\$ 7,771,061	\$ 6,827,673	\$ 943,388
2 Permits	190,771	260,606	(69,835)
3 Utility Franchise	1,527,757	1,246,457	281,300
4 Refuse	1,590,339	1,594,188	(3,849)
5 Golf Course	301,813	274,172	27,641
6 Paramount	58,018	74,272	(16,254)
7 Investment Earnings	5,353	711	4,642
8 Recreation Fees	66,360	62,972	3,388
** Sales Tax	1,814,313	1,745,107	69,206

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

Utility Fund Collections
July – December 2015

	<i>Adjusted Budget</i>	<i>Actual Collections</i>	<i>YTD% Collections</i>
1 Charges for Services			
2 Current Water Charges	5,750,000	2,927,690	50.92%
3 UF - SJAFB	1,200,000	630,199	52.52%
4 Current Sewer Charges	7,800,000	3,896,356	49.95%
5 Late Payment/Svc. Fees	330,000	169,967	51.51%
6 Applied Deposits	200,000	101,789	50.89%
7 Reconnections Fees	15,000	8,252	55.01%
8 Water/Sewer Taps	25,000	14,622	58.49%
9 Compost Revenues	30,000	17,474	58.25%
10 Total	15,350,000	7,766,349	50.60%
11 Capital Returns & Misc. Revenues			
12 Investment Earnings	2,500	4,828	193.12%
13 Water/Sewer Assessment	6,200	725	11.69%
14 Other Misc. Revenues	772,100	119,900	15.53%
15 Total	780,800	125,453	16.07%
<i>Utility Fund Revenue Totals</i>	16,130,800	7,891,802	48.92%

Utility Fund – Collections
(Comparisons to 1st Six Months 2014)

	<i>FY 2015-16</i>	<i>FY 2014-15</i>	<i>Difference</i>
1 Current Water	\$ 2,927,690	\$ 2,876,999	\$ 50,691
2 Current Sewer	3,896,356	3,911,457	(15,101)
3 Late Payment Fees	169,967	160,213	9,754
4 Tap Fees	14,622	21,925	(7,303)
5 Compost Fees	17,474	21,429	(3,955)
6 Water/Sewer Assessments	725	7,096	(6,371)
7 Investment Earnings	4,828	1,264	3,564

DGDC & Occupancy Tax Collections
July – December 2015

	<i>Adjusted Budget</i>	<i>Actual Collections</i>	<i>YTD% Collections</i>
<u>DGDC</u>			
1 Taxes	71,698	25,193	35.14%
2 Investment Earnings	25	71	284.00%
3 Total	71,723	25,264	35.22%
<u>Occupancy Tax</u>			
4 Occupancy Tax - Civic Ctr.	275,000	180,611	65.68%
5 Occupancy Tax - T & T	275,000	180,611	65.68%
6 Investment Earnings	200	752	376.00%
7 Misc. Revenue (FB)	-	9,055	
8 Total	550,200	371,029	67.44%

DGDC & Occupancy Tax Collections
(Comparison to 1st Six Months 2014)

	<i>FY 2015-16</i>	<i>FY 2014-15</i>	<i>Difference</i>
<u>DGDC</u>			
1 Taxes	25,193	21,961	3,232
2 Investment Earnings	71	20	51
<u>Occupancy Tax</u>			
3 Tax Collections	361,222	321,302	39,920
4 Investment Earnings/ Misc. Revenues	9,807	15,148	(5,341)

Actual Collections
(Comparisons to 1st Six Months)

	<i>FY 2015-16</i>	<i>FY 2014-15</i>	<i>Difference</i>
1 General Fund	22,304,959	18,117,893	4,187,066
2 Utility Fund	7,891,802	7,809,328	82,474
3 Downtown Development	25,264	21,981	3,283
4 Occupancy Tax	371,029	336,450	34,579

Actual Expenditures
Comparisons with Adjusted Budget

	<u>FY 2015-16</u>		<u>FY 2014-15</u>	
1 General Fund	\$	22,167,563	\$	18,841,857
		(47.49%)		(46.76%)
2 Utility Fund	\$	7,046,298	\$	6,006,556
		(37.57%)		(32.12%)
3 Downtown Development	\$	69,880	\$	46,783
		(48.35%)		(31.83%)
4 Occupancy Tax	\$	464,775	\$	639,804
		(80.47%)		(69.90%)

General Fund Salaries/Fringes
Attrition and Health Insurance Savings
July – December 2015

	Budget	Actual	Savings
1 Salary/Fringes	\$ 350,000	\$ 548,625	\$ 198,625
2 Health Insurance	\$ 75,000	\$ 275,302	\$ 200,302

Note: Departmental Vacancies (General/Other) 28/1
Opt Out City's Insurance Coverage (General/Other) 8/1

Fund Balance
Adopted Budget Appropriations
FY 2015-16

1. General Fund	None
2. Utility Fund	\$ 273,794
3. DGDC	None
4. Occupancy Tax Fund	\$ 24,850

Fund Balance
Council Appropriations
FY 2015-16

General Fund		\$1,081,265
a. GWTA Bus (Local Match)	\$ 34,309	
b. NC Governor's Crime Grant Match	5,112	
c. Resurfacing – William St. Crossing	2,395	
d. KaBoom Grant (Match)	50,000	
e. Sanitation Workers (PT)	27,000	
f. Pickle Ball Construction	20,000	
g. Police Gym Equipment	20,000	
h. Police Parking Lot (Paving)	28,000	
i. Police Phone Stipends	20,000	

j. Police Parking Lot Repairs	15,000
k. Lease Payment (Radio Lease)	95,000
l. Streetscape Art Lease	6,000
m. Streetscape Art Plaque	5,565
n. Police Line Cars (10)	422,000
o. LED Light Street Lights	32,550
p. Building Demolition	25,625
q. Goldsboro Event Center Operating	50,542
r. Fire Ground/Main St. Conf./ Resurfacing and Sidewalk Repairs	165,567
s. Golf Employees to Parks & Rec.	56,600
Utility Fund	\$470,000
a. Water Impv. Mulberry Street	\$141,701
b. Streetscape Change Orders	282,545
c. John St. Repairs/Mulberry St.	36,004
d. Stoney Creek Outfall	9,750
DGDC	\$ 43,889
a. Façade grants	\$24,939
b. Main Street Conference	18,950

Occupancy Tax Fund None

Ms. Scott noted the general fund would be reimbursed for the \$422,000 equipment loan.

Dr. Dunsmore – Wayne County Schools

Dr. Dunsmore provided information on the calendar law and the upcoming completion of their strategic plan. Dr. Dunsmore stated once the strategic plan is completed he would provide a copy to Council. Additional items discussed included Central Attendance Area, Goldsboro High School, Carver Heights, WCC Advanced Manufacturing Center, Visioning and Virtual Schools.

Council expressed strong support for Wayne County Schools.

Council took at 10 minute break.

Annual Police Department Update

Chief West shared the following information:

Seniority List

110 Sworn Law Enforcement Officers

Years of Service

Number of Officers/Percentage

Over 20 years	12 – 11%
Over 10 but less than 20 years	34 – 31%
Over 5 but less than 10 years	26 – 24%
Less than 5 years	23 – 21%
Vacant	15 – 13%
TOTAL	110

Sworn Officer Assignments

Interim Chief-1

Patrol Division-63 with 8 current vacancies

Investigations Division-13 with 2 current vacancies

Support Services Division-11 with 2 current vacancies

Crime Scene Unit-4

Vice-5 with 2 current vacancies

GREAT/Crime Prevention-4

Warrants-2

Training-2

SRO-3

Park Police-1 with 1 current vacancy

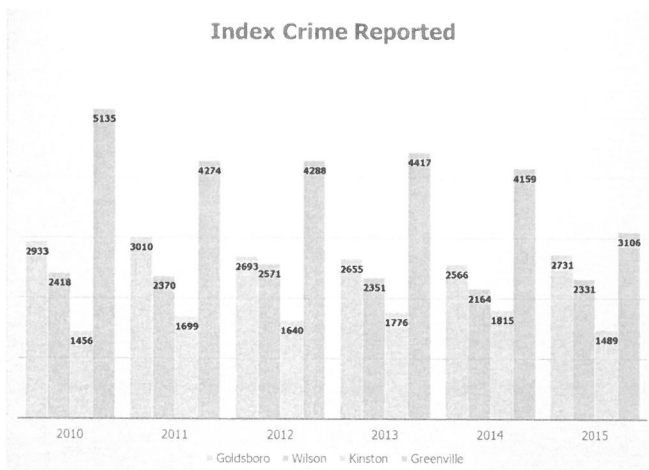
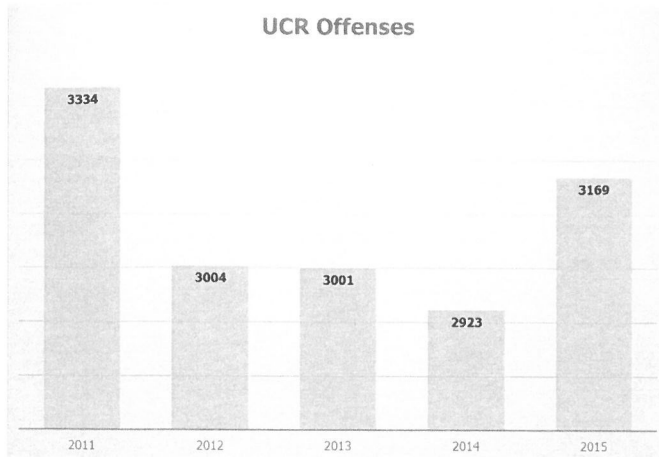
Community Partnership Coordinator-1

Vacant-15 total vacancies

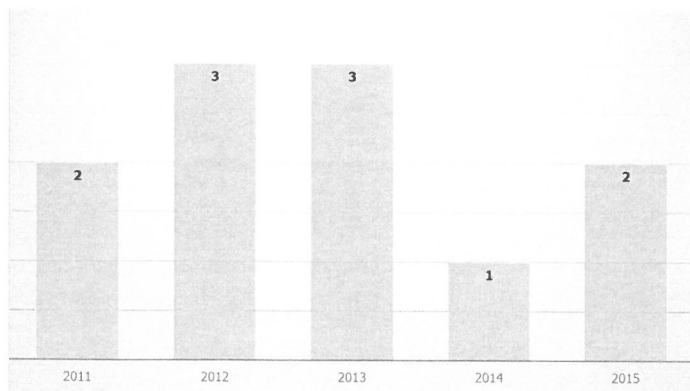
Crime Stats

GPD's Uniformed Crime Reporting

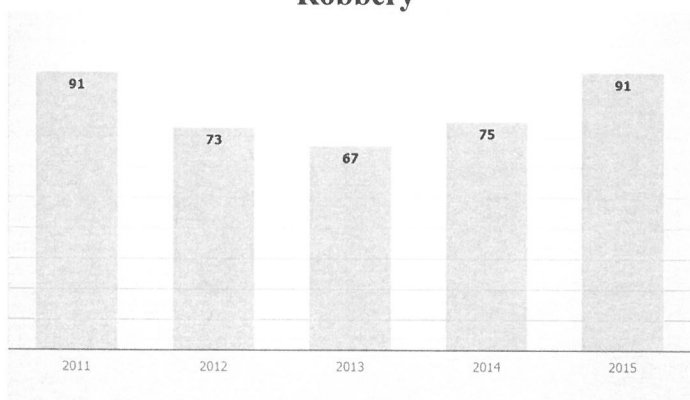
OFFENSES	2011	2012	2013	2014	2015	% CHG
Homicide	7	13	5	6	9	+ 50%
Rape	2	3	3	1	2	+ 100%
Robbery	91	73	67	75	91	+ 20%
Aggr. Assault	252	233	214	259	363	+ 40%
Simple Assault	322	311	344	351	436	+ 24%
Burglary	674	589	573	463	541	+ 17%
Larceny	1850	1655	1690	1671	1642	- 2%
Vehicle Theft	123	127	103	91	83	- 9%
Arson	2	0	2	6	2	- 67%
TOTAL	3334	3004	3001	2923	3169	



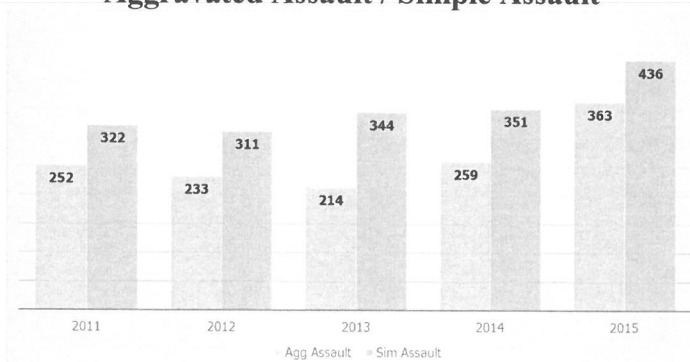
Rape



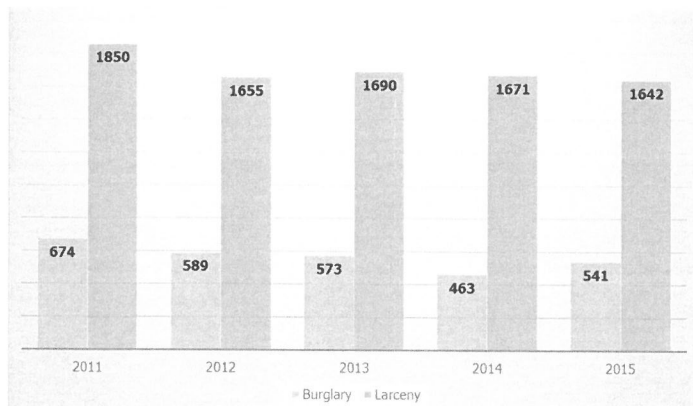
Robbery



Aggravated Assault / Simple Assault



Burglary & Larceny

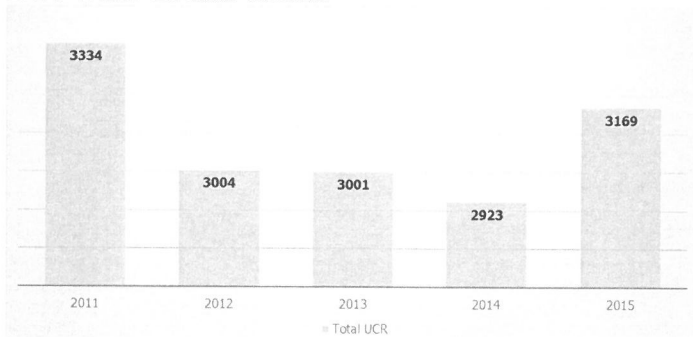


Burglary and Larceny Defined Under UCR Standards

Burglary- Unlawful entry with intent to commit a larceny or felony, breaking and entering with intent to commit a larceny, housebreaking, safecracking and all attempts. (1st & 2nd degree burglary, breaking & entering)

Larceny- Unlawful taking, carrying, leading or riding away of property from possession or constructive possession of another. (Misdemeanour larceny, shoplifting, theft from motor vehicles, theft of bicycles, theft from buildings)

Five Year Crime Trend



****2014 was the first year we set a goal of reducing crime by 5%**

**** Our goal in 2016 is to reduce crime by 5%**

Criminal Investigations Divisions

11- Investigators are assigned to the Criminal Investigations Division

- 2 – Crimes Against Persons
- 4 – Property Crimes
- 4 – Financial Crimes
- 1 – Juvenile/Missing Persons/Sex Crimes

Investigator's Case Load 2015

- 149 Cases assigned to 2 Persons Crimes Investigators
- 585 Cases assigned to 4 Property Crimes Investigators
- 226 Cases assigned to 4 Financial Crimes Investigators
- 61 Cases assigned to 1 Juvenile/Missing Person/Sex Crimes Investigator
- A total of 1021 Felony cases were assigned to this division in 2015 (Average-102 cases per Investigator) 8% increase from 2014.

**The case load is average with other departments.

Clearance Rate

Goldsboro Police Department's

UCR Clearance Rate vs. National Rate

In 2015 the Goldsboro Police Department cleared 35% of UCR Crimes compared to the National average of 22%.

2015 Traffic Stop Data

Chief West provided a handout from the NC Department of Justice that provided information regarding traffic stops from January 1, 2015 to December 31, 2015.

Training Hours 2015

Officers of the Goldsboro Police Department received 8,818.5 hours of training in 2015. This training includes the 24 hours of training mandated by the NC Criminal Justice Education and Training Standards Commission for each sworn officer, along with other specialized training courses to enhance the officer's skills and knowledge as they continue to effectively serve the citizens of Goldsboro.

Patrol Vehicle Inventory Report 2016

Police Vehicles

60 Total Vehicles

- 32 Line
- 21 Take Home
- 7 Spare

Model Year

2000 – 4	2005 – 4	2010 – 7	2016 – 15 (ordered)
2001 – 1	2006 – 9	2011 – 1	
2002 – 2	2008 – 5	2013 – 13	
2004 – 1	2009 – 2	2014 – 11	

Marked Patrol Vehicles

Mileage

- 34 Vehicles have under 80,000 miles.
- 7 Vehicles have 80,001 to 100,000 miles.
- 4 Vehicles have 100,001 to 120,000 miles.
- 15 Vehicles have over 120,000 miles.

- Line cars are averaging 19,000 mile per year.
- Take home cars are averaging 10,000 miles per year.

NOTE:

- The service life of a Take Home car is about 8-10 years.
- The service life of a Line Car is about 5-6 years.
- Service life is based on 80,000 to 100,000 miles and the average cost to maintain the vehicle.
- The decision to deadline a car is based on model year, mileage, parts availability, maintenance cost and the overall safety of the car.

Summary

- 12 vehicles are ten years old or older.
- 19 vehicles currently have over 100,000 miles on them and that could increase to 30 by 2016.
- 50% of the total yearly maintenance cost on the fleet is for vehicles that comprise 31% of the fleet.
- High mileage vehicles are less reliable, use more fuel, require more oil between servicing and due to the poor appearance of the cars, reflect negatively upon the Police Department and the City of Goldsboro.

Fleet Vehicle Replacement

- 10 Patrol Cars, 2 Admin cars per year
- Increase the size of the fleet to allow for additional take home cars for officers living outside of the city limits and to replace older cars
- More vehicles under warranty; reduces maintenance cost
- Enhance public image of Police Department
- Improve officer moral

Admin Vehicles

32 Total Vehicles (2016)

20 Take Home Cars

Model Year

1989 – 1	2006 – 3
1999 – 1	2007 – 1
2000 – 1	2009 – 3
2001 – 7	2010 – 4
2002 – 4	2014 – 2
2004 – 2	2016 – 1 (ordered)
2005 – 3	

What did we accomplish in 2015?

- Implemented a department wide vehicle take-home plan.
- Secured a pay increase for Field Training Officers.
- Continued restoring the Department's aging Patrol Vehicle Fleet.

- Continued the Goldsboro Partners Against Crime (VCTF/GPAC).
- Conducted a successful multi-agency operation on high crime areas within the City.

vVCTF/GPAC

VCTF/GPAC

(Goldsboro Partners Against Crimes)

Notifications

- 4 Call-In Notifications
- Number of subjects notified: 64

Re-Offenders

- 13 Felony Re-Offenders
- 2 are in Federal Custody and 2 are under Federal Indictment. The other 9 have pending dates here in Wayne County.

GPAC 2013 – 2016

- 197 offenders have been called-in and notified since 2013
- 39 have re-offended (19%)
- 17 have been convicted (43%)
- Offenders that have been notified had previous charges such as Felony Drug Charges, Weapons Charges and even Murder.
- This year there will be (3) Call-In Notification Sessions with adult offenders and (2) with juvenile offenders.
- We have also assisted Greenville and Elizabeth City Police Departments in starting up their own Call-In Notification Sessions.

Probation & Parole

- | | |
|--------------------|-----|
| • Arrests | 247 |
| • Incident Reports | 404 |
| • Field Contacts | 218 |
| • VCTF | 134 |

Evidence Inventory

- At the present time there are 41,136 items of evidence being stored at the Police Department.
- This does not include packages containing multiple items of evidence.

Evidence Retention

- Misdemeanour cases where no arrest have been made, evidence items will be disposed of after 2 years.
- Felony cases where no arrests have been made, evidence items not required to be retained by N.C. G.S. 15A-268 will be disposed of after 5 years.

N.C. G.S. 15A-268

Biological evidence includes the contents of a sexual assault examination kit or any item that contains blood, semen, hair, saliva, skin tissue, fingerprints, or other identifiable human biological material.

Biological Evidence Retention

- For convictions resulting in a sentence of death, until execution.
- For convictions resulting in a sentence of life without parole, until the death of the convicted.
- For convictions of any homicide, sex offense, assault, kidnapping, burglary, robbery, arson or burning, for which a Class B1-E felony punishment is imposed, the evidence shall be preserved during the period of incarceration and mandatory supervised released, including sex offense registration
- Biological evidence collected as part of a criminal investigation of any homicide or rape, in which no charges are filed, shall be preserved for the period of time that the case remains unsolved.

Police Department Evidence Expansion Plans

Moseley Architects was retained by The City of Goldsboro in September of 2015 to perform a detailed evaluation and space planning service for the Police Department.

Phase I consists of evaluating three alternatives:

1. Construction of an addition to the existing building for evidence storage.
2. Conversion of the existing training gymnasium space into evidence storage and make recommendations on how to replace the Training space evacuated.
3. Relocate the FD to a new facility and convert the existing FD bays to evidence storage and repurpose the vacated FD office area.

A final report has been completed and will be presented to the City for their use and consideration.

2016 Future Technology Requests

- Moseley Architects was retained by The City of Goldsboro in September of 2015 to perform a detailed evaluation and space planning service for the Police Department.
- Phase I consists of evaluating three alternatives:
- Construction of an addition to the existing building for evidence storage.
- Conversion of the existing training gymnasium space into evidence storage and make recommendations on how to replace the Training space evacuated.
- Relocate the FD to a new facility and convert the existing FD bays to evidence storage and repurpose the vacated FD office area.
- A final report has been completed and will be presented to the City for their use and consideration.

Councilmember Williams shared information regarding 24 hours of Peace movement.

Councilmember Foster discussed the need for more community policing.

Additional topics of discussion included crime areas, recruiting efforts and outreach ideas.

Council expressed interest in supporting a city sponsored participant for the BLET Program.

ShotSpotter

Chief West introduced Mr. Phil Dailly with SST, Inc. Mr. Dailly shared the following information:

Gun Violence is Costly

- Three different studies reveal average cost of homicide at \$5.9M*
- 1. 60% Lost quality of life for victim
- 2. 30 % Lost victim productivity
- 3. 6% Criminal Justice cost (\$354,000)
- 4. 3% Lost offender productivity
- 5. 1% Medical expenditures and property loss
- Washington State study estimates criminal justice cost at \$255,000 per homicide
- San Mateo County Study (2010) – cost of gun violence ranges from \$57k to \$856k

**Rand Report*

The Echo of Gunfire

- Its impact reaches deep in communities and cities.
- 1. Fear & Intimidation
- 2. Homicides & Other Violent Crimes
- 3. Distrust of Police
- 4. Poverty & Blight
- 5. No Opportunities for Youth
- 6. Unemployment
- 7. Economic Disinvestment
- 8. Neighborhood Flight

Mr. Dailly shared it is estimated that only 20% of gunfire incidents are called into 9-1-1.

Effective Policing with ShotSpotter Flex

- The only solution that can accurately alert you in real time to the exact where, when and what of gunfire.
- Always on, forensically creditable, cost effective alert/data service. And no unnecessary overhead required.
- The fastest and safest way to dispatch first responders into gunfire and explosive agents.
- The only way to know the real problem and track it.

Proven Experience Worldwide

- 90+ Installations

- 80+ US Cities & 4 Countries
- 200+ Square Miles Monitored
- 20+ Customer Expansions

Mr. Dailly shared how the ShotSpotter Flex system works. ShotSpotter provides court admissible evidence and reduces liability. ShotSpotter changes the way first responders interact with the community. Knowledge builds trust and interaction which leads to more intelligence. Intimidates the criminals and would-be shooters. Builds confidence and stronger community relations.

Gunfire Abatement Program Development

- Organization & Community Assessment & Preparedness
- Increasing Your Capacity to Address the Gunfire & Violent Crime Problem
- Community Engagement
- Maximizing Gunfire Detection & Location Data
- Best Practices & Additional Strategies
- Ongoing & Long-Term Planning

Council discussed cost and agreed to proceed with ShotSpotter.

Second Act Communities

Mr. Scott Stevens introduced Ms. Addie Thompson, Ms. Rhonda Scott and Sharon Shoff with Second Act Communities. Ms. Rhonda Scott share the following information:

About Second Act Communities

- Mission – We create housing and supportive services that profoundly change the lives of our neighbors across the United States.
- Vision – Our vision is to create quality homes for everyone and to be champions for supportive communities where people can not only survive but are empowered to live their best lives.
- Values – Our work requires passion for all humanity, inclusivity, equal opportunity, trust, justice, courage, and respect for our partners and our neighbors.

Why Second Act Communities?

- Holistic
- Mission Driven
- Collaborative
- Experienced
- High Quality
- Award Winning

Why a Mixed-Use Development?

- Growth = Choices and Opportunity
- Thanks to strong population growth the US will need almost 60 million new housing units by 2030.

- Attract new retail development.

Benefits

- Higher-density development offers homes that are within reach of vital community members.
- Help balance city budgets
- Transform neighborhoods into lively ones
- Reduce traffic congestion
- Preserve space for parks and outdoor recreation

Ms. Rhonda Scott shared they are looking at property the city owns along James Street and Center Street.

Ms. Stoff shared next steps include:

- Sales Contract
- Feasibility Analysis
 - Market Study
 - Retail Market Survey
 - Rezoning
 - Financing
- Stakeholder Design Input Sessions

Council agreed to continue discussions with 2nd Act Communities.

Structures Recommended for Demolition

Mr. Allen Anderson shared the following information with Council:

Minimum Housing Process

1. Complaints are submitted by Community Affairs/GIS 311/Tenant Complaint and/or Inspectors as they ride through the City.
 2. A site inspection is performed by the Minimum Housing Inspector, Brittney Dunn, and the owner is notified with a First Contact letter.
 3. The property then goes into the Minimum Housing Process.
 4. Phase I - 15 days
Phase II – 90 days
- | |
|-----------------------|
| Phase III – 30 days |
| Last Chance – 10 days |

Note: Anytime during the process, if the owner obtains a renovation permit and pays bond, they are given an additional six (6) months to bring the structure up to code.

What is Minimum Housing?

- A process that empowers municipalities to adopt and enforce ordinances for dwellings that are “unfit for human habitation” due to conditions that render dwellings “unsafe” to residents.

GS 160A-441

Minimum Housing Code

The United States and North Carolina Constitutions forbids the government from taking private property for public use without (1) just compensation and (2) due process of law. Even though the property may be condemned, and even if the City goes through the entire demolition process, the building/land is still owned by the property owner until such time as the property is foreclosed upon by the City to recoup demolition fees. As such, the City would not be able to unilaterally take possession of a condemned structure for repair and resale.

Possible Options:

1. May use the demolition by neglect provisions of the UDO to force compliance and repair in certain situations through an injunction and court order (the City would have to file a civil action in Superior Court). However, the City will not be able to enter the premises to make repairs without a court order; or
2. In situations involving blighted parcels, the City pursuant to Article 22 of Chapter 160A of the NC General Statutes may use eminent domain for urban redevelopment purposes. However, the City will have to offer the owner just compensation (i.e. fair market value) for the property and if the owner does not agree as to valuation or that it is a valid public purpose, we would have to go to trial in Superior Court; or

There will be costs associated with all options whether it is in the form of demolition costs or court costs.

In a perfect world we may be able to convince the property owner to donate the property to a non-profit for rehabilitation purposes, but we may run into title issues such as unknown heirs, judgments, deeds of trust, or other liens upon the property.

Source: City Attorney

Minimum Housing/Demo by Neglect

Houses in Minimum Housing	Blight Letters Mailed	Demo By Neglect	Houses Repaired	Houses Demo GF/CDBG	Adjusted Bldg. Demo Budget GF/CDBG
2015/16 232	108 YTD	17 YTD	7 YTD	13/3	\$95,000/ \$15,250
2014/15 215				21/7	\$92,800/ \$27,080
2013/14 247				13/3	\$95,534/ \$20,339
2012/13 296				14 Res 1 Non Res	\$152,690

Properties under Contract to be Demolished

3918 E. Ash Street	404 Gulley Street
102 Bright Street	1108 N. John Street
204 Cemetery Street	504 S. John Street
724 W. Chestnut Street	1304 N. John Street
200 E. Elm Street	403 W. Oak Street
206 E. Elm Street	211 Shaw Court
214 E. Elm Street	605 E. Spruce Street
1208 E. Elm Street	613 Spruce Street
	220 Wayne Avenue

Structures Recommended for Demolition in FY 16/17

<u>Location</u>	<u>Status</u>	<u>Process Started</u>	<u>Approx. Demo Cost</u>
706 Alabama Ave.	Last Chance	Apr 13, 2012	\$ 7,500
708 Alabama Ave.	Last Chance	Apr 13, 2012	\$ 7,500
110 Brogden St.	Last Chance	Jan 17, 2013	\$ 5,500
702 Crawford St.	Last Chance	Jul 7, 2009	\$ 6,500
704 Crawford St.	Last Chance	Jul 7, 2009	\$ 6,500
510 Eason St.	Last Chance	Jan 21, 2010	\$ 7,500
707 E. Elm St.	Last Chance	Feb 6, 2014	\$ 7,500
421 Gulley St	Last Chance	Oct 5, 2009	\$ 5,500
302 N. Leslie St.	Last Chance	Jul 18, 2013	\$ 8,500
410 Magnolia St.	Last Chance	Jan 21, 2015	\$ 7,800
618 W. Mulberry St.	Last Chance	Oct 22, 2014	\$ 8,500
705 Potley St.	Last Chance	Jan 23, 2013	\$ 6,500
707 Potley St.	Last Chance	Jan 23, 2013	\$ 6,500
1608 Slocumb St.	Last Chance	Aug 19, 2013	\$ 8,500
1415 E. Ash St.	Condemned	Nov 17, 2014	\$ 6,500
1107 N. George St.	Condemned	Jun 15, 2015	\$ 8,000
215 Olivia Lane	Condemned	Jun 15, 2015	\$ 5,300
330 Piedmont Airline	Condemned	Jun 15, 2015	\$ 7,300
702 Simmons St.	Condemned	Nov 17, 2014	\$ 5,300

309 N. Slocumb St.	Condemned	Nov 17, 2014	\$ 6,300
501 E. Walnut St.	Condemned	Jun 15, 2015	<u>\$ 13,200</u>
		TOTAL:	\$152,200

City Owned Properties Recommended for Demolition

- 1007 N. John Street
- 272 Millers Chapel Road
- 901 N. Carolina Street
- 811 N. Virginia Street

Residential Property Demolished by Owners

- 3016 Central Heights Road
- 3018 Central Heights Road
- 505 Center Street
- N. Center & Grantham Shelter
- Central Park Ash Street
- 900 N. James Street
- Old Taco Bell

List of Structures Recommended for Demolition in FY 16/17

706 N. Alabama Ave	421 Gulley Street
708 N. Alabama Ave	302 N. Leslie Street
110 Brogden Street	410 Magnolia Street
702 Crawford Street	618 W. Mulberry Street
704 Crawford Street	705 Potley Street
510 Eason Street	707 Potley Street
707 E. Elm Street	1608 Slocumb Street

Discussion included the permit process and the length of time allowed to owners to bring the home back up to standards. Council also discussed the need to be more proactive with the process.

Council expressed interest in providing additional funding for demolition of condemned properties.

City of Goldsboro Debt Profile – Davenport & Company

Ms. Kaye Scott introduced Mr. Ted Cole from Davenport & Company. Mr. Cole shared the following information with Council:

Goals & Objectives

- Review the City's current Credit Ratings and introduce a series of Rating Peers.
- Review the City's Historical General Fund Operations and Fund Balance Levels.
- Provide a preliminary perspective on the City's existing Tax Supported Debt and Financial Profile.

1. Analyze a series of Key Financial Ratios within the City's Financial Policies so as to better understand the City's future Debt Capacity.
2. Examine a series of Peer Comparatives to understand how the City's Existing Debt Profile compares against national and North Carolina cities and towns.
 - Analyze the impact of the City's Future Capital Projects under consideration.
1. Revisit the Key Financial Ratios and Financial Policies.
2. Analyze the impact of proposed financings on the City's Debt Affordability based on current revenue sources.
 - Provide a preliminary perspective on the City's existing Utility Debt and Financial Profile.
1. Analyze the impact of the City's Future Capital Projects under consideration.
2. Revisit the Key Financial Ratios and Policies.

Credit Rating Overview and Peer Comparatives

- The City is currently rated Aa2 by Moody's Investors Service (October 2014) and AA- by Standard and Poor's (October 2014).
- The following pages contain peer comparatives based on the below Moody's rating categories.
- National Cities and Towns
 1. Aaa 178 Credits
 2. Aa 1,406 Credits
 3. A 660 Credits
- North Carolina Cities and Towns
 1. Aaa 8 Credits
 - Cary, Chapel Hill, Charlotte, Durham, Greensboro, Huntersville, Raleigh, and Winston-Salem
 2. Aa 28 Credits
 - Apex, Asheville, Burlington, Carrboro, Clayton, Conover, Fayetteville, Fuquay-Varina, Garner, Gastonia, Goldsboro, Greenville, Hendersonville, High Point, Holly Springs, Indian Trail, Jacksonville, Matthews, Mint Hill, Mooresville, Morrisville, Mount Holly, Sanford, Wake Forest, Weaverville, Wilmington, Wilson, Zebulon
 3. A 7 Credits
 - Bessemer City, Dunn, Hamlet, Lexington, River Bend, Salisbury, Stanley

Rating Agency Commentary – Moody's (10/14/14)

- Strengths
 1. Large-sized tax base anchored by Seymour Johnson Air Force Base
 2. Local economy benefits from proximity to the Raleigh metro area
- Challenges
 1. Narrowed reserves to levels significantly lagging those of the Aa2 national median
 2. Reliance on economically sensitive sales tax revenue (21.5% of revenues)
- What Could Change the Long Term Rating (Up)

1. Continued tax base expansion and diversification with improvements in wealth levels
2. Sustained trend of surplus operations resulting in growth in reserves and liquidity
 - What Could Change the Long Term Rating (Down)
1. Deviation from current financial expectations in 2014 resulting in declines in fund balance
2. Deterioration of the city's tax base and demographic profile
3. Significant increase in debt burden

Rating Agency Commentary – S&P 's (10/16/14)

- The 'AA-' rating reflects S&P's opinion of the City's:
 1. Weak economy due primarily to income that is well below the national average -- The city, however, is a commercial hub for the area, anchored by an established U.S. Air Force base;
 2. Strong budgetary flexibility with a history of maintaining strong reserves, including fiscal 2013 audited available reserves (unassigned and assigned fund balance) equal to 14.5% of general fund expenditures;
 3. Adequate budgetary performance with a diverse revenue stream, led by property taxes that generate 45% of general fund revenue followed by sales taxes at 20%;
 4. Very strong liquidity, providing very strong cash to cover debt service and expenditures;
 5. Strong management conditions with "good" financial management policies and practices under our Financial Management Assessment (FMA) methodology; and
 6. Very strong debt and contingent liabilities due to low carrying charges, low net debt, and rapid amortization.
- Outlook
 1. The stable outlook reflects Standard & Poor's opinion of Goldsboro's strong reserves and weak economy. We could raise the rating if Goldsboro were to improve and sustain budgetary performance while it builds on already strong reserves. Conversely, we could lower the rating if Goldsboro were to post significant unplanned deficits.

Rating Agency Methodology Updates

Moody's

- On January 15, 2014, Moody's updated its US Local Governments General Obligation Debt methodology and assumptions.
- Under the new methodology, an initial indicative rating is calculated from a weighted average of four key factors:
 1. Economy / Tax Base
 2. Finances
 3. Management
 4. Debt Pensions

S&P

- On September 12, 2013, Standard & Poor's updated its US Local Governments General Obligation Ratings methodology and assumptions.
- Under the new methodology, an initial indicative rating is calculated from a weighted average of seven key factors:
 1. Institutional Framework
 2. Economy
 3. Management
 4. Budget Flexibility
 5. Budgetary Performance
 6. Liquidity
 7. Debt and Contingent Liabilities

Historical Credit Spreads

- The City's credit rating has a direct impact on the cost of borrowing, which in turn effects the City's debt capacity.
 - The credit spread is the premium an issuer pays the purchaser of their bonds (i.e. higher interest rate) as compensation for increased credit risk.
 - Since the financial downturn in September 2008, credit quality of issuers has taken on a renewed importance to investors.
 - The average spread for an A rated borrower has increased from 0.33% from Nov. 2004-Dec. 2008 to 0.72% since Dec. 2008.

Mr. Ted Cole also reviewed the following:

- General Fund Operations
- General Fund Balance Overview
- General Fund Peer Comparatives
- Existing Tax Supported Debt
- Key Debt Ratio: Tax Supported Payout Ratio
- Key Debt Ratio: Debt to Assessed Value
- Key Debt Ratio: Debt Service vs. Expenditures
- Debt Affordability Analysis

Future Capital Projects and Financing Assumptions

- The City is considering the following future capital projects to be paid from the General Fund:

Equipment / Vehicle Loan – \$1,202,000

- The City has distributed an RFP and received bank bids for the loan. The City received a Non-Bank Qualified interest rate of 1.495% from Bank of America.
- The loan is expected to close in March 2016 and payments will begin in FY 2017.

Police Evidence Room – \$3,500,000

- Financing assumptions for the loan include:
 Issuance: January 2014 (FY 2017)
 Amortization: 15 Year Level Principal

Interest Rate: 4.00%
First Interest: FY 2018
First Principal: FY 2018

- The City is considering the following future capital projects to be paid from Occupancy Tax:

Multi-Sports Complex - \$3,000,000

- The City has entered into an interlocal agreement with Wayne County.
- The County will loan the City \$3 million at 1.50% for 15 years. The City will repay the debt service on a level principal basis.
- The City plans to use existing occupancy tax funds to repay the debt service.
- The loan is expected to close in June 2016 and payments will begin in FY 2017.

Proposed Tax Supported Debt Service

- Debt Issued:

Equipment / Vehicle Loan:	\$1,202,000
Multi-Sports Complex:	\$3,000,000
Police Evidence Room:	<u>\$3,500,000</u>
Total	\$7,702,000

- Debt Service:

Equipment / Vehicle Loan:	\$1,254,894
Multi-Sports Complex:	\$3,360,000
Police Evidence Room:	<u>\$4,620,000</u>
Total	\$9,234,894

Mr. Cole reviewed the City's debt affordability analysis for the existing and proposed debt.

Mr. Cole also reviewed the existing Utility Supported debt and the Financial Profile of the Utility Fund.

Potential Utility Fund Projects and Financing Assumptions

- Jet-Vac Rodder Truck - \$365,000
 - The City has distributed an RFP and received bank bids for the loan. The City received a Non-Bank Qualified interest rate of 1.495% from Bank of America.
 - Funding Date: March 2016
 - Rate: 1.495%
 - Amortization: 5 Year Level Debt Service
 - First Interest: FY 2017
 - First Principal: FY 2017
- Stoney Creek Outfall - \$3,591,867
 - The City anticipates funding the project through the issuance of an SRF Loan.
 - The City has received LGC approval for this project in August of 2015.
 - Funding Date: FY 2016

- Rate: 1.88%
- Amortization: 20 Year Level Debt Service
- First Interest: November 1, 2017
- First Principal: May 1, 2018
 - Smart Metering (AMI) - \$5,600,000
- The City expects to bid this project in September 2016.
- Funding Date: October 2016 (FY 2017)
- Rate: 4.00%
- Amortization: 15 Year Level Debt Service
- First Interest: FY 2017
- First Principal: FY 2018
 - Sanitary Sewer Rehab (Phase IV) – \$6,220,052
- The City is currently in the application process for an SRF loan to fund this project.
- Funding Date: FY 2017
- Rate: 2.5%
- Amortization: 20 Year Level Principal
- First Interest: November 1, 2018
- First Principal: May 1, 2019
 - Water Plant Expansion (Plate Setters) – \$2,325,000
- The City intends to submit an application for an SRF loan to fund this process.
- Funding Date: FY 2019
- Rate: 2.5%
- Amortization: 20 Year Level Principal
- First Interest: November 1, 2020
- First Principal: May 1, 2021

Key Assumptions

- Revenues:
 - FY 2016: As budgeted
 - FY 2017 – 2022:
 - o Operating Revenues: 3.00% growth
 - o Non-Operating Growth: 3.00% growth
- Operating Expenditures:
 - FY 2016: As budgeted
 - FY 2017 – 2022: 3.00% growth
- Borrowing Assumptions:
 - Future Pay Go Capital:
 - FY 2016: \$511,125
 - FY 2017 – 2022: 0.00% growth
 - Future Transfer to Capital Reserve Fund:
 - FY 2016: \$200,000
 - FY 2017 – 2022: 0.00% growth

Councilmember Broadway asked for additional information, what would a 1 cent increase in water and sewer rates generate.

Code Enforcement Update

Mr. Jimmy Rowe shared the following information with Council:

Code Enforcement

- Code Enforcement is the prevention, detection, investigation and enforcement of violations of codes and ordinances regulating public health, safety, and welfare of the general public.
- Code enforcement consists of two inspectors devoting 100% of their time to enforcement and supervising community service workers.
- One inspector retired on January 8, 2016 and we are currently reviewing applications to fill this position.
- A Code Enforcement Officer is a sworn or non-sworn inspector whose primary duties are the prevention, detection, investigation, and enforcement of violations of ordinances and codes regulating public nuisance, public health, safety, and welfare of the general public as it relates to the City of Goldsboro.
- The City's Code Enforcement Officer is responsible for evaluating private properties and public grounds against local codes, answering citizen questions about the codes and issuing citations and code violations.
- Code Enforcement Officers work to maintain an attractive, safe community which helps improve both property values and the quality of life of those in the community.

Mr. Rowe shared pictures of code enforcement issues.

Code Enforcement Costs

- The Code Enforcement Division was allocated \$27,700 dollars in FY 2015-2016 which began on July 1, 2015 for cutting and cleaning lots.
- Currently we have spent \$24,140 from July 2015 to January 2016 on tasks related to cutting and cleaning lots.

Use of Community Service Workers

- Since 2007, the City has spent \$20,815 contracting to have litter and debris picked up from City right-of-ways.
- The average yearly cost to have a contractor to provide this service from 2007 to 2011 was \$3,853.
- When we started using community service workers, the average yearly cost from 2012 to 2015 was reduced to only \$516.

Abandoned or Junked Vehicles

- A vehicle that does not display a current license plate and is partially dismantled or wrecked.
- A vehicle that cannot be self-propelled or moved in the manner in which it originally was intended to move.
- The vehicle is more than 5 years old and appears to be worth less than \$100.

- The City's Code of Ordinances state that one vehicle has to be located in the rear yard on private property and is fully covered by a manufactured car cover and is not surrounded by overgrown weeds or grass shall not be considered a junked motor vehicle.

Six Block Focus Area – Established by Council in 2015

- Area is bounded by:
 - Spruce Street to the north
 - Elm Street to the south
 - S. William Street to the east
 - S. James Street to the West
- Code Enforcement Efforts
 - Staff began strict code enforcement procedures in this area in February of 2015.
 - The Code Enforcement Officer has used community service workers to physically clean this area on several occasions.
 - Routine inspections are made in this area on a monthly basis.
 - Staff has received no code enforcement complaints in this area within the last 12 months.
 - The Code Enforcement Division will continue to be proactive with code enforcement activities within this area, unless directed otherwise.

Goldsboro Housing

Ms. Shycole Simpson-Carter presented the following information:

Housing in Goldsboro

- 16,192 Housing Units
- 14,095 Occupied Housing Units
- 5,358 Owner Occupied
- 8,737 Renter Occupied
- 2,097 Vacant Housing Units

Structure Type of the 16,192 Housing Units

- Single-Family Detached
- 8,692 (54%)
- Apts. Or Mobile Homes
- 7,500 (46%)

Year Housing Structure Built

- Built after 1970
- 5,743 units (36%)
- Built 1970 or Earlier
- 10,449 units (65%)

Median Value of the 5,358 Owner Occupied Units = \$111,000

- Mortgage Housing Units

- 3,373 (63%)
 - No Mortgage Housing Units
- 1,985 (37%)

Ms. Simpson-Carter shared based on the US Census Bureau latest ACS Data Goldsboro's population is 35,908. However, the data below only accounts for 33,645 citizens residing within the 16,192 housing units within the City limits.

Group	Percentage
<u>In the Last 12 Months Goldsboro Population Living Below Poverty Level</u>	<u>26%</u>
People living below the poverty level within each individual groups:	
Under 18 years	38%
18 – 64 years	53%
65 years & over	9%
People in Families	25%

Housing Terminology

- Subsidized/Public Housing - Though it is incorrectly used to describe “all” housing that is assisted by the government, subsidized housing is used when describing housing that has rental assistance. That is, housing where all or a portion of the occupants monthly housing cost is paid for directly by the government. An example of this is Section 8 housing vouchers, where a renter only pays the portion of the rent that is determined to be affordable to them based on their income.

Housing Authorities receive funding from the US Department of Housing and Urban Development (HUD), to operate Section 8 voucher programs and low rent housing called public housing.

Federal/State Public Housing Authorities:

Goldsboro Housing Authority (GHA)	1,226 housing units
Eastern Carolina Regional Housing Authority	104 housing units

Privately-Owned Subsidized Housing Authority:

The Grand at Day Point Apartments	160 housing units
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- Affordable Housing - In the United States, the term affordable housing is used to describe housing, rental or owner-occupied, that is affordable no matter what one's income is. The U.S. government regards housing costs at or below 30% of one's income to be affordable.
- Low Income Housing Tax Credits (LIHTC) - Low Income Housing Tax Credits (LIHTC) is a Federal housing assistance program that provides tax incentives to owners of affordable housing. The program does not provide direct assistance to renters and is strictly used to finance the construction (not the operation) of rental properties. Usually, LIHTC properties have units available for families earning 60% or less of the Area Median Income (AMI). The rental properties are usually of very high quality and are often mistaken for luxury apartment communities. LIHTC is America's most successful affordable housing program having created millions of affordable rental units since its inception in the late 1980's.

Goldsboro Low Income Housing Tax Credits (LIHTC) Projects

<i>Project Name</i>	<i>LIHTC Award Year</i>	<i>Federal LIHTC Awarded</i>	<i>RPP Loan Amount</i>	<i>Housing Units</i>	<i>Target Population</i>
Laurel Pointe 660 E. New Hope Rd.	2000	\$258,427	\$435,000	48	Families
Huntington Senior Manor 1600 Tampa St.	2002	\$238,498	\$560,000	38	Seniors
Laurel Pointe (Phase II) Apts. 660 E. New Hope Rd.	2003	\$192,276	\$640,000	32	Families
Myrtle Place Apts. 202 Hereford Dr.	2003	\$383,768	\$836,340	60	Families
Ashebrooke 227 Randall Ln.	2004	\$361,204	\$824,350	55	Families
Randall Place 317 Randall Ln.	2007	\$320,000	\$779,136	40	Families
The Highlands (\$300,000 CDBG) 600 Lockhaven Dr.	2011	\$570,167	\$641,000	60	Seniors
Oxford Planation 601 Oxford Blvd.	2013	\$502,000	\$800,000	60	Families
Lochstone 603 W. Lockhaven Dr.	2014	\$660,000	\$0	84	Families
Totals		\$3,486,340	\$5,515,826	477	

Council discussed housing needs.

Energy Conservation Initiatives

Mr. Rick Fletcher presented the following information:

Overview

- Exterior LED Lighting
- Interior LED Lighting
- Solar Panel Panels

Exterior LED Lighting

- Duke Energy LED Initiative
 - Duke Owned & Maintained Street Lights
 - Replace 3,000 Street Lights with Projected 2-Year Completion
 - First Test Phase - Ash St and Slocumb St
 - \$139K Cost with Projected \$100K/Year Energy Savings
 - 1.4 Year Payback
- In-House LED Initiative – City Owned Lights
 - Decorative Fixtures, Wall Packs, Parking Lot Lights, etc.
 - Retrofit 230 Lights with LEDs
 - \$19K Cost with Projected \$14K Annual Savings (1.3 Year Payback)
 - 80% Reduction in Energy Consumption
 - Maintenance Benefits - Longevity & Fewer Components

LED Retrofit Cost Saving Initiative for City Owned Lighting (Street, Parking Lot and Exterior Facility Lighting)									
Current Bulb Type	Qty	Current Bulb		Cost/LED Light	LED Upgrade		Annual Savings	Upgrade Cost	Payback (yrs)
		Usage (W)	Cost/Yr		Usage (W)	Cost/Yr			
175 MH	139	215	\$10,118.28	\$62.50	45	\$2,117.78	\$8,000.50	\$8,687.50	1.1
400 MH	12	458	\$1,860.80	\$200.00	80	\$325.03	\$1,535.77	\$2,400.00	1.6
400 MH	43	458	\$3,958.10	\$119.93	75	\$648.16	\$3,309.94	\$5,156.99	1.6
100 MH	36	110	\$1,340.75	\$47.00	28	\$341.28	\$999.47	1692	1.7
			\$17,277.94			\$3,432.25	\$13,845.69	\$17,936.49	1.3

Interior LED Lighting

- Preliminary Planning Stage
 - Potential to Save 75% in Energy Costs
 - Duke Energy Reimburses up to 75% of Material Costs
 - Possibly Only \$30 Per Fixture
 - Assessing In-House vs. Contract
 - Garage Bay Lighting – Retrofit 37 Lights
 - Reduced Annual Costs from \$3,400 to \$560

Solar Power

- Preliminary Assessment
- Cost Prohibitive
 - Add Solar Panels and New Fixtures
 - LED Upgrade Already Saves 80% of Costs
- Additional Maintenance Costs
 - LED Upgrade Reduced Components

- Aesthetics
 - Solar Panels Mounted on Light Poles

Revenue Options

Ms. Kaye Scott presented the following information:

General Fund

Budgeted Revenues

Tax Revenues **\$15,723,437**

<u>Types</u>	<u>Description</u>
1. Current Tax Levy/Vehicle Tax	65 cents per \$100 valuation
2. Penalties & Interest	Assessed on Delinquent Accounts
3. Vehicle Tax/Lease/Rentals	5% Vehicle Rentals
4. Solid Waste Disposal Tax	Levied and Distributed Pursuant to State Statute

Licenses & Permits **\$ 357,600**

<u>Types</u>	<u>Description</u>
1. Beer & Wine/Taxi Privilege Licenses	General Assembly eliminated local Privilege Licenses
2. Inspection Permits	Building/Plumbing/Gas/Electrical Permits
3. Plan Review Fees	Fees associated with plan review by City's Inspector
4. Technology Surcharge	\$15/permit

State Collected Revenues **\$11,498,800**

<u>Types</u>	<u>Description</u>
1. Sales & Use Tax Sales Tax Rate: 6.75%	Split between County & Municipalities (2%) (Ad Valorem) All counties levy the Article 39, 40 and 42 local option taxes NC State Portion (4.75%)
2. Beer & Wine Revenues	Distributed on a per capita basis
3. Utility Franchise Tax	
a. Electricity	Sales Tax on electricity gross receipts (Ad Valorem)
b. Natural Gas	General Sales Tax Rate approved to sale (Ad Valorem)
c. Telecommunications	Sales Tax of 8% on gross receipts
d. Video Programming	Replaced the Cable Franchise Fee
4. Powell Bill	Calculation based on a per mile rate and a per capita rate each year

Grants and Other Revenues **\$4,666,415**

<u>Types</u>	<u>Description</u>
1. ABC Revenues	Distribution by the Wayne Co. ABC Board
2. From Utility Fund	Service Fees allocated to General Fund
3. Payment in Lieu of Taxes	Compensate a local government for taxes (Housing Authorities)
4. Transportation Grant	NCDOT Grant Reimbursement (80%)
5. Eastern Carolina Housing Grant	Grant for Police Officer
6. GWTA Garage Reimbursement	Gateway reimbursement for fuel
7. Wayne Co. Resource Officers	Police Offers at Goldsboro Schools
8. NCDOT Signals Reimbursement	Reimbursement from NCDOT for staff/services
9. GWTA Rental	Monthly Rental Transfer Facility
10 Fire Service Reimbursement	NC Dept. of Insurance Fire Protection (State)

User Fees **\$4,284,420**

<u>Types</u>	<u>Description</u>
1. Recreation Fees	Adult & Youth Program Fees/Rentals/Events Fees
2. Golf Course Fees	Cart & Green Fees/Dues/Range Fees/Lessons
3. Refuse Service	\$22.00/month residential customers
4. Cemetery Services	Burial and Marker Fees
5. Storm water Management Fees	Annual Storm Water Pond Inspection Fee
6. Paramount Theater	Tickets/Rentals/Concessions
7. Event Center Fees	Rental Fees

Capital Returns & Miscellaneous**\$1,091,500**

<u>Types</u>	<u>Description</u>
1. Investment Earnings	Earnings from bank accounts
2. Cemetery Lot Sales	Lot Sales from Willowdale & Elmwood
3. Assessments	Street Paving Assessments and Interest payments
4. Equipment & Property Sales	City's sales of surplus equipment and property sales
5. Officers Fees	Officers fees for Court Appearance
6. Miscellaneous Revenue Fees	One time reimbursements or fees
7. Salaries/Payroll/Health	Budget Attrition for Vacant Positions with FY

NEW REVENUE OPTION**MOTOR VEHICLE LICENSE TAX AUTHORITY OFR MUNICIPALITIES**

A municipality currently is authorized under general law to levy up to a \$5.00 licensing tax on any motor vehicle resident in the municipality (motor vehicle license tax). A municipality's governing board may levy the tax in the unit's annual budget ordinance. The revenue generated by the tax is unrestricted; it may be expended for any lawful purpose. Several municipalities have received local act authority to increase the amount of the tax. And, as of July 1, 2016, all municipalities will have the authority to levy up to a \$30.00 motor vehicle licensing tax.

The expanded tax authority comes with some strings, though. All of the additional revenue that a unit generates from increasing the motor vehicle license tax above the current \$5 limit is earmarked for certain expenditures. The earmarks do not apply if a unit continues to only levy the \$5.00 tax. They also do not apply if a unit levies a motor vehicle license tax under local act authority.

If Municipality does not currently levy the motor vehicle license tax. Its board levies a \$5.00 per vehicle tax in the FY2016-17 budget ordinance. The unit may use all of the revenue generated by the tax for any lawful purpose.

➤ *City of Goldsboro's Calculation would be:*

1. 27,230 vehicles @ \$ 5.00/each = \$136,150
2. 27,230 vehicles @ \$10.00/each = \$272,300
3. 27,230 vehicles @ \$20.00/each = \$544,600
4. 27,230 vehicles @ \$30.00/each = \$816,900

Council expressed interest in considering a business registration fee, vehicle tax used for additional resurfacing.

Stormwater Utility Fee Discussion

Mr. Jose Martinez presented the following information:

What is a Stormwater Utility?

- Although Stormwater is an asset for the City, it can also pose threats to the public health, safety, and welfare if unmanaged by flooding property, eroding waterways and polluting streams.

- A Stormwater Utility is a means of maintaining our natural and manmade stormwater conveyance systems through a fair and equitable program based off of the amount of stormwater “generated” from each property.

Why not just continue to use General Fund?

- General Fund is generated through City’s tax base.
- Current stormwater costs include:
 - ~ \$ 220,000/yr for general maintenance.
 - ~ \$ 17,500/yr for NPDES Phase II Implementation
- Major projects and purchases include:
 - Virginia Street improvements
 - Street Sweeper and Jet-Vac vehicles
 - Mapping of Stormwater system
 - Etc...
- Currently underfunded to provide the level of service that the staff would like to provide.

What would the benefits be of a Stormwater Utility be?

1. The City would be able to reduce backlog of general maintenance and address degraded infrastructure (similar to what we’re doing now with sanitary sewer).
2. Reduce issues of flooding and stream erosion for some locations (Stoney Creek Park will continue to flood)
3. Help reduce strain on General Fund
4. Helps the City catch up on Stormwater maintenance backlog.

How much backlog does the City have?

1. Unfortunately, Goldsboro has never mapped our system so we don’t have accurate knowledge of how long our storm system is. But by judging the system based length of public roads, we’d estimate at over 200 miles of stormwater conveyance.
2. We currently do not keep metrics on the amount of ditches or storm pipes that we maintain.
3. We operate on a complaint driven system (reactionary)
4. In the past decade, to my supervisor’s memory, the City has only re-shaped one ditch.

Who else is doing this and is it new? And how much revenue does the Utility Program Generate?

City

Income

<i>Fayetteville</i>	<i>\$6.7M</i>
<i>Greenville</i>	<i>\$4.9M</i>
<i>Jacksonville</i>	<i>\$2.0M</i>
<i>Kinston</i>	<i>\$1.4M</i>
<i>Raleigh</i>	<i>\$17.7M</i>
<i>Rocky Mount</i>	<i>\$4.0M</i>
<i>Wilmington</i>	<i>\$9.6M</i>
<i>Wilson</i>	<i>\$2.6M</i>

How would the fees be figured?

1. There are several methods including a tiered system, flat-rate system or using ERUs (Equivalent Residential Units).
2. One ERU is based on the average amount of impervious area found on a typical single-family residence.
3. The following are some example ERU monthly rates
Asheville = \$4.20/month
Wilson = \$3.29/month
Kinston = \$4.50/month
Wilmington = \$7.23/month
Rocky Mount = \$5.00/month

What would the next steps be?

1. Get Direction from Council to see if there is any interest in looking into a Stormwater Utility Fee.
2. If yes, start developing options that would be fair and equitable to the citizens and businesses of Goldsboro.
3. Bring options back to council for Discussion

Council expressed interest in a stormwater fee.

Adjournment

As there was no further business, the meeting was adjourned.

February 25, 2016

The Mayor and City Council met on February 25, 2016 at 8:00 a.m. at the Goldsboro Event Center with attendance as follows:

Councilmembers Present: Mayor Chuck Allen, Presiding
Mayor Pro Tem Gene Aycock
Councilmember Antonio Williams
Councilmember Bill Broadway

Councilmember Bevan Foster (arrived at 8:39 a.m.)
Councilmember David Ham

Absent: Councilmember Mark Stevens

Other Members Present: Scott Stevens, City Manager
Melissa Corser, City Clerk
Randy Guthrie, Assistant City Manager
Sherry Archibald, Paramount Director
Jose Martinez, Public Works Director
Scott Williams, IT Director
Scott Barnard, Parks & Recreation Director
Julie Metz, DGDC Director
Karen Brashear, Public Utilities Director
LaTerrie Ward, Community Affairs Director
Jimmy Rowe, Planning Director
Shycole Simpson-Carter, Community Development Director
Allen Anderson, Chief Building Inspector
Betsy Rosemann, Travel & Tourism Director
Marty Anderson, City Engineer
Faye Reeves, HR Director
Mike West, Interim Police Chief
Gary Whaley, Fire Chief
Ethan Smith, News Argus Reporter
Rose Vaughn Williams, NCLM
Craig Newton, NCDOT (arrived at 8:21 a.m.)
John Formica, Customer Experience Coach

The meeting was called to order by Mayor Allen at 8:00 a.m.

North Carolina League of Municipalities

Ms. Rose Vaughn Williams, Director of Public and Government Affairs with the NC League of Municipalities shared the following information:

The NC League of Municipalities was founded in 1908 and have been serving cities and towns for more than a century.

What is the NCLM?

- A voluntary federation of more than 540 cities, towns and villages, functions as:
 - Instrumentality of municipal government
 - Agency of cooperation and joint action
 - Forum for an exchange of ideas and advice
 - Advocate on municipal issues
 - Sponsor of education programs

Ms. Williams reviewed the NCLM Leadership and Affiliate and Constituency Groups.

NCLM Services Overview

At its best, NCLM is the “go-to” for all cities and towns – the default provider of transformative service programs.

NCLM is a one-stop shop for municipal government in North Carolina.

Key Areas

- Advocacy – State and Federal
- Insurance – Health, Workers’ Compensation and Property & Liability
- Education, Training and Conferences
- Technical Assistance
- Legal Services
- Communications

Vision 2030

- Working with the School of Government to set a vision for cities and towns for 2030 and beyond
- Transparent, inclusive process that included elected officials, municipal staff, legislators, county officials and others.
- Results: A Core Vision for Cities by 2030
 - More control over revenues, structure, function
 - Demonstrate value to quality of life
 - Technology in service delivery
 - Productive partnerships
 - Urban, rural cooperation
 - Adapt to culture, demographic changes

Where do you fit in?

- Grassroots Advocacy
- Conferences and training
- Networking
- Policy Development

Upcoming Events

- Town Hall Day – June 6, 2016 Raleigh
- Annual Conference – October 23-25, 2016 Raleigh

Ms. Williams shared information on the following topics:

- 2016 Elections: Legislative Races
- 2016 Short Session Dynamics
- 2016 Elections: Redistricting
- Connect NC Bond
- 2016 Short Session Focus

- Legislative Update
- Municipal Revenue Options
- Sales Tax Redistribution
- Powell Bill: 2015 Changes
- Interim Legislative Activity
- Interim Legislative Committee Topics
- Interim Studies: Legislative Committees
- Interim Studies: State Boards & Agencies
- 2016 Potential Bills

Regulatory Update

- LGERS Employer Contributions
 - JLGERS Board met Jan. 21
 - Adopted Employer Contribution Rate Stabilization Policy
 - League Board recommended approving option for 5-year smoothing of employer contribution rate
 - Increase 7.25% next year (8% LEOs), annual subsequent increase of 0.25%
 - Also recommended keeping current 7.25% assumed rate of return on investments
- 2015 Laws: Implementation
 - Stormwater programs/regulator oversight
 - Riparian Buffers
- Review of Rules Process
 - DEQ informed EMC in January that it would delay this package of 375+ rules until at least November
 - Largest rewrite of water quality rules in state's history
 - Prompted by 2013 legislation
 - Stormwater rules affected
 - Nutrient sensitive waters, water supply watershed, High Quality/Outstanding waters
 - Want changes to rules?
 - Send comments to DEQ ASAP
 - Once voted on for public hearing, EMC may only make minor changes, or public hearing process must begin anew.

Federal Update

- FAST Act
 - Fixing America's Surface Transportation (FAST) Act
 - Long term federal transportation funding bill
 - Five years of authorized expenditures
 - Funding Sources
 - \$281 billion: Highway Trust Fund
 - \$24.5 billion: general fund, subject to annual appropriations
 - Some sources are controversial
 - City priorities win

- Increased funding to local allocation of Surface Transportation Program, accompanied by more flexibility for local decisions
- Encouraged states to adopt Complete Streets standards

Ms. Williams thanked Council for their time.

Union Station

Ms. Julie Metz shared the following information:

Historical Facts

- Construction began in 1906
- Built to accommodate Southern Railway, Atlantic and North Carolina Railway and the Atlantic Coast Line.
- Open to public April 1, 1909
- Cost of Construction: \$72,024
- Operated Passenger service until 1968
- Private Acquisition in 1972.
- Placed on National Register of Historic Places in 1975
- Two-Story building is nearly 10,000 sq. ft. and the property is two city blocks in size

Recent History

- NCDOT announced results of Southeastern NC Passenger Rail Feasibility Study in 2001.
- A local Rail Road Task Force was established.
- NCDOT Southeastern North Carolina Passenger Rail Study released in 2005.
- Business moved out of GUS & property became available in 2006.
- NCDOT and City formed a partnership
- NCDOT acquired property
- NCDOT/City funding agreement
- Stabilization Work/Environmental Studies
- Historic Finishes Analysis
- GUS Facility Study
- Federal Enhancement Funds & MOU
- Architect for Design

MOU Scope

- MOU for \$1M was Executed May 15, 2009 by City Council and NCDOT
- Current MOU to Utilize FHWA Enhancement Funds Qualifying Category is: "Rehabilitation and operation of historic transportation buildings, structures, or facilities (including historic railroad facilities and canals)."
- MOU specified allowable uses of funds: \$800,000 Enhancement, \$100,000 State, \$100,000 City
- The Funds Outlined in the MOU were Utilized 100%
- Current MOU Scope includes: Rehabilitation of Union Station, Property Site Work, and the Eight Street Block Segments of Streetscape

MOU Update – FHWA Funds

- Current MOU Lapsed in May 2013 (4-Yr. Agreement).
- FHWA will allow a Reduced Scope to equal TIGER Grant Scope that is completed.
- FHWA and State have Funds to Apply to Project that were not incorporated in Existing MOU but could be Part of Revised MOU.
- New MOU would Allow Enhancement Qualifying Categories Under the Following:
 - Provision of facilities for pedestrians and bicycles.
 - Historic preservation.
 - Landscaping and other scenic beautification

MOU Update

- \$120,000 Fed/\$15,000 State/\$15,000 City
- Apply to Outstanding Portions of Revised Scope
- Several of the Outstanding Qualified Items, Include: Rear Property Fencing, Light Pole Banners, Monument/Wayfinding Signage, Top Paving, Sump Pump Replacement

New NCDOT/City Agreement

- NCDOT Rail Division Offer to Utilize \$286,423.81 for Union Station Construction Activities
- Needs New Roof, Sump Pump and Bat Abatement
- Requires a City Match at 50%.

Council agreed staff could proceed with updating the MOU between the City and NCDOT to reduce the scope in order to utilize FHWA Enhancement Funds available for Union Station. Council agreed to provide \$15,000 in the next budget cycle for a required match.

Council agreed staff could proceed with a roof assessment on Union Station, obtain replacement costs and report back to Council.

Staffing Updates

Ms. Faye Reeves shared the following information:

Staffing Levels

FISCAL YEAR	#Authorized Positions (GF)	#Authorized Positions (UF)	#Authorized Positions (OT)	Total
FY 06-07	421	59		480
FY 07-08	422	59		481
FY 08-09	427	60		487
FY 09-10	423	60		483
FY 10-11	422	60		482
FY 11-12	425	60	2	487
FY 12-13	414	61	2	477
FY 13-14	389	59	2	450
FY 14-15	391	61	2	454
FY 15-16	379	61	2	442

Staffing Levels for Attrition

Department	Position	Gr	Salary	SS	Retirement	Health	401k-Police	401k-General	Total
Information Technology	Social Media & Help Desk Support Technician	73	\$37,003	\$2,830.73	\$2,501.40	\$5,564.16		\$1,110.09	\$49,009
City Manager's Office	Assistant City Manager	88	\$76,927	\$5,884.92	\$5,200.27	\$5,564.16		\$2,307.81	\$95,884
Building & Traffic	Building Maintenance Superintendent	82	\$57,404	\$4,391.41	\$3,880.51	\$5,564.16		\$1,722.12	\$72,962
Planning	Environmental Codes Inspector	71	\$33,563	\$2,567.57	\$2,268.86	\$5,564.16		\$1,006.89	\$44,970
Planning	Senior Planning Technician	76	\$42,836	\$3,276.95	\$2,895.71	\$5,564.16		\$1,285.08	\$55,858
Sanitation	Equipment Operator	69	\$30,442	\$2,328.81	\$2,057.88	\$5,564.16		\$913.26	\$41,306
Distr & Collection System	Distribution Supervisor	74	\$38,854	\$2,972.33	\$2,626.53	\$5,564.16		\$1,165.62	\$51,183
Police	Police Officer	72	\$35,241	\$2,695.94	\$2,382.29	\$5,564.16	\$1,762.05		\$47,645
Police	Police Officer	72	\$35,241	\$2,695.94	\$2,382.29	\$5,564.16	\$1,762.05		\$47,645
Police	Police Officer	72	\$35,241	\$2,695.94	\$2,382.29	\$5,564.16	\$1,762.05		\$47,645
Police	Police Officer	72	\$35,241	\$2,695.94	\$2,382.29	\$5,564.16	\$1,762.05		\$47,645
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Police	Police Officer	72	\$35,241	\$2,695.94	\$2,382.29	\$5,564.16	\$1,762.05		\$47,645
Police	Police Officer	72	\$35,241	\$2,695.94	\$2,382.29	\$5,564.16	\$1,762.05		\$47,645
Police	Police Investigator	75	\$40,796	\$3,120.89	\$2,757.81	\$5,564.16	\$2,039.80		\$54,279
Police	Police Narcotics Investigator	75	\$40,796	\$3,120.89	\$2,757.81	\$5,564.16	\$2,039.80		\$54,279
Police	Police Sergeant	77	\$44,977	\$3,440.74	\$3,040.45	\$5,564.16	\$2,248.85		\$59,271
Police	Police Sergeant	77	\$44,977	\$3,440.74	\$3,040.45	\$5,564.16	\$2,248.85		\$59,271
Police	Police Chief	88	\$76,927	\$5,884.92	\$5,200.27	\$5,564.16	\$3,846.35		\$97,423
Parks & Recreation	Park Technician	66	\$26,297	\$2,011.72	\$1,777.68	\$5,564.16		\$788.91	\$36,439
Parks & Recreation	Custodian	63	\$22,717	\$1,737.85	\$1,535.67	\$5,564.16		\$681.51	\$32,236
									\$1,376,116

Summary of Benefits

The City has a Benefits Committee who meets on an “as needed” basis to discuss, review and recommend changes, if needed, to employee benefits.

- LGERS 6% employee contribution; FY 15-16 6.76% non-sworn and 7.15% sworn employer contribution; FY 16-17 7.25% non-sworn and 8% sworn employer contribution
- Employee Assistance Program (3 free visits per calendar year)
- Supplemental retirement plans 401k (3% non-sworn and 5% sworn employer contribution) and 457 Plan
- Medical (employees pay \$50/mth and \$12.50/mth for behaviors)
- Paid leave (vacation 12-23 days, holiday 11-12 days, sick 12 days)
- Life insurance \$10,000 (employer paid premium)
- Tuition reimbursement \$1,150 (per request/per fiscal year)
- Numerous supplemental benefits (Dental, Life, Cancer, Accident, Vision, Critical Illness, Disability)

Ms. Reeves provided a summary of employees enrolled in supplemental benefits.

Breakdown of Benefits

Summary of City-Provided Benefits

<u>Benefit</u>	<u>Employer Cost</u>
Salaries*	20,507,584
Medical Premium & Life Insurance**	3,209,820
Social Security & Medicare	1,555,635
401k	679,749
Employees' Retirement System (General & Law)	1,335,012
Employee Assistance Program (EAP)	7,000
Tuition Reimbursement	6,536
Paid Leave (As of 6/30/15)	728,000

*Salaries/OT/PT/Holiday/Call Duty/Merit/COLA

**This includes life insurance

Summary of City-Provided Benefits

Some possible items that may be considered FY16-17 Budget:

• 1% Cola (full year)	\$236,735
• 1% Increase in Grade (full year) for those here 12 months +	~\$236,272
• 1% Merit Increase for those here 12 months + (half year)	~\$118,136
• 401k (2% Increase) (Non-sworn) full year	\$296,344
• 2% matching 401k for all	\$256,186

Training

- January 2015
 - Hazard Communication
 - CPR/First Aid
- February 2015
 - Confined Spaces
- March 2015
 - Employee Orientation (New Hires)
 - Prescription Drug Abuse
- April 2015
 - Confined Spaces

- Lockout/Tag
- May 2015
 - Fire Extinguisher Training
- June 2015
 - Employee Orientation
 - Chainsaw Safety
 - Fire Extinguisher Training (Makeup)
- August 2015
 - NeoGov
- October 2015
 - Personal Protective Equipment
- January 2016
 - Confined Spaces
 - Hazard Communication
 - Customer Service Training
- February 2016
 - Confined Spaces
 - Hazard Communication
- April 2016
 - Leadership Training
 - Active Shooter Training
- May 2016
 - Supervisory Training
- October 2016
 - Diversity Training

**City contributed ½ the cost and sponsored Spanish in the Workplace (January 28-March 6, 2015) at city Hall

Wellness Committee

Wellness Committee Role:

- Create an inclusive culture of health and wellness.
- Encourage co-workers to take advantage of our health and wellness programs.
- Communicate by word of mouth, action, flier, email, text, telephone, fax, or whatever works to engage the employee.
- Attend and participate in events.

2016 Wellness Committee Initiatives:

- Biggest Winner – effective January 1, 2016 through June 30, 2016
- Nutritional Class – January 21, 2016 – Large Conference Room, City Hall
- Nutritional Cooking Classes – held quarterly at different locations TBA
- Downtown Walking Trail – COG/Go Wayne Go initiative – TBA
- Step Challenge – TBA
- Health Fair – July 2016
- Smoking Cessation Classes – held quarterly at different locations TBA
- Walking Program – continue to promote 15 minute walking breaks

Council discussed comp time and overtime pay and asked staff to prepare an estimate of overtime costs. Council will discuss during the budget process.

Council asked staff to work with the Wellness Committee on providing a discounted or reimbursement for those employees with gym memberships.

Council asked staff to place employee suggestion boxes in various places throughout city facilities.

Greenways

Mr. Scott Barnard provided Council a map of current greenways throughout the City. He also shared information with Council regarding river platforms and the potential to partner with Roanoke River Partners.

Parks & Recreation Capital Needs

Mr. Barnard reviewed capital needs completed per the 2012 Master Plan and outstanding capital needs.

Golf Course

Mr. Barnard discussed revenues and expenditures with Council. He also provided a rate comparison which included rates for Lane Tree Golf Course, Walnut Creek Golf Course, Timberlake Golf Course and Southern Wayne Golf Course.

Council asked for continued discussion on the operation of the Golf Course.

John Formica – How to Make Relationships Magical & Identifying Goals/ Priorities/ Purpose Statement

Mr. John Formica walked Council through a couple of exercises on effective communication and identifying their personal communication style. Mr. Formica also worked with Council on identifying priorities and the development of a purpose statement.

Dirt Streets & Proposed Street Resurfacing List for 2016-2017

Mr. Marty Anderson shared a list of city maintained unpaved streets. Council discussed assessments, priority of unpaved streets and the potential of closing streets that do not serve homes.

Mr. Anderson also presented a proposed street resurfacing list for 2016-2017 for Council's consideration.

FY2016-2017 Proposed Resurfacing List

STREET NAME			LENGTH	BEGIN	END	WI	PCR	ESTIMATED COST	
	CROSS	ST	501	N US 117 HWY BUS	NEIL ST	27	33	\$	82,665
	DEVEREAUX	ST	518	ELM ST	ALVIN ST	20	48	\$	63,311
	SEABOARD	ST	274	RIWAY ST	KADIS ST	23	65	\$	38,512
S	CLAIBORNE	ST	482	LAUREL ST	ELM ST	27	55	\$	79,530
	PEACHTREE	ST	496	OVERBROOK RD	HILLCREST DR	27	70	\$	81,840
	NEIL	ST	426	BLOCK # CHANGE	TUSKEGEE ST	27	40	\$	70,290
	SEYMOUR	DR	419	ROSEWOOD AVE	MYERS AVE	27	35	\$	69,135
	SEYMOUR	DR	481	SLOCUMB ST	ROSEWOOD AVE	27	65	\$	79,365
	WAYNE	AV	311	DORSEY ST	SYCAMORE ST	27	72	\$	51,315
	WAYNE	AV	255	MARVIN ST	HOPKINS ST	27	72	\$	42,075
	WAYNE	AV	270	JOHN ST	MARVIN ST	27	49	\$	44,550
	WAYNE	AV	252	HOPKINS ST	DORSEY ST	27	85	\$	41,580
	HERMAN	PL	393	HERMAN ST	DEAD END	30	5	\$	72,050
	TAMPA	ST	452	BEG MAINT	NINTH ST	27	65	\$	74,580
	BAYLEAF	PL	327	BAYLEAF DR	CUL DE SAC	20	52	\$	39,967
	CEDAR	RD	461	GREEN DR	N BERKELEY BLVD	19	70	\$	53,527
	DANIEL	DR	230	PAXTON PL	BLOCK # CHANGE	20	88	\$	28,111
TOTAL = \$									1,012,403

Council reviewed proposed street resurfacing list and will finalize at future meeting.

Mayor Allen discussed a bond referendum to fund improvements for Herman Park Center, the Multi-Sports Complex, Paving and Resurfacing Needs, and Demolition with City Council and staff.

Council Decisions

Mr. Stevens shared the following list of retreat decisions:

- Council expressed strong support for Wayne County Schools.
- Council expressed interest in supporting a city sponsored participant for the BLET Program.
- Council agreed to proceed with ShotSpotter.
- Council agreed to continue discussions with 2nd Act Communities.
- Council expressed interest in providing additional funding for demolition of condemned properties.
- Council expressed interest in considering a business registration fee, vehicle tax used for additional resurfacing and stormwater fee.
- Council agreed staff could proceed with updating the MOU between the City and NCDOT to reduce the scope in order to utilize FHWA Enhancement Funds available for Union Station. Council agreed to provide \$15,000 in the next budget cycle for a required match.
- Council agreed staff could proceed with a roof assessment on Union Station, obtain replacement costs and report back to Council.
- Council discussed comp time and overtime pay and asked staff to prepare an estimate of overtime costs. Council will discuss during the budget process.
- Council asked staff to work with the Wellness Committee on providing a discounted or reimbursement for those employees with gym memberships.
- Council asked staff to place employee suggestion boxes in various places throughout city facilities.

- Council asked for continued discussion on the operation of the Golf Course.
- Council explored possible purpose statements and asked staff to share ideas with employees and gather feedback.
- Council agreed priority to pave dirt streets should be given to those dirt streets that serve homes. Council discussed closing dirt streets that do not serve homes.
- Council discussed a bond referendum to fund improvements for Herman Park Center, the Multi-Sports Complex, Paving and Resurfacing Needs, and Demolition.
- Council reviewed proposed street resurfacing list and will finalize at future meeting.
- Council's priorities included:
 - Improve Public Safety
 - Appearance of Community
 - Quality of Life
 - Prepare for Future Growth

Adjournment

As there was no further business, the meeting was adjourned at 3:23 p.m.

Chuck Allen
Mayor

Melissa Corser, MMC
City Clerk

MINUTES OF THE JOINT MEETING OF GOLDSBORO CITY COUNCIL
AND WAYNE COUNTY COMMISSIONERS
MARCH 1, 2016

The Goldsboro City Council met with the Wayne County Commissioners to have lunch and discuss municipal issues on March 1, 2016 at 12:00 p.m. at the Goldsboro Event Center, 1501 S. Slocumb Street, Goldsboro North Carolina, after proper notice had been provided.

Attendance

Members of the Goldsboro City Council present were as follows: Mayor Chuck Allen; Mayor Pro Tem Gene Aycock; Councilmembers Antonio Williams, Bill Broadaway, Mark Stevens and David Ham. Absent: Councilmember Bevan Foster

Members of the Wayne County Commissioners present were as follows: Chairman Joe Daughtery; William H. Pate, Vice-Chairman; Commissioners Edward E. Cromartie, George Wayne Aycock, Jr., E. Ray Mayo, John Bell and A. Joe Gurley, III.

Commissioner John Bell provided a welcome.

Members of the City Council and staff shared the following information with the County Commissioners:

- Goldsboro Event Center Opening
- Status of the Multi-Sports Complex
- Need for a Regional Eastern North Carolina Rail Coalition
- Support of the CSX Cargo Hub in Johnston County or Eastern North Carolina
- Council expressed support of the positive changes in Wayne County Public Schools
- Council asked the Commissioners to consider the replacement of Meadow Lane Elementary School and possibly positioning it on the property with Greenwood Middle School.
- Council requested the Commissioners consider paying \$.50 - \$1.00 per county resident for the use of Goldsboro's recreational facilities.
- FEMA property along the Neuse for recreational purposes.
- Hotel Solicitation for property adjacent to the Maxwell Regional Agricultural and Convention Center
- GWTA's operations are running smoothly.
- ShotSpotter
- Law enforcement cooperation
- Scheduled opening of WA Foster Center
- Littering

Members of the County Commissioner's and staff shared the following information with the City Council:

- Recommendation of C. Munroe Best, Jr. to head the regional eastern North Carolina Rail Coalition
- Wayne County Schools Improvement Plan
- Carey A. Winders Detention Center staffing and scheduled opening in October
- Need for an expansion of the 911 Center
- Land transfer and naming procedure of the Maxwell Regional Agricultural and Convention Center. The need for more restaurants in that area was also discussed.
- Funding, renovation and purpose of the Advanced Manufacturing Center
- Purpose of the Wayne County Development Alliance
- Opening of the Eastern Carolina State Veterans Cemetery

There being no further business, Mayor Chuck Allen adjourned the meeting of the Goldsboro City Council.

Chuck Allen, Mayor

Melissa Corser, MMC
City Clerk

CITY OF GOLDSBORO

AGENDA MEMORANDUM

APRIL 4, 2016 COUNCIL MEETING

SUBJECT:

CU-1-16 George and JoAnn Humphrey–Northeast corner of US 70 West and Claridge Nursery Road

The applicant requests a Conditional Use Permit to allow outside storage and retail sales of goods or materials with no principal building as a permitted use within the General Business zoning district.

Frontage: 446 ft. (US 70 West)
360 ft. (Claridge Nursery Road)

Area: 124,581 sq. ft. or 2.86 acres
Zoning: General Business (GB)

BACKGROUND:

Outside storage and retail sales of goods or materials is a permitted use within the General Business zoning district only after the issuance of a Conditional Use Permit approved by City Council. Applicant does not intend to construct a principal building upon the property.

Existing Use: The property is currently vacant however there have been a number of items already placed on the lot for sale. As a result of the increase in the number of items, City has required the owner apply for a Conditional Use Permit.

DISCUSSION:

The submitted site plan indicates a vacant corner lot containing mostly grass and gravel rock. Four rows are shown approximately 200 ft. in length along the US 70 West frontage. These rows will be used for the display of merchandise including but not limited to farm and heavy equipment, boats, automobiles, recreational and utility vehicles and other durable, weather-resistant goods. Applicant intends to provide prospective buyers his phone number on items displayed for sale.

Hours of operation are not designated and there will be no employees proposed on the site. Prospective customers will contact the owner by telephone.

Access: One 24 ft. wide gravel driveway is proposed on Claridge Nursery Road. The private driveway would allow

the applicant to transport items for sale to and from the lot. NCDOT will require a driveway permit prior to the lot use.

Parking: Applicant proposes providing temporary customer parking on a gravel lot approximately 75 ft. from the private access off of Claridge Nursery Road.

Landscaping: Street trees are proposed along Claridge Nursery Road. However, the applicant is requesting a modification of the street tree requirement along US 70 West due to the fact that the trees may obstruct off-site views and hinder the sales of displayed merchandise.

Existing vegetation along the northern and eastern property lines are proposed for retention and incorporation as required buffer yards surrounding the property.

Engineering: City water and sewer is not available to the property. A portion of the property is located within a 100- and 500-year Special Flood Hazard Area. No building construction is proposed and no equipment will be located within the 100-year floodplain area.

At the public hearing held on March 21, 2016, no one appeared to speak either for or against this request.

The Planning Commission, at their meeting on March 29, 2016, recommended denial of the Conditional Use Permit. They felt that the use would not be in harmony with existing development and uses within the area, especially with respect to the location being highly visible on a main entrance into the City.

RECOMMENDATION: By motion, accept the recommendation of the Planning Commission and adopt an Order denying the requested Conditional Use Permit.

Date: 3-30-2016



Planning Director

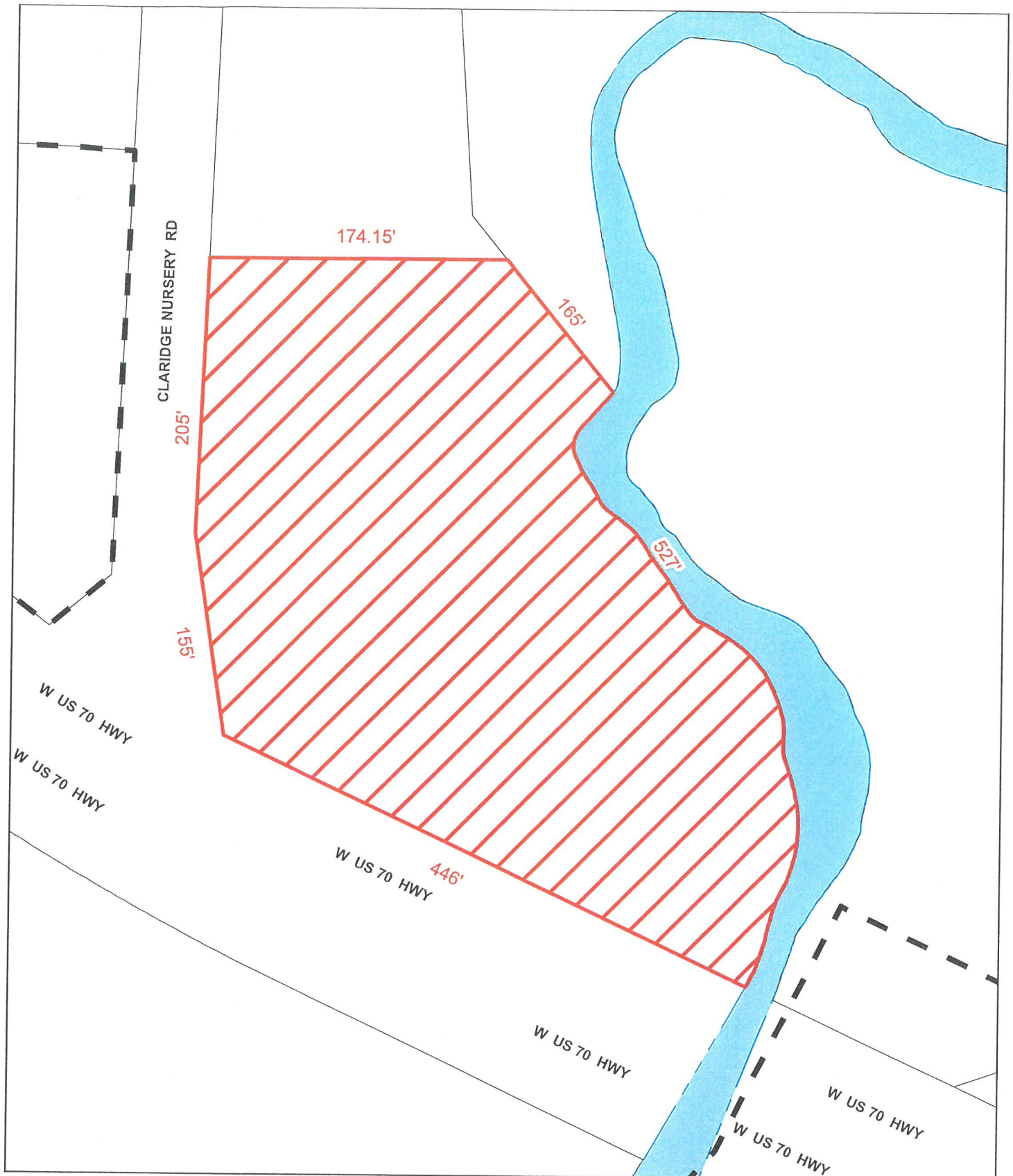
Date: 3-31-16



City Manager

CU-1-16

George and Joann Humphrey





George's Conditional Use Map
Prepared by: Strickland, Agnet &
Associates
February 3, 2016

- Property Line
- Setback line
- Rows for items
- Trees

CITY OF GOLDSBORO

STATE OF NORTH CAROLINA

ORDER **DENYING** A CONDITIONAL USE PERMIT

The City Council of the City of Goldsboro, North Carolina, having held a public hearing on March 21, 2016 to consider Conditional Use Permit application number:

CU-1-16 George Humphrey – Northeast corner of US Highway 70
West and Claridge Nursery Road

to operate allow outdoor storage of goods or materials with retail sales and no building within the General Business zoning district, having heard all of the evidence and arguments presented and reports from City officials and having received a recommendation for **denial** from the Goldsboro Planning Commission pertaining to said application, makes the following:

FINDINGS OF FACT

The City Council finds that there are certain uses that exist which may be constructed, continued and/or expanded if they meet certain mitigating conditions specific to their design and/or operation. Such conditions ensure compatibility among uses and building types so that different uses may be located in proximity to one another without adverse effects to either.

Even if the permit-issuing body finds that the application complies with all the other provision of the City's Unified Development Ordinance, it may still deny the permit if it concludes, based upon information submitted at the hearing that, if completed as proposed, the development:

1. Will materially endanger the public health or welfare; or
2. Will substantially injure the beneficial use of adjoining or abutting property; or
3. Will not be in harmony with existing development and uses within the area in which it is located; or
4. Will not be in general conformity with the Comprehensive Plan, Thoroughfare Plan or other plan officially adopted by the Council.

Both the Planning Commission and City Council found that the location of the proposed outdoor storage and sales operation will not be in harmony with existing development uses within the area, especially in relation to its location on a major thoroughfare entering the City of Goldsboro.

Based upon the foregoing FINDINGS OF FACT, the City Council makes the CONCLUSION that the proposed use **does not** satisfy the general conditions imposed on the Council in its deliberations for issuing a Conditional Use Permit under Section 2.2.8 of the City of Goldsboro Zoning Ordinance.

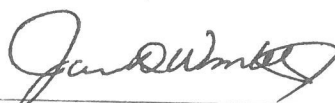
Upon motion made by Councilmember Aycock and seconded by Councilmember Williams, the Council accepted the recommendation of the Planning Commission and denied the applicant's request for a Conditional Use Permit due to the applicant not meeting all of the approval criteria as defined in Section 2.2.8 of the Unified Development Ordinance.

Therefore, because the City Council concludes that the approval criteria precedent to the issuance of a CONDITIONAL USE PERMIT have **NOT BEEN** satisfied, IT IS ORDERED that the application for the issuance of a CONDITIONAL USE PERMIT be **DENIED**.

Thus ordered this 4th day of April, 2016.



Chuck Allen, Mayor



James D. Womble, City Attorney

CITY OF GOLDSBORO

AGENDA MEMORANDUM

APRIL 4, 2016 COUNCIL MEETING

SUBJECT: CU-2-16 Dustin Pike – South side of West Chestnut Street between South Center Street and South James Street

BACKGROUND: The applicant requests a Conditional Use Permit to allow the operation of a place of entertainment with ABC permits (Cigar Lounge).

Frontage: 105 ft. (Chestnut Street)
Depth: 111.5 ft.
Area: 11,707.5 sq. ft. or 0.27 Acres
Zoning: Central Business District (CBD)

The applicant has proposed to up-fit the existing building which was previously utilized as D. S. Simmons Construction offices. Since the site is located within the Historic District, any exterior improvements to the building will have to receive a Certificate of Appropriateness from the Historic District Commission.

DISCUSSION: The applicant's site plan shows an existing two-story building. The first floor of the structure, which contains approximately 3,815 sq. ft., will include 594 sq. ft. for retail sales and 1,394 sq. ft. for the bar/lounge area. The remaining square footage is being occupied by office, bathroom and storage space. The second story will not be utilized as a part of the applicant's operation.

The retail space is provided at the front of the building for the sale of premium cigars, artisan pipes, pipe tobacco and accessories associated with these products. Tables, chairs and seating along the bar will allow for 40-50 people inside the lounge area for customers to enjoy their purchases. Both craft and domestic beers will be served.

The Unified Development Ordinance specifies that required parking standards would not apply in the Central Business District within an area bounded by the south side of Ash Street, the east side George Street, the north side of Chestnut Street and the west side of William Street. Since the subject site is located just outside this area, off-street parking is required.

An existing parking area is located adjacent to the building, accessible by an existing curb cut along Chestnut Street. A total of 16 spaces are provided for the subject property. The proposed use requires 46 parking spaces and the applicant is requesting a modification of 30 parking spaces with the understanding that on-street parking would also be available.

Hours of Operation: Monday-Saturday 10am –12am,
Sundays 12pm-12am

No. of Employees: 2 employees full-time and additional staff will be employed part-time as necessary;

Refuse Collection: Roll-out trash carts

The property is subject to the landscape requirements of the Unified Development Ordinance however, due to existing site limitations, the applicant requests modifications of the landscaping requirements as follows:

1. Modification of the street tree requirement.
2. Modification of the Type A buffer requirements along the southern, western and eastern property lines.
3. Modification of the interior landscape requirements within the vehicular surface area.

The applicant has agreed to enhance the existing parking area with landscaping where possible. Staff will work with the applicant to appropriately specify low

growing shrubs and understory trees in existing landscape islands within the parking area.

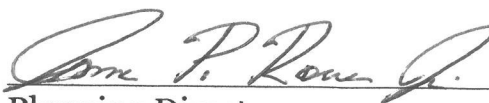
At the public hearing held on March 21, 2016, no one appeared to speak either for or against this request.

The Planning Commission, at their meeting on March 28, 2016, recommended approval of the Conditional Use Permit with the requested modifications.

RECOMMENDATION: By motion, accept the recommendation of the Planning Commission and:

1. Adopt an Order approving a Conditional Use Permit to allow the operation of a place of entertainment with ABC permits (cigar lounge); and
2. Approve the submitted site plan detailing the operation with the following modifications:
 - a. Modification of parking requirement from 46 spaces to 16 spaces;
 - b. Modification of the street tree requirement;
 - c. Modification of the Type A buffer requirements along the southern, western and eastern property lines; and
 - d. Modification of the interior landscape requirements within the vehicular surface area.

Date: 3-30-2016


Planning Director

Date: 3-31-16

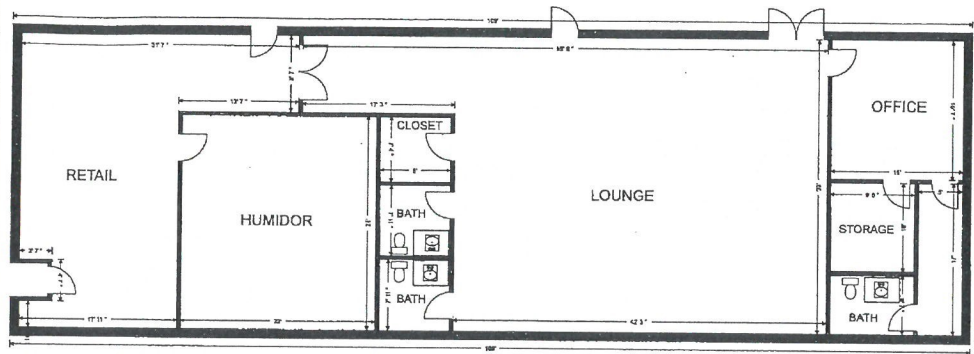

City Manager



APPROVED MODIFICATIONS

SITE PLAN

CU-02-2016
Dustin Pike



112 W CHESTNUT ST
PROPOSED FLOOR PLAN

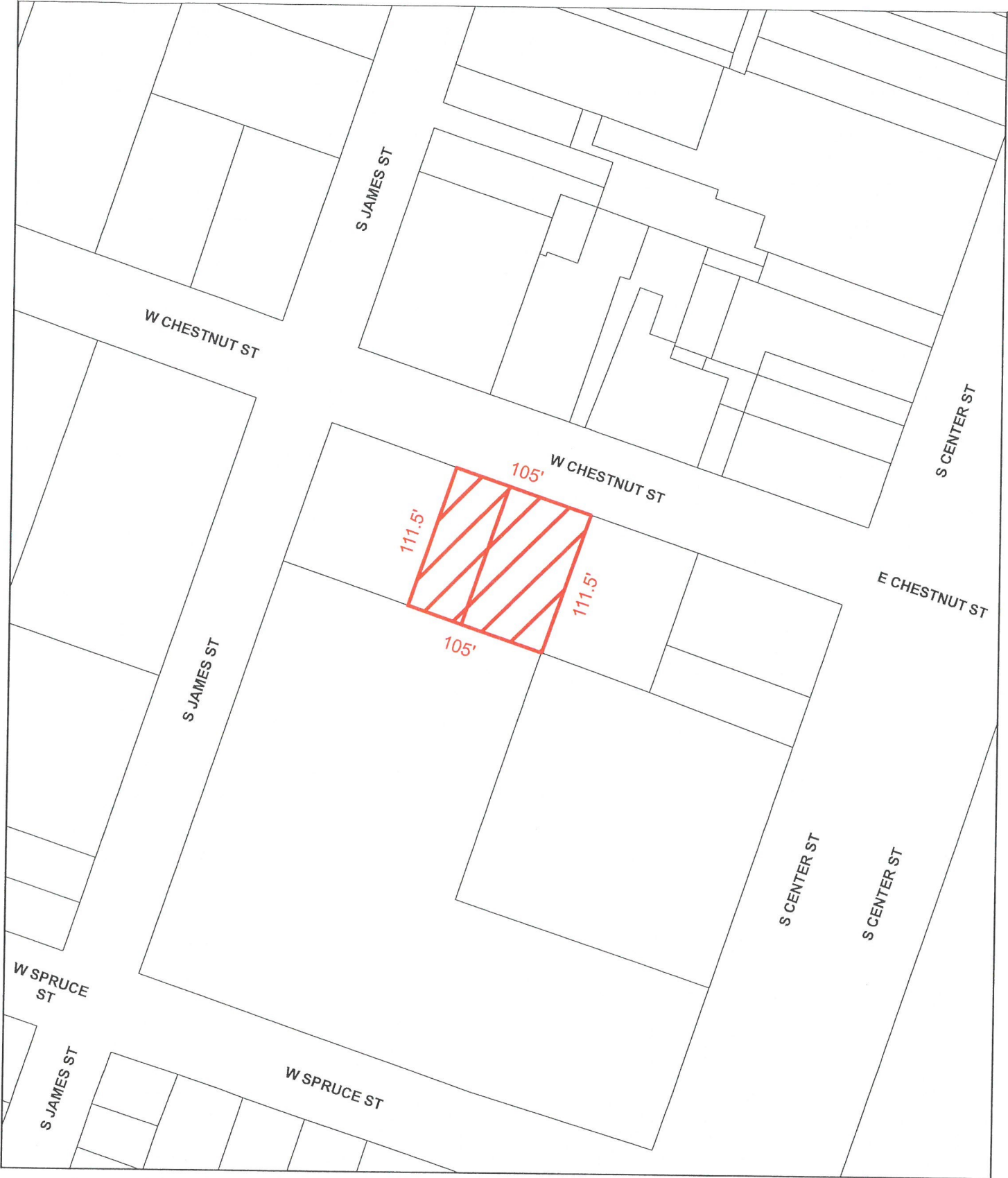


The data represented on this map has been compiled by the best available information and is not a guarantee of accuracy. The City of Goldsboro, NC, is not responsible for the accuracy of the information represented on this map. Users of the data represented on this map are hereby notified that the primary information sources should be verified by the user. The City of Goldsboro and the companies contracted to develop these data assume no legal responsibilities for the information or accuracy of the data. It is strictly forbidden to sell or reproduce these maps or data for any reason without the written consent of the City of Goldsboro.

CITY CLERK	DATE
CITY ENGINEER	DATE
PLANNING DIRECTOR	DATE
OWNER	DATE

CU-2-16

Dustin Pike



CITY OF GOLDSBORO

STATE OF NORTH CAROLINA

ORDER **APPROVING** A CONDITIONAL USE PERMIT

The City Council of the City of Goldsboro, North Carolina, having held a public hearing on March 21, 2016 to consider Conditional Use Permit application number:

CU-2-16 Dustin Pike – South side of West Chestnut Street between Center Street and James Street

to operate a place of entertainment with ABC permits (Cigar Lounge), having heard all of the evidence and arguments presented and reports from City officials and having received a recommendation for **approval** from the Goldsboro Planning Commission pertaining to said application, makes the following:

FINDINGS OF FACT

1. The City Council finds that there are certain uses that exist which may be constructed, continued and/or expanded if they meet certain mitigating conditions specific to their design and/or operation. Such conditions ensure compatibility among uses and building types so that different uses may be located in proximity to one another without adverse effects to either.
2. Even if the permit-issuing body finds that the application complies with all the other provision of the City's Unified Development Ordinance, it may still deny the permit if it concludes, based upon information submitted at the hearing that, if completed as proposed, the development:
 - a. Will materially endanger the public health or welfare; or
 - b. Will substantially injure the beneficial use of adjoining or abutting property; or
 - c. Will not be in harmony with existing development and uses within the area in which it is located; or
 - d. Will not be in general conformity with the Comprehensive Plan, Thoroughfare Plan or other plan officially adopted by the Council.
3. The City of Goldsboro's Unified Development Ordinance provides

the following regulations which are specific to the applicant's request for a place of entertainment with ABC permits.

Chapter 5.5 Supplemental Use Regulations

5.5.4 Special and Conditional Use Specific Regulations

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

- a. Permitted Districts: Central Business District, General Business, Shopping Center, Highway Business.

The subject property is zoned Central Business District.

- b. Approval Criteria:

Distance Requirement: **There is no church or school use within a distance of 100 ft. of the subject property.**

- d. Upon complaint from any person, a public hearing may be scheduled by the City Council to determine what additional conditions, if any, may be needed to protect the public health, safety and welfare. Upon a finding that there has been an increase in the volume, intensity or frequency of the use different than set forth in the conditional use permit, the City Council after public hearing may modify, suspend or revoke the conditional use permit.

- e. Site Plan Information

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

A floor plan has been properly submitted indicating the above information. The following

modifications of the indicated requirements have been requested by the applicant.

1. Modification of parking requirement from 46 spaces to 16 spaces;
2. Modification of the street tree requirement;
3. Modification of the Type A buffer requirements along the southern, western and eastern property lines; and
4. Modification of the interior landscape requirements within the vehicular surface area.

Based upon the foregoing FINDINGS OF FACT, the City Council makes the CONCLUSION that the proposed use **does** satisfy the general conditions imposed on the Council in its deliberations for issuing a Conditional Use Permit under Section 2.2.8 of the City of Goldsboro Unified Development Ordinance.

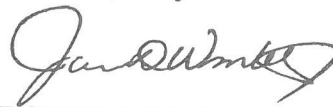
Upon motion made by Councilmember Aycock and seconded by Councilmember Williams, the Council accepted the recommendation of the Planning Commission and approved the applicant's request for a Conditional Use Permit to operate a place of entertainment with ABC permits (Cigar Lounge) with the requested modifications enumerated above.

Therefore, because the City Council concludes that the general conditions precedent to the issuance of a **CONDITIONAL USE PERMIT HAVE BEEN** satisfied, **IT IS ORDERED** that the application for the issuance of a **CONDITIONAL USE PERMIT** to allow the operation of a place of entertainment with ABC permits (Cigar Lounge) be **APPROVED**.

Thus ordered this 4th day of April, 2016.



Chuck Allen, Mayor



James D. Womble, City Attorney

CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 4, 2016 COUNCIL MEETING

SUBJECT: CU-3-16 Lane Solar Farm—South of Old Smithfield Road
between Gin Road and NC 581 South

Applicant requests a Conditional Use Permit to allow the development and operation of a solar farm facility.

BACKGROUND: The property is zoned R-20A Residential. Solar farm operations are a permitted use within this district only after the issuance of a Conditional Use Permit approved by City Council.

The property does not have frontage on a public right-of-way and would be accessed through a private path extending from Old Smithfield Road. The site contains a total of 1,306,800 sq. ft. or 30 acres.

A small portion of the lot is located within the County's jurisdiction. The applicant has received written notification from the County indicating that they agree to allow the City to utilize their site plan approval and permitting/inspections procedures over that portion of the lot.

Existing Use: The property is currently vacant farmland.

Engineering Comments: City water and sewer are not available to the property. A portion of the property is located within a Special Flood Hazard Area however, the proposed solar panels will not be placed within that area.

DISCUSSION: The submitted site plan indicates a 15 ft. wide private soil access drive extending southerly 965 ft. from Old Smithfield Road, over an existing 60 ft. wide railroad right of way and extending another 490 ft. south to the gated entrance of the solar facility.

The solar panels will be installed within an area to be surrounded by a 6 ft. high chain-link fence topped with barbed wire.

Landscaping: As previously indicated, the proposed solar farm would be approximately 1,500 linear ft. from Old Smithfield Road. A Type C (20 ft. wide) landscape buffer has been proposed surrounding the solar farm. An adjacent 100 ft. wide overhead utility easement exists directly north of the proposed solar development. Panels are not to encroach within this easement.

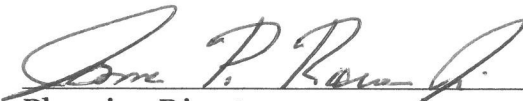
At the public hearing held on March 21, 2016, one person spoke in favor of the request. No one appeared to speak in opposition.

The Planning Commission, at their meeting held on March 28, 2016, recommended approval of the Conditional Use Permit.

RECOMMENDATION: By motion, accept the recommendation of the Planning Commission and:

1. Adopt an Order approving a Conditional Use Permit to allow the development and operation of a solar farm facility; and
2. Approve the submitted site and landscape plans detailing the operation.

Date: 3-30-2016



Planning Director

Date: 3-31-16

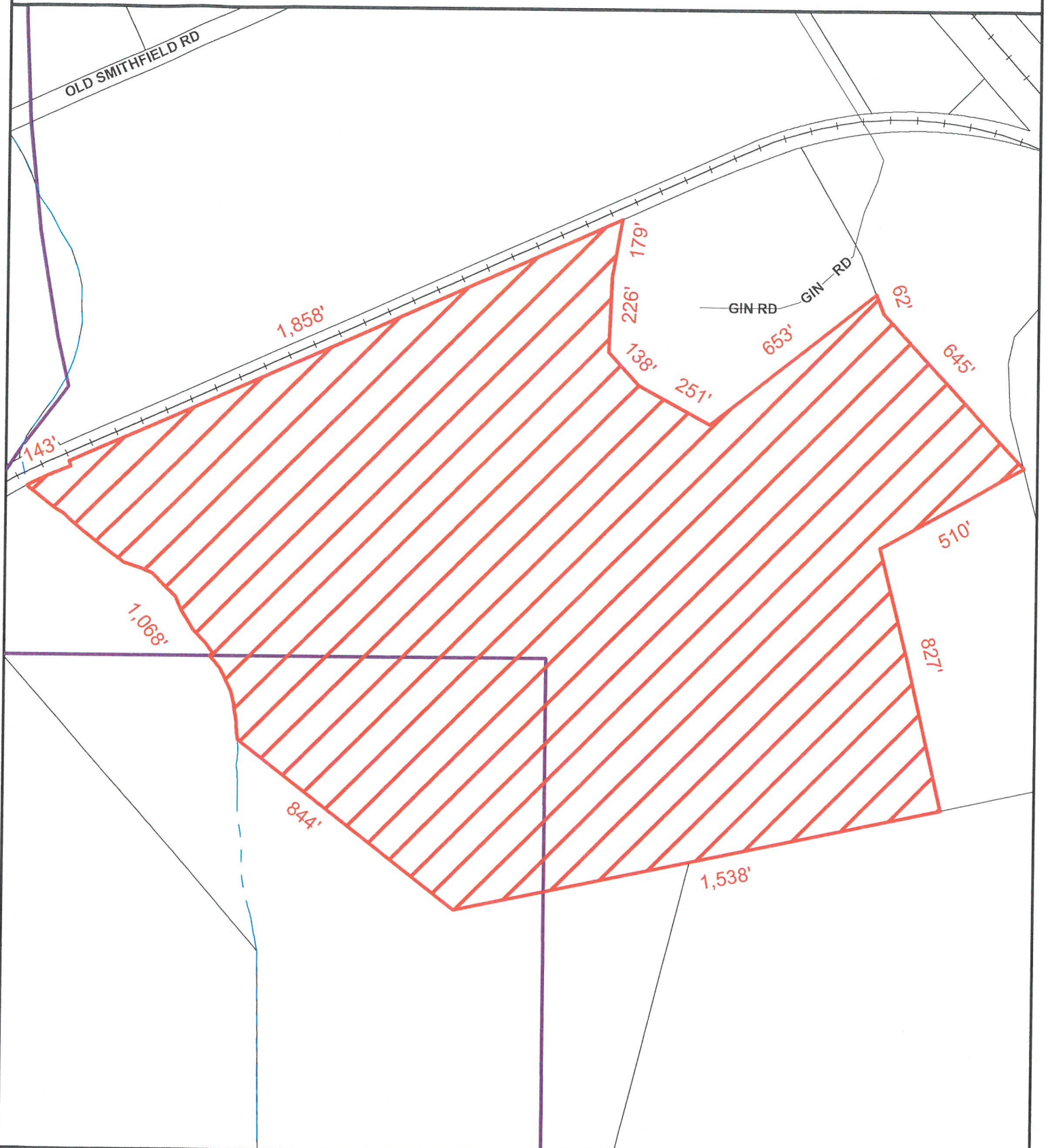


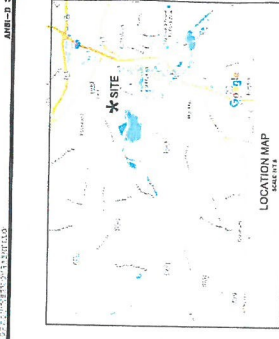
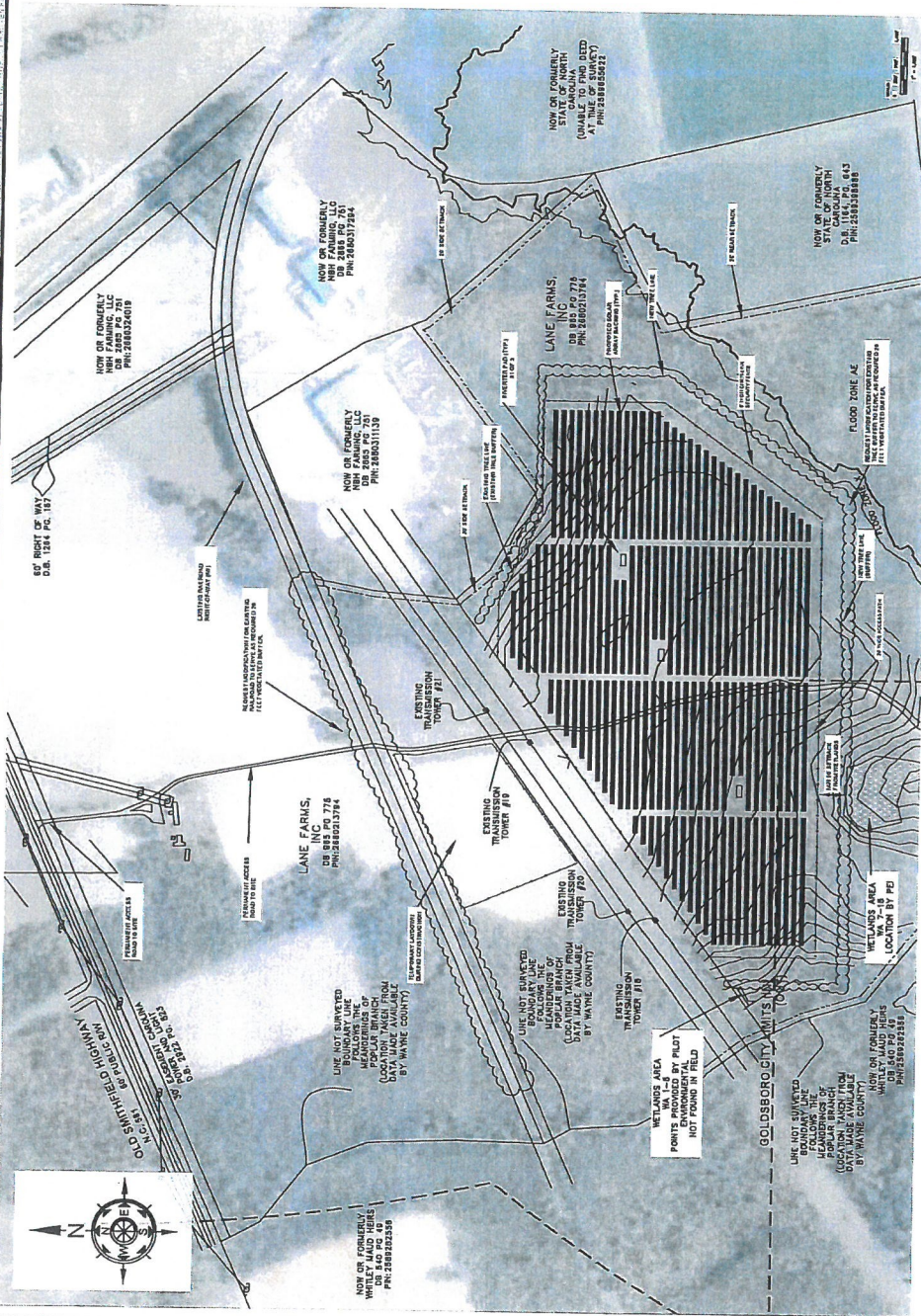
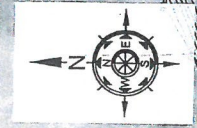
City Manager

ssj

CU-3-16

Lane Solar Farm, LLC





LANE I SOLAR
5 MW AC Ground Mount
ZONING SITE PLAN
Old Smithfield Road
Goldsboro, NC 27333



SITE DATA

OWNER: LANE FARMS, INC.
OWNER ADDRESS: 1634 ASHLEY RIVER ROAD, CHARLESTON, S.C. 29407
ZONING: R-2A
CURRENT LAND USE: AGRICULTURAL
SITE ADDRESS: OLD SMITHFIELD ROAD, GOLDSBORO, NC 27333
PROPOSED USE: SOLAR ENERGY SYSTEM
TOTAL AREA: 32 ACRES
WATERBURY CLASSIFICATION: NONE
PRELIMINARY AREA OF PROPOSED SOLAR PANEL: 32 ACRES
MINIMUM SETBACK REQUIREMENTS FOR PAVEMENT: 10 FT. PER WAYNE COUNTY ZONING ORDINANCE.
FRONT: WEST
REAR: EAST
NEAR: 20 FT.

NOTES:
1. THE LAYOUT OF THIS PLAN IS FOR A CONDITIONAL USE PERMIT APPLICATION FOR REVIEW AND APPROVAL BY THE TOWN OF GOLDSBORO. THE TOWN OF GOLDSBORO HAS THE RIGHT TO REJECT THIS PLAN AT ANY TIME.
2. THE TOWN OF GOLDSBORO HAS THE RIGHT TO REJECT THIS PLAN AT ANY TIME.
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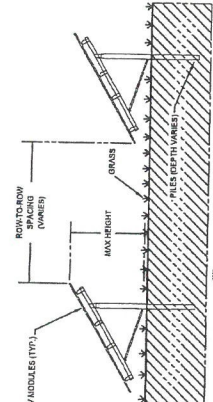
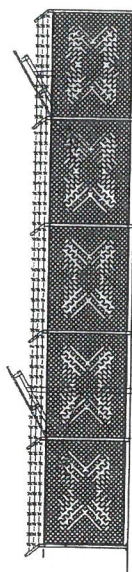
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1" = 10'

2" = 10'

CITY OF GOLDSBORO

STATE OF NORTH CAROLINA

ORDER **APPROVING** A CONDITIONAL USE PERMIT

The City Council of the City of Goldsboro, North Carolina, having held a public hearing on March 21, 2016 to consider Conditional Use Permit application number:

CU-3-16 Lane Solar Farm – South of Old Smithfield Road between Gin Road and NC 581 South

to allow the development and operation of a solar facility, having heard all of the evidence and arguments presented and reports from City officials, makes the following:

FINDINGS OF FACT

1. The City Council finds that there are certain uses that exist which may be constructed, continued and/or expanded if they meet certain mitigating conditions specific to their design and/or operation. Such conditions ensure compatibility among uses and building types so that different uses may be located in proximity to one another without adverse effects to either.
2. Even if the permit-issuing body finds that the application complies with all the other provision of the City's Unified Development Ordinance, it may still deny the permit if it concludes, based upon information submitted at the hearing that, if completed as proposed, the development:
 - a. Will materially endanger the public health or welfare; or
 - b. Will substantially injure the beneficial use of adjoining or abutting property; or
 - c. Will not be in harmony with existing development and uses within the area in which it is located; or
 - d. Will not be in general conformity with the Comprehensive Plan, Thoroughfare Plan or other plan officially adopted by the Council.

The property is zoned R-20A Residential. Development plans have been submitted detailing the operation and are included as a part of this Order by reference.

Based upon the foregoing FINDINGS OF FACT, the City Council makes the CONCLUSION that the proposed use, does satisfy the general conditions imposed on the Council in its deliberations for issuing a Conditional Use Permit under Section 2.2.8 of the City of Goldsboro Zoning Ordinance.

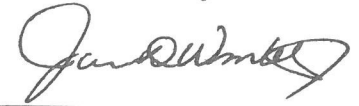
Upon motion made by Councilmember Aycock and seconded by Councilmember Williams, the Council approved the applicant's request for a Conditional Use Permit to allow the development and operation of a solar facility.

Therefore, because the City Council concludes that the general conditions precedent to the issuance of a CONDITIONAL USE PERMIT HAVE BEEN satisfied, IT IS ORDERED that the application for the issuance of a CONDITIONAL USE PERMIT to allow the operation of an internet café/sweepstakes facility (electronic gaming operation) be APPROVED.

Thus ordered this 4th day of April, 2016.



Chuck Allen, Mayor



James D. Womble, City Attorney

CITY OF GOLDSBORO

AGENDA MEMORANDUM

APRIL 4, 2016 COUNCIL MEETING

SUBJECT: Z-2-16 Adair, LLC – South side of Keenway Drive between Adair Drive and NC 581 North (Shopping Center to R-6 Residential)

BACKGROUND: The applicant requests a change of zone from Shopping Center to R-6 Residential.

This property is located behind Goshen Medical Center on the southwest corner of Adair Drive and U. S. Highway 70 West.

Frontage: 373 ft. (on Keenway Drive)
Depth: 900 ft. (approximately)
Area: 7.0 Acres

Surrounding Zoning: North: Shopping Center
South: Shopping Center
East: Shopping Center
West: Wayne County jurisdiction

The subject property is part of the Adair, LLC Subdivision that was approved by the City Council on May 3, 2010 and satellite annexed to the City effective November 30, 2009.

Existing Use: The property is currently vacant.

DISCUSSION: Proposed Use: If rezoned to R-6, the applicant proposes to construct eighty apartment units. Prior to permitting, site and landscape plans will have to be submitted and approved by the Planning Commission and City Council.

Land Use Plan Recommendations: The City's Land Use Plan recommends that the property be developed for Mixed Use I. The Mixed Use I land use category allows for a mixture of zoning districts such as O-R, O&I-1, O&I-2, and NB. This request would not be compatible with the City's Comprehensive Land Use Plan.

Access: The approved subdivision plat shows that the property would have access from the future Keenway Drive. Development of this property would require a portion of Keenway Drive to be constructed to City standards which would connect to Adair Drive from U. S. Highway 70.

Engineering Comments: City water and sanitary sewer lines are not available to serve the subject property. The subject property would be served water through Fork Township Sanitary District. Sanitary sewer service will be provided by Fork Township but treated by the City of Goldsboro.

At the public hearing held on March 21, 2016, one person spoke in favor of the request and three people appeared to speak in opposition.

Apartment units are permitted within the Shopping Center zoning district. However, based on the City's UDO, the density would be limited to the closest, most restrictive zone which, in this case, would be R-16 Residential which does not permit multi-family development. The number of units proposed by the applicant (80) would require the zoning change to R-6 as requested.

Staff Recommendation

Staff recommends denial of the request based on the Comprehensive Land Use Plan which designates Mixed-Use 1 for the property.

Planning Commission Recommendation

The Planning Commission, at their meeting on March 28, 2016, recommended approval of the request. The Commission felt that the proposed residential site would be appropriate and reasonable in conjunction with mixed use development nearby.

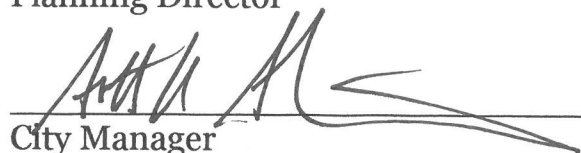
RECOMMENDATION: Final action to be determined by City Council.

Date: 3-31-2016



Planning Director

Date: 3-31-16



City Manager

Z-02-16
Adair, LLC
SC to R-6



Z-02-16
Adair, LLC
SC to R-6



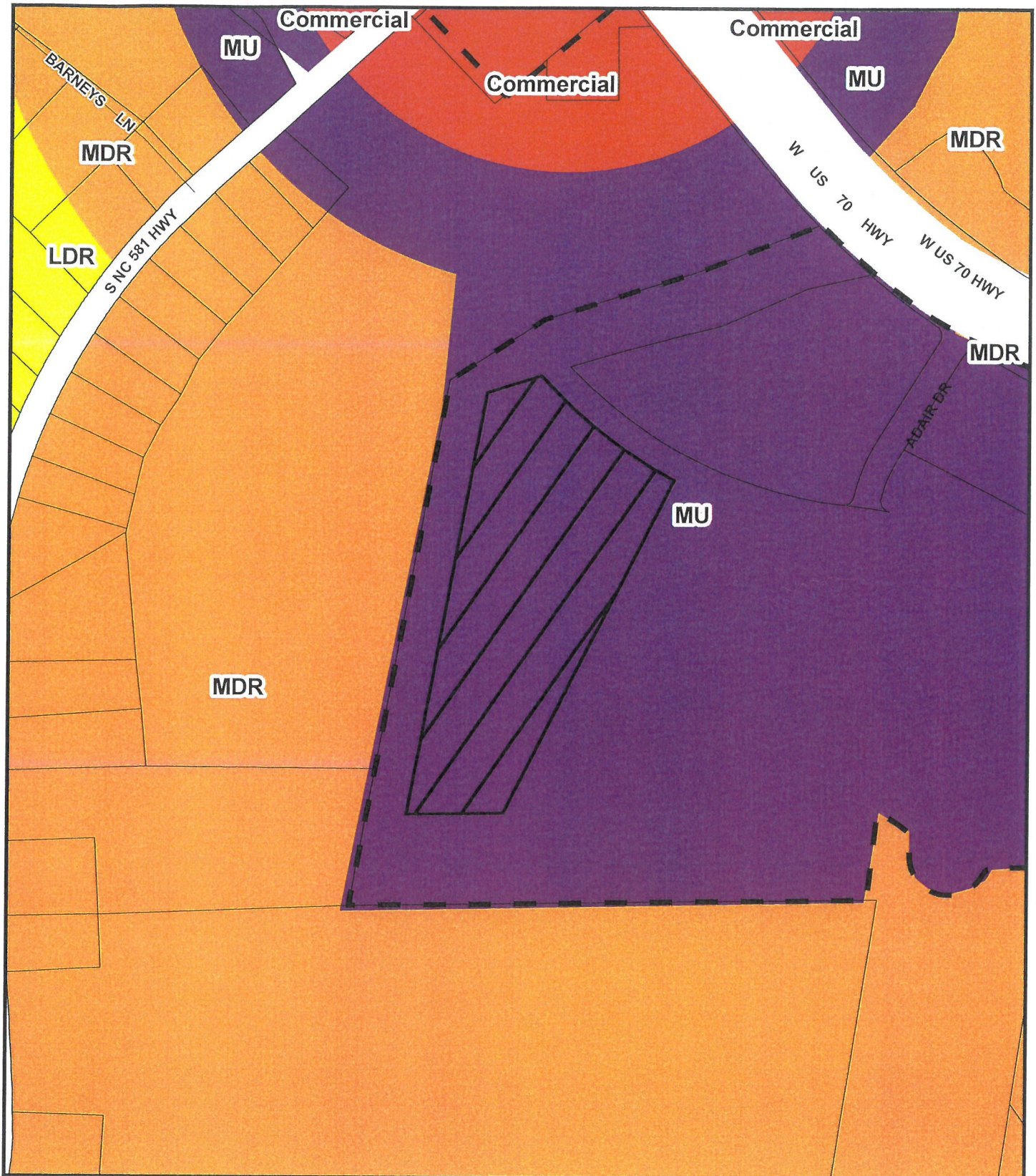
Z-02-16
Adair, LLC
SC to R-6



Z-02-16

SC to R-6

Comprehensive Land Use Plan Recommendation



Legend

--- City Limits

300 150 0 300 Feet



ORDINANCE NO. 2016 - 17

**AN ORDINANCE AMENDING THE UNIFIED DEVELOPMENT ORDINANCE
OF THE CITY OF GOLDSBORO, NORTH CAROLINA
CODE OF ORDINANCES**

WHEREAS, after notice duly given according to law, a public hearing was held before the City Council and the Planning Commission at a regular meeting held in the Council Chamber, City Hall, on Monday, March 21, at 7:00 p. m., for the purpose of considering and discussing the passing of an ordinance amending the Unified Development Ordinance of the City of Goldsboro, North Carolina; and

WHEREAS, after completion of said public hearing and receipt of the recommendation of the Planning Commission, the City Council of the City of Goldsboro deems it advisable and for the best interest of the City and those residing within its zoning jurisdiction that the Unified Development Ordinance be amended as herein below set forth;

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

1. That the Unified Development Ordinance of the City of Goldsboro, North Carolina Code of Ordinances, be and the same is hereby amended by changing:

From Shopping Center to R-6 Residential

**Z-2-16 Adair, LLC – South side of Keenway Drive between
Adair Drive and NC 581 North**

**The Wayne County Tax Identification No. is 2671-90-4358.
The property has a frontage of 373 ft., a depth of approximately
900 ft. and a total area of 7.0 acres.**

2. That the Official Zoning Map, Goldsboro, North Carolina, on file in the Office of the Director of Planning and Community Development be promptly changed to reflect this amendment and the appropriate entries in reference thereto be entered in the descriptive record of changes as provided in Section 2 of the Unified Development Ordinance.

3. That this Ordinance shall become effective from and after the entry of the changes or amendments herein made on the said Official Zoning Map.

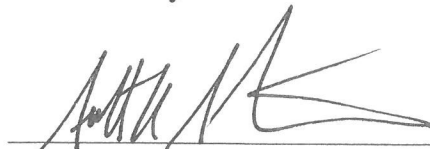
Adopted this 4th day of April 2016.

Approved as to Form Only:

Reviewed by:



City Attorney



City Manager

CITY OF GOLDSBORO

AGENDA MEMORANDUM

APRIL 4, 2016 COUNCIL MEETING

SUBJECT: Site Plan Modification – Oxford Square

BACKGROUND: A Conditional Use Permit was originally approved for this Planned Unit Development (PUD) in 2003 and the site plan was modified to allow the relocation of a retention pond.

Oxford Square contains a total of 50 units, which are sold individually. Common areas remaining undeveloped are maintained through covenants.

Site Plan

Total Area in Lots: 4.936 acres

Common Area: 8.064 acres (62%)

Improvements in Common Area: 1.310 acres (21.15%)

Approved building setbacks for the development are as follows:

Front Yard: 20 ft.

Side Yard: 5 ft.

Rear Yard: 25 ft.

Modifications of interconnectivity and sidewalks on Oxford Boulevard were approved at time of subdivision plat approval in 2002. A modification of the street tree location from 25 ft. to 70 ft. from the Oxford Boulevard right-of-way was also approved since there is a 70 ft. wide utility easement along the street frontage of the development.

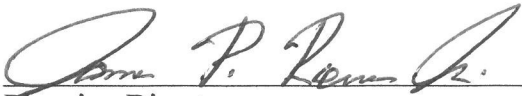
DISCUSSION: The developer now proposes to construct twelve units at the rear of the site. These units are now proposed to contain screened-in porches at the rear which will extend within the established 25 ft. rear yard setback. A modification of the established rear yard setback from 25 ft. to 14 ft. has been requested for these twelve lots.

The Planning Commission, at their meeting held on March 28, 2016, recommended approval of the rear yard setback modification, as requested, subject to the developer installing all required sidewalks within the development as

originally approved on the site plan. Although sidewalks have been installed in front of a portion of the lots within Oxford Square, the Planning Commission wants to insure that these sidewalks will be completed throughout the development.

RECOMMENDATION: By motion, accept the recommendation of the Planning Commission and approve the requested rear yard setback modification from 25 ft. to 14 ft. subject to installation and completion of all interior sidewalks within the development.

Date: 3-30-2016


Planning Director

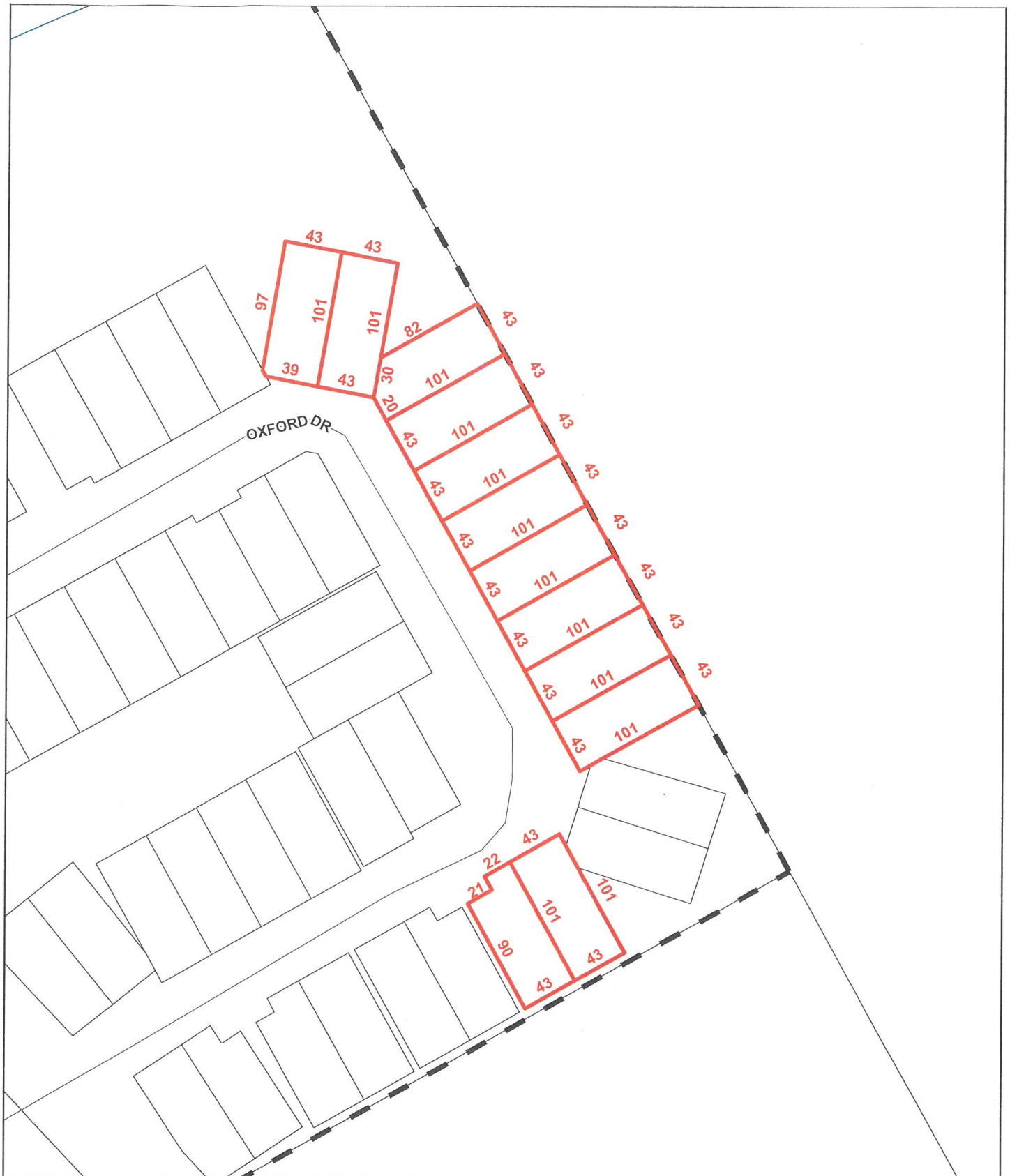
Date: 3-31-16


City Manager

ssj

Site Plan

Oxford Square Townhomes



CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 4, 2016 COUNCIL MEETING

SUBJECT: Budget Amendment for Election Costs

BACKGROUND: The Wayne County Board of Elections is responsible for conducting all federal, state and local elections held within the City and County. This Board operates under the general supervision of the NC State Board of Elections.

DISCUSSION: The City of Goldsboro held two elections during FY 2015-16 for the Mayor and City Council members. The primary election was held on October 6, 2015 and the general election was on November 3, 2015. During both of the elections, there were precincts opened and operated for the City's elections.

The Wayne County Board of Elections bills all shared expenses to each organization. Expenses include staffing of the polling places, ballot costs, tabulations, legal notices, and expendable supplies. When the City was preparing its FY 2015-16 budget, it was estimated by the Board of Elections that the election costs would be \$20,000. They did not anticipate that there would be a primary and did not include that in their calculation. The total expenses for these two elections total \$52,596.38. Since the current fiscal year does not contain sufficient funds for these expenses, a Budget Ordinance Amendment will be necessary.

RECOMMENDATION: It is recommended that the attached budget ordinance be adopted appropriating the \$32,596.38 from the unassigned fund balance of the General Fund.

Date: 3-29-16


Kaye Scott, Finance Director

Date: 3-31-16


Scott Stevens, City Manager

ORDINANCE NO. 2016-18

AN ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE
CITY OF GOLDSBORO FOR THE 2015-2016 FISCAL YEAR

WHEREAS, the Wayne County Board of Elections is responsible for conducting all federal, state and local elections held with the City and County; and

WHEREAS, the City of Goldsboro held two elections during FY 2015-16 for the Mayor and City Council; and

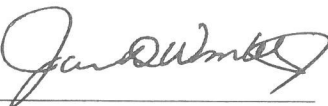
WHEREAS, the elections expenses for staffing, ballots, legal notices and supplies were \$52,596.38 for these two elections; and

WHEREAS, since the current fiscal year's budget does not contain sufficient monies to meet these obligations, the City of Goldsboro needs to appropriate \$32,596.38 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 2015-16 be amended by:

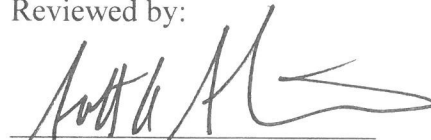
1. Decreasing the Unassigned Fund Balance of the General Fund in the amount of \$32,596.38.
2. Increasing the line item entitled "City Election" (11-1011-3997) in the Mayor/Council's budget of the General Fund in the amount of \$32,596.38.
3. This Ordinance shall be in full force and effect from and after the 4th day of April 2016.

Approved as to form only:



City Attorney

Reviewed by:



City Manager

Item

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CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 4, 2016 COUNCIL MEETING

SUBJECT: Budget Amendment – Mina Weil Park

BACKGROUND: In December 2015, the City of Goldsboro was notified that it was awarded a \$250,000 PARTF Grant from the NC Department of Natural and Cultural Resources for Mina Weil Park. The City and State will have spent approximately \$250,000 each on this project. The City's local match will be funds spent on the construction of the W. A. Foster Recreation Center and site improvements at Mina Weil Park.

DISCUSSION: The project scope for this grant will be picnic shelter renovations, playground, basketball court, fitness stations, community garden, site preparation, parking lot, accessible routes, utilities, signage and contingency costs. PARTF grants are paid on a reimbursement basis. The project grant period is January 2016 – December 2018.

Since these funds were not included in the City's FY 2015-16 budget, it is necessary to adopt a budget ordinance for this additional grant funding.

RECOMMENDATION: It is recommended that the attached ordinance be adopted to reflect an increase in General Fund revenues in the amount of \$250,000 and an increase in the operating expenditures of the Parks and Recreation Department's budget in the amount of \$250,000.

Date: 3-29-16


Kaye Scott, Finance Director

Date: 3-31-16


Scott Stevens, City Manager

ORDINANCE NO. 2016- 19

AN ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE
CITY OF GOLDSBORO FOR THE 2015-2016 FISCAL YEAR

WHEREAS, the City of Goldsboro was awarded the PARTF grant in the amount of \$250,000 from the Parks and Recreation Trust Fund; and

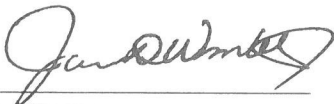
WHEREAS, the North Carolina Department of Natural and Cultural Resources Grant funding will be \$250,000 with the City of Goldsboro matching \$250,000 funds associated with the construction of the W.A. Foster Recreation Center and site improvements at Mina Weil Park; and

WHEREAS, since the funds were not appropriated in the operating budget for FY 2015-16, the City of Goldsboro needs to appropriate the revenues and expenditures in 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 2015-2016 be amended by:

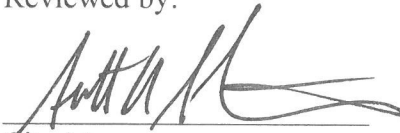
1. Establishing the line item entitled "Mina Weil Park Development – PARTF Grant" (11-7460-5079) in the Parks and Recreation Department's budget of the General Fund in the amount of \$250,000.
2. Establishing the revenue line item entitled "PARTF Reimbursement" (11-0003-8913) of the General Fund in the amount of \$250,000.
3. This Ordinance shall be in full force and effect from and after the 4th day of April 2016.

Approved as to form only:



City Attorney

Reviewed by:



City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 4, 2016 COUNCIL MEETING

SUBJECT: Establishing the Capital Projects Fund Ordinance and Budget Amendment - Stoney Creek Sewer Outfall Rehabilitation Project

BACKGROUND: The City of Goldsboro determined that it is necessary and in the best public interest to undertake the Stoney Creek Sanitary Sewer Outfall Rehabilitation Project. The City Council awarded the contract on February 15, 2016 to Insituform Technologies, LLC. in the amount of \$2,674,612.50.

DISCUSSION: On August 25, 2015, we received notification from the North Carolina Department of Environment and Natural Resources that financing was being offered to the City of Goldsboro in the amount of not to exceed \$3,521,438 at an interest rate of 1.88%. The City has signed the offer and acceptance for this State Revolving Loan.

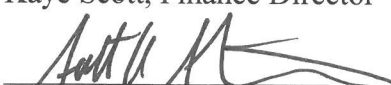
Since this project has been awarded and approval has been received from the North Carolina Water Infrastructure Environmental Quality in the amount of \$2,891,068, the Capital Projects Ordinance for this project should be adopted to represent the balances of expenditures and revenues for this project.

The loan closing costs are 2% of the loan amount, which is \$57,821. Since these costs are not eligible expenses from the loan proceeds, it is recommended that the attached budget ordinance be approved.

RECOMMENDATION: It is recommended that Council adopt:

1. The attached Capital Projects Fund Ordinance in the amount of \$2,891,068.
2. The attached Budget Ordinance in the amount of \$57,821.

Date: 3-29-16 
Kaye Scott, Finance Director

Date: 3-31-16 
Scott Stevens, City Manager

ORDINANCE NO. 2016-20

AN ORDINANCE ESTABLISHING THE STONEY CREEK SEWER OUTFALL
REHABILITATION CAPITAL PROJECTS FUNDS

WHEREAS, the City of Goldsboro awarded the Stoney Creek Sewer Outfall Rehabilitation Project to Insituform on February 15, 2016; and

WHEREAS, the City of Goldsboro has received approval for the State Revolving Loan in the amount of \$2,891,068; and

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

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

1. Establishing the anticipated revenues of the Sewer Improvements Capital Projects Fund as follows:

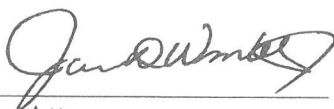
State Revolving Loan	\$2,891,068
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2. Establishing the anticipated expenditure line item for the Sewer Improvements Capital Projects Fund as follows:

Construction	\$2,891,068
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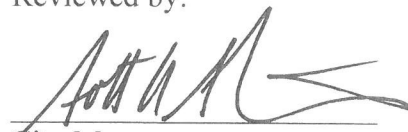
3. This Ordinance shall be in full force and effect from and after this 4th day of April, 2016.

Approved as to form only:



City Attorney

Reviewed by:



City Manager

ORDINANCE NO. 2016-21

AN ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE
CITY OF GOLDSBORO FOR THE 2015-2016 FISCAL YEAR

WHEREAS, the City of Goldsboro received notification that the North Carolina State Revolving Loan was approved; and

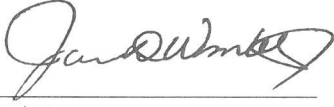
WHEREAS, the closing costs associated with the loan is 2% of the loan amount which calculates to \$57,821; and

WHEREAS, since the current fiscal year's budget does not contain sufficient monies to meet these obligations, the City of Goldsboro needs to appropriate \$57,821 from the Utility Fund.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro that the Budget Ordinance for the Fiscal Year 2015-16 be amended by:

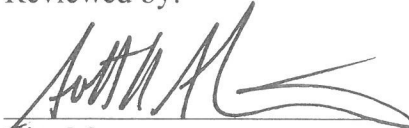
1. Decreasing the Unappropriated Fund Balance of the Utility Fund in the amount of \$57,821.
2. Establishing the line item entitled "Loan Expense" (61-4178-1925) in the amount of \$57,821 in the Utility Capital Projects Division.
3. This Ordinance shall be in full force and effect from and after the 4th day of April 2016.

Approved as to form only:



City Attorney

Reviewed by:



City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 4, 2016

SUBJECT: City Personnel Policy Revision for several sections.

BACKGROUND: The City Personnel Policy was last revised on February 2, 2015, to update several sections since the Policy was first approved July 12, 2007. The current policy does not address some of the more recent changes or policy issues that staff has encountered.

DISCUSSION: The management team reviewed the Personnel Policy and identified several sections that needed to be revised and some that needed to be added. After careful review and rewrites, those changes were shared with all Department Heads for their review, comment and discussion at our department head staff meeting. The Department Heads were given the final draft to share with their staff and garner any comments or changes they would like to see. As of March 2, 2016, there were no further change requests to report.

The effected Articles and Sections are attached for your review. A revision will be made to the Personnel Policy upon approval of the attached document

RECOMMENDATION: It is recommended that the City Council, by motion, approve the attached revised sections of the Personnel Policy as requested above. The revisions shall become effective immediately.

DATE: _____

Faye Caviness, Human Resources Director

DATE: 3-31-16

Scott A. Stevens, City Manager

City of Goldsboro
Summary of Personnel Policy Revision Articles and Sections

Effective Date: April 4, 2016

Last Revision Date: February 2, 2015

2016 Personnel Policy Revision

Article III The Pay Plan

Section 4 - Trainee Designation and Provisions

If the training is not successfully completed to the satisfaction of the City, the trainee shall be transferred, demoted, or dismissed. If the training is successfully completed, the employee shall be paid ~~at least at the hiring~~ **no less than the minimum** rate established for the position for which the employee was trained.

Section 7(a) - Performance Pay Eligibility Requirements

~~As approved by City Council, employees may be compensated based on merit due to the performance of their duties. The performance appraisal period is from October 1 to September 30 and merit pay will be distributed the following January. Employees must meet the eligibility criteria, as identified by the City Manager, following criteria to be eligible for merit pay which is subject to change at his/her discretion.~~

1. Employee must be ~~a permanent full-time~~ **or designated permanent part-time** employee who has completed ~~the one-year~~ **initial six month** probationary period ~~(new hire/promotion)~~ **as of December 1st following the respective appraisal period.** For example, if ~~the an~~ employee was hired ~~or promoted on June~~ **May 1st, of the previous year,** the probationary period would have ended on ~~June~~ **November 1st of the current year** and the employee would be eligible for a merit increase January of the following year.

2. ~~Eligibility for merit is based upon the following criteria: Employee must have an overall appraisal rating of 2.0. Employee should score at least 2.0 in all competencies. Any competency with a score less than 2.0 will result in employee's ineligibility. Employees who have an overall score less than 2.0 shall be placed on a development plan and should be monitored during the course of the current evaluation period.~~

~~Note: The merit eligibility criteria is subject to change at the City Manager's discretion.~~

3. Employee must have had no **written** disciplinary action ~~(including written reprimand or suspension)~~ **during the current evaluation period** and/or any safety violation/accident (vehicle or personal injury) that resulted in the employee being given ~~four~~ **(4) five (5) points or more.** **Any disciplinary action that occurs after the evaluation period and prior to the start of the merit pay will be handled on a case-by-case basis depending upon the severity of the action.**

4. ~~The appraisal period is from October 1 to September 30. Merit pay will be distributed the following January.~~ Employees who are at the maximum of the salary range for their position classification are eligible for a performance bonus during the evaluation period. Bonuses shall be awarded at the same percentage of annual salary as employees within the salary range at the same performance level. This means that based upon the performance rating, employees would receive a percentage increase of salary applicable to the performance rating. Performance bonuses do not become part of base pay and will be awarded in a lump sum payment.

5. ~~Employees must have worked at least 40 of the 52 weeks of the evaluation period. If an employee is out of work for more than 12 weeks, he/she will not be eligible for merit pay unless the leave is protected by Federal law. Examples of federally protected leave include Family and Medical Leave Act (FMLA) and Uniformed Services Employment and Reemployment Rights Act (USERRA).~~ Employees who are appointed to an interim position or are promoted during the appraisal period and have not completed six months as of December 1st will be awarded a merit increase based on their previous evaluation score in their former position prior to the recent promotion.

Section 8 - Salary Effect of Promotions, Demotions, Transfers and Reclassifications

Reclassifications. An employee whose position is reclassified to a class having a higher salary range ~~pay grade~~ shall receive a pay increase of 5% or an increase to the hiring **minimum** rate of the new pay range, whichever is higher, if the employee's salary is below midpoint of the new range. ~~If the employee has completed probation, the employee's salary shall be advanced to at least the minimum (probation completion) amount in the new range.~~ If the employee's salary is above the midpoint of the new range, the employee shall receive an increase of 2.5%.

Article IV Recruitment and Employment

Section 4 - Probationary Period

An employee ~~appointed~~ **hired** or promoted to a permanent position shall serve a **six month** probationary period. ~~Employees shall serve a twelve month probationary period.~~ Employees hired as trainees shall remain on probation until the provisions of their ~~traineeship~~ **trainee status** are satisfied. During the probationary period, the ~~supervisor of the employee serving in a probationary status~~ **trainee's supervisor** shall closely monitor the progress of that employee and shall frequently discuss ~~with the employee~~ his or her performance. **This will be monitored through the City's performance evaluation system and documented via notes, observations and other forms of measurement by the supervisor.** Before the end of the probationary period, the supervisor shall conduct a performance evaluation conference with the employee and discuss accomplishments, strengths, and needed improvements. A summary of this discussion shall be documented in the employee's personnel file. The supervisor shall recommend in writing whether the probationary period should be completed, extended, or the employee transferred, demoted, or dismissed. Probationary periods may be extended for a maximum of six additional months.

Disciplinary action, including demotion and dismissal, may be taken at any time during the probationary period of a new hire **probationary employee** without following the steps outlined in this Policy for disciplinary action **and grievance procedures**. **This means a new hire who is on probation is not entitled to the rights and benefits of due process, such as the right to use of the grievance procedures or graduated disciplinary procedures. All cases of disciplinary suspension, demotion, or dismissal must be discussed with the Human Resources Director and approved by the City Manager prior to giving final notice to the employee.**

A promoted employee who does not successfully complete the probationary period may be transferred or demoted to a position in which the employee shows promise of success. If no such position is available, the employee ~~shall~~ **may** be dismissed. Promoted employees retain all other rights and benefits such as the right to use ~~of~~ the grievance procedures and ~~to~~ graduated disciplinary procedures.

Article VI Employee Benefits

Section 2 - Group Health and Hospitalization Insurance

The City provides group health and hospitalization insurance programs for full-time employees, subject to annual appropriation by the City Council.

Part-time employees (see definitions) who are scheduled to work ~~20~~ **30** hours or more per week on a continuous year-round basis may, if they so desire, purchase available group health through the City for themselves or for themselves and qualified dependents. A pro-rated amount of the cost of coverage paid for a full-time employee shall be paid by the City with the remainder of the cost being paid by the employee. This pro-rated amount shall be based on regularly scheduled hours.

A retiring employee who has attained age 55 with 20 or more years of service with the City or a retiring employee who has 30 or more years of service with the City, regardless of age, may be eligible for a subsidy towards their health care cost.

Per City Council approval, effective October 19, 2015, current Retirees who are enrolled in the City's Retiree Health Plan and future retiring members who are not yet eligible for Medicare may receive a subsidy from the City towards their health care cost on a case by case basis. This subsidy is not automatic and once the Retiree or retiring member reaches age 65, the subsidy then ceases.

Information concerning cost and benefits shall be available to all employees from the Human Resources Department.

Article VII Holidays and Leaves of Absence

Section 17 - Family and Medical Leave

Family and medical leave can be used for the following reasons:

- the birth of a child and ~~in order~~ to care for ~~that~~ **the newborn** child within one year of birth;

- the placement ~~with the employee~~ of a child for adoption or foster care ~~and to care for the newly placed child within one year of placement;~~
- to care for ~~the employee's~~ a spouse, child, or parent ~~with who has~~ a serious health condition;
- ~~the a~~ serious health condition ~~of the~~ ~~that makes the~~ employee ~~unable to perform the essential functions of his or her job;~~ ~~or~~
- any qualifying ~~military~~ exigency (urgent need or demand) arising out of the fact that the employee's spouse, son, daughter, or parent is a covered military member on "covered active duty;" ~~or~~
- Twenty-six workweeks of leave during a single 12-month period to care for a covered servicemember with a serious injury or illness if the eligible employee is the servicemember's spouse, son, daughter, parent, or next of kin (military caregiver leave).

Article IX Unsatisfactory Job Performance and Detrimental Personal Conduct
Section 1 - Disciplinary Action for Unsatisfactory Job Performance

A regular employee may be placed on disciplinary suspension, demoted, or dismissed for unsatisfactory job performance, if after following the procedure outlined below, the employee's job performance is still deemed to be unsatisfactory. All cases of disciplinary suspension, demotion, or dismissal must be ~~discussed with the Human Resources Director and~~ approved by the City Manager prior to giving final notice to the employee. ~~This article does not apply to a new hire probationary employee.~~

Section 5. Detrimental Personal Conduct Defined

~~19) Display of offensive pictures, symbols and words in the workplace.~~

Article X Grievance Procedure and Adverse Action Appeal
Section 1 - Policy

It is the policy of the City to provide a just procedure for the presentation, consideration, and disposition of employee grievances. The purpose of this article is to outline the procedure and to assure all employees that a response to their complaints and grievances will be prompt and fair. ~~This article does not apply to a new hire probationary employee.~~

Section 4 - Procedure

Step 3. If the grievance is not resolved to the satisfaction of the employee at the end of Step 2, the employee may appeal, in writing, to the City Manager within seven calendar days after receipt of the response from Step 2. The City Manager shall respond to the appeal, stating the determination of decision within ~~ten~~ ~~thirty~~ calendar days after receipt of the appeal. The City Manager's decision shall be the final decision. The City Manager would notify the City Council of any impending legal action.

Appendix B

Inspections Department Certification Policy
Effective ~~August~~ July 1, 2014 2015

Purpose: To establish a policy that encourages fulltime Inspection Department employees (**both current and new hires**) to obtain advanced certifications necessary for their duties and responsibilities as a City employee and to recognize them for enhancing the level of service to ~~our~~ **the** community.

Policy: An employee of the Inspections Department may be eligible to receive a salary increase per advanced certification obtained if the following conditions are met:

Building Inspectors will be a grade 73 and titled as such, without required certification levels.

- An applicant employed, who does not have a **Level I** in the field ~~we~~ **the City** has asked for in the position vacancy notice, will be paid 2.5% below the minimum salary of the assigned pay grade until he/she does qualify at the **Level I**, at which time, **not to exceed eighteen (18) months**, they will move to the minimum salary of the assigned pay grade. **If Level I certification is not completed within this timeframe, the employee shall be terminated.**
- A new hire employee with Probationary, Limited or Standard **Level I** in any area (Building, Mechanical, Electrical, Plumbing or Fire) will be paid the minimum salary of the assigned pay grade.
- As employees obtain additional **Level II** or **Level III** certifications in any field, a 2.5% incentive increase will be authorized.

Master Building Inspector will be a grade 75 and titled as such with a requirement of standard certification in 4 areas (4 **Level III**'s in any of the 5 fields); increase in salary of 10% or minimum salary range; whichever is greater.

- Building **Level III**
- Mechanical **Level III**
- Electrical **Level III**
- Plumbing **Level III**
- Fire **Level III**

Additional requirements for salary increases:

- Increase can only be awarded during the fiscal year in which it was obtained.
- No increases will be awarded retroactively for certifications obtained prior to the adoption of this policy or in a previous fiscal year from which the increase is being requested.

- Re-certifications are not eligible for an increase.
- Employee is not in the disciplinary process at the time the increase is being requested.
- Employee may not receive more than two increases within a 12-month period.
- No **permanent** increases given above the maximum of the pay grade. **Certification increases do not become part of base pay and shall be awarded in a lump sum payment.**

Procedures:

- During the preparation of the budget each fiscal year, the Building Code Administrator is to review the certification needs of department employees and budget for the increases accordingly.
- The Administrator will submit requests and justifications for their employees' increases as the certifications are obtained to the City Manager and/or Human Resources Director for approval.
- Documentation of satisfactory completion must be submitted with request.
- Increases must be approved by the City Manager and/or Human Resources Director; if approved, the salary increase shall become effective at the beginning of the next pay period.

Item No. 2

CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 4, 2016 COUNCIL MEETING

SUBJECT: Ordinance change to allow the city to lease commercial dumpsters to businesses.

BACKGROUND: Goldsboro currently offers commercial dumpster services throughout the city but currently requires the business to buy/lease their own dumpster. This ordinance change is to allow the city to be able to offer an option to lease the dumpsters to our businesses to provide better customer service. The fees for lease of dumpsters will be set by council resolution.

DISCUSSION: The below ordinance change is required to update our service offerings through the city of leasing commercial dumpsters.

1. Title V: § 50.20 (B) - **Re-word.** Commercial enterprises, nonprofit organizations, government units and/or government supported units, and the like, within the city, which generate more solid waste than can be contained in one roll-out garbage container and one roll-out recycling container weekly shall, in order to have their refuse collected by the city, provide on their premises a container that can be serviced by the city's container tender trucks. The type, size and location of such containers shall be subject to the approval of the Public Works Director or his duly authorized representative. Containers ~~must~~ may be obtained from and maintained by private sources or leased through the city. The city assumes no responsibility for normal deterioration of private containers resulting from the dumping process.
2. Title V: § 50.22 (E) – **Add.** Commercial Bin Dumpsters of 4, 6, and 8 cubic yard volumes may be leased from the City upon availability. Fees for the lease of these dumpsters will be set by council resolution.

RECOMMENDATION: It is recommended by city staff that the City Council, by motion, adopt the attached ordinance updating new operation changes for the Public Works Department.

Date: _____

Jose Martinez, Public Works Director

Date: 3-31-16



Scott Stevens, City Manager

ORDINANCE NO. 2016- 22

AN AMENDMENT OF THE CODE OF ORDINANCES OF THE CITY OF
GOLDSBORO, NC, TO REFLECT CREATION OF A NEW SANITATION RETURN
SERVICE AND ASSOCIATED FEE

WHEREAS, this Ordinance adopted by the City Council of the City of Goldsboro reflects the current procedures in which the Public Works Department operates.

BE IT HEREBY ORDAINED by the City Council of the City of Goldsboro, North Carolina, that Title V: § 50.01 (F) of the City of Goldsboro Code of Ordinance be amended as follows:

3. Title V: § 50.20 (B) - **Re-word.** Commercial enterprises, nonprofit organizations, government units and/or government supported units, and the like, within the city, which generate more solid waste than can be contained in one roll-out garbage container and one roll-out recycling container weekly shall, in order to have their refuse collected by the city, provide on their premises a container that can be serviced by the city's container tender trucks. The type, size and location of such containers shall be subject to the approval of the Public Works Director or his duly authorized representative. Containers ~~must~~ may be obtained from and maintained by private sources or leased through the city. The city assumes no responsibility for normal deterioration of private containers resulting from the dumping process.
4. Title V: § 50.22 (E) - **Add.** Commercial Bin Dumpsters of 4, 6, and 8 cubic yard volumes may be leased from the City upon availability. Fees for the lease of these dumpsters will be set by council resolution.

WHEREAS, this Ordinance is adopted in the interest of public health, safety and general welfare of the residents of the City of Goldsboro, North Carolina, and shall be in full force and effect from and after its adoption.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, that this Ordinance shall take effect on April 4, 2016.

Approved as to Form Only:



City Attorney

Reviewed By:



City Manager

Item M

City of Goldsboro
Agenda Memorandum
April 4, 2016 Council Meeting

SUBJECT: Request to implement a Commercial Dumpster lease fee for Solid Waste Division of the Public Works Department.

BACKGROUND: This Agenda Item is being submitted concurrently with the associated proposed ordinance change. The proposed fee for the Solid Waste division's lease of commercial bins is required by the ordinance change to be adopted by resolution.

DISCUSSION: The Proposed Ordinance Change for Commercial Dumpster Leases requires that the fee be established by the City Council by resolution. City Staff recommends to establish this fee at \$40.00/month for an 8-cy dumpster, \$35.00/month for a 6-cy dumpster and \$30.00/month for a 4-cy dumpster. An 8-cy dumpster would cost ~\$850 with a ROI of less than 2 years. Life expectancy of these dumpsters is 12+ years depending on the environment they are used in.

RECOMMENDATION: It is recommended that the City Council, by motion, adopt the attached resolution instituting a Commercial Dumpster Lease fee for the Solid Waste Division of \$40/month for 8-cy, \$35/month for 6-cy, and \$30/month for 4-cy bins.

Date: _____

Jose F. Martinez III, Public Works Director

Date: 3-31-16



Scott Stevens, City Manager

RESOLUTION NO. 2016-24

RESOLUTION ESTABLISHING CERTAIN FEES FOR SANITATION RETURN SERVICES
FOR THE PUBLIC WORKS DEPARTMENT OF THE CITY OF GOLDSBORO

WHEREAS, the Code of Ordinances, section 50.20 (B), establishes authority to establish a Commercial Dumpster Lease fee for commercial enterprises, nonprofit organizations, government units, and/or government supported units; and

WHEREAS, the Code of Ordinances requires the Commercial Dumpster Lease fee to be set by City Council by means of a resolution; and

WHEREAS, these fees are designed to ensure that those individuals benefiting from these services pay for the cost of providing these services; and

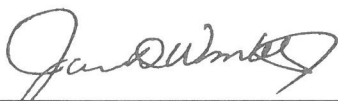
WHEREAS, this service helps with the health and welfare of the citizens and also improves the business relationships of the city by provided a required service with more convenience,

WHEREAS, the charges for these fees can be legally established by resolution which is easier and simpler to modify or change.

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

1. The Commercial Dumpster Lease fee shall be billed at:
 - a. \$40/month for a 8-cubic yard bin,
 - b. \$35/month for a 6-cubic yard bin, and
 - c. \$30/month for a 4-cubic yard bin.
2. This Resolution shall be in full force and effect from and after April 4, 2016.

Approved as to Form Only:



City Attorney

Reviewed by:



City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
April 4, 2016 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.

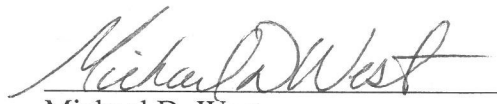
DISCUSSION: Recently the City of Goldsboro Police Department assisted Federal authorities in concluding several drug operations. Based on Federal guidelines, Substance Tax Remittance funds totaling \$1,328.92 can be reimbursed to the City for:

12/17/15 #45PR0000636947	\$ 877.66
01/21/16 #45PR0000638376	\$ 178.13
02/18/16 #45PR0000640523	\$ 148.44
03/24/16 #45PR0000642795	\$ 124.69

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 \$1,328.92

Date: 3-29-16

A handwritten signature in dark ink, appearing to read "Michael D. West", written over a horizontal line.

Michael D. West
Chief of Police

Date: 3-31-16

A handwritten signature in dark ink, appearing to read "Scott A. Stevens", written over a horizontal line.

Scott A. Stevens
City Manager

Ordinance No. 2016- 23

AN ORDINANCE AMENDING THE BUDGET ORDINANCE FOR
THE CITY OF GOLDSBORO FOR 2015-2016 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 \$1,328.92 in controlled substance tax remittance; and

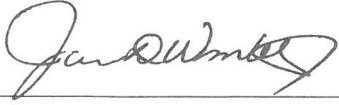
WHEREAS, the City of Goldsboro will use these additional funds for police and drug – related operations.

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

1. The Budget Ordinance for the 2015-16 Fiscal Year be and is hereby amended by:
 - a. Increasing the revenue line item in the General Fund entitled “N.C. Controlled Substance Tax Refund” (11-0003-8149) in the amount of \$1,328.92.
 - b. Increasing the expense line item entitled “Drug Forfeiture-State (11-6121-3984) in the Police Department Budget of the General Fund in the amount of \$1,328.92.

2. This Ordinance shall be in full force and effect from and after the 4th day of April, 2016.

Approved as to Form only:



City Attorney

Reviewed By:



City Manager

P

CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 4, 2016 COUNCIL MEETING

SUBJECT: 38th Annual Greater Goldsboro Road Run

BACKGROUND: A letter was received from Scott Edwards, requesting permission for the Sunrise Kiwanis Club to hold their 38th Annual Greater Goldsboro Road Run on April 16, 2016. The Sunrise Kiwanis Group is requesting permission to close a portion of certain city streets on Saturday, April 16, 2016 from 8:00 a.m. to 11:00 a.m. in order to hold their annual Greater Goldsboro Road Run event.

DISCUSSION: The race is scheduled to begin and end on Center Street and runs through the downtown area of Spruce, Walnut, Jefferson and Mulberry Streets. The Police, Fire, Public Works and DGDC offices have been notified of this request.

Staff recommends approval of this request subject to the following conditions:

1. All intersections remain open for Police Department traffic control.
2. A 14-foot fire lane is maintained in the center of the street to provide access for fire and emergency vehicles.
3. All activities, changes in plans, etc. will be coordinated with the Police Department.
4. The Police, Fire, Public Works and DGDC offices are to be involved in the logistical aspects of this event.

RECOMMENDATION: It is recommended that the City Council by motion, grant street closings on Center, Spruce, Walnut, Jefferson and Mulberry Streets on April 16, 2016 from 8:00 a.m. to 11:00 a.m. in order that the 38th Annual Greater Goldsboro Road Run event may take place, subject to the above conditions.

DATE: 3-31-16



Scott A. Stevens, City Manager

**GOLDSBORO POLICE DEPARTMENT
PARADE/PICKET APPLICATION**

Pursuant to Ordinance No. 98.80, and 98.82, adopted by the City of Goldsboro, no **parade** shall be conducted on the public ways of the City; and no person shall inaugurate, promote or participate in any such parade unless the parade is conducted in conformity with the requirements set out herein and unless a permit has been obtained from the Chief of Police or his designated representative **at least seventy-two (72) hours prior to the time the parade is scheduled.**

Pursuant to Ordinance No. 98.80, and 98.82, adopted by the City of Goldsboro, no **picketing** shall be conducted on the public ways of the City; and no person shall participate in the same unless a permit has been obtained from the Chief of Police or his designated representative **at least twenty-four (24) hours prior to the time the picketing is scheduled to begin.**

Date of Application: January 19, 2016

1. Name of organization or group seeking permit: Sunrise Kiwanis of Goldsboro (Sunrise Kiwanis Club Foundation)

2. Purpose of parade or picket: Conduct 38th Annual Greater Goldsboro Road Run

3. Location(s) where picket or parade will occur: Spruce St., Center St., Walnut St., Jefferson Ave., and Mulberry St.

4: Date and hours for which permit is sought: April 16, 2016 from 8:00 AM to 11:00 AM

5. Expiration time of permit: 12:00 noon

6. Number of persons participating: 300

a. Are persons below the age of 18 participating? Yes

b. If yes, how many? unknown

7. Number and type of vehicles participating: none

8. A. Assembly area: Cornerstone Commons

B. Disassembly area: Cornerstone Commons

C. Has permission been granted for use of A. and/or B. above? Yes

9. Name of person applying for the permit: Scott Edwards

10. Person in charge of activity who will accompany it and carry permit at all times:

(Name and Address) Scott Edwards, 208 Smith Drive, Goldsboro NC 27534

11. Other members of parade or picket committee: Sunrise Kiwanis Club members

12. Other groups or organizations participating: City of Goldsboro Parks & Recreation Department

13. Remarks: The event consists of a One Mile Fun Run, a 5K Run and Walk, and a 10K Run. Route is same as 2014 and several years prior.

Police assistance with traffic control as in prior years is requested.



Signature of Applicant

Scott Edwards

Printed Name of Applicant

208 Smith Drive

Street Address

Goldsboro

City

NC

State

(919) 580-6498

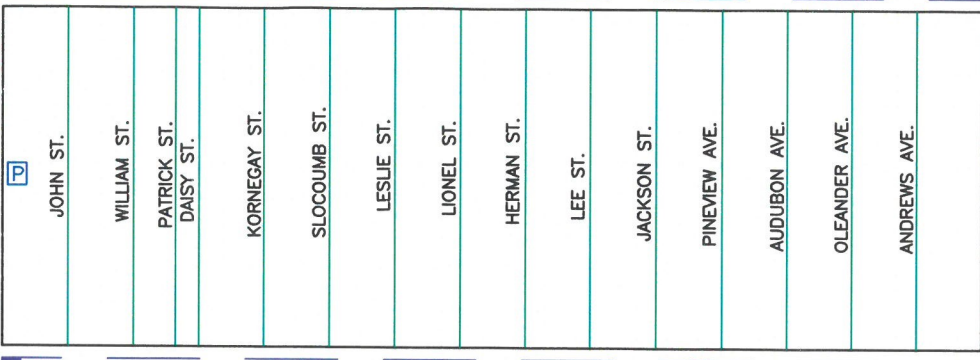
Telephone Number

If application is approved, a permit will be issued, which must also be signed by the applicant acknowledging understanding and agreement to abide by the requirements of the attached ordinances.

MULBERRY ST.

N. CENTER ST.

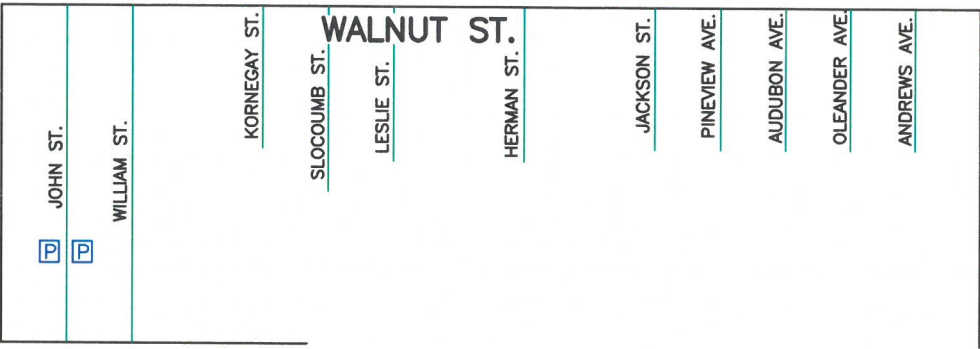
JEFFERSON ST.



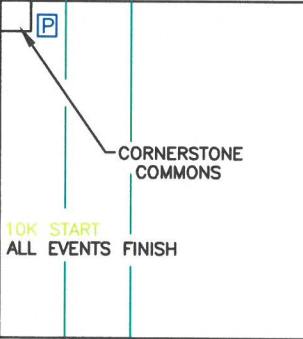
5K START

S. CENTER ST.

WALNUT ST.

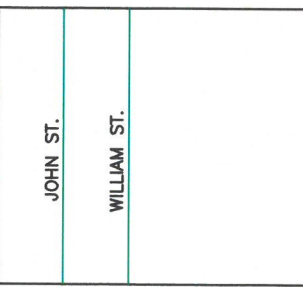


CHESTNUT ST.



10K START
ALL EVENTS FINISH

SPRUCE ST.



PINE ST.

GREATER GOLDSBORO ROAD RUN

- 1-MILE FUN RUN/WALK ROUTE
- 5K ROUTE
- 10K ROUTE
- PARKING

1-MILE START

DOWNTOWN STREET CLOSING

Regulations and Procedures

The following Street Closing Regulations and Procedures document applies to any street closing requests made by a non-city related entity/function to be held within the Municipal Service District Area (map below) located in Downtown Goldsboro and is applicable to any public street or alley ways:

1. A Street Closing Contract (Contract) must be filled out and submitted to the Police Department no later than six weeks prior to the date of the street closing request date.
2. The Goldsboro Police Department will send a signed copy of the Contract to the DGDC for record.
3. The Contract and Street Closing Signature Form must be signed by all parties and submitted to the Police Dept. prior to a formal request to City Council is issued in the form of an Agenda Memorandum prepared by the City Manager's office. Once the City Council approves the Street Closing request, the Police Department will issue the parade/event permit.

Contract

NORTH CAROLINA, WAYNE COUNTY

THIS STREET CLOSING CONTRACT is made on this Jan, 19 2016, by and between the DOWNTOWN GOLDSBORO DEVELOPMENT CORPORATION (DGDC), and Sunrise Kiwanis Club Foundation (Applicant).

IT IS MUTUALLY UNDERSTOOD AND AGREED AS FOLLOWS:

1. The Applicant has submitted a request to close a street or portions thereof as described by:
(describe specifically portion to be closed)

① Center St. - a. Southbound (Pine St. to Ash St.), b. Northbound (Spruce St. to Mulberry St.)

② Chestnut St. - Center St. to John St.

For the period of time described below:

① a. 9:00 - 9:30 AM ; ① b. 8:30 - 10:30 AM

② 7:00 - 11:00 AM

which shall hereinafter be referred to as Request.

2. Applicant must meet the following criteria before request is considered (it is recommended that these take place in chronological order):

- a. Obtain signatures from all property/business owners located within the street closing area that are directly affected by the Request. This applies to all property/business owners within the block of a street to be temporarily closed even if that portion of the street will not be blocked to traffic. Present written documentation with request.
- b. Obtain written documentation from NCDOT approving the Request if any portion of the Request is located on a state maintained street. Present documentation with request. Contact the City Planning Department to verify street ownership. (580-4333)
- c. Submit the above two documentations to the Goldsboro Police Department (contact Major Mike Hopper) along with a detailed written description of the events and

- activities to take place at the location of the street closing. Include time, date, contact person, contact phone number, as well as the general activities that will take place.
- d. Major Hopper will then submit the documentation to the City Manager's office. The street closing request will be prepared in the form an Agenda Memorandum by city staff for City Council approval. Once approval is granted by the City Council, the Police Dept. will issue a parade/event permit to the requested party.

It is further agreed that:

3. Applicant will not allow any alcoholic beverages to be consumed or transported along public rights-of-way including streets or sidewalks. Alcoholic beverages are to be contained within private property boundaries.
4. Applicant will respect neighboring property/business owners with respect to noise.
5. Applicant will completely rid the street(s)/sidewalk areas of any litter/trash created by the street closing event immediately after said event.
6. Applicant understands that it will not be the responsibility of the Police Department to relocate vehicles parked along any portions of the streets to be closed prior to the event.
7. Should the Applicant desire to deviate from Contract in any respect, the Applicant will lose the privilege of any further street closing requests, whether specified in this Contract or any future requests.
8. The following conditions pertain to this application:

In witness whereof, the parties have executed this agreement as of the day and year stated above.

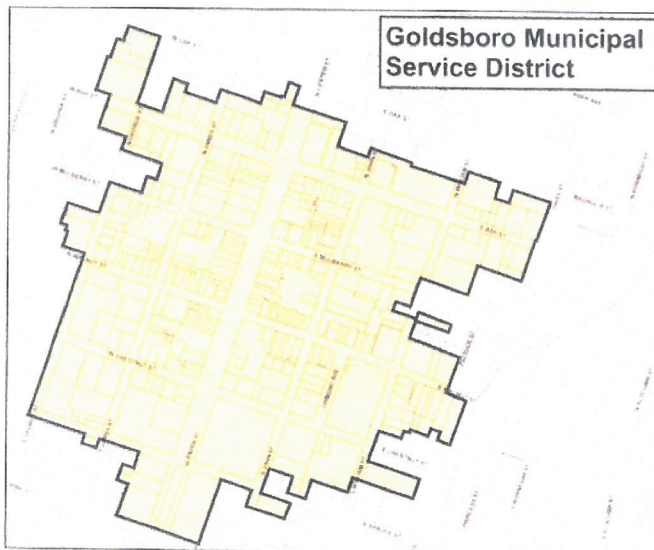
Goldsboro Police Department

By: Michael West
Chief of Police

Downtown Goldsboro Development Corporation

By: [Signature]
DGDC Director

I CERTIFY THAT I HAVE READ, UNDERSTAND AND AGREE TO THE FOREGOING.



Sunrise Kiwanis Club of Goldsboro
Applicant

Scott Edwards
Printed Name Scott Edwards

CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 4, 2016 COUNCIL MEETING

SUBJECT: Antique Car Show– Temporary Street Closing Request

BACKGROUND: The Southeastern NC Chapter of the Antique Automobile Club of America/Wayne County Cruisers is requesting permission to close a portion of certain City streets and parking lots on Saturday, April 30, 2016 from 7:00 a.m. to 4:00 p.m. in order to hold an antique car show.

DISCUSSION: The street closing request is as follows:

Event Plan: Requestor seeks to close both sides of Center Street from Ash Street to Walnut Street with the roundabouts remaining open to traffic. Request also includes the City/Public parking lot to the left of the Historic City Hall and the City/Public parking lot near the intersection of Walnut and Center Streets.

Other Parking Areas: The requestors have also notified and asked permission for use of other private property along Center Street.

The time requested for the closing is from 7:00 a.m. to 4:00 p.m.

The Police, Fire, Public Works and DGDC offices have been notified of this request.

Staff recommends approval of this request subject to the following conditions:

1. All intersections remain open for Police Department traffic control.
2. A 14-foot fire lane is maintained in the center of the street to provide access for fire and emergency vehicles.
3. All activities, changes in plans, etc. will be coordinated with the Police Department.
4. The Police, Fire, Public Works and DGDC offices are to be involved in the logistical aspects of this event.

RECOMMENDATION: It is recommended that the City Council by motion, grant street closings on Center Street from Ash Street to Walnut Street and the use of parking lots beside Historic City Hall and Center and Walnut parking lot in order that the Antique Car Show may take place, subject to the above conditions.

DATE: 3-31-16



Scott A. Stevens, City Manager

**GOLDSBORO POLICE DEPARTMENT
PARADE/PICKET APPLICATION**

Pursuant to Ordinance No. 98.80, and 98.82, adopted by the City of Goldsboro, no **parade** shall be conducted on the public ways of the City; and no person shall inaugurate, promote or participate in any such parade unless the parade is conducted in conformity with the requirements set out herein and unless a permit has been obtained from the Chief of Police or his designated representative **at least seventy-two (72) hours prior to the time the parade is scheduled.**

Pursuant to Ordinance No. 98.80, and 98.82, adopted by the City of Goldsboro, no **picketing** shall be conducted on the public ways of the City; and no person shall participate in the same unless a permit has been obtained from the Chief of Police or his designated representative **at least twenty-four (24) hours prior to the time the picketing is scheduled to begin.**

Date of Application: January 29, 2016

Southeastern NC Chapter of the Antique Automobile Club of America/
Wayne County Cruisers

1. Name of organization or group seeking permit: _____

2. Purpose of parade or picket: Antique Car Show

3. Location(s) where picket or parade will occur: Center Street – both sides (from Ash St. to Walnut St)

Roundabouts to remain open to all traffic. Use of City Hall parking lot (to left of C.H.) & city public lot near intersections of Walnut & Center (between Center & John Streets).

4: Date and hours for which permit is sought: April 30, 2016 / 7:00 AM to 4:00 PM. Actual show hours are 9:00 AM to 3:00 PM. However, time is needed to complete set up of registration areas beginning at 7:00 AM & close down registration area after 3:00 PM-4:00PM

5. Expiration time of permit: 4:00 PM

6. Number of persons participating: 250-300

a. Are persons below the age of 18 participating? None

b. If yes, how many? _____

7. Number and type of vehicles participating: 200+ antique and/or show cars

8. A. Assembly area: Center Street

B. Disassembly area: Center Street

C. Has permission been granted for use of A. and/or B. above? yes

9. Name of person applying for the permit: Jeff Westbrook

10. Person in charge of activity who will accompany it and carry permit at all times:

(Name and Address) Jeff Westbrook

11. Other members of parade or picket committee: Doug Howell, Steven Thorne, David Allen, Charlie Gaylor

12. Other groups or organizations participating: no

13. Remarks: This is regional antique car show, attracting people from across North Carolina & other states. The Antique Automobile Club of American is the largest & oldest antique car organization in the United States, with regions & chapters across America. The Southeastern NC Chapter AACA & Wayne County Cruisers are the local chapters/clubs.


Signature of Applicant

Jeff Westbrook

Printed Name of Applicant

220 S. Hillcrest Dr.

Street Address

Goldsboro

City

NC

State

919-738-1607

Telephone Number

If application is approved, a permit will be issued, which must also be signed by the applicant acknowledging understanding and agreement to abide by the requirements of the attached ordinances.

DOWNTOWN STREET CLOSING

Regulations and Procedures

The following Street Closing Regulations and Procedures document applies to any street closing requests made by a non-city related entity/function to be held within the Municipal Service District Area (map below) located in Downtown Goldsboro and is applicable to any public street or alley ways:

1. A Street Closing Contract (Contract) must be filled out and submitted to the Police Department no later than six weeks prior to the date of the street closing request date.
2. The Goldsboro Police Department will send a signed copy of the Contract to the DGDC for record.
3. The Contract and Street Closing Signature Form must be signed by all parties and submitted to the Police Dept. prior to a formal request to City Council is issued in the form of an Agenda Memorandum prepared by the City Manager's office. Once the City Council approves the Street Closing request, the Police Department will issue the parade/event permit.

Contract

NORTH CAROLINA, WAYNE COUNTY

THIS STREET CLOSING CONTRACT is made on this March 18, 2016, by and between the DOWNTOWN GOLDSBORO DEVELOPMENT CORPORATION (DGDC), and Southeastern NC Chapter of the Antique Automobile Club of America/Wayne County Cruisers. (Applicant).

IT IS MUTUALLY UNDERSTOOD AND AGREED AS FOLLOWS:

1. The Applicant has submitted a request to close a street or portions thereof as described by: (describe specifically portion to be closed) CAR SHOW DATE: APRIL 30, 2016

Close both sides of Center Street from Ash Street to Walnut Street. Roundabouts will remain open to street traffic. Also use of the City Hall Parking Lot (to left of C.H.) and the Public Parking Lot near the intersections of Walnut and Center Streets (between Center & John Streets). Antique & show vehicles will be parked on the closed sections of Center Street & in the City Hall parking lot and Public Parking Lot between Center & John Streets. _____

For the period of time described below:

7:00 AM to 4:00 PM. Actual car show time is 9:00 AM-3:00 PM, however time is necessary to set up registration areas beginning at 7:00 AM. Time is necessary after 3:00 PM to clear registration area and clean streets of any litter. _____ which shall hereinafter be referred to as Request.

2. Applicant must meet the following criteria before request is considered (it is recommended that these take place in chronological order):
 - a. Obtain signatures from all property/business owners located within the street closing area that are directly affected by the Request. This applies to all property/business owners within the block of a street to be temporarily closed even if that portion of the street will not be blocked to traffic. Present written documentation with request.
 - b. Obtain written documentation from NCDOT approving the Request if any portion of the Request is located on a state maintained street. Present documentation with request. Contact the City Planning Department to verify street ownership. (580-4333)
 - c. Submit the above two documentations to the Goldsboro Police Department (contact Major Mike Hopper) along with a detailed written description of the events and

activities to take place at the location of the street closing. Include time, date, contact person, contact phone number, as well as the general activities that will take place.

d. Major Hopper will then submit the documentation to the City Manager's office. The street closing request will be prepared in the form an Agenda Memorandum by city staff for City Council approval. Once approval is granted by the City Council, the Police Dept. will issue a parade/event permit to the requested party.

It is further agreed that:

3. Applicant will not allow any alcoholic beverages to be consumed or transported along public rights-of-way including streets or sidewalks. Alcoholic beverages are to be contained within private property boundaries.

4. Applicant will respect neighboring property/business owners with respect to noise.

5. Applicant will completely rid the street(s)/sidewalk areas of any litter/trash created by the street closing event immediately after said event.

6. Applicant understands that it will not be the responsibility of the Police Department to relocate vehicles parked along any portions of the streets to be closed prior to the event.

7. Should the Applicant desire to deviate from Contract in any respect, the Applicant will lose the privilege of any further street closing requests, whether specified in this Contract or any future requests.

8. The following conditions pertain to this application:

In witness whereof, the parties have executed this agreement as of the day and year stated above.

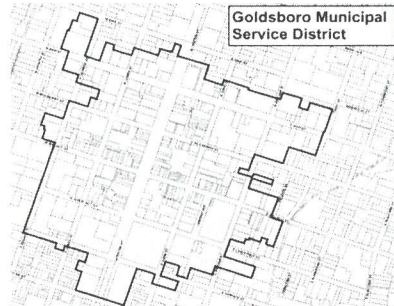
Goldsboro Police Department

By: Michael West
Chief of Police

Downtown Goldsboro Development Corporation

By: [Signature]
DGDC Director

I CERTIFY THAT I HAVE READ, UNDERSTAND AND AGREE TO THE FOREGOING



Applicant Signature: Jeff Westbrook

Printed Name:

Jeff Westbrook/Authorized Signer for: Southeastern NC Chapter AACA/Wayne County Cruisers



APPLICATION FOR THE USE OF CITY-OWNED PROPERTY FOR SPECIAL EVENTS

This application is a requirement for consideration as established by
the **Use of City-Owned Property for Special Events Policy** (attached).

Procedure: Applicant should allow at least 30 days for review of application prior to event date.
Follow steps below in chronological order and indicate completion by checking corresponding box.

- 1) Meet with representative from City Planning Department to discuss request and get preliminary approval. ☐

Signature of Planning Department Representative

- 2) Complete Application and Include All Necessary Information. ☒

Applicant Signature

- 3) Submit Application and Supplemental Information to Chief of Police at City of Goldsboro Police Department. ☒

Police Chief/Operational Major Signature

- 4) If event is downtown, Application has been forward to DGDC office. DGDC has reviewed and forwarded comments to City Manager's office. ☐

DGDC Director Signature

DGDC office will scan final application with supporting attachments and email to Police and Planning departments to verify consistency of application content. If verified, DGDC will forward application to City Manager's office for action.

- 5) City Manager's office will contact applicant notifying of approval, denial or conditional approval. **Action Taken:** _____

Applicant: Non-city entities for non-city sanctioned events requesting the use of City-owned property other than the Paramount Theatre or Parks & Recreation facilities for special events must complete the following:

Name:

Southeastern NC Chapter of the Antique Automobile Club of America/Wayne County Cruisers

Address:

220 S. Hillcrest Dr., Goldsboro, NC 27534

Home Phone #:

919-738-1607

Mobile Phone #:

919-738-1607

Driver's License #:

1663988

State of Issuance:

North Carolina

Detailed Description of Event:

Antique Car Show

Continued on page 2

Hours of Operations:

7:00 AM-4:00 PM (show time is 9AM-3PM), time is necessary to set up registration area beginning at 7AM. After show ends at 3PM, time is needed to un-stage area.

Security Needs & Plan:

Closure of Center St. from Ash St. to Walnut St. Roundabouts remain open. Use of City Hall Parking Lot and Public Lot near intersection of Center & Walnut Streets.

Types of Food/Beverages (specify if alcohol is to be used and container – no glass permitted):

None

Other Products to be Sold:

None

Parking & Traffic Plans (if event will block access via alley, street, or sidewalk to residences or businesses, applicant is required to notify affected parties and provide signatures of parties stating they have been notified. An acceptable signature form is attached for use, if necessary. Form should be attached to application upon submittal.):

Signature Forms attached

Use of city's onsite trash receptacles

Trash Collection & Recycling Plans:

The following items need to be included as attachments to the application. Application will not be considered until all of this information is provided:

1. Please provide a drawing or site plan showing the city property to be used and indicate location of tables, barricades, portable bathroom facilities, parking, or any other structures to be used on site. *Arrangements have been made with company to provide port-a-potty stations: 1 handicap, 1 regular, & 1 hand wash station. ☒
2. A copy general liability insurance coverage of at least \$1 million that holds the City and its taxpayers harmless from claims arising out of operation of the event. ☒
3. A signed copy of the provided Indemnity Statement attached. An acceptable template is attached for use. ☒
4. A copy of all permits and licenses issued by the State/City or County including health and ABC permits; if applicable. ☒

The following requirements must be met; please indicate you are aware of these requirements and have provided evidence of such if necessary by checking the corresponding box:

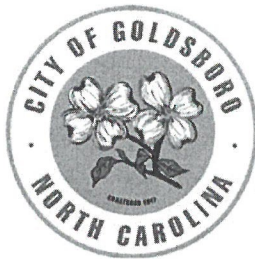
1. The event/use is allowed by the underlying zoning district. ☒
Call Planning & Development for verification (919) 580-4333.
2. Hours of the event shall be no earlier than 10:00 am and end no later than 10:00 pm. ☒

3. Security in the form of providing off-duty police officers has been arranged and approved by the City of Goldsboro Police Chief. ***Off-Duty police arrangements to provide security have been made with GPD Officer Dale Foster.* ☒
4. A deposit of \$50 to ensure a clean site post-event is included with application and applicant understands the property is to be in the same condition post event as prior to and is the responsibility of the applicant. *Please make check payable to: City of Goldsboro* ☒
5. No political or campaign promotions are permitted during the special event. ☒
6. Applicant understands that excessive noise in violation of the City's Noise Ordinance will not be permitted and penalties may be invoked as addressed in the Policy. ☒
7. Tents and other appurtenances meet all North Carolina Fire & Building Code requirements. Call the Inspections Department for verification at (919) 580-4346. ☒
8. All properties within 100 feet of the event property that may be impacted from traffic, noise, parking or other effects have been notified by the applicant by certified or hand-delivered mail detailing the time, place and description of event. A copy of those notified are attached. ☒
9. Applicant has read, in it's entirety, the City of Goldsboro Use of City-Owned Property for Special Events Policy. ☒

Alcoholic Beverages:

If consumption of alcohol is planned on property for event, the following additional requirements must be met; please indicate you are aware of these requirements and have provided evidence of such if necessary by checking the corresponding box:

10. Applicant/event coordinator must be a non-profit entity. Proof of this in the form of a federal tax exemption status is provided with application. ☐
11. All necessary ABC permits have been issued by the State and copies are provided with application. ☐
12. Signs shall be posted, visited at all exit points from the special event stating that it is unlawful to remove alcoholic beverages in opened or sealed containers from the premises. Areas where alcohol will be consumed, served or sold must clearly be defined and delineated on the premises by barricades, caution tape or other acceptable means. ☐
13. A background check of the applicant for the special event and the applicant for the ABC permit, if not the same, has been conducted and a copy is included with application. ☐



NORTH CAROLINA

INDEMNIFICATION AGREEMENT

WAYNE COUNTY

The undersigned person is applying for Use of City-Owned Property for Special Event on behalf of Southeastern NC Chapter AACA/Wayne County Cruisers from the City of Goldsboro and hereby agrees to indemnify and hold the City of Goldsboro, its officers, agents and employees harmless from all claims, liabilities, demands, expenses, of any nature or kind, expresses or implied, whether sounding in tort or in contract that may be asserted against the City, its officials, agents and employees by any person, firm, or corporation, that may arise out of any acts or omissions, active or passive, related to operating an event on the City's property.

This the 18 day of March, 2016,

Jeff Westbrook (SEAL)
Applicant & Authorized Representative of Event

2016-Mar-10 04:47 PM JC TAYLOR AGENCIES(UD) 800-345-8290

1/1



CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)
 3/10/16 1d

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER J.C. Taylor, Inc. 320 S. 69th St. Upper Darby, Pa. 19082	INSURED Antique Automobile Club of America & all its Regions & Chapters 501 West Governor Rd. Hershey, Pa. 17033	AGENT Loretta Dearing 800-272-6784 ext 940 Foremost Ins. Co.
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COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:
 THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF INSURANCE	POLICY NUMBER	POLICY PERIOD (MM/DD/YYYY)	LIMITS
GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ CLAIM ☐ LOSS	PP840543267	7/1/15 7/1/16	EACH OCCURRENCE \$1,000,000. AGGREGATE \$1,000,000. MED EXP (per person) \$10,000. PERSONAL & ADVINJURY \$1,000,000. GENERAL AGGREGATE \$2,000,000. PRODUCER-COMPOSER \$2,000,000.
AUTOMOBILE LIABILITY ☐ ANY AUTO ☒ ALL OWNED AUTOS ☐ HIRED AUTOS ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS	PP840543267	7/1/15 7/1/16	COMBINED SINGLE LIMIT \$1,000,000. BODILY INJURY (per person) \$ BODILY INJURY (per accident) \$ PROPERTY DAMAGE (per accident) \$
☒ UMBRELLA LIAB ☐ EXCESS LIAB ☐ RETENTION \$	PP840543267	7/1/15 7/1/16	EACH OCCURRENCE \$5,000,000. AGGREGATE \$5,000,000.
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROFESSIONAL/EXECUTIVE OFFICER/DIRECTOR EXCLUDED? (mandatory in NJ) (Yes, describe under DESCRIPTION OF OPERATIONS below)	N/A		E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Southeastern Chapter North Carolina Region	North Carolina Region Spring Meet	200 block N. Center St. City Hall parking lot & St. Stephens April 30, 2016 Episcopal Church parking lots Goldsboro, N.C.
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CERTIFICATE HOLDER City of Goldsboro 200 N. Center St. Goldsboro, N.C. 27530	CANCELLATION St. Stephens Episcopal Church 200 N. James St. Goldsboro, N.C. 27530
---	---

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE *Thomas J. Mackin*

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Westbrook, Jeff

From: Westbrook, Jeff
Sent: Thursday, March 10, 2016 1:43 PM
To: 'Maria Wiggins'
Cc: 'jeffnc01@hotmail.com'
Subject: St. Stephens Episcopal Church

Hi Maria, would you please forward this email to Geoff Hulse. (Thanks!)

Hi Geoff,

Thank you for returning the call about my antique car club using St. Stephens Episcopal Church's grass lot and parking lot for our antique car show on Center Street in Goldsboro, Saturday, April 30, 2016.

Our car club is fully insured and we have obtained a special liability insurance policy for \$1MM just to cover the car show event & protect the club, the City of Goldsboro and sponsors.

I personally guarantee our club will clean the lots of any litter, etc. after the show.

Should you or anyone have a question, please call me at 919-738-1607.

Thank you,

Jeff Westbrook

Southeastern North Carolina Chapter of the Antique Automobile Club of America

Westbrook, Jeff

From: Westbrook, Jeff
Sent: Thursday, March 10, 2016 12:18 PM
To: 'Maria Wiggins'
Subject: Use of grass lot owned by St Stephens Church

Hi Maria,

Can you please ask Geoff to give me call at his convenience (919-738-1607).

Just wanted to inquire about the use of St. Stephen's lot for our car show.

Thank you,
Jeff Westbrook

From: Maria Wiggins [<mailto:maria@hbhklaw.com>]
Sent: Friday, March 04, 2016 3:18 PM
To: Westbrook, Jeff
Cc: 'Hulse'
Subject: RE: Use of grass lot owned by St Stephens Church

Jeff: *I am forwarding this over to Geoff now.*

Thanks,

Maria Wiggins
Assistant to B. Geoffrey Hulse
Haithcock, Barfield, Hulse & Kinsey, PLLC
231 E. Walnut Street
P.O. Drawer 7
Goldsboro, NC 27533
919-735-6420
Fax: 919-734-6296
maria@hbhklaw.com

From: Westbrook, Jeff [<mailto:jeff.westbrook@southernbank.com>]
Sent: Friday, March 04, 2016 2:48 PM
To: maria@hbhklaw.com
Cc: jeffnc01@hotmail.com
Subject: Use of grass lot owned by St Stephens Church

Hi Maria,

Could you please ask Geoff Hulse to give me a call at either my cell: 919-738-1607 or work: 919-658-7015 (Southern Bank).

I am a personal acquaintance of Geoff.

This is in regards to a request for use of the vacant grass area/lot (owned by St. Stephens Episcopal Church) on Center Street for an antique car show on April 30th.

The DGDC (Downtown Goldsboro Development Corporation) gave Geoff's name as a contact person for the church. I'm a member of the antique car club hosting the show on Center Street.

One of our car club members, Doug Howell, has already spoken with a member of the church. Our understanding is the 12 person board has to meet/vote for the approval/use of this lot on Center Street.

Knowing Geoff personally, I thought he might gain a better comfort level of persons involved with car show.

Please let me know if you have questions.

Thank you for your assistance.

Jeff Westbrook | Credit Operations | NMLS ID: 756520
Southern Bank and Trust Company | Member FDIC
PO Box 729 | 121 East Main Street | Mount Olive, NC 28365
Direct: 919.658.7015 | Interoffice Mail Code: SOU001
www.southernbank.com



This electronic mail and any files transmitted with it are confidential and are intended solely for the use of the individual or entity to whom they are addressed. If you are not the intended recipient or the person responsible for delivering the electronic mail to the intended recipient, be advised that you have received this electronic mail in error and that any use, dissemination, forwarding, printing, or copying of this electronic mail is strictly prohibited. If you have received this electronic mail in error, please immediately notify the sender by return mail.

Westbrook, Jeff

From: Westbrook, Jeff
Sent: Friday, March 11, 2016 4:43 PM
To: 'dsykes@wcci-nc.com'
Cc: 'jeffnc01@hotmail.com'
Subject: Antique Car Show/Center Street/Downtown Goldsboro/April 30, 2016
Attachments: SKM_284e16031115220.pdf

Hi Ms. Sykes,

Thank you for speaking with me about the antique car show to be held on Saturday, April 30, 2016 in downtown Goldsboro.

The antique cars will be parked along both sides of Center Street from Ash Street to Walnut Street.

The city will block off those parts of Center Street during early morning hours and will remain closed until the show ends around 4:00 PM.

However, all the roundabouts and streets such as Mulberry, Walnut & Chestnut will remain open to street traffic.

Our antique car club has been working with the Downtown Goldsboro Development Corporation (DGDC) and the Goldsboro Police Department in planning this event.

Part of the required process is to notify any business on Center Street that may be affected by closing of the street.

The process also requires us to obtain a signature from an authorized company signer that you have been notified by the car club of the show, etc. {Please see the attachment (2 pages)}.

As required by the city, our car club has obtained a special event liability insurance policy.

Along with security provided by the city's police department, we will hire an (additional) off duty policeman to provide security.

We also request permission to use the parking lot of **Worrell Construction** at 201 N. Center, for additional parking for show vehicles only (not public parking).

If good weather prevails on show date, we estimate approximately 200+ cars in the show.

A large or larger turnout of show cars than expected causes our club to seek additional parking along Center Street.

This is a separate request than the notification of the show and attached forms. If you choose not to permit use of the parking lot, we fully understand.

If Worrell Construction allows our car club use of the parking lot, we guarantee it to be cleaned of any litter after the show.

St. Stephens Episcopal Church has granted us permission to use their parking lot and the adjacent empty grass lot located beside of Worrell Construction.

Therefore the addition of Worrell Construction's parking lot for show cars would be very helpful.

Thank you for your assistance and please let me know if you have any questions.

Jeff Westbrook (919-738-1607)

Southeastern NC Chapter of the Antique Automobile Club of America/Wayne County Cruisers Car Club.

Westbrook, Jeff

From: Westbrook, Jeff
Sent: Thursday, March 17, 2016 3:19 PM
To: 'leslie@weilent.com'
Cc: 'jeffnc01@hotmail.com'
Subject: Antique Car Show-Center St-April 30
Attachments: AACA-ATTENTION RESIDENTS-GOLDSBORO CENTER ST CAR SHOW.doc

Hi Leslie,

It was so nice to speak with you again.

Attached is a *Resident Notice* describing our antique car show event on April 30, 2016.

Both sides of Center Street will be closed from Ash Street to Walnut Street.

We kindly ask that you distribute the notice to any residents or occupants of **Weil Enterprises** properties that may be affected by the closing of Center Street.

Thank you for your assistance, and please let me know if you have any questions (My cell number is 919-738-1607).

Jeff Westbrook | ACH Origination Specialist
AVP Credit Operations | NMLS ID: 756520
Southern Bank and Trust Company | Member FDIC
PO Box 729 | 121 East Main Street | Mount Olive, NC 28365
Direct: 919.658.7015 | Interoffice Mail Code: SOU001
www.southernbank.com



ATTENTION RESIDENTS:

Sections of Center Street to be closed for car show.

CAR SHOW ON CENTER STREET, SATURDAY/ APRIL 30, 2016

BOTH SIDES OF CENTER STREET, FROM ASH STREET TO WALNUT STREET WILL BE BLOCKED OFF BY POLICE BEGINNING FRIDAY (APRIL 29) AT 12 MIDNIGHT IN PREPARATION FOR THE CAR SHOW ON SATURDAY.

PLEASE HELP US BY NOT PARKING ON CENTER STREET BEGINNING FRIDAY NIGHT (APRIL 29) FROM 12 MIDNIGHT THROUGH SATURDAY (APRIL 30) AT 4:00 PM. (The Center Street roundabouts will remain open to traffic during the car show).

The Southeastern NC Chapter of the Antique Automobile Club of America (AACA) & Wayne County Cruisers Club will hold an Antique Car Show on Saturday, April 30, 2016, on Center Street in downtown Goldsboro. Both sides of Center Street (from Ash St. to Walnut St.) will be blocked off by the Police Department beginning at 12 midnight, Friday, April 29. We kindly ask that all vehicles be moved prior to 12 midnight on Friday, April 29, so that your vehicles do not interfere or take up space needed for show cars on Saturday.

The car show should end at approximately 4:00 PM on Saturday, April 30.

We sincerely appreciate everyone's cooperation, and please come out to enjoy the car show.

The car show is being conducted in cooperation with the City of Goldsboro, Goldsboro Downtown Development Corporation (DGDC) and the Goldsboro Police Department.

Should anyone have questions or concerns, please call 919-738-1607

Jeff Westbrook
Southeastern NC Chapter
Antique Automobile Club of America
and Wayne County Cruisers

Subject: Form 990-N E-filing Receipt - IRS Status: Accepted

From: epostcard@urban.org (epostcard@urban.org)

To: rdavis625@yahoo.com;

Date: Saturday, February 21, 2015 6:11 PM

Organization: SOUTH EASTERN CHAPTER AACA

EIN: 56-2279381

Submission Type: Form 990-N

Year: 2014

Submission ID: 7800582015052eb96141

e-File Postmark: 2/21/2015 6:05:33 PM

Accepted Date: 2/21/2015

The IRS has accepted the e-Postcard described above. Please save this receipt for your records.

Thank you for filing.

e-Postcard technical support

Phone: 866-255-0654 (toll free)

email: ePostcard@urban.org

SOUTH EASTERN CHAPTER AACA

433 whitley church road

princeton, NC 27569



Social clubs

To be exempt, a social club must meet the following requirements—

- The club must be organized for [exempt purposes](#).
- Substantially all of its activities must further [exempt purposes](#).
 - If the club exceeds [safe harbor guidelines](#) for nonmember and investment income, the facts and circumstances must show that it is organized substantially for exempt purposes.
 - The club has *de minimis* income from [nontraditional](#) sources (*i.e.*, from investments or from activities that, if conducted with members, would further the club's tax-exempt purposes).
 - For a discussion of the effect of nonmember and "nontraditional" income on the tax-exempt status of social clubs under section 501(c)(7), see [Nonmember Income](#).
- The club must provide an opportunity for [personal contact](#) among members, and [membership must be limited](#).
- The club must be [supported by membership fees, dues, and assessments](#).
- The organization's net [earnings may not inure](#) to the benefit of any person having a personal and private interest in its activities.
- The club's governing instrument may not contain a provision that provides for discrimination against any person on the basis of race, color, or religion.
- The club may not hold itself out as providing goods and services to the general public.

Additional information:

- [Examples of exempt social clubs](#)
- [Required filings](#)
- [Guidelines for Tax-Exempt Social Clubs - Internal Revenue Manual](#)

Page Last Reviewed or Updated: 10-Jun-2015



Examples of tax-exempt social & recreational clubs

Organizations that may be exempt under Internal Revenue Code section 501(c)(7), if they meet the [requirements for exemption](#), include--

- College social/academic fraternities and sororities
- Country clubs
- Amateur hunting, fishing, tennis, swimming and other sport clubs
- Dinner clubs that provide a meeting place library, and dining room for members
- Variety clubs
- **Hobby clubs**
- Homeowners or community associations whose primary function is to own and maintain recreational areas and facilities

Additional information

[Homeowners' Associations Under IRC 501\(c\)\(4\), 501\(c\)\(7\) and 528 - EO continuing professional education article](#)

Page Last Reviewed or Updated: 07-Jul-2015



Charities & Non-Profits Topics

- [A-Z Index](#)
- [Search for Charities](#)
- [Calendar of Events](#)
- [Charity and Nonprofit Audits](#)
- [Free e-Newsletter](#)
- [Online Training](#)
- [Life Cycle](#)
- [Taxpayer Bill of Rights](#)
- [Tax Exempt and Government Entities](#)
- [Charities & Non-Profits Home](#)

Annual Electronic Filing Requirement for Small Exempt Organizations — Form 990-N (e-Postcard)

Planned Outage: March 20, 2016

This service will be unavailable from approximately 12 a.m. Eastern time until approximately 10 a.m. Eastern time on Sunday, March 20, 2016, due to planned maintenance. We apologize for any inconvenience.

How to file

To electronically submit Form 990-N, *Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990EZ*, use the [Form 990-N Electronic Filing system \(e-Postcard\)](#).

- All organizations are required to register at [IRS.gov](#) prior to filing Form 990-N. You won't be asked to register again the next time you file.
- Form 990-N must be completed and filed electronically. **There is no paper form.**
- Form 990-N filers may choose to file a complete Form 990 or Form 990-EZ instead.

Prior to filing your form, please review the following information:

Who must file

Most small tax-exempt organizations whose annual gross receipts are normally \$50,000 or less can satisfy their annual reporting requirement by electronically submitting Form 990-N if they choose not to file Form 990 or Form 990-EZ instead.

Exceptions to this requirement include:

- Organizations that are included in a group return,
- Churches, their integrated auxiliaries, and conventions or associations of churches, and
- Organizations [required to file a different return](#)

Form 990-N filing due date

Form 990-N is due every year by the 15th day of the 5th month after the close of your tax year. **You cannot file the e-Postcard until after your tax year ends.**

Example: If your tax year ended on December 31, the e-Postcard is due May 15 of the following year. If the due date falls on a Saturday, Sunday, or legal holiday, the due date is the next business day.

If your 990-N is late, the IRS will send a reminder notice to the last address we received.

While there is no penalty assessment for filing Form 990-N late, organizations that fail to file required Forms 990, 990-EZ or 990-N for three consecutive years will [automatically lose their tax-exempt status](#). Revocation of the organization's tax-exempt status will happen on the filing due date of the third consecutively-missed year. Watch this IRS [YouTube presentation](#) for more information.

Information you will need when filing Form 990-N

Form 990-N is easy to complete. You'll need only [eight items of basic information](#) about your organization.

Search for Form 990-N filings

To search for organizations that have filed Form 990-N and to view their filings, see [Exempt Organizations Select Check](#). You can also download the entire database of Form 990-N filings.

Additional information

- [Frequently Asked Questions](#) - Form 990-N
- [Form 990 Overview course](#) at StayExempt.IRS.gov
- [Frequently Asked Questions](#) - Automatic revocation for not filing annual return or notice
- [Final regulations](#) (August 10, 2009)
- [Educational tools](#) - Help spread the word – Help small tax-exempt organizations stay exempt!
- [EO Select Check](#) - Search for organizations that have filed Form 990-N and view their filings
- [EO Update](#) - Subscribe to the IRS Exempt Organizations email newsletter that highlights new information

Page Last Reviewed or Updated: 17-Mar-2016



North Carolina Region Spring Meet

Hosted by Southeastern NC Chapter

Show Location: Center Street, Downtown Goldsboro, NC

Saturday, 30 April, 2016

Vehicles should arrive between 8:00 & 11:00 • Judging - 11:30 am • Awards - 3:00
Lines 1-6 must be completed (*Please Print*). Send complete registration form.

1. Name _____ AACA# _____ Region _____

2. Street Address _____ Phone _____

3. City _____ State _____ Zip _____

4. Vehicle _____ Year _____ Body _____ VIN _____ Class _____

5. Is the above vehicle a NC Region Red Bird winner? Yes ☐ No ☐

6. Is the above vehicle a NC Region certified HPOF or DPC? Yes ☐ No ☐

Are you willing to help judge? Yes ☐ No ☐ National Judge? Yes ☐ No ☐ Number of Credits _____

RV Parking needed? Yes ☐ No ☐ Trailer Parking Needed? Yes ☐ No ☐

Registration per vehicle @ \$20.00 \$ _____ Total

Flea Market @ 10.00 ☐ Car Corral @ \$10.00 ☐ \$ _____ Total

Total Amount Enclosed \$ _____

AACA Classes Only • All vehicles Must Have Fire Extinguishers

Registration Deadline is 15 April, 2016

No Registration on day of the Show.

Make checks payable to: Southeastern NC Chapter AACA

Mail to: Doug Howell, 433 Whitley Church Road, Princeton, NC 27569

For information call: Doug Howell - 919-734-8977 or

Chief Judge Randy Stone - 336-554-5863

CITY OF GOLDSBORO

POLICY REGARDING THE USE OF CITY-OWNED PROPERTY FOR SPECIAL EVENTS

The City Manager or his or her designee may issue permits for the usage of City-owned property for special events provided such uses comply with the provisions of this Policy. The use of City-owned Recreation and Parks property and the Paramount Theatre is not regulated by this Policy.

1. Filing of Application for Use of City-Owned Property

Any person, firm or organization that proposes to utilize City-owned property for a special event shall prepare and file an application with the City Manager or his or her designee which shall contain the following information.

- a. The name, address and telephone number of the entity desiring to utilize the City-owned property.
- b. A detailed description of the event to be held including hours of operation, security needs and plans to address security issues, types of food, beverages, alcohol or other products to be served or sold, parking and traffic plans and trash collection and recycling plans.
- c. A drawing or site plan showing the City-owned property to be utilized depicting the proposed placement of tables, barricades, portable bathroom facilities, parking or any other structures or uses proposed to be conducted on the property.
- d. Evidence of adequate insurance or other form of security to hold the City and its taxpayers harmless from claims arising out of the operation of the special event as determined by the City Manager in consultation with the City Attorney and insurance carrier.
- e. An indemnity statement, approved by the City Attorney, whereby the event operator agrees to indemnify and hold harmless the city and its officers, agents and employees from any claim arising from the operation of the special event.
- f. A copy of all permits and licenses issued by the State or the City including health and ABC permits, licenses necessary for the conducting of the special event or a copy of the application for the permit if no permit has been issued.
- g. A fee as provided in the City fee schedule to cover the cost of processing and investigating the application and issuing the permit.

2. Issuance of Permit

No permit for the usage of a City-owned property for a special event may be issued unless the application is complete and unless the following requirements are met.

- a. The special event must be allowable by the underlying zoning district.
- b. Hours for the special event shall be no earlier than 10:00 a.m. and end no later than 10:00 p.m.
- c. Security plans, including the provision of providing off-duty police officers must be provided as approved by the City of Goldsboro Police Chief.
- d. Solid waste plans must be provided and approved by the Public Works Department. Solid waste plans shall include provisions for both trash and recyclables. A deposit must be provided and will be forfeited if property is not cleaned to its prior condition.
- e. No political or campaign promotions are permitted during the special event.

- f. No firearms are permitted on City-owned property.
- g. Excessive noise in violation of the City's Noise Ordinance will not be permitted and penalties may be invoked as follows:

1 st Offense:	Warning (Verbal or Written)
2 nd Offense:	Termination of Special Event
- h. Applicant must provide proof of general liability insurance coverage of at least \$1 million.
- i. All tents and other appurtenances to be utilized in conjunction with the special event shall meet all North Carolina Fire and Building Code requirements and obtain necessary permits. Events as required by the North Carolina Fire Code may require the provision of fire watch personnel.
- j. When the usage of City-owned property for a special event could impact adjoining properties from a traffic, noise, parking or other perspective, then it shall be the responsibility of the applicant to notify all affected parties. All properties within 100 ft. of the special event shall be notified by certified or hand-delivered mail in the form of a notice detailing the time, place and description of the event. The applicant shall certify that all parties have been notified on forms provided by the City.
- k. The City Manager may require additional provisions if he or she feels it is in the best interest of the City and its citizens.

3. Alcoholic Beverages on City-Owned Property for Special Events

The City Manager or his or her designee may approve the consumption of alcoholic beverages on public property in accordance with Section 130.03 of the Goldsboro City Code if the all of the following requirements have been satisfactorily addressed and that the granting of a permit is in the City of Goldsboro or the public's best interest.

- a. The event is for a non-profit organization and proof of such has been submitted.
- b. All necessary ABC permits have been issued by the State.
- c. Signs shall be posted, visible at all exit points from the special event that it is unlawful to remove alcoholic beverages in open or unsealed containers from the premises. Areas where alcohol will be consumed, served or sold must clearly be defined and delineated on the premises by barricades, caution tape or other acceptable means.
- d. The applicant or operator of the special event shall not have violated any law, regulation or ordinance relating to the possession, sale, transportation or consumption of intoxicating beverages or controlled substances for the three years preceding the commencement of the special event.

A satisfactory background check of the applicant for the special event shall be performed by the City Police Department prior to issuance of any approvals.

4. Denial of Request for Use of City-Owned Property for Special Events

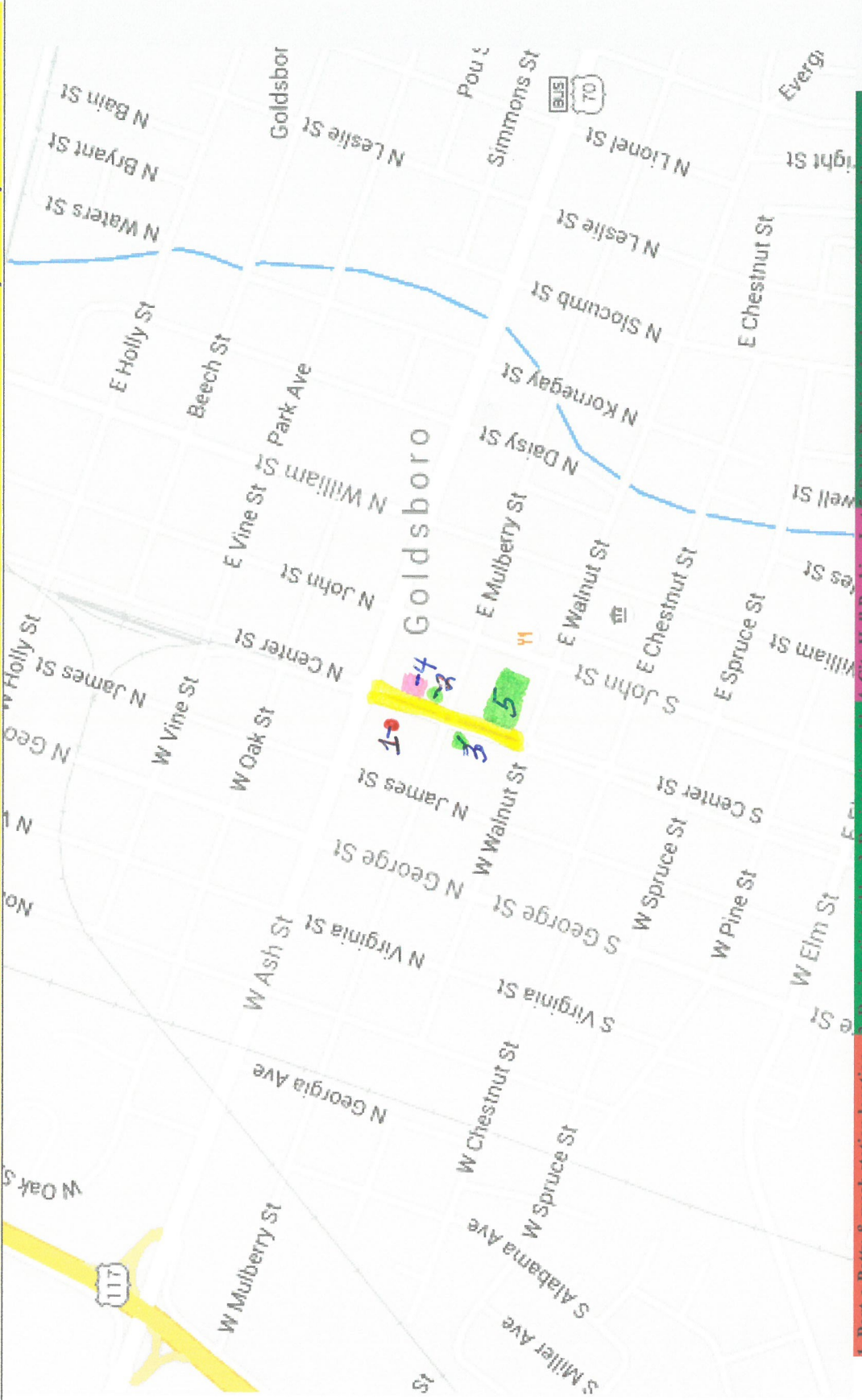
An application may be denied if it is found that the granting would not be in the City of Goldsboro's or the public's interest. If the City Manager or his or her designee feels that the use of the City-owned property for a special event has been so utilized on an excessive or too frequent basis, the application may be denied. Any applicant denied a permit to utilize City-owned property for a special event shall receive a written statement outlining the grounds on which the denial is based. The applicant may appeal the denial of the application to the City Council within fifteen working days of the written denial and the City Council may take such corrective action as it shall find necessary. The findings and the determination of the City Council shall be final.

5. Permit Revocation

The City Manager or his or her designee may revoke a permit issued pursuant to this section if he or she finds that the applicant or operator of the special event has:

- a. Deliberately misrepresented or provided false information in the permit application;
- b. Violated any provision or City or County Health Department regulation;
- c. Violated any law, regulation or ordinance regarding the possession, sale, transportation or consumption of intoxicating beverages or controlled substances;
- d. Operates the special event in such a manner as to create a public nuisance or to constitute a hazard to the public health, safety or welfare, specifically including failure to keep the City-owned property clean and free of refuse.

**** Antique Car Show on Center St. / April 30, 2016 / Southeastern NC Chapter Antique Automobile Club of America / Wayne County Cruisers*****



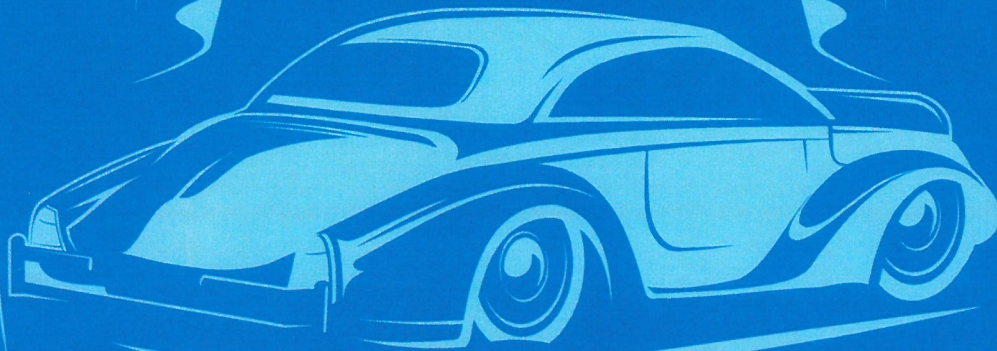
1. Port-a-Potty & wash station location
Both sides of Center Street will be blocked off from Ash Street to Walnut Street; the roundabouts will remain open to traffic. Other city owned property needed for the car show are the parking lot next to / left of City Hall with Center Street access and the city/public parking lot near the intersection of Walnut & Center Streets with Center Street access. Port-a-Potty/Wash station units located on grass between former Little Bank & Direct Carpet Outlet. Permission has been obtained from St. Stephens' Episcopal Church to use lot for show purposes, etc. Registration tables with 2 self-supporting 10x10 pop-up tents will be located on Center Street sidewalks near roundabouts. (Please see highlighted map areas.)

Center St. closed from Ash St. to Walnut St. (7:00 AM - 4:00 PM)

[illegible]

Center Street CAR SHOW

1st Annual



April 30th



9:00am til
3:00pm

Entry Fee
\$20

= Hosted by =



Registration at
9:00am

Specialty Awards ★ Top 25

Location will be on Center Street in Goldsboro, NC

www.waynecountycruisers.com

CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 4, 2016 COUNCIL MEETING

SUBJECT:

Agreement to convey property to the County of Wayne

BACKGROUND:

The City of Goldsboro and Wayne County had previously entered into an intergovernmental agreement on March 6, 2015 regarding the Wayne Agricultural and Convention Center, a Multi-Sports Complex, the former Goldsboro Country Club, and the levying and distribution formulas for room occupancy taxes in the City of Goldsboro.

At their joint meeting on March 6, 2015, the Goldsboro City Council, agreed to convey the 12 ± acres of the 18 acre parcel it owns for the purpose of building the Wayne Agricultural and Convention Center to the County of Wayne.

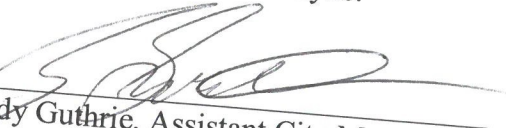
DISCUSSION:

Preliminary design work has been completed and the property has been surveyed to convey the 12± acre parcel to the County of Wayne for the Wayne Agricultural and Convention Center (see attached map). The city will retain the remaining 6± acre tract for the future development of a hotel in accordance with the Intergovernmental Agreement between the City of Goldsboro and Wayne County signed on March 6, 2016.

RECOMMENDATION:

By motion, authorize the Mayor and City Clerk to execute a deed and sign an agreement on behalf of the City of Goldsboro to convey the property for the Wayne Agricultural and Convention Center to the County of Wayne.

Date: 3-31-16


Randy Guthrie, Assistant City Manager

Date: 3-31-16


Scott Stevens, City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
APRIL 4, 2016 COUNCIL MEETING

SUBJECT: Appearance Commission Appointment

BACKGROUND: There is an existing vacancy on the Appearance Commission. Citizen involvement is vital to the performance of City government. It is necessary that an additional appointment be made in an effort to fill this vacancy. Three vacancies remain on the commission.

DISCUSSION: Recommendations for appointment were requested from the Appearance Commission.

The following individual has submitted an application to be on the Appearance Commission and was recommended by the Appearance Commission.

Gretchen Reed

RECOMMENDATION: It is recommended that Council, by motion, adopt the attached Resolution appointing Gretchen Reed to the Appearance Commission.

Date: 3-31-16


City Manager

CITY OF GOLDSBORO
RESUME FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Board or Commission Applied for: (If interested in more than one, please list in order of preference) Appearance

Name: Coretchen Reed

Address: 1203 E. Beech Street

Phone: (Home) 919-583-8476 (Business) 919-920-6723

Residency: I reside (check one): ☒ within the City of Goldsboro
☐ within the one-mile jurisdiction of the City
☐ outside the City and the one-mile but
within Wayne County

Present Occupation: Sales GW Promotions

Educational Background: High School, some College

Employment History: Doubletree Personnel ^{4 years} Goldsboro
Neds Argy 10 1/2 years, Bell - 15 years

Civic Organization Membership: DGDC Board,
Travel + Tourism Board

Additional Information: _____

Coretchen G. Reed 2-18-14
Signature Date

RESOLUTION NO. 2016-25

RESOLUTION APPOINTING A MEMBER TO AN ADVISORY
BOARD AND COMMISSION

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

WHEREAS, an additional slot is available on the Appearance Commission; and

WHEREAS, the following distinguished citizen has expressed a desire to serve upon the Appearance Commission;

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

1. The following individual be and is hereby appointed to the Appearance Commission. The term shall expire on the date indicated:

APPEARANCE COMMISSION

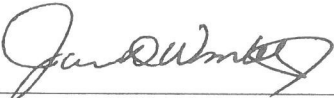
First Term Appointee:

Gretchen Reed

Term Expires December 31, 2020

2. This Resolution shall be in full force and effect from and after this 4th day of April, 2016.

Approved as to Form Only:

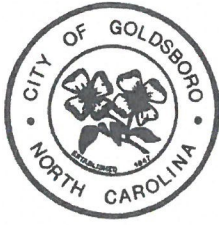


City Attorney

Reviewed by:



City Manager



City of Goldsboro

P.O. Drawer A
North Carolina
27533-9701

PROCLAMATION

WHEREAS, Freddie Lee Jones, the third of four children born to John Boston and Ariie Weathersbee Jones will be honored by family and friends on the occasion of his 90th birthday; and

WHEREAS, Freddie Lee Jones served his country during World War II in the United States Navy on the USS Union AKA 106. His tour of duty included Guam, the Philippines and China. Mr. Jones and his Naval company landed in Tokyo Bay on the morning after the atomic bomb explosion; and

WHEREAS, Freddie Lee Jones has shared his love and life with his wife, Singer B. Jones, their eight children and extended family; and

WHEREAS, Freddie Lee Jones became the first African American to serve on the Executive Board of the International Operators of Engineers in Local 500 in Charlotte. After 32 years of dedicated service, he retired as a heavy equipment operator; and

WHEREAS, during a long and productive lifetime, Freddie Lee Jones has demonstrated an abiding faith in God, an inspiring dedication to Best Grove Missionary Baptist Church, a loving concern for the welfare of others, and a deep love for his community.

NOW, THEREFORE BE IT PROCLAIMED, by the virtue of the authority vested in me as Mayor of the city of Goldsboro, I do hereby deem it an honor and pleasure to proclaim April 4, 2016 as

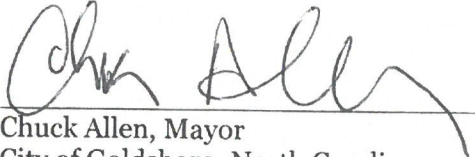
FREDDIE LEE JONES DAY IN Goldsboro

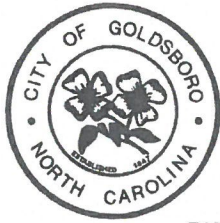
on the occasion of his 90th birthday, with sincere congratulations and best wishes for many more happy, productive years.

NOW, THEREFORE BE IT FURTHER PROCLAIMED, I, Chuck Allen, Mayor of the City of Goldsboro, urge all citizens of Goldsboro to pay special tribute to this very special member of our community.

This the 4th day of April, 2016.




Chuck Allen, Mayor
City of Goldsboro, North Carolina



City of Goldsboro

H.Q. Drawer A

North Carolina

27533-9701

PROCLAMATION

WHEREAS, Freddie Lee Jones and Singer B. Jackson were married on April 18, 1946 and will be honored by family and friends on the occasion of their 70th wedding anniversary; and

WHEREAS, Freddie Lee and Singer B. Jones reared their eight children in the Best Grove and surrounding communities. The Jones instilled the importance of an education to their children, who graduated from the Wayne County Public Schools. Six children attended and received undergraduate and graduate degrees from colleges and universities in the State of North Carolina; and

WHEREAS, Freddie Lee and Singer B. Jones are farm owners and produced bountiful crops for over 70 years; and

WHEREAS, Freddie Lee and Singer B. Jones became successful owners and operators of the Soul Bowl Café in Goldsboro, serving delicious soul food for over 30 years. The "Soul Bowl Burger" was a staple in the diet of many of our citizens. The Soul Bowl Café was one of the longest operating food establishments owned and operated by African Americans in the area; and

WHEREAS, Freddie Lee and Singer B. Jones demonstrated their strong principles, morals and standards by providing a strong work ethic for their children, 9 grandchildren and 10 great-grandchildren to follow; and

WHEREAS, Freddie Lee and Singer B. Jones continue to show and share their devoted love for God and devotion to their family and fellowman.

NOW, THEREFORE BE IT PROCLAIMED, by the virtue of the authority vested in me as Mayor of Goldsboro, North Carolina, I do hereby deem it an honor and pleasure to proclaim April 4, 2016 as

FREDDIE LEE AND SINGER B. JONES DAY IN Goldsboro
on the occasion of their 70th anniversary, with sincere congratulations and best wishes for many more happy years together.

NOW, THEREFORE BE IT FURTHER PROCLAIMED, I, Chuck Allen, Mayor of Goldsboro, North Carolina, urge all citizens of Goldsboro to pay special tribute to these very special members of our community.

This the 4th day of April, 2016.



Chuck Allen, Mayor
City of Goldsboro, North Carolina



City of Goldsboro

P.O. Drawer A
North Carolina
27533-9701

Office of the Mayor

AMERICAN LEGION WALK FOR VETERANS PROCLAMATION

WHEREAS, The American Legion has been a staunch advocate for veterans and their families since 1919; and

WHEREAS, The American Legion has been alarmed about the difficulties many veterans face receiving the health care and benefits that they have earned; and

WHEREAS, The American Legion has operated a National Emergency Fund to assist Legion Family Members and posts that have been impacted by natural disasters; and

WHEREAS, The American Legion was founded on the four pillars of veterans rehabilitation, a strong national defense, children and youth and Americanism; and

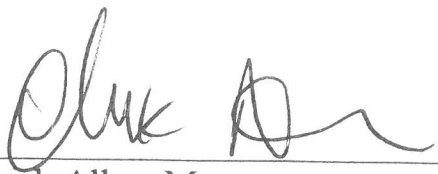
WHEREAS, The American Legion will conduct The American Legion Walk for Veterans on April 2, 2016 to raise awareness in conjunction with the National Commander's visit to Goldsboro, NC; and

WHEREAS, proceeds raised will benefit The American Legion National Emergency Fund.

NOW, THEREFORE, I, Chuck Allen, Mayor of the City of Goldsboro, North Carolina, do hereby proclaim our support for The American Legion Walk for Veterans on April 2, 2016.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the City of Goldsboro this the 4th day of April, 2016.





Chuck Allen, Mayor



The American Legion Walk for Veterans

Community Proclamation

WHEREAS, The American Legion has been a staunch advocate for veterans and their families since 1919; and

WHEREAS, The American Legion has been alarmed about the difficulties many veterans face receiving the health care and benefits that they have earned; and

WHEREAS, The American Legion has operated a National Emergency Fund to assist Legion Family Members and posts that have been impacted by natural disasters; and

WHEREAS, The American Legion was founded on the four pillars of veterans rehabilitation, a strong national defense, children and youth and Americanism; and

WHEREAS, The American Legion will conduct The American Legion Walk for Veterans on (DATE) to raise awareness in conjunction with the National Commander's visit to (CITY OR STATE), and

WHEREAS, proceeds raised will benefit The American Legion National Emergency Fund, and

NOW, THEREFORE, I, (NAME), (POSITION OR TITLE) of the (CITY OR STATE) of (CITY OR STATE) do hereby proclaim our support for The American Legion Walk for Veterans on (DATE)

IN WITNESS WHEREOF, I have hereunto set my hand this (WRITTEN DAY OF MONTH), in the year of our Lord two thousand (YEAR).

###

THE AMERICAN LEGION



Let's Walk for Those Who Marched for Us

I need you. The American Legion needs you. More importantly, veterans and their families need you.

I am asking you to support and organize an event in your Department. But it really is more than an event, it's a solemn obligation. It is a fulfillment of our American Legion Preamble to "preserve the memories and incidents of our associations in the Great Wars," and to "inculcate a sense of individual obligation to the community, state and nation..."

Specifically, I am asking that you hold an awareness walk for veterans. As a candidate for National Commander for 2015-16, I hope to walk with you when I visit your Department if I am fortunate enough to be elected at our National Convention in Baltimore this September. These walks can be used to create an understanding of the many different issues facing America's veterans, servicemembers and families.

- Awareness walks can bring attention to the thousands of servicemembers who struggle to overcome hardships caused by traumatic brain injury or post traumatic stress disorder.
- We can remind the public that reforming the VA health care system is not a task, but a continuing process – one that will only improve if Americans hold their elected officials accountable and demand that veterans be treated with the dignity and respect that they have earned.
- Walks can remind employers that the best way to thank a veteran is to hire one. By providing jobs, employers will also help eliminate veterans homelessness.
- In addition to these essential veterans issues, our awareness walks can highlight the four pillars of The American Legion.
- Walks can remind the public that defense cuts over recent years have been dangerously irresponsible. The premise that we must accept either cuts to personnel benefits or weapons modernization is false. We must never send our military members into harm's way without the training and resources that they need to win.
- A walk for veterans will make a bold statement about Americanism, as the flag of our great country is displayed and waved by spectators and walk participants.



- Young people represent the future of our country and our walks will be a great venue to remind the public of the life-changing services offered by our programs, such as Temporary Financial Assistance, Child Welfare Foundation and The American Legion Legacy Scholarship.
- We can showcase great American Legion family youth activities such as Boys and Girls State, our High School Oratorical Scholarship Program, American Legion Baseball and Junior Shooting Sports.

The important thing to remember about organizing an awareness walk is that there is no one way to do it. Every department and each community has its own strengths and unique characteristics.

Engage with your community leaders and organize teams to handle various tasks. This packet includes a sample media advisory, news release, radio and television text and flyer. Social Media is an effective and usually free method of getting the word out efficiently to large groups. Letters to the editor and announcements in post newsletters and church bulletins can also generate interest.

Perhaps your governor or mayor can issue a proclamation of support. Necessary permits should be obtained and civic and public leaders should be invited. The local business community can be a source to solicit sponsorships.

Above all, make this an American Legion family affair. Encourage participation from the American Legion Auxiliary, the Sons of the American Legion and The American Legion Riders. The talent and resources available among our nearly 14,000 posts is simply amazing.

If you cannot conduct a physical walk during my visit to your Department, use the walk as a metaphor for another activity or event to support veterans. Remember, we walk for veterans everyday when we advocate for a responsive health care system. We walk when we welcome home a returning hero or when we make an Operation Comfort Warriors presentation. We walk for our comrades when we hold a benefits fair or assist homeless veterans obtain food and shelter.

I strongly believe that we should walk not for ourselves but for those who have marched before us. In war or peace, America's veterans have repeatedly sacrificed for our freedom. These awareness walks are the least that we can do for them.

Can I count on your support? Please fill out the enclosed RSVP card and get started.

Dale Barnett, Ga.
Leading Candidate for
National Commander, 2015-16



City of Goldsboro

P.O. Drawer A
North Carolina
27533-9701

Office of the Mayor

PROCLAMATION ***Physical Fitness Month***

WHEREAS, physical activity is important to the citizens of Wayne County and in the month of April more people in Wayne County will be exercising by walking and running at the Goldsboro Road Race and the Cures for the Colors; and

WHEREAS, Cures for the Colors is Southeastern Cancer Care's signature activity offering the community a chance to participate in helping cancer patients with day to day needs while fighting cancer; and

WHEREAS, Cancer is one of the leading causes of death in the State of North Carolina where an estimated 58,343 new cases will be diagnosed in 2016; and

WHEREAS, Cures for Colors' main purpose is to assist patients in Eastern North Carolina with food, utilities, gas and other needs while on their journey with cancer;

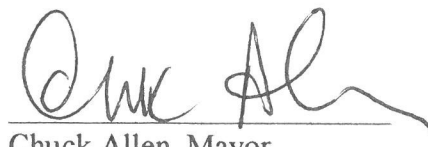
NOW THEREFORE, I, Chuck Allen, Mayor of the City of Goldsboro, North Carolina, do hereby proclaim the month of April as

"Physical Fitness Month"

in the City of Goldsboro, North Carolina, and urge all citizens to show their support for Southeastern Cancer Care's annual CURES FOR THE COLORS, to be held April 22-23, 2016, by wearing their Cures for the Colors T-shirts to work on Friday, April 22nd and by displaying a ribbon in support of all cancer patients the entire week prior to the event.

IN WITNESS, WHEREOF, I have hereunto set my hand and affixed the Seal of the City of Goldsboro, North Carolina, this 4th day of April, 2016.




Chuck Allen, Mayor

Arbor Day Proclamation

Whereas, In 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

Whereas, Arbor Day is now observed throughout the Nation and the world; and

Whereas, trees reduce erosion of topsoil, cut heating and cooling costs, moderate temperature, clean air, produce oxygen and provide wildlife habitat; and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

Whereas, trees in our City increase property values, enhance the economic vitality of business areas and beautify our community; and

Whereas, trees, wherever they are planted, are a source of joy.

Now, Therefore,

I, Chuck Allen, Mayor of the City of Goldsboro, do hereby proclaim

April 29, 2016 as Arbor Day

in the City of Goldsboro and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and I urge all citizens to plant trees to promote the well-being of this and future generations.

Dated: This 4th day of April, 2016.




Mayor