GOLDSBORO CITY COUNCIL
REGULAR MEETING AGENDA
MONDAY, MARCH 4, 2024

GOLDSBORO
BE MORE DO MORE SEYMOUR
North Carolina

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

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

1. **ROLL CALL**
2. **ADOPTION OF THE AGENDA** Items L and M removed to March 18, 2024; Individual Action
3. **OLD BUSINESS**
4. **NEW BUSINESS**
   a. Nonprofit Allocation Review (United Way Director Sherry Archibald)
   b. Introduction of GIS Manager (City Manager's Office)

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

Invocation (Father David Wyly)
Pledge of Allegiance

III. ROLL CALL

IV. APPROVAL OF MINUTES

A.1 Minutes of the Special Meeting of January 18, 2024
A.2 Minutes of the Work Session and Regular Meeting of January 22, 2024
A.3 Minutes of the Recessed Meeting of January 23, 2024

V. PRESENTATIONS

B. Goldsboro High School Lady Cougar Recognition Proclamation
C. Hope Restorations Presentation
D. MLK Subcommittee Report on the MLK event (Carole Battle, MLK Subcommittee Chair)

VI. PUBLIC COMMENT PERIOD

VII. CONSENT AGENDA ITEMS

E. Amending a Capital Project Fund Ordinance – Street Improvements Capital Project Fund (G1105) (Finance)
F. Grant Project Budget Ordinance amendment for the State Grants Miscellaneous Grant Project Fund (G1109) (Finance)
G. Operating Budget Amendment FY23-24 (Finance)
H. Deed of Easement between the City of Goldsboro and Royal Farms for property located on West Grantham Street (Parcel No. 2690603842) (Engineering)
I. 2023 Resurfacing Project Final Adjusting Change Order No. 1 Formal Bid No. 2023-002 (Engineering)
J. SET PUBLIC HEARING Non-Contiguous (Satellite) Annexation Petition – Benjamin Carl Price – Corner of S. US 117 Hwy., S. US 13 Hwy., and Carolina Street (Planning)
K. 45th Annual Greater Goldsboro Road Run – Temporary Street Closing (Police)
L. Small Batch Craft Event – Temporary Street Closure (June 7th and August 2nd, 2024) (Police) Moved to March 18, 2024
M. Small Batch Craft Event – Temporary Street Closure (November 30, 2024) (Police) Moved to March 18, 2024
N. Resolution Authorizing the City Attorney to Institute Proceedings to Condemn Property of the Heirs of Otho J. Glenn (City Attorney)
O. Resolution Authorizing the City Attorney to Institute Proceedings to Condemn Property of the Heirs of Lula Floyd Jacks (City Attorney)
P. Revising the Policy Regarding the Use of City-Owned Property for Special Events (City Clerk)
Q. Crossroads Strategies Agreement (City Manager's Office)

VIII. ITEMS REQUIRING INDIVIDUAL ACTION

IX. CITY MANAGER'S REPORT

X. CEREMONIAL DOCUMENTS

R. Women's History Month Proclamation

XI. MAYOR AND COUNCILMEMBERS' COMMENTS

XII. CLOSED SESSION

XIII. ADJOURN

United Way of Wayne County

United Way of Wayne County

City of Goldsboro
Non-Profit
Organization Funding

CONNECTED WE CAN

UWWC 2023

IMPACT SNAPSHOT

20 PROGRAMS

OVER **16,946** INDIVIDUALS IMPACTED

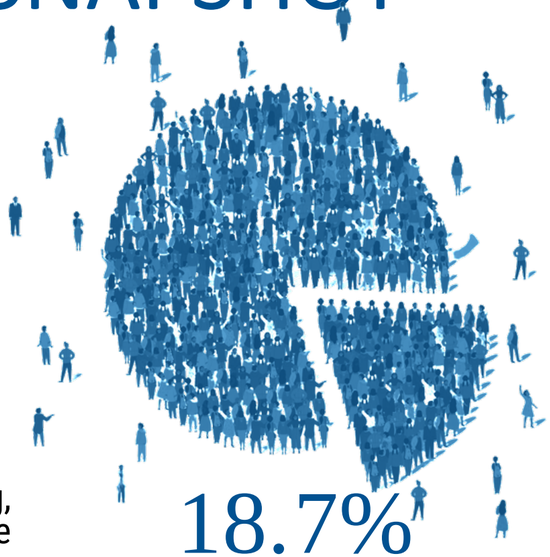
421 Children participated in small group, classes and activities on making positive choices

702 Adults attended life skills classes

649 Children participated in small groups, classes, and activites on making choices about their health and personal relationships, the effects of risky and abusive behaviors, healthy habits, and physical activiites

278 Individuals or families received support to recover from or prevent violence or abuse

128 Individuals received food, clothing, housing, necessities or monthly utility bill assistance



18.7%

the percentage of Wayne County's population that lives in poverty

www.census.gov

UWWC PARTNERS & PROGRAMS

EDUCATION

Every child develops and succeeds academically, socially, and emotionally

Aim for Success - Boys & Girls Club of Wayne County, Girl Scouts - Community Troop - Girl Scouts Coastal Pines Council, Teen Court - Communities Supporting Schools, Tutor to the Top- Rones Chapel Community Center, Triple P Parenting Program - Partnership for Children - Wayne County, Adult and Family Literacy - Literacy Connections, Boy Scouts Community Troops - Boy Scouts Tuscarora Council

FINANCIAL STABILITY

Ensuring that all citizens achieve and maintain financial stability

Bank on Wayne - Literacy Connections

HEALTH & WELLNESS

Everyone has the knowledge, resources, and opportunities to live a healthy lifestyle

SMART Moves - Boys & Girls Club of Wayne County
Triple Play - Boys & Girls Club of Wayne County
Pregnancy, Birth & Beyond - Wayne Pregnancy Center

BASIC NEEDS

Ensure everyone's basic needs are met with dignity

Emergency Assistance - Salvation Army, Emergency Assistance Program - Society of St. Vincent de Paul, Domestic Violence Victim Support Shelter - Wayne Uplift, Meals on Wheels - WAGES, Armed Forces Emergency Services - American Red Cross, Single Family Fire Response - American Red Cross, Shelter for Men - Salvation Army, Cry Freedom Missions - Wayne Pregnancy Center, A Brush with Kindness - Habitat for Humanity Goldsboro-Wayne

UWWC Funded

PARTNERS & PROGRAMS

We look to the community as a whole to create lasting change.
By combining resources, every contribution helps make a BIG collective impact.

The Community Campaign process:

After the Board of Director's approval, funds are distributed for programs and grant funding to target the areas of need in Wayne County

United Way of Wayne County

Impact & Experience

United Way of Wayne County's -Annual Impact

- Managed Community Impact Funding since 1925
- 2023 – Managed $847,344.00

United Way of Wayne County's -3rd Party Admin support

- FEMA- Emergency Food & Shelter Program- Since 1999
- County of Wayne – CARES Funding -2021
- City of Goldsboro, Non-Profit Funding – 2023-2024

United Way of Wayne County's –Partnership & Support

- District 8 Guardian Ad-Litem- Since 2016
- Wayne County Health Department- Since 2020
- NC State Budget- Community Issue Support- 2024

Communication/Task2023-2024	Date	Status
Presentation to Council	20-Mar	DONE
Council voted on 3rd Party	3-Apr	DONE
Letter to Council	6-Apr	DONE
Survey to Council	13-Apr	DONE
Create/Complete contract: UWWC &COG. Signed	23-Apr	DONE
Survey to Council	24-Apr	DONE
Survey to Council	25-Apr	DONE
Evaluate Survey	27-Apr	DONE
Invite (Promote) Committee Sign Up	27-Apr	DONE
Create Notice of Funding Opportunity -unique to Council priorities	30-Apr	DONE
Present Update to Council	1-May	DONE
Email to past recipients	2-May	DONE
Email to Committee- Update	2-May	DONE
Press Release-Open Step One	5-May	DONE
COI Forms to Committee Members	5-May	DONE
Open Appl Step ONE	10-May	DONE
Council Meeting- Update. Determine Amt	15-May	DONE
Close Appl Step ONE	19-May	DONE
Evaluate applications-Step ONE	19-May	DONE
Notify all applicant- Move forward or not accepted	22-May	DONE
Open Appl Step TWO	23-May	DONE
Close Appl Step TWO	7-Jun	DONE
UW staff evaluate	8-Jun	DONE
Prepare applications for Committee to review	13-Jun	DONE
Notify Committee -ZOOM Call (15th)	14-Jun	DONE
Plan details for Presentations (notify non-profits)	14-Jun	DONE
Send details to Committee to prepare for presentations: 22nd & 26th	15-Jun	DONE
Applications, docum&scorecard to Committee to review & prepare	16-Jun	DONE
Presentations to Committee	22-Jun	DONE
Presentations to Committee	26-Jun	DONE
ZOOM meeting w Committee Chairs(4) final recommendations	28-Jun	DONE
Prepare recommendations memo	3-Jul	DONE
Submit required COG documents to Applicants-due: 7/11	3-Jul	DONE
Recommendations to Council	10-Jul	DONE
Prepare PP for Council with data	10-Jul	DONE
Inform ALL applicants	18-Jul	DONE
Memo to COG Finances- Request funding (1/2)	20-Jul	DONE
Reporting - Benefit Partners	N/A	N/A
Payments- Balance due-Practiced.	15-Jan	DONE
Evaluate Program- Council retreat	1-Feb	
Present process to Council	1-Mar	
Request Reporting	May-24	
Review & Share reporting with COG	May-24	
COG/NPO Funding Process		

2023-2024

NOTICE OF FUNDING OPPORTUNITY

Provided by United Way of Wayne County
in support of the City of Goldsboro

GOLDSBORO
BE MORE DO MORE SEYMOUR
North Carolina

United Way
United Way of Wayne County

TABLE OF CONTENTS

About City of Goldsboro (mission, vision, & goals) 1

Impact Areas Overview 1 - 4

Agency Eligibility 5

General Information for Applicants 5

Agency Prequalification Checklist 6

Application Process 7

Funding Criteria 8

Expectations of Funded Non-Profits 9

Application Scoring Key 10

***Disclaimer**

The United Way of Wayne County is serving as the Third-Party Administrator for the City of Goldsboro's Non-Profit funding for the fiscal year 2023-2024. Please be advised that the City of Goldsboro leadership has identified the following focus areas in order of their priorities: Basic Needs, Health & Wellness, Education, Financial Stability, Animal Welfare, Tourism, Recreation and Arts & Culture. The Notice of Funding Opportunity provides information to consider interest and capabilities to execute applications and reporting required to receive funds.

If your organization provides services in support of one or more of the focus areas listed above, review Step ONE. Step ONE is a prequalification, if you meet the application requirements for Step ONE, you may move to Step TWO.

ABOUT CITY OF GOLDSBORO

Vision

An extraordinary, diverse experience.

Mission

The City provides services, promotes equality, and protects the well-being of all residents and visitors to enhance our quality of life every day.

Goals

1. Safe and Secure Community
2. Strong and Diverse Economy
3. Exceptional Quality of Life
4. Racial and Cultural Harmony
5. Model for Excellence in Government

The following pages are an outline of our City Of Goldsboro Impact Grant process.
To understand our grant process, first read about our six Impact Areas

We unite in support of our community.

While the City of Goldsboro supports multiple efforts impacting our community their top four priorities fall under these four areas:

BASIC NEEDS
Ensure all residents basic needs are met with dignity

HEALTH & WELLNESS
Everyone in City of Goldsboro has the knowledge, resources and opportunities to live a healthy lifestyle

EDUCATION
Every child in the City of Goldsboro develops and succeeds socially, academically and emotionally

FINANCIAL STABILITY
Ensuring that all residents achieve and maintain financial stability

In addition to the four focus areas listed above, the City of Goldsboro also supports Animal Welfare and Tourism, Recreation, and Arts & Culture

BASIC NEEDS

GOALS

1. Victims of a personal crisis have increased access to basic needs assistance.
2. At risk children have increased access to resources that address their basic needs in order to ensure a solid foundation for future positive development.

HEALTH & WELLNESS

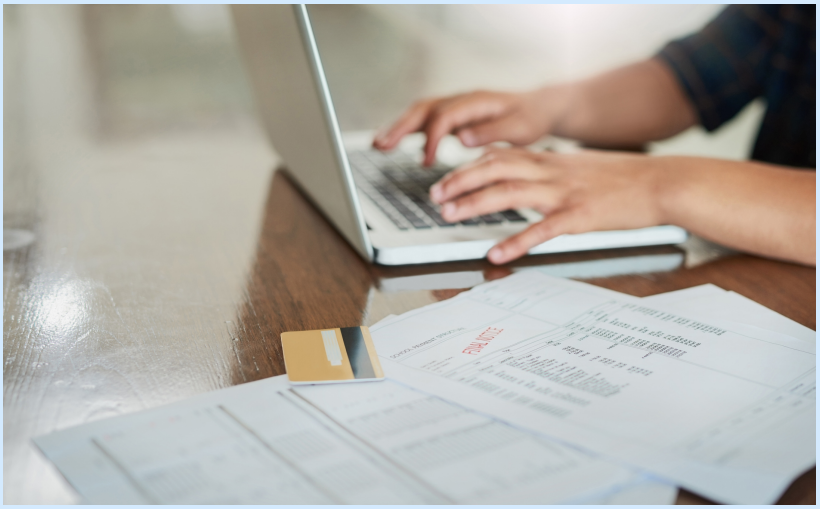
GOALS

1. Individuals have increased knowledge of the implications and prevention of disease and addiction.
2. Youth have an increased ability to make informed choices about their health and personal relationships and avoid risky and abusive behaviors.
3. At risk students are provided with resources to support heath & wellness.
4. Families have increased skills and resources that will help them develop into a safe and effective family unit.

EDUCATION

GOALS

1. An increased number of children enter school ready to learn and are prepared to attain benchmarks of success.
2. Youth increase their capacity to stay in school and graduate to become productive citizens by being provided with layers of support that address barriers to success.
3. Adults increase their literacy skills and knowledge to become more successful in all areas of life.



FINANCIAL STABILITY

GOALS

1. Families and individuals have increased access to support that can elevate the family's financial stability and lift individuals and families out of poverty.
2. Individuals and families increase their preparedness in making responsible financial choices and conscientiously managing personal resources.

ANIMAL WELFARE

GOALS

1. Access to disease prevention, proper nutrition, and appropriate veterinary care.
2. Access to proper shelter and a stimulating, safe environment with humane handling.

TOURISM, RECREATION, ARTS & CULTURE

GOALS

1. Programs support growth to the economy.
2. Programs provide an enhanced quality of life to citizens of Goldsboro.

AGENCY ELIGIBILITY

The City of Goldsboro is interested in partnering with the most efficient, effective and innovative nonprofit programs in the City of Goldsboro.
The application process is open to all nonprofits. Priority will be given to agencies that can provide high-quality programming and an ability to achieve and record measurable outcomes. Any agency seeking funding must demonstrate the ability to operate programs in a manner consistent with the highest standards of quality, which includes compliance with the City of Goldsboro management and financial requirements.
All agencies interested in applying for funding must complete a prequalification Step ONE application.

Your prequalification application, Step ONE, establishes your organization's capacity. Step TWO of your application clearly demonstrates that your agency's mission and potentially funded program, aligns with one or more of the City of Goldsboro's community impact focus areas. The total amount of funding requested should not exceed 30% of your program or agency budget. All agencies applying for funding are encouraged to be registered with both 2-1-1 and NCCARE360.

The City of Goldsboro invests in proactive programs with an emphasis on prevention and increasing people's ability to attain their potential. City of Goldsboro Impact grants are annual grants awarded from the City of Goldsboro's general fund.

GENERAL INFORMATION FOR APPLICANTS

The City of Goldsboro funding year is from July 1, 2023 - June 30, 2024. Contracts may be extended at the discretion of City of Goldsboro. The impact year (reporting schedule) runs from July 2023 - June 2024.

Grant funds for Practiced Partners (defined on page 10) are issued bi-annually: half in July 2023 & half in January 2024.
Grant funds for Benefit Partners (defined on page 10) receive a reimbursement grant in January 2024 following the December 2023 deadline of reporting & receipts. In January 2024, Benefit Partners receive the full amount, following six months of reporting and receipts.

Only agencies aligned with the City of Goldsboro's community impact goals, funding priorities and outcomes are eligible for funding.

The United Way of Wayne County has established a City of Goldsboro Impact Committee comprised of community volunteers that live and/or work in the City of Goldsboro. This committee, and its subpanels, are responsible for reviewing applications and providing funding recommendations to the City of Goldsboro's Mayor & City Council.

All agencies are required to submit a prequalifying application (referred to as Step ONE). Submissions open May 10th and close May 19th at 5pm.

Once agencies have passed the prequalifying application (Step ONE), they have until June 7th at 5pm to complete the full application (referred to as Step TWO) for funding. No late or incomplete submissions will be accepted. Due to anticipated high demand we will not contact you for corrections to your application; however, UWWC is available to support your efforts and answer any questions on your application process. Please review your application for completeness prior to submission.

AGENCY PREQUALIFICATION CHECKLIST

My agency:

- ☐ *Is a registered nonprofit in good standing with the State of North Carolina and complies with all state and federal laws & regulations and upholds a 501(c)3 tax-exempt status
- ☐ Is registered on both 2-1-1 and NCCARE360
- ☐ Provides high quality services to people living in the City of Goldsboro
- ☐ Has a clearly stated mission that aligns with one or more City of Goldsboro Impact priorities.
- ☐ *Maintains a responsible volunteer Board of Directors that meets regularly; and effectively governs the organization to fulfil its mission
- ☐ Has established administrative, management and personnel policies in place to assure the operational effectiveness of the organization.
- ☐ Develops plans for all programs, evaluates program implementation and effectiveness
- ☐ Evaluates outcomes of program and tracks results
- ☐ *Has appropriate insurance coverage and can provide certificate of insurance upon request
- ☐ Provides appropriate financials as outlined in the grey box below

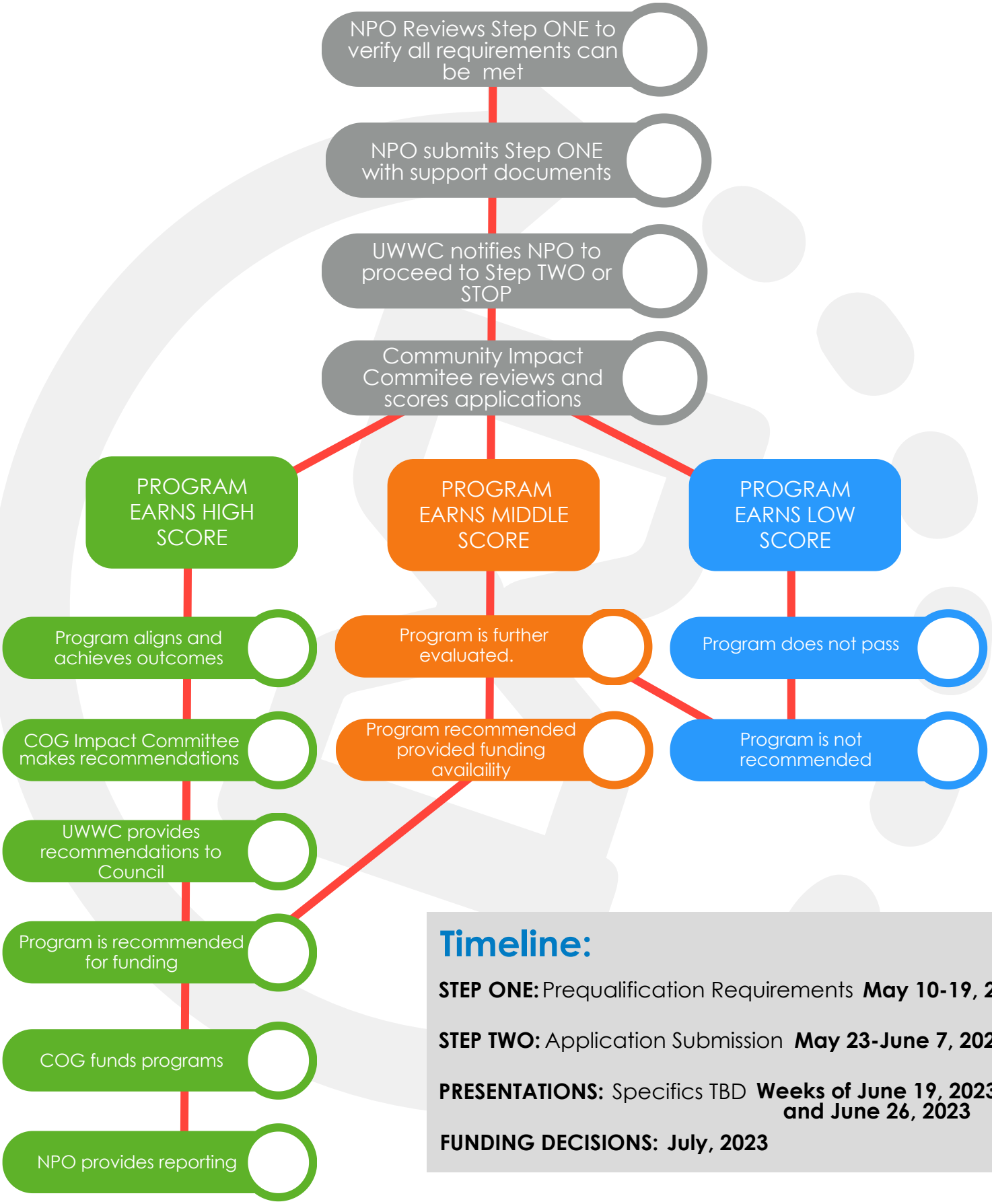
Agencies with budgets over $500K must submit an audit from the previous year with a financial statement prepared by an Independent CPA. Agencies with budgets from $200K-$499K must submit an independent financial audit with management letter or a CPA review. Agencies with a budget of less than $200K must submit an audit, a CPA review, or tax returns/internal financial statements. If an agency is required to have an audit by some other oversight group or is required by organization's Board of Directors, then the City of Goldsboro requires copy of said audit.

Financial requirement for $200k-$499k is subject to change following City Council advisement May 15th.

- ☐ Keeps complete and accurate financial records in accordance with the FASB
- ☐ *Has filed a Form 990 or 990EZ for the most recent fiscal year, unless exempt
- ☐ Is willing to submit required statements and documents for the most recent completed fiscal year as part of the annual financial process
- ☐ *Has a clearly stated non-discrimination policy consistent with local, state and federal law
- ☐ *W-9 signed
- ☐ Facilities meet minimum health, fire, and safety codes and present no architectural barriers to potential clients (seeks to comply with the American Disabilities Act of 1990)
- ☐ Is in compliance with the USA Patriot Act and other counterterrorism laws
- ☐ Is in good standing with all applicable accreditations and legal matters
- ☐ *Holds a license to solicit as required by the Charitable Organizations and Solicitations Act-Act 169 of 1975
- ☐ With respect to employees, officers, directors, and committee members, the Agency has an Inclusiveness and Diversity Policy that respects, supports, and protects the dignity, uniqueness, and intrinsic worth of every person.
- ☐ *Services funded by the COG are provided to all persons without regard to age, gender, race, religion, national origin, disability, sexual orientation or any other barriers to participation.

Supporting Documents Required in Step ONE

APPLICATION PROCESS



Timeline:

STEP ONE: Prequalification Requirements **May 10-19, 2023**

STEP TWO: Application Submission **May 23-June 7, 2023**

PRESENTATIONS: Specifics TBD **Weeks of June 19, 2023 and June 26, 2023**

FUNDING DECISIONS: July, 2023

FUNDING CRITERIA

A: Presentation Guidelines

- All applicants who pass the prequalification, completing Step ONE & Step TWO are required to present. Presentations may be held in person.
- Your presentation should last a maximum of 10 minutes, followed by up to 10 minutes for questions.
- Your presentation will be reviewed by a COG Impact Panel. The panel is comprised of community volunteers who have reviewed your application.
- Do NOT bring handouts or brochures. Any handouts or brochures should be attached to your application.
- You may use visuals (ex: poster board, flip chart, PowerPoint, etc.)
- Introduce your agency briefly but focus on the program(s) listed on your funding application.
- Give a statement of need. Presentations must include local data as evidence of local need.
- Explain how the program is carried out? How do you know it is working and making a difference? How does the program align with the focus areas?
- Provide results from the past year and explain what you expect to accomplish over the next year.
- Share trend statistics on your cost per unit of service, % of target population served and/or progress toward your long term goals.

B: Funded Types

BENEFIT PARTNERS
Grants are awarded to qualifying nonprofits who have not received City of Goldsboro funding in the past grant cycle. Grant recipients require mid-year reporting and are on a reimbursement schedule.

PRACTICED PARTNERS
These grants are awarded to qualifying nonprofits who received a City of Goldsboro grant during the last grant cycle, who can provide impact data, and whose applications meet all application standards. Recipients require year end reporting.

C: Funding & Reporting Schedules

PRACTICED PARTNERS
Funded in July 2023 & January 2024. Submits end of year report May 2024.

BENEFIT PARTNERS
Funding upon receipt & report in January. Submit mid-year report in December under a reimbursement model. Submit year end report in May.

EXPECTATIONS OF FUNDED NON-PROFITS

1. Submit reporting on time for each funded program.
   a. Benefit Partners report at a minimum of twice a year (January & May).
   b. Practiced Partners report at a minimum of once a year (May).
2. Keep in compliance with and submit all financial documents as requested.
3. Take a proactive stance in building a relationship with other community non-profits and the City of Goldsboro, and in fulfilling the annual agency Memorandum of Understanding with the City of Goldsboro, including but not limited to:
   a. Notify United Way of Wayne County of significant changes in any of the following: organizational structure, facilities, outcomes provided to the community, policies or program delivery structure. Discuss and resolve problems that may arise.
   b. Understand that all funding is contingent upon the availability of funds.
   c. Identify itself as a City of Goldsboro Funded Partner and use logos in recognition of shared work.
   d. Accept and utilize funds for the period covered by the MOU and for the purposes designated.
   e. Apply ALL funds to programs that benefit individuals living in the City of Goldsboro.

APPLICATION SCORING KEY

The City of Goldsboro provides funding to agencies that demonstrate a commitment to providing high quality programming and an ability to measure outcomes in one or more of our impact areas of Basic Needs, Health & Wellness, Education, Financial Stability, Animal Welfare and Tourism, Recreation, Arts & Culture.

Each agency submitting a full application for funding will be required to track and report results (as outlined in Expectations of Funded Non-Profits). Applicants should review the goals and measurements to identify the primary strategy with which the proposed application aligns.

Awards made under this announcement are subject to the availability of City of Goldsboro general funds.

Criteria Scale:

1. Program Alignment: **5 points**
2. 2-1-1 and NCCARE 360: **5 points**
3. Identified Demographics: **5 points**
4. Goal Alignment: **10 points**
5. Organizational Capacity: **20 points**
6. Program Measurement: **25 points**
7. Funding Request/Budget: **25 points**
8. Collaborate with Agencies: **5 points**

High Score: 85+ points

Middle Score: 70-84 points

Failing Score: 0-69 points

goldsboronc.gov
unitedwayne.org

Office hours are 8 a.m. to 5 p.m. Monday through Friday unless otherwise listed.

For questions on funding, contact UWWC
919.735.3591

City Managers Office
919-580-4330

This document was published May 2023 and is subject to change.

City Council – GIS Update

Dylan Schreffler, GIS Manager

March 4, 2024

Introduction

Background

- Goldsboro Native
- Attended Wayne Christian School

Professional Education

- ECU - B.S. Geographic Information Science and Technology (2020)

Professional Experience

- GIS Technician – Pike Engineering (2021-2022)
- GIS Specialist – City of Goldsboro (2022 – 2024)
- GIS Manager – City of Goldsboro (2024 – Present)

Current GIS Projects (Engineering)

PROJECT NAME:	PROJECT STATUS:	PROJECT BUDGET:
Stormwater Inventory Project	Under Construction – Final Stages	$1,362,900.00
Lead and Copper Service Line Inventory	Under Construction	$2,037,000.00

- Stormwater Inventory Project
  - Infrastructure Inventory and Condition Assessment
    - Survey grade physical location
    - Detailed attribute information
  - GIS Data Development and Implementation
    - ArcGIS Stormwater Utility Network Deployment
    - Applications and Dashboards
- Lead Copper Service Line Inventory
  - Requirement as part of the LCRR published by the EPA
  - Data Collection
    - Data and Applications are hosted locally
  - Action
    - Identification and notification
    - Replacement if necessary

Internal GIS Initiatives

- Staffing
  - GIS Specialist – Engineering
  - GIS Interns
  - Planner I – With GIS Experience
- Internal Initiatives
  - Planning
    - *Zoning*
    - *Future and Current Development Map*
  - Engineering
    - *Utility Map Functionality*
    - *Sign Inventory Map*
  - Information Technology
    - *Domain Migration*
    - *Additional Servers*

External GIS Initiatives

- External Needs
  - Web Applications
    - *Utility Map*
    - *City Owned Property Map*
  - Sharing data
  - More collaboration with the county

Future GIS Initiatives

- Boost City Employee Efficiency
- GIS for Departments
- Citizen Engagement

Questions?

MINUTES OF THE SPECIAL MEETING OF THE GOLDSBORO CITY COUNCIL
JANUARY 18, 2024

The City Council of the City of Goldsboro, North Carolina, met in a Special Meeting to review the City Strategic Plan, discuss group dynamics and expectations, and identify Council priorities at the Goldsboro Event Center, 1501 South Slocumb Street, Goldsboro, North Carolina, at 5:30 p.m. on January 18, 2024.

Present: Mayor Charles Gaylor, IV, Presiding
Mayor Pro Tem Brandi Matthews
Councilwoman Hiawatha Jones
Councilman Chris Boyette
Councilwoman Jamie Taylor
Councilwoman Beverly Weeks
Councilman Rod White

Also Present: Tim Salmon, City Manager
Matthew Livingston, Assistant City Manager
Octavius Murphy, Assistant to the City Manager
Holly Jones, Deputy City Clerk

Call to Order. Mayor Gaylor called the meeting to order at 5:30 p.m.

Mayor Gaylor provided a welcome, and thanked everyone for attending. He shared comments regarding the unique structure of the meeting, some of the topics and issues that would be covered, and why it would be a difficult discussion.

City Strategic Plan Review

Octavius Murphy, Assistant to the City Manager, presented Exhibit A. He discussed how the original strategic plan was developed in 2017, and the way forward to revise and update the plan. Mr. Murphy also provided and discussed Exhibit B, which compared how other municipalities define various goals.

Councilwoman Weeks asked how often an analysis is done to ensure we are attaining our visions. Matthew Livingston, Assistant City Manager, stated that he did not recall an analysis being done since he had been with the City. Mr. Murphy stated that there is an evaluation of programming to determine what is effective and what is not effective. Tim Salmon, City Manager, asked Council to look at the dashboard to see the metrics currently being tracked, and provide input on other metrics they feel should be included, and goals for the future of the City.

Mr. Livingston called for a break at approximately 6:15 p.m., for about 5 minutes.

Discuss Group Dynamics and Expectations

Matthew Livingston, Assistant City Manager, presented Exhibit C, concerning Group Dynamics and the Tuckman Model. He discussed the stages of the model, their fluidity, and the delicate balance needed for a successful group.

Mr. Livingston continued by presenting Exhibit D, concerning 10 Habits of Highly Effective Councils. He stated that the presentation was based on the article by Carl Neu, Jr., that had previously been provided to Council.

Councilman White stated that he did not agree with always looking forward; stating that you should understand where you have been and the mistakes you have made in order to move forward. He also asked what happens to the short- and mid-range goals, when you develop long-range goals. Mr. Livingston stated that he also struggled to get his head around only looking forward, using the example that generals that only use outdated battle tactics are not looking forward. He further stated that long-range goals being essential, did not preclude having short- and mid-range goals.

Mr. Livingston also stated how Council would be indicating their goals and priorities for the City later in the meeting.

Mr. Livingston called for a break at approximately 6:40 p.m. The video was cut off for approximately 30 minutes while the group sessions were set up, and the Councilmembers reviewed the Roles, Expectations, and Priorities to be discussed.

Roles and Expectations Session

The Councilmembers discussed what they felt are the roles and expectations of the Mayor, Council, City Manager, Assistant City Manager, and Clerk, as well as some do's and don'ts for the same positions. Results included the following, and a full summary report will be provided at the Council Retreat on February 20-21, 2024.

The role of the Mayor is to: provide leadership and vision for the city; spokesperson for the city; and help to advance the city's priorities. The Mayor is expected to: be a leader, be open-minded, chair all Council Meetings, and be a mediator if necessary. The Mayor should also: respect the will of the few; and not direct staff or show bias.

The role of the Council is to: set policy; communicate with the community; plan for the future; and ensure quality of life for all citizens. The Council is expected to: communicate with the community, set the vision and mission of the City, and read the agenda information to prepare for official meetings. The Council should also: advocate for citizens and understand that all citizen concerns matter; but do not do favors or be disrespectful of each other or staff.

The role of the City Manager is to: administer day to day operations of the city; provide information to the Council/Mayor to aid in the decision-making process; serve as the liaison between City Council, staff, and community. The City Manager is expected to: be responsible for staff, follow through with Council directives, be unbiased. The City Manager should also: include Council on decisions deemed necessary and conduct business as transparently as possible; and not act without authority or support one Councilmember over another.

The role of the Assistant City Manager is to: assist, advise, and support the City Manager; be a fact finder; oversee/manage various departments.

The role of the Clerk is to: be responsible for the office running smoothly; be the gateway/source of communication between Council and Manager; maintain city records; and ensure public access to information.

Mr. Livingston explained the prioritization exercise, including how to rate the priorities and where to place any priorities not listed.

Mr. Livingston called for a break at approximately 7:30 p.m., for about 10 minutes.

Vision and Prioritization Session

Councilmembers used red, yellow, and green dots to indicate the priority level of fifteen significant issues or items that have been previously discussed within the community, and could also add any others they deemed necessary. A red dot represented the highest rated priority, yellow was the second highest, and green was the third highest rated priority. Results included the following, and a full summary report will be provided at the Council Retreat on February 20-21, 2024.

Violent Crime and Gang Activity, and City Finances and Overall Financial Health were rated among the highest priorities by Council. Affordable Housing and Elimination of Blight received a mixture of votes, and appeared to be among the middle of the priorities. Although no less important, Community and Cultural Relations, and Quality of Life/More Opportunities for Youth, received the fewest number of votes. Finish Audits was also added as a highest priority.

The Councilmembers worked together to choose how to rate the issues, and discussed the difficulty in prioritizing such important issues; many stating that they wanted more red dots so that everything could be rated as a highest priority.

Mayor Gaylor summarized the meeting, and asked the Councilmembers to sit down with the Assistant to the City Manager and discuss the benchmarking and infrastructure data. He also asked if there were any Councilmember comments.

Mayor Pro Tem Matthews: I appreciate this opportunity to get together a little bit informally and I hope that this is something that we can continue to do over the next four years with one another; intentionally do these types of events. Thank you.

Mayor Gaylor stated that the Mayor Pro Tem had inspired getting the Council together in such a way by advocating for an escape room or other such activity.

Matt Livingston, Assistant City Manager asked all Councilmembers to turn their worksheets and evaluations in to Holly Jones, Deputy City Clerk, so they could be compiled into a final summary report.

Mayor Gaylor adjourned the meeting at 7:58 p.m.

CITY OF GOLDSBORO INCORPORATED 1844 - 1881

Charles Gaylor, IV
Mayor

Holly Jones
Deputy City Clerk

Exhibit A

2024 Strategic Plan - Planning Session

January 18, 2024

Octavius Murphy, Assistant to the City Manager

GOLDSBORO
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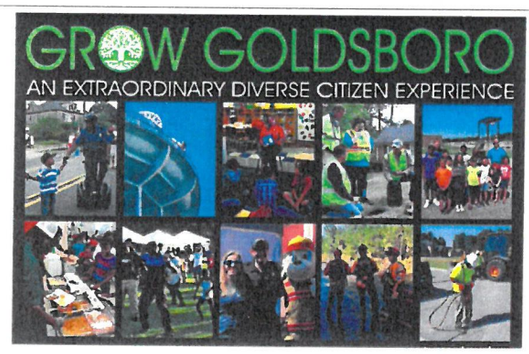
5 Strategic Plan Questions

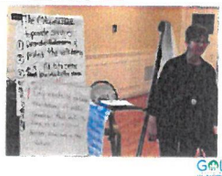
1. What is a Strategic Plan?
2. Who establishes the City's Strategic Plan Goals?
3. What is the difference between a Strategic Plan and a Strategic Plan Dashboard?
4. How often do you update the City's Strategic Plan Goals?
5. What are the next steps for the City's Strategic Plan Dashboard?



INTRODUCTION

- Foundation
- Guiding Principles
- Development
- Implementation
- Next Steps
- Setting the Standards

FOUNDATION



GUIDING PRINCIPLES

VISION STATEMENT

An extraordinary, diverse experience.

MISSION STATEMENT- REVISED IN 2020

The City provides services, promotes equality, and protects the well-being of all residents and citizens to enhance our quality of life every day.

VALUES

- Professionalism
- Integrity
- Customer-focused

DEVELOPMENT

GOALS #1 OBJECTIVES – 2017 RETREAT

Model For Excellence In Government

Transparent, quality services, workforce longevity, accessibility, fiscal stability.

Objectives:

- Provide customer-focused service
- Attract, develop and retain an exceptional and diverse workforce
- Engage citizens in all public processes
- Elevate Goldsboro's image

GOAL #1 INITIATIVES – 2017 RETREAT

Model For Excellence In Government

Transparent, quality services, workforce longevity, accessibility, fiscal stability.

Initiatives:

- Develop and implement consistent customer service standards, training and evaluation organization-wide
- Create a robust communication department to deliver information to the public
- Examine opportunities for "Grow Goldsboro" core principles to be integrated into policies and practices

GOAL #2 OBJECTIVES – 2017 RETREAT

Safe & Secure Community

Healthy environment, engaged youth, trustworthy community that fosters kindness and good deeds.

Objectives:

- Engage youth to promote positive outcomes
- Build community trust
- Reduce drug related activity
- Provide holistic/comprehensive solutions to complex issues

GOLDSBORO

GOAL #2 INITIATIVES – 2017 RETREAT

Safe & Secure Community

Healthy environment, engaged youth, trustworthy community that fosters kindness and good deeds.

Initiatives:

- Inventory and prioritize existing human service programs by category (Seniors, Youth, etc.)
- Evaluate youth programs for results
- Coordinate comprehensive programming designed to positively influence at-risk youth
- Engage the community through on-going efforts delivered through partnership with City and County

GOLDSBORO

GOALS #3 OBJECTIVES – 2017 RETREAT

Strong & Diverse Economy

Holistic, innovative, job preparedness, equitable opportunities, quality facilities and infrastructure.

Objectives:

- Develop a strategic approach for economic development that promotes the long-term vision for the City
- Provide tools to support and grow large and small businesses and entrepreneurs
- Make Goldsboro industry ready by providing an innovative and lasting infrastructure

GOLDSBORO

GOAL #3 INITIATIVES – 2017 RETREAT

Strong & Diverse Economy

Holistic, innovative, job preparedness, equitable opportunities, quality facilities and infrastructure.

Initiatives:

- Develop incentive package to attract new employers
- Streamline requirements for starting and operating a business
- Support local business community
- Evaluate the City's needs and capacity for economic development

GOLDSBORO

GOALS #4 OBJECTIVES – 2017 RETREAT

Exceptional Quality of Life

Clean, sustainable, active lifestyle, diverse cultural experiences.

Objectives:

- Build thriving livable neighborhoods by providing a mix of housing options to meet community needs
- Create a distinctive sense of place
- Develop, promote and provide access to leisure activities and amenities
- Provide opportunities for life-long learning

GOLDSBORO

GOAL #4 INITIATIVES – 2017 RETREAT

Exceptional Quality of Life

Clean, sustainable, active lifestyle, diverse cultural experiences.

Initiatives:

- Create a housing stakeholders task force to develop a plan that addresses housing impacts and needs
- Inventory/prioritize areas that negatively influence visitors and residents due to appearance and cleanliness
- Create a plan to examine existing leisure assets and address the City's needs to become a happier place to live and to visit

GOLDSBORO

GOALS #4 OBJECTIVES – 2017 RETREAT

Racial & Cultural Harmony

Multi-cultural education, inclusive environment, social equities, engagement.

Objectives:

- Promote an unbiased social environment for cultural awareness and sensitivity
- Advocate for diverse membership on Boards and Commissions
- Engage the community in diversity and cultural activities and differences

GOLDSBORO

GOAL #5 INITIATIVES – 2017 RETREAT

Racial & Cultural Harmony

Multi-cultural education, inclusive environment, social equities, engagement.

Initiatives:

- Create and implement a 3-year multi-layer community engagement plan
- Provide annual cultural diversity and sensitivity training for all city employees

GOLDSBORO

Implementation starts with...

- Aligning goals/metrics with job performance.
- Performance Measures (track and measure results).
- Building Better Relationships (**Requires Leadership**).

2/1/2024

GOLDSBORO

2021 Implementation

- Established achievable targets
- Started tracking metric trends/outcomes.
- Approval/Mayor & Council
- Tie Ins:
  - Budget – Performance Measures.
  - New Employee Orientation.
  - Community Engagement – survey.

GOLDSBORO

2017 MEASURABLES

The Qualities Of A Good Strategic Measure

Quantifiable: Making sure your measures are objective (based on statistical fact) and not subjective (based on instinct or "gut feel") is critical.

Understandable: It should take someone in the organization less than a second to understand how you've performed on a measure and less than 10 seconds to understand the analysis or recommendations. Easy-to-read charts and graphs that can be quickly consumed are key for this.

Actionable: You don't want to choose measures you can't impact. It's important that your employees feel they can influence the measure through normal work or specific projects you put in place.

Repeatable: You don't want the measure to be useful only once. You should be able to track progress on the measure over time so you can analyze critical trends. If you look at a slightly different measure each month, you will not be able to chart it.

Timely: At the very least, strategic measures should be looked at annually, and at the most, monthly. Any time frame longer than that makes it difficult to tie the measure in with your strategic plan.

GOLDSBORO

Set the Standard

Think LEADERSHIP! **Leadership** refers to an individual's ability to influence, motivate, and enable others to contribute toward organizational success. **Management** consists of controlling a group or a set of entities to accomplish a goal. Influence and inspiration separate **leaders** from **managers**.

CMO belief system:

- Put others first.
- Hire individuals you can trust.
- Create a Vision - Develop a Plan.
- Inspect what you expect.
- Respect others.

GOLDSBORO

THE STANDARD

Vision: An exceptionally diverse experience
Mission: The City provides services, promotes equality, and protects the well-being of all residents and visitors to enhance our quality of life every day
Values: Professionalism, Integrity, Customer Focus
Goals: Established by Council to achieve identified objectives

Model for Excellence in Government | Safe & Secure Community | Strong & Diverse Economy | Exceptional Quality of Life | Racial & Cultural Harmony

GOLDSBORO

CURRENT: Strategic Plan Dashboard Metric Template

1. Metric Definition
2. Target Definition
3. Organizational Effect
4. Target Data
5. Significance

GOLDSBORO

SAFE AND SECURE COMMUNITY

Water Quality

100%	100%	100%	Feb 2021
Previous	Actual	Target	As Of Date

Status – On Target

5 Strategic Plan Questions

1. What is a Strategic Plan?
   a) It is the process by which city leaders use to prioritize initiatives (roadmap).
   b) A big-picture document directing efforts and resources toward a clearly defined mission and vision.
2. Who establishes the City's Strategic Plan Goals?
   a) The City Council
3. What is the difference between a Strategic Plan and a Strategic Plan Dashboard?
   a) The Strategic Plan is the roadmap; the Strategic Plan Dashboard is the business tool you use to track and measure outcomes.
4. How often do you update the City's Strategic Plan Goals?
   a) As determined by Council.
5. What are the next steps for the City's Strategic Plan Dashboard?
   a) Review and prioritize metrics.

GOLDSBORO

Exhibit B

SAFE AND SECURE COMMUNITY:

- Create a Safer Community Together – Durham
- Safe, Vibrant & Healthy Community – Raleigh
- Community: Safe & Secure – Sugarland

STRONG AND DIVERSED ECONOMY:

- Shared Economic Prosperity – Durham
- Economic Development & Innovation – Raleigh
- Economy: Thriving & Vibrant – Sugarland

EXCEPTIONAL QUALITY OF LIFE:

- Thriving & Vibrant Environment
- Growth & Natural Resources
- Culture: Dynamic & Fun – Sugarland

RACIAL AND CULTURAL HARMONY:

- Connected, Engaged, and Inclusive Communities
- Arts & Cultural Resources - Raleigh
- People: Welcoming & Engaged – Sugarland

MODEL OF EXCELLANCE IN GOVERNMENT:

- Innovative and High Performing Organization – Durham
- Organizational Excellence – Raleigh
- Government: Respected & Influential - Sugarland

FINANCE

TRANSPORTATION

ARTS & CULTURAL RESOURCES

INFRASTRUCTURE

Exhibit C

GOLDSBORO

BE MORE DO MORE SEYMOUR

Group Dynamics Tuckman Model and why it should matter to us

Matthew S. Livingston, ICMA, AICP

January 18, 2024

Creating Successful Groups and Committees in a dynamic world

A look at how groups develop and ways you can lay the foundation for a group to accomplish its purpose

What is a Group?

"A number of persons or things regarded as forming a unit on account of any kind of mutual or common relation or classified together on account of a common degree of similarity."

Oxford English Dictionary, 1989

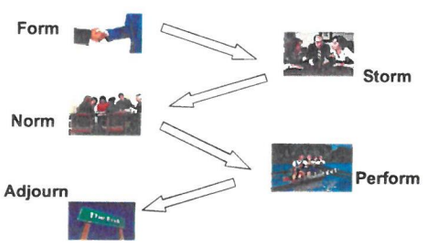
Successful Groups Balance…

Group maintenance (harmony within the group)

Individual Needs

Task (job to be Done)

Tuckman's Model: The Five Stages of Group Development



Forming

- Task: orientation
- Concern: inclusion
- Key characteristics: tentative, cautious, low risk-taking, intellectualizing, play down differences
- Steps to take: introduce members, define and structure group, set goals, build trust by establishing norms and agreeing to roles and responsibilities

Storming

- Task: Organization
- Concern: Control
- Key characteristics: expressed differences, defensiveness, hostility, low tolerance, impatience, bickering, self-interests
- Steps to take: enforce agreed-upon norms, encourage trusting & trustworthy behaviors

Norming

- Task: Communication
- Concern: Openness
- Key characteristics: patching up conflicts, confiding in each other, sharing problems, recognizing differences, sense of cohesiveness
- Steps to take: help members "own" the group's goals and procedures, maintain safety to encourage openness

Performing

- Task: Collaboration
- Concern: Success
- Key characteristics: mature, flexible, high trust, candor, value differences, full exploration of ideas
- Steps to take: Provide resources, step in when needed to keep group together

Adjourning

- Task: Letting go
- Concern: Future
- Key characteristics: sense of accomplishment, celebration, affection, tying up loose ends, recognition, sense of loss
- Steps to take: help group celebrate and mark the ending, assist members in moving on to other groups

One More Thing. . .

Every time someone new enters a group or a member leaves, the group changes. In effect it becomes a new group -- the development cycle starts all over again.

Needs of the Individual

- Checking out
- Checking in
- Eliciting feedback
- Addressing concerns
- Situational or personal causes

It's All a Matter of Balance

Group maintenance (harmony within the group)

Individual Needs

Task (job to be done)

The End

Questions, Comments, Concerns or Final thoughts

Tuckman's Team & Group Development Model

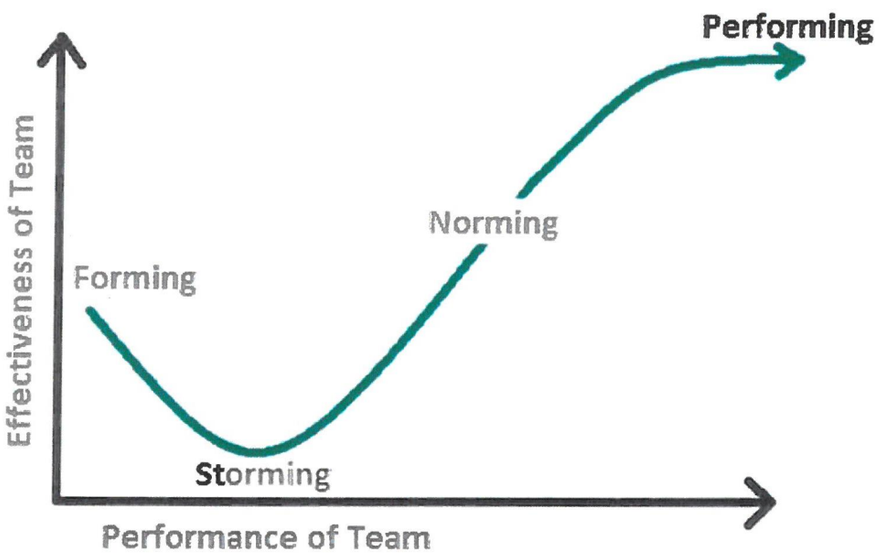


Exhibit D

10 Habits of Highly Effective Councils

January 18th, 2024

Assistant City Manager,
Matthew S. Livingston

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THINK & ACT STRATEGICALLY

- **Council is not simply a policy making body**
  - City Council and their administrative bodies must accept responsibility for shaping the future vision of their communities while meeting the challenges that must be addressed through decisive leadership, shared vision and common goals and objectives
- **Strategic leadership is always forward looking**
  - Starts with a vision and evolves into a definition of the strategic issues that must be mastered to achieve the vision
- **Development of long-range goals is essential**
  - Goals should address strategic issues to meet future vision providing context for decision making and the budgetary basis for successful implementation
- **Important Issues decided at local level**
  - Polls have consistently shown that citizens want local government to decide the issues that are important to them.

Understanding & Commitment to Teamwork

- Sense of purpose and pride
- Clearly understood roles and relationships that unite individual talents and capacities to achieve team performance
- Integration of members who have basic technical, interpersonal, and decision-making competence
- Commitment to team success and performance excellence
- Climate of trust, openness, and mutual respect
- Clear standards of success and performance excellence
- Provide the support, resources, and recognition to achieve success
- Strive to maintain principled and disciplined leadership

MASTER SMALL GROUP DECISION MAKING

An Effective Small Group

Interpersonal Skills *The ability to work well with others*	Task Skills *Knowledge to do the job*	Rational Skills *Ability to deal with issues and problems rationally*
• Listening and Understanding views of others • Constructively confronting and resolving differences • Supporting others & showing respect • Active participation in discussions • Taking "time outs" to discuss how well group members interact	• Knowing the form and role of the organization • Knowing laws, policies, and procedures • Showing civility and good manners • Using professional and technical knowledge	• Selecting, prioritizing the issues to be addressed • Analyzing issues and related facts • Identifying objectives & outcomes • Considering alternative strategies and courses of action • Assessing obstacles and consequences • Reaching consensus decisions • Evaluating and following up

ESTABLISH & ABIDE BY A COUNCIL-STAFF PARTNERSHIP

- *In the Council Manager form of Government, the lines are often blurred between form and function the key is communication and teamwork!*
- For example, while a City Council does set policy it is mostly done in coordination and or often upon recommendation of staff who act as policy advisors
- While the Manager is responsible for day-to-day management and hiring or firing of employees, he or she will often seek input and or request council assistance with major high-level hires such as Chief of Police.

Systematic Evaluation of Policy Implementation

- Highly effective Councils expect periodic feedback on policy results and on possible policy amendments
- Feedback is helpful in understanding policy effect versus intent and can be provided through progress reports, status memos or monthly reports as needed.

Allocate Council Time and Energy appropriately

- There are four council settings or arenas, and each must be appreciated for its purpose and for its contribution to a councils effectiveness they are:
- Goal Setting (retreats etc.)
- Exploration and analysis (Special sessions or Work-sessions)
- Disposition/legislation (Regular public meetings)
- Community relations (interactions with constituents and other agencies)

Set Clear Rules & Procedures for Council Meetings

- Respect other Council members time, thoughts and opinions
- Agree to disagree in a respectful manner (refrain from personal attacks)
- Keep the needs of the Council and community first above self interests.
- Prepare for meetings by keeping and staying informed on meeting agenda items discuss issues in advance of meetings.
- Use the staff and manager and ask questions ideally in advance if you are uncertain of the facts or request being made

Evaluation of Council Performance

- High performing bodies want to know how they are collectively doing
- Constituent feedback is critical in understanding whether the Council is effectively addressing issues.
- Public comments or phone calls a Council member receives are typically not accurate reflections of the entire communities sentiments on issues
- Highly effective boards use tools such as focus groups, surveys and questionaires

Continuous Learning and Development as a Leader

- Highly effective Councils continuously learn as Councils and as individual leaders they seek out training, attend workshops constantly broadening their understanding of various issues and facts

MINUTES OF THE MEETING OF THE GOLDSBORO CITY COUNCIL
JANUARY 22, 2024

WORK SESSION

The City Council of the City of Goldsboro, North Carolina, met in a Work Session in the Large Conference Room, City Hall Addition, 200 North Center Street, at 5:00 p.m. on January 22, 2024.

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

Roll Call.

Present: Mayor Charles Gaylor, IV, Presiding
Mayor Pro Tem Brandi Matthews
Councilwoman Hiawatha Jones
Councilman Chris Boyette
Councilwoman Jamie Taylor
Councilwoman Beverly Weeks
Councilman Rod White

Also Present: Tim Salmon, City Manager
Matthew Livingston, Assistant City Manager
Ron Lawrence, City Attorney
Laura Getz, City Clerk

Adoption of the Agenda. Mayor Gaylor requested the addition of Item J. Resolution Authorizing Applications for Federal and/or State Assistance for the Elmwood Terrace Big Ditch Project to the Consent Agenda. Councilman Boyette made a motion to adopt the agenda as amended. The motion was seconded by Councilwoman Weeks and unanimously carried.

Old Business.

Item a. **Parking Update.** Matt Livingston, Assistant City Manager shared a copy of the proposed placards with Council. Mr. Livingston shared businesses would apply online for a certain number of placards. Greg Mills, Business and Property Specialist shared the proposed placards would allow customers an extra 4 hours to park and businesses would receive 4-5 cards each. Councilwoman Weeks discussed extending the placards for all businesses, not just salons, spas and tattoo parlors. Councilwoman Jones suggested implementing a Policy and Procedure for parking passes. Mayor Pro Tem Matthews asked about enforcement on Saturdays. Mayor Gaylor discussed striping and lighting. Councilman Boyette discussed lighting, safety concerns and police presence downtown. Jonathan Perry, Engineering, shared information about lighting issues in downtown public parking lots.

Councilwoman Taylor made a motion to keep the soft roll out going for 60 days instead of 90 days and at the end of that 60 days, let's go back and look at it again and see if some of these issues have been resolved and if not, we look at what happens instead of 90 days, 60 days. Council discussed the extension of the roll out date and confirmed it would be the end of March 2024. The motion was seconded by Councilman Boyette and unanimously carried. Mayor Gaylor added the extension would allow for time for improvements to be made in off street parking in downtown Goldsboro. He directed the Assistant City Manager to take this time to get off street parking a little more desirable and if there needs to be financial adjustments, to bring them to Council.

Item b. **Goldsboro Police Department Pay Discussion.** Mike West, Police Chief shared a presentation from September 2023 regarding police pay (***Exhibit A***), status of the department and current crime statistics. Council discussed crime and police pay. Councilman Boyette asked Chief West to come back to the next meeting and for council to make a decision at the next meeting. Councilman White asked for the plan to be detailed. Mayor Pro Tem Matthews discussed the city's financial status/budget. Mayor Gaylor asked Chief West to come back at the next meeting with numbers for a March 1 start and what the ramifications would be for the next fiscal year. Mayor Gaylor recommended a pay study for the entire organization. Councilwoman Taylor asked Chief West to add to Plan A, for officers who have been with the city 15-17 years, for compression purposes.

Council consensus was to add the police pay discussion to the work session on February 12 as Old Business.

Item c. **Boards and Commissions Vacancies Discussion.** Mayor Gaylor shared after consulting with councilmembers, he has a potential list for appointments. Council further discussed the appointments. Council discussed the Goldsboro Tourism Council. Ms. Getz will research the General Statute regarding the Tourism Board to see if the statue allows a change in the make-up of the board. Councilman Boyette made a motion to approve the slate as amended and discussed. The motion was seconded by Councilwoman Jones and unanimously carried.

Commission on Community Relations and Development
Reappoint - Washea Lancaster
Appoint - Phyllis Merritt-James
Appoint - Tavis Lofton

Appoint - Jeremy Whitley

Historic District Commission
Reappoint - Thomas Lockamy
Reappoint - Richard Carl Best
Reappoint - Fritz Knack (Full member)
Appoint - Paul Saylors
Appoint - Judith McMillian (Alternate)

Recreation Advisory Commission
Reappoint - Stephanie Brown
Reappoint - Iris P. Robinson
Appoint - Ricardo Ballard
Appoint - Anthony Slater
Appoint - Charles Henry

Mayor's Committee for Persons with Disabilities
Appoint - Joel Bledsoe
Appoint - Crystal Hill
Appoint - Cynthia Green

Goldsboro Planning Commission
Reappoint - Duke Cox
Appoint - Glen Barwick

Goldsboro Tourism Council
Reappoint - Shelia Exum (At-large)
Appoint - Jill Mills (At-large)
Appoint – Roshonda Jones (At-large)
Appoint - Nikkie Cox (Hotelier)

Mayor Gaylor also shared information on a proposed appointment committee which will be made up of three council members.

Consent Agenda Review. Items E – J on the consent agenda were reviewed. Further discussion included the following:

Item E. **Termination of Municipal Maintenance Agreement with NCDOT for Computerized Traffic Signal System.** The item was presented by Jonathan Perry, Engineering Services Manager. Mr. Perry shared the city will still maintain 16 signals and the department installs signs and markings.

Mayor Gaylor shared the state pays some percentage of the salary but not benefits or equipment. He also shared the city will get a position back and office space at city hall. Mr. Perry shared we need to sign the current agreement. DOT is aware that we're going to give the signals back July 1st but there are reimbursements for work that's been completed out in the field, but we cannot get the reimbursements until the agreement is signed.

Item F. **Federal Emergency Management Association's Assistance to Firefighters Grant (AFG) Application.** The item was presented by Brnadon Holland, Assistant Fire Chief.

City Manager Salmon shared this will be a commitment in the next budget that we will have to fund, if approved, but 90% gets paid for, which is a great thing.

Mayor Gaylor recessed the meeting at 6:53 p.m.

CITY COUNCIL MEETING

The City Council of the City of Goldsboro, North Carolina, met in Regular Session in Council Chambers, City Hall, 214 North Center Street, at 7:00 p.m. on January 22, 2024.

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

Archbishop Anthony Slater provided the invocation. The Pledge of Allegiance followed.

Roll Call.

Present:	Mayor Charles Gaylor, IV, Presiding
	Mayor Pro Tem Brandi Matthews
	Councilwoman Hiawatha Jones
	Councilman Chris Boyette
	Councilwoman Jamie Taylor
	Councilwoman Beverly Weeks

Councilman Rod White

Also Present: Tim Salmon, City Manager
Matthew Livingston, Assistant City Manager
Ron Lawrence, City Attorney
Laura Getz, City Clerk

Approval of Minutes. Councilman Boyette made a motion to approve the Minutes of the Work Session and Regular Meeting of December 18, 2023 and the Minutes of the Work Session and Regular Meeting of January 8, 2024. The motion was seconded by Councilwoman Weeks and unanimously carried.

Presentations.

Item B. **Resolution Expressing Appreciation for Services Rendered by Demetrius Cogdell as an Employee of the City of Goldsboro for More Than 19 Years.** ***Resolution Adopted.*** Demetrius Cogdell retires on February 1, 2024 as a Solid Waste Operations Supervisor, with more than 19 years of service with the Sanitation Division of the Goldsboro Public Works Department. Demetrius began his career on July 24, 2002 as a Laborer II with the Public Works Department. On December 10, 2003, Demetrius was promoted to Motor Equipment Operator II with the Public Works Department. On November 28, 2005, Demetrius was promoted to Motor Equipment Operator III with the Public Works Department. On November 10, 2006, Demetrius resigned as Motor Equipment Operator III with the Public Works Department. On September 26, 2008, Demetrius returned to the City of Goldsboro as an Equipment Operator II with the Public Works Department. On March 25, 2015, Demetrius was promoted to Heavy Equipment Operator with the Public Works Department. On August 15, 2018, Demetrius was promoted to Solid Waste Operations Supervisor with the Public Works Department, where he has served until his retirement. Demetrius has proven himself to be a dedicated and efficient public servant who has gained the admiration and respect of his fellow workers and the citizens of the City of Goldsboro. The Mayor and City Council of the City of Goldsboro are desirous, on behalf of themselves, City employees, and the citizens of the City of Goldsboro, of expressing to Demetrius Cogdell their appreciation and gratitude for the service rendered by him to the City over the years and express to Demetrius Cogdell our very best wishes for success, happiness, prosperity, and good health in his future endeavors.

This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 22nd day of January, 2024.

Mayor Gaylor presented the retirement resolution to Demetrius Cogdell. Mr. Cogdell was joined by Rick Fletcher, Public Works Director.

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

RESOLUTION NO. 2024-5 "RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY DEMETRIUS COGDELL AS AN EMPLOYEE OF THE CITY OF GOLDSBORO FOR MORE THAN 19 YEARS"

Public Hearings.

Item C. **SU-18-23 Arcade and Game Room (with no ABC Permits).** ***Public Hearing Held and Findings Adopted.*** The item was presented by Mark Helmer, Assistant Planning Director after being properly sworn in.

ADDRESS: 507 East Ash Street.

PARCEL #: 3509164240

OWNER: Fazwa Alziadi

APPLICANT: Fazwa Alziadi

The applicant requests a Special Use Permit for the establishment of an arcade and game room with no ABC permits on property located within the Central Business Zoning District. This district was established to maintain and strengthen the concentration of commercial, service, residential, and institutional uses that serve the entire community and region. The district encourages a mix of high intensity pedestrian-oriented uses compatibly designed and arranged around the existing compact core.

According to the City of Goldsboro Unified Development Ordinance, Section 5.4, Table of Permitted Uses, arcades and game rooms with no ABC permits are permitted only after obtaining a Special Use Permit from Goldsboro City Council. The UDO has no additional standards for which arcade and game rooms must meet to be considered a permitted use in this district.

The proposed arcade and game room will be located within the existing retail strip center located on the northeast side of the intersection of North Kornegay Street and East Ash Street. This property is approximately 25,000 square foot corner lot with driveway access to North Kornegay Street and East Ash Street. The existing retail center is approximately 8,000 square feet area. Approximately 1,000 square feet will be used by the arcade and game room. The retail strip center has approximately 27 on-site parking spaces to be shared by all the uses in the retail center that include a laundry mat, hair salon, and retail tobacco shop.

The City's Land Use Plan identifies this property as being within the Mixed-Use Downtown land use designation. The Mixed-Use Downtown designation is an identified area that maintains and strengthens the concentration of commercial services that will serve the entire region. The goal of this district is to safeguard the unique architectural character, social activities and cultural value of the Downtown while promoting its continued success and redevelopment.

The proposed arcade and game room was described by the applicant as a family-oriented place of entertainment that would provide classic coin-operated video games and may include pinball. A City Council approved special use permit for an arcade and game room will not allow for the use of electronic gaming machines that include internet sweepstakes, traditional bingo, or bingo-based video games, because these games have their own use category within the City of Goldsboro Unified Development Ordinance. Hours of operation and the number of employee's has been provided by the applicant.

Mr. Helmer shared the following comments: The requested place of entertainment will provide classic coin-operated video games and may include pinball. A City Council approved special use permit for an arcade and game room will not allow for the use of electronic gaming machines that include internet sweepstakes, traditional bingo or bingo-based video games because these games have their own use category within the City of Goldsboro Unified Development Ordinance.

The retail strip center has 17 parking spaces to be shared among the existing laundromat, tobacco store and hair salon. The proposed use of arcade and game room can be considered a low traffic generating use and adequate on-site parking appears to exist at the site.

The applicant has not stated what the hours of operation will be.

Staff has distributed this proposed special use permit to the Goldsboro Fire Department for their review.

Staff is recommending a condition be that no outdoor activities are to take place associated with the arcade and game room with no ABC Permit. All activities and events are to occur inside of the structure.

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

Councilwoman Weeks commented: So, the applicant has not stated again what hours of operation will be?

Mr. Helmer stated no, he has not.

Mayor Gaylor opened the public hearing. No one spoke and the public hearing was closed.

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

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

Item D. **SU-1-24 Kennel and Pet Boarding.** ***Public Hearing Held and Findings Adopted.*** The item was presented by Mark Helmer, Assistant Planning Director after being properly sworn in.

ADDRESS: 1001 North Berkeley Boulevard

PARCEL #: 3519741687

OWNER: Sauls Malissa B Heirs

APPLICANT: Tyler Brennan

The applicant requests a Special Use Permit to establish a business that will include kennel and pet boarding services. The property is located in the General Business (GB) Zoning District. The General Business district is established to accommodate the widest range of uses providing general goods and services to the community. The district is intended to promote high quality, accessible developments serving the needs of the community and surrounding area. There is no minimum lot size.

According to the City's Unified Ordinance (UDO) Article 5, Table 5.4 Permitted Uses, Kennels and Pet Boarding are permitted as a Special Use in the General Business zoning district, provided that City Council, acting as the Board of Adjustment votes to issue the permit.

Frontage: 200 feet on North Berkeley Boulevard

400 feet on US 70 onramp

Area: Lot area 26,590 square feet

Enclosed building area 9,500 Square feet

Zoning: General Business

Vacant commercial building that was once used for an automobile repair facility known as Saul's Wheel and Alignment & Motor Service.

The City's Land Use Plan locates this parcel within the Commercial land use designation. This designation was given based off of proximity to existing major transportation corridors and commercial development. The designation encourages in-fill development at existing commercial sites.

Mr. Helmer shared the following comments: If a special use permit is approved, the approved use will be a change of use and will trigger site plan review by the TRC. The project will be required to show compliance with the City of Goldsboro UDO to include landscaping, sidewalks, striped parking and ADA accessible parking spaces. These site improvements will be a condition of staff approval. Separate sign permits will be required.

In accordance with the Unified Development Ordinance, a special use permit is required to establish a kennel and pet boarding facilities in the General Business zoning business and are subject to the following supplemental standard of the City of Goldsboro UDO, Article 5.5 and include:

1. Any building housing animals shall be located a minimum of one hundred and fifty feet from any residentially zoned or developed property.
2. Animal waste shall not be stored outdoors within one hundred feet of any property line.
3. Areas used for exercising or training of animals shall be securely fenced to prevent the animals from straying.
4. A security fence at least six feet high shall enclose any kennel that is not wholly enclosed with a building.

The applicant has provided a site plan demonstration that all supplemental standards of the City of Goldsboro UDO can and will be met. In addition, the applicant has provided the following information:

- Hours of operation will be Monday-Sunday 6:30AM – 8:00PM
- Employees: 5
- Parking: 14 existing parking spaces

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

Councilwoman Taylor asked what use to be in this building?

Mr. Helmer stated an automotive repair facility. The existing building has two buildings, and both the buildings have multiple bays for automotive repair. Extensive remodeling will occur.

Mayor Gaylor opened the public hearing. No one spoke and the public hearing was closed.

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

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

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

1. Clark Boydston shared comments and concerns regarding the condition of sidewalks and streets (***Exhibit B***).
2. Jill Poythress shared concerns regarding drug and crime issues.
3. Chris Mohr shared concerns regarding parking for the apartment complex on John Street.
4. Katelyn Williams shared comments regarding the Small Batch Craft Event on the agenda.
5. Bran Byrd shared concerns regarding aggressive panhandling and comments regarding the growth of the city.
6. Lauren Sasser Britt shared concerns regarding downtown parking.
7. Mindy Grady shared concerns regarding downtown parking.
8. Willie Battle shared concerns regarding storm drains, sidewalks and the city's street sweeper.

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

Consent Agenda – *Approved as Recommended.* City Manager Tim Salmon presented the Consent Agenda. All items were considered to be routine and could be enacted simultaneously with one motion and a roll call vote. If a Councilmember so requested, any item(s) could be removed from the Consent Agenda and discussed and considered separately. In that event, the remaining item(s) on the Consent Agenda would be acted on with one motion and roll call vote. Item J. Resolution Authorizing Applications for Federal and/or State Assistance for the Elmwood Terrace Big Ditch Project was added to the Consent Agenda during the Adoption of the Agenda. Councilman Boyette moved the items on the Consent Agenda, Items E - J be approved. The motion was seconded by Councilwoman Weeks and a roll call vote resulted in all members voting in favor of the motion.

The items on the Consent Agenda were as follows:

Item E. **Termination of Municipal Maintenance Agreement with NCDOT for Computerized Traffic Signal System.** ***Approved.*** The item was presented by Jonathan Perry, Engineering Manager.

The City of Goldsboro entered into a Municipal Maintenance Agreement with the North Carolina Department of Transportation on February 20, 2018 to contract with the Department for the installation, repair, operations, and maintenance of highway signs and markings, electric traffic signals and other traffic control devices on State Highway System streets within the City of Goldsboro.

The agreement further set forth the basis for reimbursement of expenses incurred in conjunction with the operation of the system, including pro-rated salary of the City's Traffic Engineer.

The City's Traffic Engineer position was vacated on March 17, 2023. The City has advertised for this vacant position since April 2023 with no success in receiving qualified applicants. Due to recent resignations/retirements, the City's Traffic Signal staff stands at two employees.

Staff has been in discussion with NCDOT concerning the termination of the municipal agreement. NCDOT has concurred in the termination of this agreement as of July 1, 2024 at which time, NCDOT will assume the responsibilities. The municipal agreement states that the agreement may be terminated by either party upon thirty (30) days written notice.

Staff has considered the factors surrounding the Traffic Signal Division and recommends termination of the agreement.

It was recommended that Council concur in the termination of the Municipal Maintenance Agreement with NCDOT for Computerized Traffic Signal System effective July 1, 2024. *Consent Agenda Approval. Boyette/Weeks (7 Ayes)*

Item F. **Federal Emergency Management Association's Assistance to Firefighters Grant (AFG) Application.** ***Resolution Adopted.*** The item was presented by Ron Stempien, Fire Chief and Brandon Holland, Assistant Fire Chief.

The Goldsboro Fire Department has been notified that the AFG grant has prioritized emergency communications in this year's funding cycle. Therefore, the Goldsboro Fire Department is looking to replace all 40 of their single band Harris XG75 portable radios. The Harris XG75 radios have been in service since 2010. These radios will be completely discontinued and unserviceable. Therefore, the Goldsboro Fire Department is looking to purchase 40 new dual band radios to replace all current portable radios.

The total amount of the grant application is $398,483.20. The City of Goldsboro would be responsible for a 10% match of the awarded funds. The City's responsibility would be $39,848.32 upon award of grant. The Fire Department will be requesting the necessary matching funds in the FY25 budget, as awards will not be announced until June 2024 and continue weekly until September 2024.

It was recommended that the following entitled resolution be adopted supporting the Goldsboro Fire Department applying for this grant. *Consent Agenda Approval. Boyette/Weeks (7 Ayes)*

RESOLUTION NO. 2024-6 "A RESOLUTION SUPPORTING THE FEDERAL EMERGENCY MANAGEMENT ASSOCIATION'S ASSISTANCE TO FIREFIGHTERS GRANT (AFG) APPLICATION"

Item G. **Updating Section 54.05: Stormwater Utility Service Fees, Rates and Fee Schedule of the Code of Ordinances.** ***Ordinance Adopted.*** The item was presented by Rick Fletcher, Public Works Director.

Section 54.05 of the City's Code of Ordinances explains the stormwater rate system and associated fees for all customers. As such, any rate or fee changes require an official ordinance update.

The City maintains a "Manual of Fees and Charges" that is reviewed and updated annually as a part of the budget ordinance. Including the stormwater rates and fees in the City's Manual of Fees and Charges as part of the budget ordinance would ensure they are reviewed annually. Additionally, any future updates would not require a separate ordinance amendment to be brought before City Council for approval.

It was recommended that Council approve that stormwater rates and fees be included in the City's "Manual of Fees and Charges" and adopt the suggested revisions to Section 54.05: Stormwater Utility Service Fees, Rates and Fee Schedule of the City of Goldsboro's Code of Ordinances, removing the rates and fees as outlined in the following entitled Ordinance. *Consent Agenda Approval. Boyette/Weeks (7 Ayes)*

ORDINANCE NO. 2024-1 "AN ORDINANCE AMENDING CHAPTER 54: STORMWATER MANAGEMENT UTILITY OF THE CITY OF GOLDSBORO'S CODE OF ORDINANCES"

Item H. **Request Authorization to Purchase a Tandem Dump Truck.** ***Resolution Adopted.*** The item was presented by Rick Fletcher, Public Works Director.

The Stormwater Division has two tandem dump trucks – year models 2004 and 2009. Due to their age and condition, a replacement tandem dump truck was authorized to be purchased in the FY23-24 budget.

Purchase of the dump truck has been delayed pending the City's decision regarding whether debt service would be used to acquire equipment authorized to be purchased in the FY23-24 budget. Debt service requires Local Government Commission (LGC) approval while on the Unit Assistance List (UAL).

If we order the dump truck today, it will be scheduled for delivery no earlier than 10 - 12 months. Piedmont Truck Center Inc. can provide a dump truck, through the NC Sheriff's Association, for $171,960 plus NC highway use tax, tag and title fees or approximately $180,000. The Stormwater Utility Fund has sufficient funds to cover the direct purchase.

It was recommended that Council approve the purchase of the Stormwater Division's Tandem Dump Truck from Piedmont Truck Center, Inc., through the North Carolina Sherriff's Association, for $180,000 in the FY23-24 budget. *Consent Agenda Approval. Boyette/Weeks (7 Ayes)*

RESOLUTION NO. 2024-7 "RESOLUTION OF INTENT TO PURCHASE A TANDEM DUMP TRUCK"

Item I. **Departmental Monthly Reports.** ***Accepted as Information.***

The various departmental reports for December 2023 were submitted for Council approval. It was recommended that Council accept the reports as information. *Consent Agenda Approval. Boyette/Weeks (7 Ayes)*

Item J. **Resolution Authorizing Applications for Federal and/or State Assistance for the Elmwood Terrace Big Ditch Project.** ***Resolution Adopted.*** The item was presented by Jonathan Perry, Engineering Services Manager.

The North Carolina State University Coastal Design Lab, as part of the Federal Emergency Management Agency (FEMA) Building Resilient Infrastructure (BRIC) Grant, is making applications on behalf of the City of Goldsboro for Federal and/or State assistance in reference to the Elmwood Terrace Big Ditch Project.

The Big Ditch Project entails implementation of nature-based solutions and infrastructure improvements along the Big Ditch stream corridor that includes approximately 2,300 linear feet of in-stream enhancements, three (3) roadway modifications (e.g. upgraded culverts), and an expanded area of restored floodplain and park space within the Elmwood Terrace property (comprised of 160 housing units owned and managed by the Goldsboro Housing Authority).

The matching funds of $2,000,000 required from the City of Goldsboro have been appropriated in the State's budget.

The funding application to North Carolina Division of Emergency Management (NCDEM) is to request the additional $5,587,040 for the Big Ditch Project. The application process requires the City Council to authorize the City Manager and the Engineering Services Manager to execute and file applications for Federal and/or State assistance on behalf of the City of Goldsboro. As part of the submittal, three (3) governing officials are also required to sign the application. The deadline for filing applications is January 31, 2024. Any funding received would be brought back to the City Council for approval.

It is recommended that the City Council adopt the attached resolution authorizing the City Manager and the Engineering Services Manager to execute and file applications for Federal and/or State assistance on behalf of the City of Goldsboro for the Elmwood Terrace Big Ditch Project. *Consent Agenda Approval. Boyette/Weeks (7 Ayes)*

RESOLUTION NO. 2024–8 "RESOLUTION AUTHORIZING THE CITY MANAGER AND THE ENGINEERING SERVICES MANAGER TO EXECUTE AND FILE APPLICATIONS FOR FEDERAL AND/OR STATE ASSISTANCE FOR THE ELMWOOD TERRACE BIG DITCH PROJECT"

End of Consent Agenda.

<u>Items Requiring Individual Action.</u>

Item K. **Small Batch Craft Event – Temporary Street Closure (March 1, April 5, and May 3).** ***Approved.*** The item was presented by Mike West, Police Chief.

The Small Batch Craft Market, LLC is sponsoring a craft fair to be held downtown to support local artists and makers of goods.

The events will be hosted from 6:00pm – 10:00pm on the 100 block of East Mulberry Street (between Center and John Street) on March 1st, April 5th, and May 3rd of 2024. The Small Batch Craft Market, LLC is requesting the closure of the 100 block of E. Mulberry Street between Center and John Street from 4:00pm – 11:00pm.

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

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

Comments received from Goldsboro City Department Representatives, as noted on the submitted City of Goldsboro Special Events/Parade/Street Closing Permit Application.

Downtown Goldsboro Representative Gregory Mills – "I am signing for Erin who is on leave. Spoke with applicant on 1/10/2024 about concerns with the street closure on Mulberry."

City Manager Tim Salmon – "This request involves multiple for-profit events that should take place at the HUB or Freedom Field. I am concerned about the precedent this would set for other for-profit events on any street downtown."

It was recommended that Council grant the requested temporary street closing of the 100 block of E. Mulberry Street between Center and John Street as stated above.

Council discussed the street closing request.

Mayor Pro Tem Matthews made a motion to approve the street closing request. The motion was seconded by Councilman White. Mayor Gaylor, Mayor Pro Tem Matthews, Councilwoman Taylor and Councilman White voted for the motion. Councilwoman Jones, Councilman Boyette and Councilwoman Weeks voted against the motion. The motion passed 4:3.

City Manager's Report. City Manager Salmon thanked council members and city staff that put together the special meeting on the 18th. He shared he looks forward to the council retreat in February.

Ceremonial Documents.

Item L. **Resolution Expressing Appreciation for Services Rendered by Troy Conner as an Employee of the City of Goldsboro for More Than 25 Years.** ***Resolution Adopted.*** Troy Connor retires on February 1, 2024 as a Traffic Supervisor, with more than 25 years of service with the Goldsboro Engineering Department. Troy began his career on December 9, 1998 as a Building and Traffic Maintenance Worker with the Public Works Department. On July 18, 2001, Troy was promoted to Building and Traffic Maintenance Electrician with the Public Works Department. On January 30, 2007, Troy was promoted to Building and Traffic Maintenance Supervisor with the Public Works Department. On November 4, 2009, Troy was demoted to Signal System Maintenance Supervisor with the Engineering Department. On February 23, 2022, Troy was reclassified to Traffic Supervisor with the Engineering Department where he has served until his retirement. Troy has proven himself to be a dedicated and efficient public servant who has gained the admiration and respect of his fellow workers and the citizens of the City of Goldsboro. The Mayor and City Council of the City of Goldsboro are desirous, on behalf of themselves, City employees, and the citizens of the City of Goldsboro, of expressing to Troy Connor their appreciation and gratitude for the service rendered by him to the City over the years and express to Troy Connor our very best wishes for success, happiness, prosperity, and good health in his future endeavors.

This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 22nd day of January, 2024.

Councilwoman Weeks made a motion to adopt the following entitled resolution. The motion was seconded by Councilman Boyette and unanimously carried.

RESOLUTION NO. 2024-9 "RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY TROY CONNOR AS AN EMPLOYEE OF THE CITY OF GOLDSBORO FOR MORE THAN 25 YEARS"

Item M. **Black History Month Proclamation**

Read by Mayor Pro Tem Matthews: The Goldsboro City Council proclaimed the month of February 2024 as BLACK HISTORY MONTH in the City of Goldsboro and encourage all citizens to observe this month by participating and supporting all festivities celebrating the proud heritage of African Americans.

Item N. **American Heart Month Proclamation**

Read by Councilwoman Taylor: The Goldsboro City Council proclaimed the month of February 2024 as AMERICAN HEART MONTH in Goldsboro, North Carolina and called upon the people of Goldsboro to increase their awareness and understanding of heart disease and to observe this month with appropriate activities and programs.

Item O. **Bill Graham Recognition Proclamation**

Read by Councilman White: The Goldsboro City Council proclaimed, January 19, 2024, as a day of celebration and recognition to BILL GRAHAM for all of his years of service to the City of Goldsboro, County of Wayne, and our Nation.

Mayor and Councilmembers' Comments.

Councilman White had no comments.

Councilwoman Weeks stated the following: I just want to say hello to all the team at the Parks and Recreation department. This Council employed me to go out to the Parks and Recreation department and visit their Ash Street office location and also their maintenance division. Our goal, our desire as a Council is to make contact with as many employees this year as we can, so I just want to thank all of you, mayor pro tem, mayor, all the council for the goodies that you provided me and thank you so much.

Mayor Pro Tem Matthews stated the following: Not too long ago I got a chance to ride on a trash truck with one of the hardest working men in in the department and I can't just single him out because they are all extremely hard working. I wanted to show them my support and actually see the day-to-day operation, so when we have Rick come before us talking about how important it is to get a truck, I can actually see why it's important to get a truck and to see our men and women go out there, go above and beyond what the job description says. It was just really great to see, it was an extremely great experience. If you follow my Councilwoman page, or if you don't, you can see. I posted a lot of pictures and my experience up there. Thank you, Mayor. Y'all have a good night.

Councilwoman Taylor stated the following: I just would like to say that, let it be known that I want you guys to know that I'm aware of the streets and sidewalks within our city and especially in my district. I have a big problem there and so I wanted to let it be known that we hear you and we appreciate your input, and we are going to work on that.

Councilman Boyette stated the following: I echo those same remarks as the Councilwoman next to me. We are really aware of the challenges that the city faces and we're here as a group to say we hear you and we're doing our very best to address these issues as quickly as possible. As you heard tonight, if those of you that were in the work session, we hear our downtown folks' concerns, business owners as well as patrons, as well as employees of these businesses that the parking situation is a work in progress and there's a little ways left to go, which is why I was glad to see that the Council pushed out any enforcement for another couple of months till the hard working folks behind the scenes can continue to try to work that situation out into a manner that's favorable for all concerned. So, I was happy to see that happen. We're aware of the crime concerns, we're aware of those things. There's a lot of things that have been spoken to that citizens are concerned about. That bottom line boils back down to staffing and you've heard some of that tonight, both in the work session as well as here that we have X concern and that concern is primarily due to, in my opinion, a shortage of staff to address those concerns. Why we're short of staff, that's a multitude of different reasons and as I also have mentioned at practically every meeting since being sworn in, I absolutely am committed to our law enforcement concerns, our public safety concerns. We have a lot to address and I'm looking forward to bringing that to a vote at our next meeting, getting the chief what he needs with his department and guess what, there's fourteen other departments I believe that we've got to be concerned with once we can get the Police department taken care of and our chief in a position where he can staff his department back up and make this city safe. We have our sleeves rolled up and ready to move to the next concern and we're going to tackle these concerns and we're going to get them done and please understand that we hear you and we're here to get things done. I also want to just throw out that I, along with every council member here, attended the recent MLK event. What a wonderful event that was and I thoroughly enjoyed that event and was glad that I was able to attend. I also attended the Chambers Annual Banquet this past Friday night. Congratulations to those winners at that event, that was a great event. Last but not least, well two things, last but not least, then I'll say that again, a big thank you to all of our almost 500 hard working city employees. Every single one are out there doing what they do and we need more, as I just spoke to, but we appreciate each and everyone of you and I know that the citizens of this city appreciate each and every one of those employees that work hard for all of us. Last but not least, I've heard a number of issues and people have come to me and expressed a number of concerns they have related to and I was going to bring this up at the retreat, but now it's as good a time as any, related to the appearance of this city. Whether it be sidewalks, whether it be junk cars in a yard that don't belong or whether it be grass on a lot or whatever, sidewalks, different things. The city used to have an Appearance Commission that is no longer in place because frankly there wasn't enough citizens that were interested in being a part of that Commission to keep things going. I've asked the clerk to get me some information, which she has, on that Commission and I'm going to be speaking more on that in the future and I would like to revive the Appearance Commission and at some point in time here in the near future I'm probably going to be sitting here in this position and asking the public to reach out to either myself or the clerk possibly about restarting that Appearance Commission. We're in a staffing situation, we've got to get staff back to address things, from a staff perspective, but please know that we are all concerned with your concerns and we're going to do everything we can to turn things around. Thank you, Mr. Mayor.

Councilwoman Jones stated the following: First, Mr. Clark, I want you to know that as I'm district one city Council, all of us have, but I heard you in my district. Virginia St. north and south Virginia St. and Carolina we have already started working on those streets and we've already started working on Carolina. We did already put a sidewalk from West Haven to downtown which would accommodate those individuals that are on wheelchairs and on walkers and so we hear you and we're going to continue. We are very concerned about safety, not only the crime aspect of it, but safety in walking and being concerned about the disabled individuals that need to walk and that are on scooters and riders so, I did want you to know that north Carolina, north Virginia and south Virginia, we are already aware and we're on it but it takes time and I want to commend everybody that helped me with the sidewalk and getting that particular sidewalk done and we hear you sir. I also

would like to commend the Community Relations and Commission and the MLK committee for an excellent MLK celebration. I was so proud of my Council because everybody was there and it really made me feel good to see you guys there and I know that Mayor Pro Tem sacrificed because she had something else to do but she made sure that she attended as well so we all were there and that really made me feel good and thank you so much for the great support. GWTA, I've had the opportunity, when I lived in DC it was called Metro and I rode on the Metro, so I sometimes I'll call it Metro, but I have ridden on those buses, vans, I went to the mall on it. I was having a good time, and I met some really good people. I met some of my constituents, that I have not met before. They do an excellent job and there's so many employees that they work a double shift just to make sure that our people, that don't have transportation, get where they need to get. They are clean and I wanted you to know that I did post a picture, but I didn't post a whole lot of pictures, but I was able to do that and I would like for everybody to just please stay safe and stay healthy. COVID is back on the rise and as Laura knows, I listen to all the Good Health Wins stuff so I can share those things with you sometime. I am very proud of the staff. I'm appreciative of our policemen and as you saw tonight and when we went to our workshop, we are concerned about safety and I do want us to go through policies and procedures but I do want our citizens to feel safe where they are whether it's the firemen coming to put out a fire or whether it is a policeman being there for them. Thank you.

Mayor Gaylor stated the following: A huge thank you to the volunteers that helped make the MLK luncheon a success. That was the first one since pre COVID that was been able to be live, in person and it truly was a huge success. Thank you to the venue, The First Church, of course all the different volunteers that go into making those things work, it was a tremendous amount of effort and next, the knobs and levers of municipal government are complex and they're intertwined. The last couple of years on Council, I was really proud of the concerted effort, that even though we weren't able to get as much of it as we wanted, that staff and a lot of different department heads, were able to put in time to pursue grant funding for different things. Part of the sidewalk project that was alluded to a moment ago, that was specific lobbying work that you were able to pull together with some of your some of your allies and those relationships that you had in place to be able to make sure that was a priority that you could touch. With our police and fire pursuing grants more and more, with the watershed that we discussed earlier in the work session, that's going to be a major $7 million project that is going towards rebuilding an entire section of our Big Ditch in a way that is esthetically attractive and will improve the quality of life over there, adding a park feature. We have an incredible amount of financial constraints and financial obligations. What I appreciate and what I want to implore our incredibly dedicated city staff and administration, to continue doing is continue trying to find ways to leverage these dollars. I know you already do, I'm just saying it so the public is hearing and understanding it. We recognize that somethings you just got to pay with good old-fashioned general fund dollars, it is what it is, but it's not lost on us that is expensive, that is our local tax base and that we need to leverage that as much as possible to be able to do the things we need to do.

Closed Session.

Councilwoman Weeks made a motion to go into Closed Session to discuss Personnel and State Audit. The motion was seconded by Councilwoman Taylor and unanimously carried.

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

Mayor Gaylor recessed the meeting at 11:15 p.m. to be held on Tuesday, January 23, 2024 at 8:00 p.m. in the Council Chambers.

Charles Gaylor, IV
Mayor

Laura Getz
City Clerk

Exhibit A

GOLDSBORO POLICE DEPARTMENT

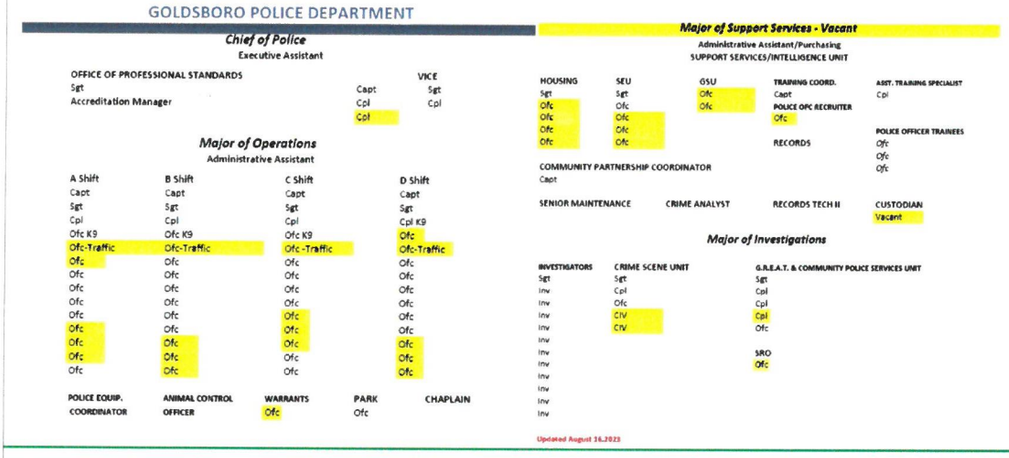
Michael D. West, Chief of Police

September 5, 2023

GOLDSBORO
BE MORE DO MORE SEYMOUR

www.goldsboronc.gov

VACANCIES



VACANCIES

Type of Separation (Sworn)	2020	2021	2022	Total (last 3 years)
Retirement	4	1	3	8
Terminated	2	0	1	3
Other LE Agency	5	8	7	20
Other Career/Education	0	5	1	6
Other/Undisclosed	6	4	2	12
Total	17	18	14	49

	2020	2021	2022	Total (last 3 years)
# Hired	7	7	11	25

CRIME DATA

PART I CRIMES	2022	2023	Trend
Month (July)	168	213	+27%
YTD (July)	1122	1273	+13%

CLEARANCE RATES	2022	2023	Trend
Month (July)	10%	8%	-2%
YTD (July)	10%	13%	+3%

SHOTSPOTTER	2022	2023	Trend
Month (July)	37	112	+202%
YTD (July)	302	476	+57%

SALARY COMPARISONS

ENTRY BASE	Goldsboro	WCSO	Wilson	Princeton	Kinston	Garner	Clayton	Smithfield	Raleigh	Chapel Hill
2022	$38,505	$41,000	$41,064	$45,379	$40,278	$47,060	$45,404	$42,416	$42,300	$50,000
2023	$41,239	$50,000	$49,859	$45,379	$40,278	$54,708	$61,522	$48,789	$50,301	$50,000

Other Agency Incentives:

- Wilson offers higher incentives for probation, progression, sworn service, military service, education
- Princeton offers higher incentive for probation
- Kinston offers higher incentive for progression
- Raleigh offers higher incentives for experience and education
- Chapel Hill offers higher incentives for language, education, POPAT, Advanced LE certificate

Current GPD Incentives:

- CJ Standards Probation = 5%
- Sworn service/ military service = 1%/year
- Career Progression I, II, Senior = 5% (each level)
- Education = 2.5% to 5%
- Language = 5%
- FTO = 5%
- K9 Officer = 5%
- Traffic Officer = 5%

PROPOSAL A

Position		Current Pay Grade/Salary		Proposed Pay Grade	
61/41	Police Officer	73	$41,239.41 - $65,158.27	77	$50,126.76 - $79,200.28
23	Corporal	76	$47,739.77 - $75,428.84	79	$55,264.75 - $87,318.31
11	Sergeant	77	$50,126.76 - $79,200.28	81	$60,929.39 - $96,268.44
8	Captain	80	$58,027.99 - $91,684.23	83	$67,174.65 - $106,135.96
3	Major	85	$74,060.06 - $117,014.89	86	$77,763.06 - $122,865.64
1	Chief	89	$90,020.46 - $142,232.33	89	$90,020.46 - $142,232.33
107	Total		$5,613,904.31 Budget Adopted $5,787,592.80		$6,619,274.02
					(-831,681.22)

PROPOSAL B

Position		Current Pay Grade/Salary		Proposed Pay Grade	
61/41	Police Officer	73	$41,239.41 - $65,158.27	76,77,78,79	$47,739.78 - $75,428.85
23	Corporal	76	$47,739.77 - $75,428.84	79	$55,264.75 - $87,318.30
11	Sergeant	77	$50,126.76 - $79,200.28	81	$60,929.39 - $96,268.45
8	Captain	80	$58,027.99 - $91,684.23	83	$67,174.65 - $106,135.97
3	Major	85	$74,060.06 - $117,014.89	86	$77,763.06 - $122,865.64
1	Chief	89	$90,020.46 - $142,232.33	89	$90,020.46 - $142,232.33
107	Total		$5,613,904.31 Budget Adopted $5,787,592.80	* no merit	$6,104,577.80* $6,127,528.51
					(-$490,673.49) *Projected (-$339,935.71) Adopted

FUNDING

Lapse Salaries/Unused Funding	
Delayed promotion (FY 25) of Major vacancy	$83,448.75
12 funded Officer and 1 Corporal vacancy for 6 months (Jan 1, 2024)	$242,251.77
6 funded Officer and 1 Corporal vacancy for 6 months (July 1, 2024)	$132,849.06
Total Lapse Salaries for 12 months (July 1, 2024)	$458,549.58
Promotional Assessment for Major	$25,000.00
Total Funding	$483,549.58

COST PROPOSAL A

FY 24	ADOPTED All positions funded except (20) frozen	PROJECTED	DIFFERENCE
Approx. Salaries July 1 - September 30, 2023	$1,446,898.20	$1,264,585.35	+$182,312.85
Approx. Salaries October 1 - December 30, 2023 (Includes 21.55% increase effective October 1 for all sworn officers, excluding Chief of Police)*	$1,446,898.20	$1,462,460.13 Vacant: Major, Corporal, (12) Officers	-$15,561.93
Approx. Salaries January 1-June 30, 2024 (Includes 21.55% increase and hiring 6 officers January 1)	$2,893,796.40	$3,075,099.26 Vacant: Major, Corporal, (6) Officers	-$181,302.86
Total Approx. Salaries through FY 2024*	$5,787,592.80	$5,802,144.74	-$14,551.94
Approx. Benefits July 1 - September 30, 2023	$416,142.79	$341,438.04	+$74,704.74
Approx. Benefits October 1 - December 30, 2023	$416,142.79	$394,864.23 Vacant: Major, Corporal, (12) Officers	+$21,278.55
Approx. Benefits January 1-June 30, 2024	$832,285.58	$830,276.80 Vacant: Major, Corporal, (6) Officers	+$2,008.78
Total Approx. Benefits through FY 2024 (+27%; Line Items 1810, 1820, 1821, 1822)	$1,664,571.16	$1,566,579.07	+$97,992.07
Total Salaries and Benefits	$7,452,163.96	$7,368,723.81	+83,440.13

COST PROPOSAL B

FY 24	ADOPTED All positions funded except (20) frozen	PROJECTED	DIFFERENCE
Approx. Salaries July 1 - September 30, 2023	$1,446,898.20	$1,264,585.35	+$182,312.85
Approx. Salaries October 1 - December 30, 2023 (Includes 10% increase or minimum of new pay grade effective October 1 for all sworn officers, excluding Chief)*	$1,446,898.20	$1,350,156.87 Vacant: Major, Corporal, (12) Officers	+96,741.33
Approx. Salaries January 1-June 30, 2024 (Includes 10% increase or minimum of new pay grade and hiring 6 officers January 1)	$2,893,796.40	$2,843,342.12 Vacant: Major, Corporal, (6) Officers	+$50,454.28
Total Approx. Salaries through FY 2024*	$5,787,592.80	$5,458,084.34	+329,508.46
Approx. Benefits July 1 - September 30, 2023	$416,142.79	$341,438.04	+$74,704.74
Approx. Benefits October 1 - December 30, 2023	$416,142.79	$364,542.35 Vacant: Major, Corporal, (12) Officers	+$51,600.43
Approx. Benefits January 1-June 30, 2024	$832,285.58	$767,702.37 Vacant: Major, Corporal, (6) Officers	+$64,583.21
Total Approx. Benefits through FY 2024 (+27%; Line Items 1810, 1820, 1821, 1822)	$1,664,571.16	$1,473,682.76	+190,888.38
Total Salaries and Benefits	$7,452,163.96	$6,931,767.10	+$520,396.84

COST

FY 25 PROPOSAL A ALL FUNDED (except 20 frozen)	ADOPTED	PROJECTED	DIFFERENCE
Total Approx. Salaries through FY 2024	$5,787,592.80	$6,626,434.82	-$838,842.02
Total Approx. Benefits through FY 2024 (+27%; Line Items 1810, 1820, 1821, 1822)	$1,664,571.16	$1,789,137.40	-$124,566.24
Total Salaries and Benefits	$7,452,163.96	$8,415,572.22	-$963,408.26

FY 25 PROPOSAL B ALL FUNDED (except 20 frozen)	ADOPTED	PROJECTED	DIFFERENCE
Total Approx. Salaries through FY 2024	$5,787,592.80	$6,127,528.54	-$339,935.74
Total Approx. Benefits through FY 2024 (+27%; Line Items 1810, 1820, 1821, 1822)	$1,664,571.16	$1,654,432.71	+$10,138.45
Total Salaries and Benefits	$7,452,163.96	$7,781,961.25	-$329,797.29

QUESTIONS

Thank you for your time.

Chief Michael D. West
mwest@goldsboronc.gov
Office: 919-580-4231

Exhibit B

Multi-year street and sidewalk improvement project

As I stated at the December 4th 2023 City Council meeting - many streets and sidewalks within the "inner city" districts are in poor repair. My term "inner city" refers to that area East and West of the downtown business district. Some sidewalks in Goldsboro are in such poor condition that elderly and those confined to wheelchairs are unable to navigate them safely. Many are seen daily riding wheelchairs in the streets, where they have to compete with automobile traffic, just to visit friends or shop for necessities. This unhealthy circumstance resulted from decades of official neglect by elected and appointed city officials.

Many streets within this "inner city" area are full of pot holes, some created by weather conditions and others created by unprofessional repair efforts. How many times have you seen the street surface torn up for water/sewer connections and "repaired" in such a poor manner that it becomes a huge pot hole soon thereafter. This would seem to be the result of untrained city staff or insufficiently supervised private contractors. In either case, our city officials are responsible for demanding professional performance from all who are involved in street/sidewalk repair and maintenance.

Are these deficiencies the result of a lack of funds or a lack of interest?

When the city officials wanted a new police station they found the funds. When city officials wanted a new fire station they found the funds. When city officials wanted a renewed city center they found the funds. When city officials wanted to renovate the "Old Courthouse" they found the funds When city officials wanted a large new "sports park" they found the funds. When city officials wanted to replace the Herman Park Center with a multi million dollar building the public reaction to this idea was negative – yet it may still happen. The citizens of Goldsboro do have influence when the proposed spending of taxpayer funds for "beautification" projects get out of hand.

While many of the infrastructure projects completed over the past few years have value, most benefit few residents. An investment in good roads and sidewalks will benefit all residents and visitors. Now is the time for a commitment from all City Councilors and City Officials to develop and implement a multi-year transportation infrastructure improvement plan.

Such a multi-year project has been implemented by many cities around this country. Examples and copies of successful projects, most taking advantage of state and federal grants, are available for review over the internet.

I suggest the City Council establish a steering committee composed of interested stakeholders where the merits of a multi-year "Goldsboro Transportation Infrastructure Improvement Project" plan can be discussed and more fully developed that can result in the allocation of first year funding in next years budget.

Why has this not been accomplished in the past? Well first you have to want to! When you want to do something you become creative and find ways to make it happen. When you don't want to do something you can find every possible excuse to avoid action.

Do you want to?

https://www.garnernc.gov/departments/engineering/capital-improvement-program/street-and-sidewalk-projects

https://www.greenvillenc.gov/government/public-works/major-projects/street-resurfacing

https://www.apexnc.org/DocumentCenter/View/38142/Advance-Apex-The-2045-Transportation-Plan?bidId=

https://www.walpole-ma.gov/engineering/pages/walpole-complete-streets-project

Clark Boydston
ccbebsnh@yahoo.com
603-986-2078

Multi-year Street & Sidewalk Improvement Project

If you don't want to – find excuses

Lack of funds

Lack of interest

To accomplish anything
First you have to want to!

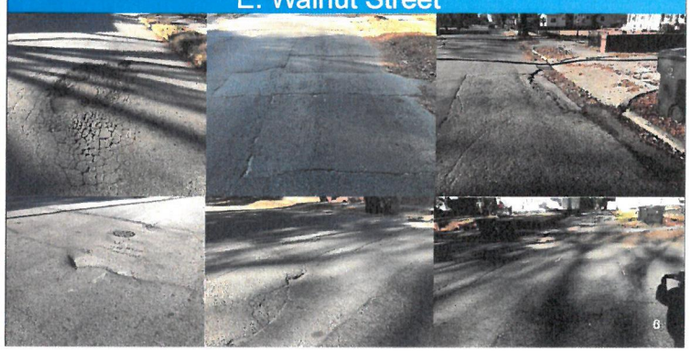
Intersection Leslie & E Mulberry Street

100 block N. Williams Street

E. Walnut Street Left – S. Kornegay - Right

N. & S. Virginia Street

E. Walnut Street



E. Walnut Street - Sidewalks

Multi-year Street & Sidewalk Improvement Project

What to do NOW!!

Pass resolution of support

Appoint Steering Committee

Determine What, Where, How Much

Fund First year Budget - THIS YEAR!!

MINUTES OF THE RECESSED MEETING OF THE GOLDSBORO CITY COUNCIL
JANUARY 23, 2024

The City Council of the City of Goldsboro, North Carolina, recessed from a Regular Meeting on Monday, January 22, 2024, to meet on Tuesday, January 23, 2024 at 8:00 p.m. in Council Chambers, City Hall, 214 North Center Street.

Mayor Gaylor called the meeting to order at 8:00 p.m.

Councilwoman Taylor asked for clarification on the police salary discussion on Monday, January 22, 2024. Mayor Gaylor, Councilman White, and Councilman Boyette commented regarding the police salaries item. They shared once there was an updated plan submitted at the next meeting, there would be a vote. City Manager Salmon asked if Council's request was for a cost to execute the plan for the rest of this year, and what it will cost for the next fiscal year. Councilwoman Weeks shared she didn't care about the cost, and that safety is a priority for our citizens. Councilwoman Jones agreed safety was a top priority and the citizens need to feel safe. Mayor Gaylor restated the request to City Manager Salmon: March 1, Plan A, trimming frozen positions, getting a number in front of Council that is fully transparent so that the public is aware of what they are voting on and having that ready at the next Council meeting.

Present: Mayor Charles Gaylor, IV, Presiding
Mayor Pro Tem Brandi Matthews
Councilwoman Hiawatha Jones
Councilman Chris Boyette
Councilwoman Jamie Taylor
Councilwoman Beverly Weeks
Councilman Rod White

Also Present: Tim Salmon, City Manager
Ron Lawrence, City Attorney
Laura Getz, City Clerk

Closed Session.

Councilman Boyette made a motion to go into Closed Session for matters related to Personnel and Audit. The motion was seconded by Councilwoman Weeks and unanimously carried.

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

There being no further business, the meeting adjourned at 1:42 a.m.

Charles Gaylor, IV
Mayor

Laura Getz
City Clerk

GOLDSBORO
BE MORE DO MORE SEYMOUR
North Carolina

200 North Center Street, 27530
P 919.580.4362

GOLDSBORO HIGH SCHOOL LADY COUGARS 2024 BASKETBALL TEAM
PROCLAMATION

WHEREAS, Goldsboro High School and its affiliated athletic teams are cornerstones in the culture and history of Goldsboro; and

WHEREAS, this has been a phenomenal season for the Goldsboro Lady Cougars, also known as the Cougarettes, having completed their season with a conference record of 9-2, and an overall record of 23-3; and

WHEREAS, this record placed them second in their conference and took them to the second round of the NCHSAA State Playoffs; and

WHEREAS, the team was led by its leading scorer, sophomore Aziyah Boyer (406); its leading offensive rebounder, sophomore Aziyah Boyer (112); its leading defensive rebounder, junior Des'Myah Croom (151); its assist leader, senior Nashiyah Williams (86); its steals leader, senior Nashiyah Williams (95); and its blocks leader, sophomore Aziyah Boyer (62); and

WHEREAS, success on the court was mirrored in the classroom as evidenced by many ladies being included on the school's Honor Rolls and Principal's list, with multiple ladies having GPA's over 4.0, and through a cumulative team GPA of 3.93; and

WHEREAS, these ladies are also leaders of clubs and organizations at Goldsboro High School such as the Fellowship of Christian Athletes, the Student Government Association, as well as actively participating in the school's blood drives.

NOW, THEREFORE BE IT RESOLVED, that the Goldsboro City Council does hereby proclaim March 4, 2024, as a day of congratulations and recognition for the

GOLDSBORO HIGH SCHOOL LADY COUGARS 2024 BASKETBALL TEAM

and the manner by which these ladies exemplify the high standards expected of student athletes as they balance the demands of sports, academics, and leadership in the community. Cougar Pride!

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the City of Goldsboro, North Carolina, this 4th day of March, 2024.

CITY OF GOLDSBORO INCORPORATED 1844 - 1891

Charles Gaylor, IV
Mayor

HOPE
RESTORATIONS

RESTORING HOPE

ONE LIFE
ONE HOME
ONE NEIGHBORHOOD AT A TIME

OUR MISSION

HOPE RESTORATIONS AIDS ADULTS IN THEIR RECOVERY FROM ADDICTION AND/OR INCARCERATION BY PROVIDING JOB SKILL TRAINING, TRANSITIONAL HOUSING, AND OTHER REENTRY SUPPORT.

OUR WORK INVOLVES ACQUIRING DETERIORATING HOUSES IN THE COMMUNITY AND EQUIPPING OUR PROGRAM PARTICIPANTS WITH THE SKILLS TO RESTORE THESE HOUSES TO MODERN STANDARDS.

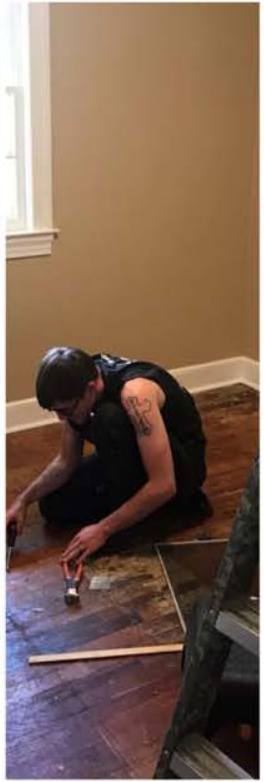
OUR INITIATIVES PROVIDE SAFE, AFFORDABLE, ENERGY-EFFICIENT HOUSING AVAILABLE TO RENT BELOW FAIR MARKET VALUE TO LOW-INCOME FAMILIES.

HOUSE OF HOPE
for Women

HOPE RESTORATIONS

HOUSE OF HOPE for Men

THE PROCESS...



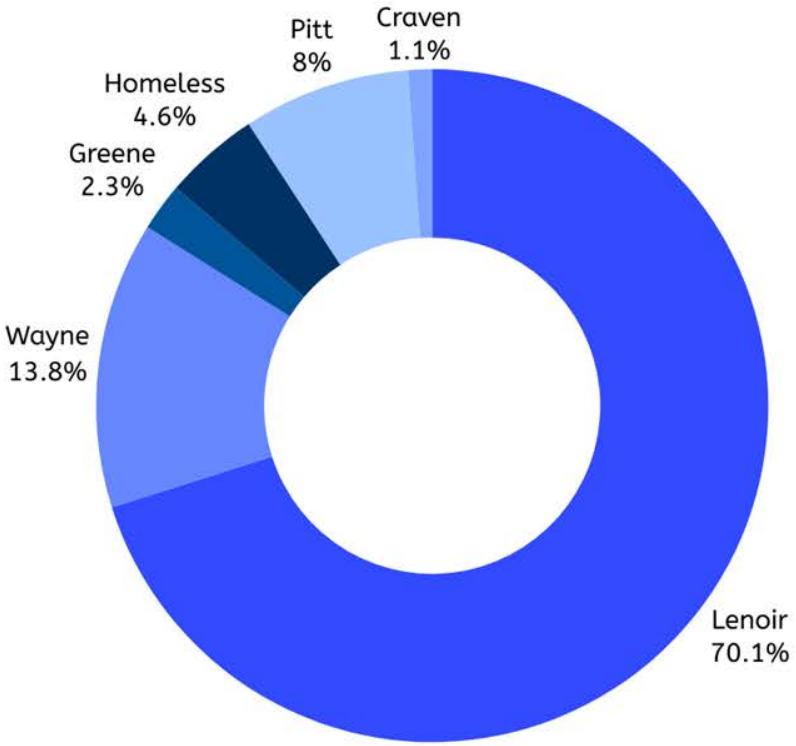
HOPE RESTORATIONS

THE PRODUCTS!

OUR FIRST WAYNE CO. RENOVATION

807 NILE ST, GOLDSBORO

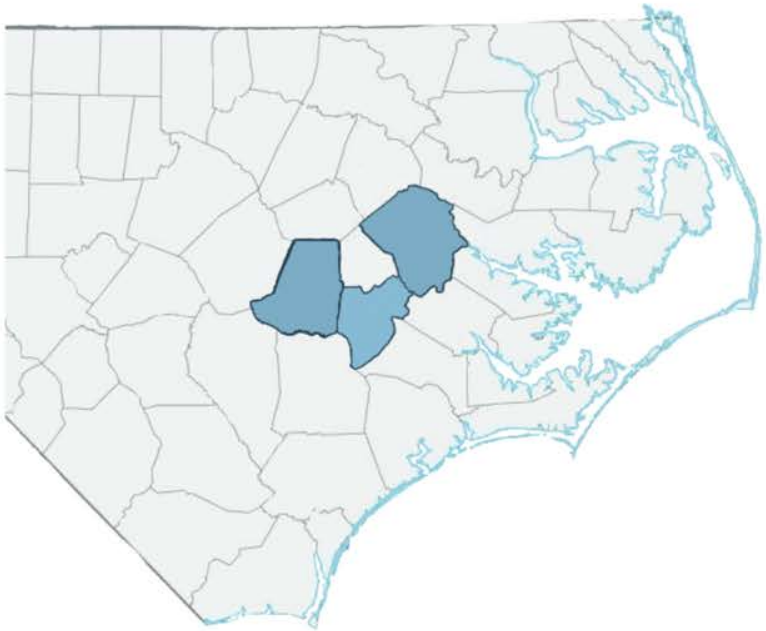
HOPE RESTORATIONS



% OF INDIVIDUALS ASSISTED BY OUR PROGRAMS

REGIONAL EXPANSION

WE ARE EAGER TO EXTEND OUR REACH; TAKING ACTION WITH YOUR COMMUNITY TO RESTORE HOPE, REBUILD LIVES, AND CREATE LASTING CHANGE!



HOPE RESTORATIONS

HOPE
RESTORATIONS

CONTACT US

(252) 520-9975

HOPERKINSTONNC@GMAIL.COM

611 MITCHELL ST, KINSTON, NC 28501

LIKE & SHARE THE MISSION

VISIT HOPERESTORATIONSNC.ORG

City of Goldsboro & the Commission on Community Relations & Development invite you to attend the…

34th Annual Dr. Martin Luther King Jr. Luncheon

Monday, January 15, 2024 at 12:00pm
(Doors Open at 11:00am)

The First PH Church, 1100 The First Church Road, Goldsboro, NC 27534

Admission is $30.00/Ticket (Admit One)

Purchase tickets at City Hall, online at goldsboronc.gov, or from a member of the Commission on Community Relations & Development

GOLDSBORO BE MORE DO MORE SEYMOUR North Carolina

You can purchase a sponsorship in the souvenir program booklet. Sponsors will have their name or business logo in the booklet. Direct all questions to the Community Relations & Development Department at (919)580-4360.

Deadline to purchase tickets is January 5, 2024, and sponsor requests/payments are due by December 1, 2023.

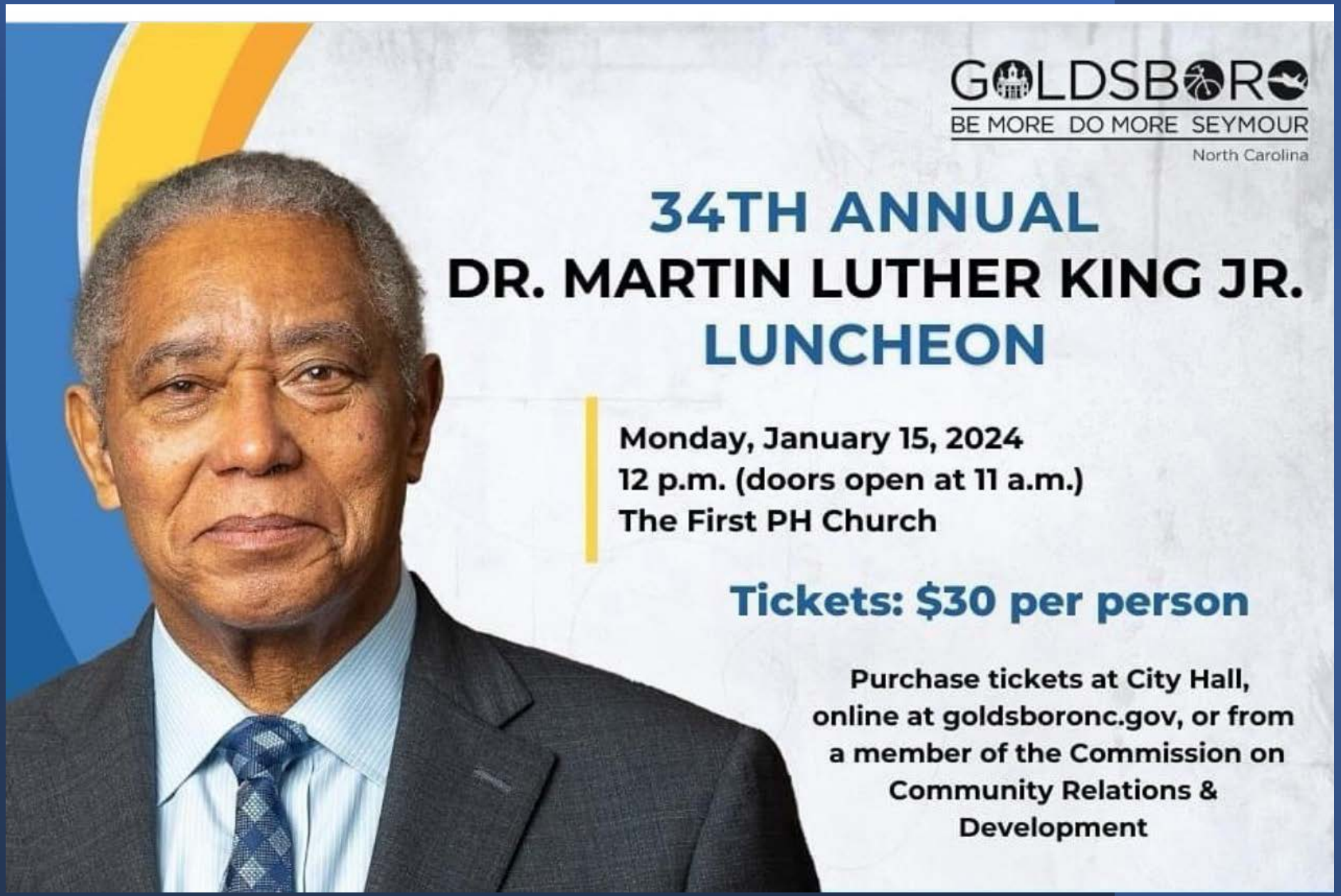
The City of Goldsboro
Commission on Community Relations and Development
host
the 34th annual

Dr. Martin Luther King, Jr. Luncheon

12 Noon

The First Church
1100 The First Church Road
Goldsboro, NC. 27534

GOLDSBORO
BE MORE DO MORE SEYMOUR
North Carolina


GOLDSBORO
BE MORE DO MORE SEYMOUR
North Carolina
34TH ANNUAL
DR. MARTIN LUTHER KING JR.
LUNCHEON
Monday, January 15, 2024
12 p.m. (doors open at 11 a.m.)
The First PH Church
Tickets: $30 per person
Purchase tickets at City Hall, online at goldsboronc.gov, or from a member of the Commission on Community Relations & Development

Commission on Community Relations and Development- Chair (center) Terri Bradley

MLK Subcommittee: Left to Right: Marcus Lewis, Felecia Williams,(Community Relations Director) Amber Tyler, Washea Barnett, Carole Battle, (Chair) Pastor Elliott, Councilman Roderick White – Councilwoman Hiawatha Jones(not pictured)

GUEST
HOME
TIME
MLK

Letter From Our Mayor

34th Annual Dr. Martin Luther King Jr. Luncheon

LETTER FROM THE MAYOR

Mayor Charles Gaylor IV

Mayor, City of Goldsboro

GOLDSBORO
BE MORE DO MORE SEYMOUR
North Carolina

January 15, 2024

Greetings,

On behalf of the City of Goldsboro, welcome to the 34th Annual Dr. Martin Luther King, Jr. Celebration. Each year, we are pleased to gather in honor of Dr. King's legacy, his Dream, and his tireless efforts for equality in America.

The theme for 2024 is, **"The time is always right to do what is right, while striving for the dream."** This theme speaks to each of us differently, as we all see the world through our own circumstances, experiences, and teachings. However, what I hope each of us will glean from these words is the urgency of doing what is right. It is an immediate call. It is a call where procrastination inherently blurs the very essence of what it means to do right.

In American legal theory, there is a similar tenant that refers to the necessity of expediency and timeliness. This core tenant taught in every law school was echoed in Dr. King's Letter from Birmingham Jail where he writes, "Justice too long delayed is justice denied."

Delaying what is just--what is right--for too long is never right, and never just. There is no benefit from waiting. The time is right to stand firm to our American ideals and shamelessly pursue a stronger, more unified city, county, state, nation, and world. We must receive this call and act now.

Today's event is the work of so many dedicated public servants. Thank you to the Martin Luther King, Jr. Day Celebration Committee of the Commission on Community Relations and Development. Thank you to the volunteers who have put in the work to allow for such a meaningful gathering.

As we depart this time together, I hope that we choose to remember the urgency in today's theme, and in Dr. King's message. The time is always right to do what is right. Do not wait.

With Best Regards Always,

Charles P. Gaylor, IV
Mayor
City of Goldsboro

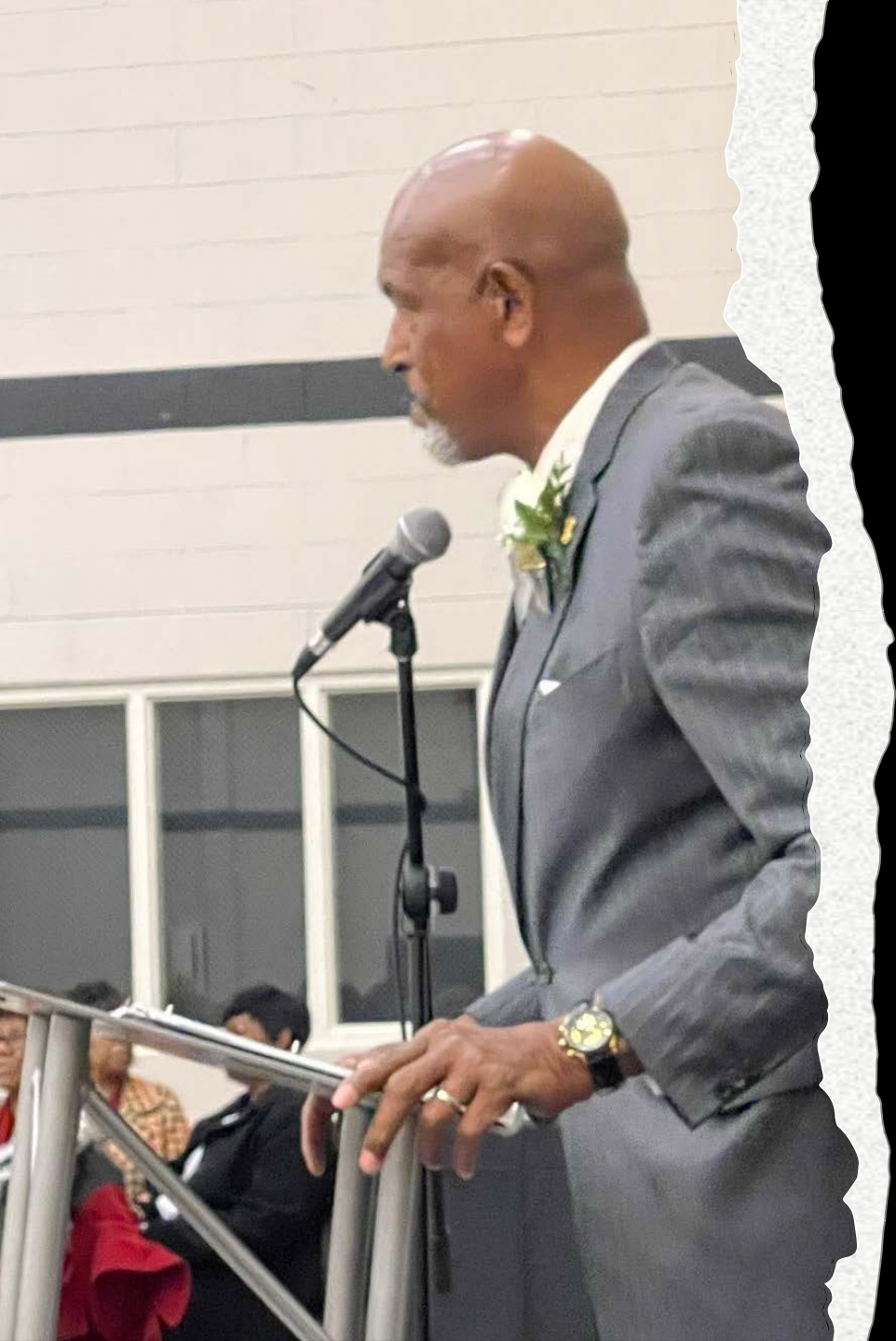
MMM

Coca-Cola
TIME

KITCHEN

Coca-Cola
ALWAYS PART OF YOUR TEAM!
GUEST
HOME
BONUS
BONUS
12
TIME
24
POSS

EXIT



The Challenge

- *Brigadier General Arnold N. Gordon-Bray*
- *USA (Retired) Brigadier General*

Mr. Jashaun Peele

- *Saxophonist*

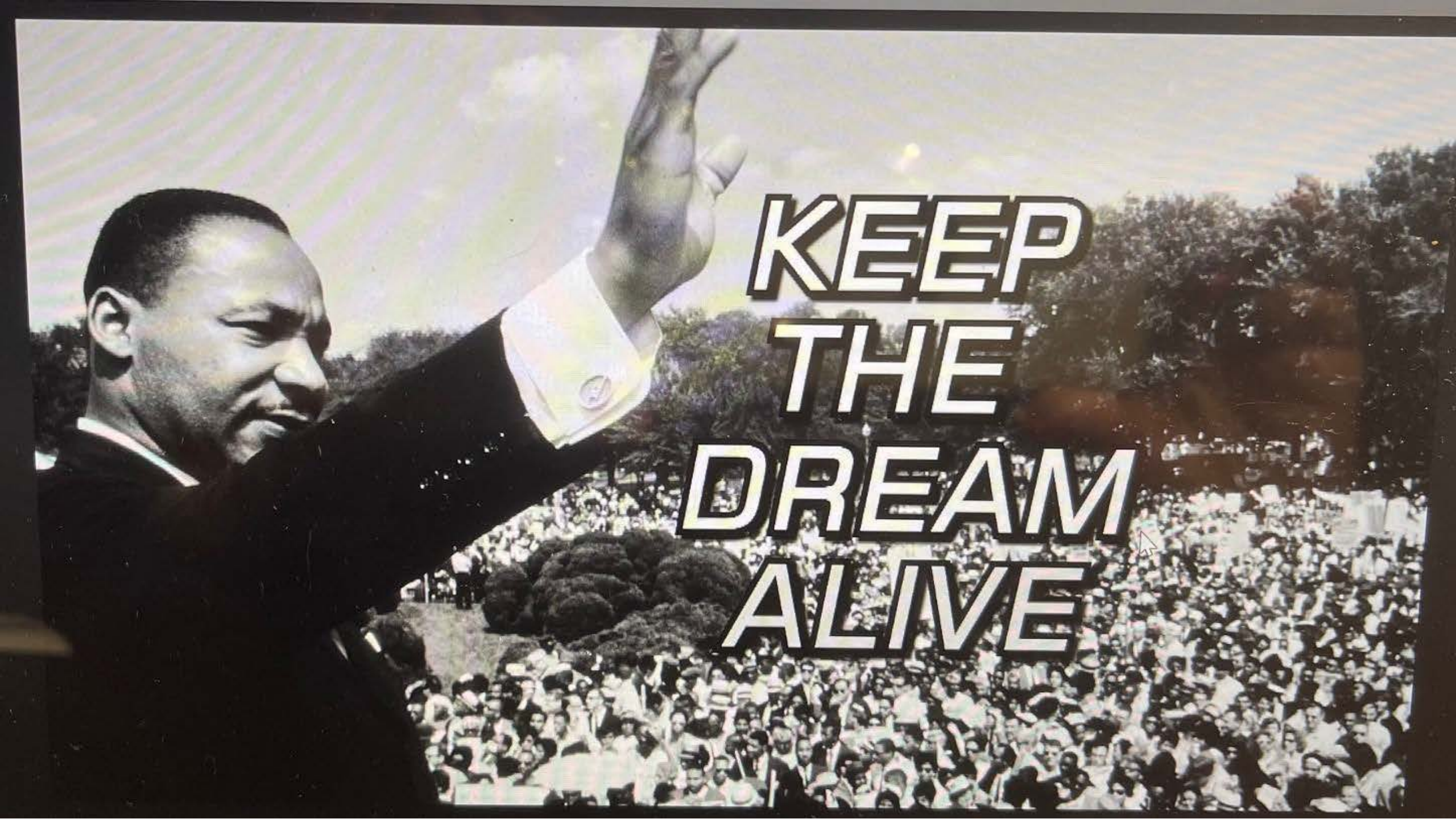
Donna Countryman

- Ringing of the Bells

MLK Luncheon
Revenue & Expenses

Expenditures	Expenditure Total
Catering (Carl &Chelle's)	$11,545.15
Decorations (Sharon By Design)	$2,800.00
Program Booklet Print(Accu Copy)	$689.34
Entertainment (J. Peele\Sax)	$450.00
Corsages, Boutonniere, Unity Candle(Pine Florist)	$229.26
Engraved Pen Set for Keynote Speaker (Christian Sol)	$50.16
MLK Sponsorship letter -Postage	$165.06
Total	$15,928.97

Revenue Total: 15,882.66
MLK Balance:-$46.31
Balance Paid: $46.31 paid by Carole Battle
MLK Balance: 0
*** No seed money or monies provided by the City for the 2024 MLK Luncheon


KEEP
THE
DREAM
ALIVE

The MLK luncheon subcommittee would like to thank everyone that helped to make this luncheon a success.

The City of Goldsboro

Commission on Community Relations and Development

Felicia Williams, Community Relations Director
Alan Williams

First Pentecostal Holiness Church
Sponsors
Curtis media
Goldsboro news august
Goldsboro Participants
Attendees
Sisters by design
Carl & Chelle's Grill Room
Pinewood Florist
ACCU Copy

34th Annual Dr. Martin Luther King Sponsorships

Item E

CITY OF GOLDSBORO
AGENDA MEMORANDUM
MARCH 4, 2024 COUNCIL MEETING

SUBJECT: Amending a Capital Project Fund Ordinance – Street Improvements Capital Project Fund (G1105)

BACKGROUND: On August 18, 2018, City Council established the Street Improvements Capital Project Fund to administer street improvements construction funded by general obligation bonds in the amount of $4,500,000 sold on July 24, 2018. The project was amended on June 17, 2019 and again on May 17, 2021 to appropriate additional revenues from general obligation premiums, investment income and a transfer from the general fund to complete various paving projects.

DISCUSSION: At this time the Engineering department has requested additional funding to finish the 2023 resurfacing project contracted with Daniels, Inc. Within the G1105 fund there are amounts that can be appropriated to help fund the final change order, and also close out the project.

It is necessary to appropriate revenues earned on the investment of the debt proceeds in the amount of $1,973.34 and revenues from general obligation bond premiums in the amount of $100.50. This will fund street construction cost in the amount of $2,073.84.

The fund will be closed after all payments have been made to the vendor, and after all sales tax reimbursements have been received by the city. The total project spend will be $5,050,596.09.

RECOMMENDATION:

1. By motion, Council adopt the attached Capital Project Ordinance amendment for the Street Improvements Capital Project Fund (G1105) in the amount of $2.073.84.

Date: 2/26/2024

Catherine F. Gwynn, Finance Director

Date: 2/28/24

Matthew S. Livingston, Interim City Manager

ORDINANCE NO. 2024- 4

AN ORDINANCE AMENDING THE STREET IMPROVEMENTS CAPITAL PROJECT FUND (G1105)

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

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

WHEREAS, this will be funded with investment income earned on the proceeds from the loan and revenues from general obligation bond premiums; and

WHEREAS, this fund shall be closed once all vendor payments are made and all sales tax reimbursements have been received.

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

Street Improvements Capital Project Fund (G1105)

	Current Budget	Amended Budget	Increase (Decrease)
Revenues:			
Loan Proceeds - General Obligation Bonds	$ 4,500,000.00	$ 4,500,000.00	$ -
Revenues - G.O. Bond Premiums	242,822.25	242,922.75	100.50
Investment Income	118,200.00	120,173.34	1,973.34
Transfer from General Fund	187,500.00	187,500.00	-
Total Revenues	$ 5,048,522.25	$ 5,050,596.09	$ 2,073.84
Expenditures:			
Loan Expense	$ 108,256.71	$ 108,256.71	$ -
Construction-Street Improvements	4,940,265.54	4,942,339.38	2,073.84
Total Expenditures	$ 5,048,522.25	$ 5,050,596.09	$ 2,073.84

This Ordinance shall be in full force and effect from and after the 4th day of March, 2024.

Charles Gaylor, IV
Mayor

Attest:

Laura Getz
City Clerk

ITEM F

CITY OF GOLDSBORO
AGENDA MEMORANDUM
MARCH 4, 2024 COUNCIL MEETING

SUBJECT: Grant Project Budget Ordinance amendment for the State Grants Miscellaneous Grant Project Fund (G1109)

BACKGROUND: When the North Carolina General Assembly adopted the FY23 budget, included was a grant for the City of Goldsboro for $150,000 split between capital improvements or equipment of $100,000 and parks and recreation expenses for $50,000. At the November 7, 2022 Council meeting, Council approved 2 resolutions to accept both awards. At the April 17, 2023 meeting, Council created the grant project budget ordinance to create the fund to account for the grant. At the October 16, 2023 meeting, Council authorized the transportation portion of the project to be allocated to resurfacing for $57,000 and a sidewalk extension on Ash Street of $43,000.

DISCUSSION: The Engineering department has requested additional funding to finish the 2023 resurfacing project contracted with Daniels, Inc. A portion of the contract was funded with the SCIF transportation grant in the amount of $57,000.00. The City is required by the terms of the grant agreement to calculate and allocate interest on unspent grant proceeds, and there are interest earnings that can be allocated to assist with funding the final change order needed for the resurfacing project in the amount of $836.74.

It is also necessary to appropriate the accumulated interest earnings on the unspent grant proceeds related to the parks and recreation program in the amount of $1,067.28. This will be applied to supplies and equipment for parks and recreation programs.

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

1. Adopt the attached ordinance amending the State Grants Miscellaneous (G1109).

Date: 2/26/24

Catherine F. Gwynn, Finance Director

Date: 2/28/24

Matthew S. Livingston, Interim City Manager

ORDINANCE NO. 2024- 5

AN ORDINANCE AMENDING THE GRANT PROJECT FUND FOR STATE GRANTS MISCELLANEOUS(G1109)

WHEREAS, the North Carolina General Assembly approved the budget for fiscal year 2022-2023; and

WHEREAS, the City of Goldsboro was the recipient of grant funding in the amount of $150,000 for capital or equipment related projects which will be managed by the NC Office of State Budget and Management; and

WHEREAS, the terms of the grant require that the funds be accounted for in a separate fund and interest income to be allocated on the unspent grant proceeds; and

WHEREAS, it is necessary appropriate expenditures in for transportation and parks and recreation programming, and this will be funded with an appropriation of interest earnings.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the State Grants Miscellaneous Grant Project Fund (G1109) is amended as follows:

State Grants Miscellaneous Grant Project Fund (G1109)

	Current Budget	Amended Budget	Increase (Decrease)
Revenues:			
State Grant Revenue - Parks & Recreation	$ 50,000.00	$ 50,000.00	$ -
State Grant Revenue - Transportation	100,000.00	100,000.00	-
Interest Earnings	-	1,904.02	1,904.02
Total Revenues	$ 150,000.00	$ 151,904.02	$ 1,904.02
Expenditures:			
State Appropriation FY23-Services Parks & Recreation	$ 8,000.00	$ 8,000.00	$ -
State Appropriation FY23-Supplies & Equipment Parks & Recreation	42,000.00	43,067.28	1,067.28
State Appropriation FY23-Transportation Improvements	100,000.00	100,836.74	836.74
Total Expenditures	$ 150,000.00	$ 151,904.02	$ 1,904.02

This Ordinance shall be in full force and effect from and after this 4th day of March, 2024.

Charles Gaylor, IV
Mayor

ATTEST:

Laura Getz
City Clerk

Item G

CITY OF GOLDSBORO
AGENDA MEMORANDUM
MARCH 4, 2024 COUNCIL MEETING

SUBJECT: Operating Budget Amendment FY23-24

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

DISCUSSION:

Mayor and City Council (1011) General Fund
As per Council's directive at the February 21, 2024 retreat, an appropriation is presented to fund an expenditure for a new lobbyist, Crossroads Strategies, in partnership with the Friends of Seymour. The current contract with the Roosevelt Group ends February 29, 2024. An expenditure appropriation of $50,000 is needed to fund the new contract from March 1 through June 30, and this will be funded with an appropriation of fund balance in the General Fund.

City Manager (1012) General Fund
An expenditure appropriation for salaries and benefits is needed to fund the severance package for the former City Manager in the amount of $115,366.87, and this will be funded with an appropriation of fund balance in the General Fund.

Paramount Theater (1018) General Fund
The City recently completed a major façade repair at the Paramount Theater. The Paramount Theater Foundation has donated $9,125.00 towards the cost of the repair. It is necessary to appropriate funds for the facility updates to the Paramount Theater, and this will be funded with an appropriation of local grants.

Planning (3151) General Fund
At the February 12, 2024 meeting, Council authorized staff to enter into a demolition contract for 612 S. John Street. AK Grading and Demolition was selected to demolish the structure for a total of $79,500.00. It is necessary to appropriate expenditures for building demolition, and this will be funded with an appropriation of fund balance in the General Fund.

Engineering – Street Paving Division (4136) General Fund
At this time the Engineering department has requested additional funding to finish the 2023 resurfacing project contracted with Daniels, Inc. Funds were appropriated from G1105 2018 Street Bonds in the amount of $2,073.84, and G1109 State Appropriations Project in the amount of $836.74. The total amount requested was $18,779.84, and there is $1,906.93 left in the line item appropriation. It is necessary to appropriate the remaining amount of $13,962.33 for street resurfacing, and this will be funded with an appropriation of fund balance in the General Fund.

Police (6121) General Fund
At the February 12, 2024 meeting, Council approved a pay increase plan for the Police department. The majority of the funding for the plan was provided through lapsed salaries, and there was a minor shortfall of $65,000.00. It is necessary to appropriate this amount for salaries and benefits, and this will be funded with an appropriation of fund balance in the General Fund.

Parks and Recreation (7460) General Fund

The Parks and Recreation department received a donation from the Ruritan Club for $100 to be used for the special populations activities. It is necessary to appropriate the funds for supplies, and this will be funded with donation revenue.

Analysis of Fund Balance Appropriation General Fund

Date	Description	Adopted
6/20/2023	Ord 2023-43 FY23-24 Adopted Budget	$ 1,500,000.00
8/7/2023	FY22-23 Purchase Order Rollovers	2,063,324.43
8/7/2023	Balance of trash compactor for Solid Waste	119,000.00
10/2/2023	Rebuilding Broken Places NPO	13,616.00
10/16/2023	Resurfacing Project FY24	154,700.00
11/6/2023	Housing Authority of Goldsboro - fund Tsunami cameras	63,016.00
11/6/2023	Chiller for City Hall	391,300.00
11/6/2023	HVAC replacement at Goldsboro Event Center	19,900.00
12/18/2023	Rental Chiller for City Hall	181,979.00
12/18/2023	Replastering Mina Weil Pool	95,000.00
12/18/2023	Right of Way sold NCDOT U-4753	(236,975.00)
	Current Year Appropriations	$ 4,364,860.43
3/4/2024	Consultant fees for Friends of Seymour/Crossroads Strategies	$ 50,000.00
3/4/2024	City Manager severance payout	115,366.87
3/4/2024	Demolition costs for 612 S. John St. (Willowdale cemetery)	79,500.00
3/4/2024	Final change order Daniels, Inc. resurfacing project FB 2023-002	13,962.33
3/4/2024	Additional funding for Police pay increases (Res. 2024-28)	65,000.00
	Proposed	$ 323,829.20
	Current Year with Proposed	$ 4,688,689.63

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

1. Adopt the attached ordinance to amend the FY23-24 Operating Budget for the General Fund.

Date: 2/26/24

Catherine F. Gwynn, Finance Director

Date: 2/28/24

Matthew S. Livingston, Interim City Manager

ORDINANCE NO. 2024 - 6

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

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

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

WHEREAS, it is necessary to appropriate funds in the Mayor and City Council department in the General Fund to fund consultant fees for Crossroads Strategies, and this will be funded with an appropriation of fund balance in the General Fund; and

WHEREAS, it is necessary to appropriate funds in the City Manager department in the General Fund to fund salaries and benefits for the severance package for the former city manager, and this will be funded with an appropriation of fund balance in the General Fund; and

WHEREAS, it is necessary to appropriate funds in the Paramount Theater department in the General Fund for façade repairs to the theater, and this will be funded with an appropriation of local grant revenue; and

WHEREAS, it is necessary to appropriate funds in the Planning department in the General Fund to fund demolition costs on city owned property at 612 S. John Street, and this will be funded with an appropriation of fund balance in the General Fund; and

WHEREAS, it is necessary to appropriate funds in the Engineering department Street Paving division in the General Fund to fund resurfacing costs related to FB 2023-002 in order to complete the project, and this will be funded with an appropriation of fund balance in the General Fund; and

WHEREAS, it is necessary to appropriate funds in the Police department in the General Fund for expenses related to salaries and benefits related to the pay plan increase approved by Council at the February 12, 2024 meeting, and this will be funded with an appropriation of fund balance in the General Fund; and

WHEREAS, it is necessary to appropriate funds in the Parks and Recreation department in the General Fund for expenses related to special populations activities, and this will be funded with an appropriation of donation revenue.

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

GENERAL FUND	**Current**	**Amended**	**Difference**
Mayor & Council (1011)			
FY23-24 Amended Adopted Budget 6/20/23	$ 416,615.54	$ 416,615.54	$ -
Consultant Fees	46,125.00	96,125.00	50,000.00
Total Expend. - Mayor & Council	$ 462,740.54	$ 512,740.54	$ 50,000.00
City Manager (1012)			
FY23-24 Amended Adopted Budget 6/20/23	$ 125,061.00	$ 125,061.00	$ -
Salaries & Benefits	749,998.68	865,365.55	115,366.87
Total Expend. - City Manager	$ 875,059.68	$ 990,426.55	$ 115,366.87
Paramount Theater (1018)			
FY23-24 Amended Adopted Budget 6/20/23	$ 942,209.50	$ 942,209.50	$ -
Facility Updates	-	9,125.00	9,125.00
Total Expend. - Paramount Theater	$ 942,209.50	$ 951,334.50	$ 9,125.00
Planning (3151)			
FY23-24 Amended Adopted Budget 6/20/23	$ 1,381,242.82	$ 1,381,242.82	$ -
Building Demolition	-	79,500.00	79,500.00
Total Expend. - Planning	$ 1,381,242.82	$ 1,460,742.82	$ 79,500.00

GENERAL FUND	Current	Amended	Difference
Street Paving (4136)			
FY23-24 Amended Adopted Budget 6/20/23	$ -	$ -	$ -
Paving Multi-use Areas	52,830.56	52,830.56	-
Resurfacing	154,700.00	168,662.33	13,962.33
Total Expend. - Street Paving	$ 207,530.56	$ 221,492.89	$ 13,962.33
Parks and Recreation (7460)			
FY23-24 Amended Adopted Budget 6/20/23	$ 3,654,528.59	$ 3,654,528.59	$ -
Supplies	125,000.00	125,100.00	100.00
Total Expend. - Parks and Recreation	$ 3,779,528.59	$ 3,779,628.59	$ 100.00
Police (6121)			
FY23-24 Amended Adopted Budget 6/20/23	$ 2,599,819.14	$ 2,599,819.14	$ -
Salaries and Benefits	8,815,232.09	8,880,232.09	65,000.00
Total Expend. - Police	$ 11,415,051.23	$ 11,480,051.23	$ 65,000.00
All Other Expenditures	$ 33,713,629.31	$ 33,713,629.31	$ -
Total Expenditures - General Fund	$ 52,776,992.23	$ 53,110,046.43	$ 333,054.20
Revenues			
Tax Revenues	$ 19,335,688.00	$ 19,335,688.00	
Licenses and Permits	422,350.00	422,350.00	
Revenue from Other Agencies	16,427,501.00	16,427,501.00	
Charges for Services	6,110,922.00	6,110,922.00	
Capital Returns	2,365,556.80	2,365,556.80	
Miscellaneous Revenue	59,700.00	68,925.00	9,225.00
Shared Services	3,690,414.00	3,690,414.00	
Appropriated Fund Balance	4,364,860.43	4,688,689.63	323,829.20
Total Revenues - General Fund	$ 52,776,992.23	$ 53,110,046.43	$ 333,054.20

This Ordinance shall be in full force and effect from and after this 4th day of March, 2024.

Charles Gaylor, IV
Mayor

ATTEST:

Laura Getz
City Clerk

ITEM H

CITY OF GOLDSBORO
AGENDA MEMORANDUM
MARCH 4, 2024 COUNCIL MEETING

SUBJECT: Deed of Easement between the City of Goldsboro and Royal Farms for property located on West Grantham Street (Parcel No. 2690603842)

BACKGROUND: The City of Goldsboro has existing 10-inch and 12-inch water lines encroaching on property for the proposed development of Royal Farms on West Grantham Street. Sections of the existing water lines will be removed and rerouted on Royal Farms property. The proposed 30 ft. utility easement will contain the relocated sections of water lines, as shown on the attached map.

DISCUSSION: Staff is recommending relocation of sections of the existing water lines to prevent lines being located under the asphalt and/or the proposed Royal Farms building. It is necessary for the City to obtain a 30-ft. utility easement from Royal Farms to install the relocated water lines and for future maintenance.

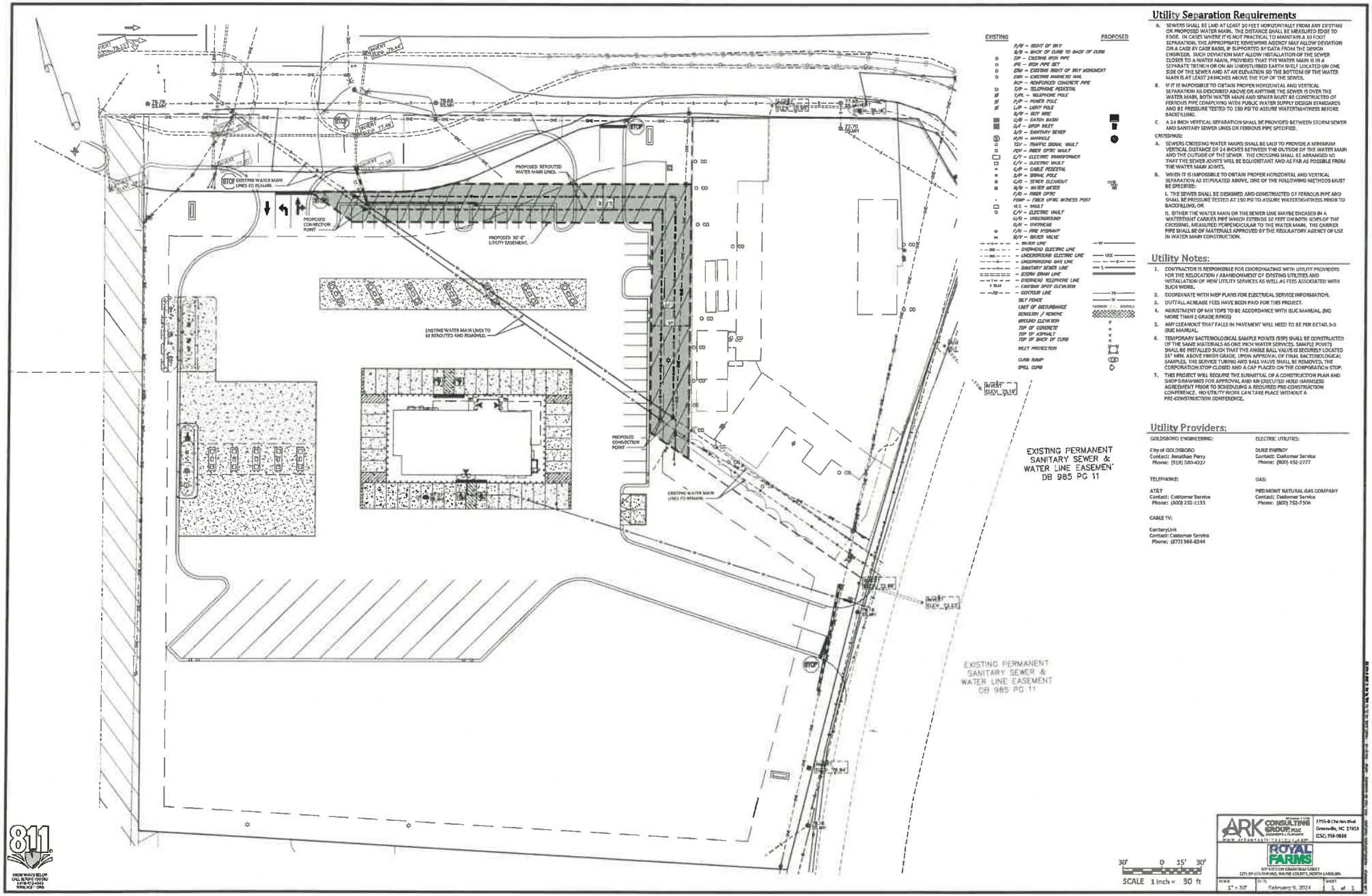
RECOMMENDATION: It is recommended that the City Council adopt the attached resolution authorizing the Mayor and City Clerk to execute a Deed of Easement between the City of Goldsboro and the property owners of Royal Farms.

Date: 2-23-24 Jonathan Perry

Jonathan R. Perry, Engineering Services Manager

Date: 2-24-24

Matthew S. Livingston, Interim City Manager



Utility Separation Requirements

A. SEWERS SHALL BE LAID AT LEAST 10 FEET HORIZONTALLY FROM ANY EXISTING OR PROPOSED WATER MAIN. THE DISTANCE SHALL BE MEASURED EDGE TO EDGE. IN CASES WHERE IT IS NOT PRACTICAL TO MAINTAIN A 10 FOOT SEPARATION, THE APPROPRIATE REVIEWING AGENCY MAY ALLOW DEVIATION ON A CASE BY CASE BASIS, IF SUPPORTED BY DATA FROM THE DESIGN ENGINEER. SUCH DEVIATION MAY ALLOW INSTALLATION OF THE SEWER CLOSER TO A WATER MAIN, PROVIDED THAT THE WATER MAIN IS IN A SEPARATE TRENCH OR ON AN UNDISTURBED EARTH SHELF LOCATED ON ONE SIDE OF THE SEWER AND AT AN ELEVATION SO THE BOTTOM OF THE WATER MAIN IS AT LEAST 24 INCHES ABOVE THE TOP OF THE SEWER.

B. IF IT IS IMPOSSIBLE TO OBTAIN PROPER HORIZONTAL AND VERTICAL SEPARATION AS DESCRIBED ABOVE OR ANYTIME THE SEWER IS OVER THE WATER MAIN, BOTH WATER MAIN AND SEWER MUST BE CONSTRUCTED OF FERROUS PIPE COMPLYING WITH PUBLIC WATER SUPPLY DESIGN STANDARDS AND BE PRESSURE TESTED TO 150 PSI TO ASSURE WATERTIGHTNESS BEFORE BACKFILLING.

C. A 24 INCH VERTICAL SEPARATION SHALL BE PROVIDED BETWEEN STORM SEWER AND SANITARY SEWER LINES OR FERROUS PIPE SPECIFIED.

CROSSINGS:

A. SEWERS CROSSING WATER MAINS SHALL BE LAID TO PROVIDE A MINIMUM VERTICAL DISTANCE OF 24 INCHES BETWEEN THE OUTSIDE OF THE WATER MAIN AND THE OUTSIDE OF THE SEWER. THE CROSSING SHALL BE ARRANGED SO THAT THE SEWER JOINTS WILL BE EQUIDISTANT AND AS FAR AS POSSIBLE FROM THE WATER MAIN JOINTS.

B. WHEN IT IS IMPOSSIBLE TO OBTAIN PROPER HORIZONTAL AND VERTICAL SEPARATION AS STIPULATED ABOVE, ONE OF THE FOLLOWING METHODS MUST BE SPECIFIED:

I. THE SEWER SHALL BE DESIGNED AND CONSTRUCTED OF FERROUS PIPE AND SHALL BE PRESSURE TESTED AT 150 PSI TO ASSURE WATERTIGHTNESS PRIOR TO BACKFILLING, OR

II. EITHER THE WATER MAIN OR THE SEWER LINE MAYBE ENCASED IN A WATERTIGHT CARRIER PIPE WHICH EXTENDS 10 FEET ON BOTH SIDES OF THE CROSSING, MEASURED PERPENDICULAR TO THE WATER MAIN. THE CARRIER PIPE SHALL BE OF MATERIALS APPROVED BY THE REGULATORY AGENCY OF USE IN WATER MAIN CONSTRUCTION.

Utility Notes:

1. CONTRACTOR IS RESPONSIBLE FOR COORDINATING WITH UTILITY PROVIDERS FOR THE RELOCATION / ABANDONMENT OF EXISTING UTILITIES AND INSTALLATION OF NEW UTILITY SERVICES AS WELL AS FEES ASSOCIATED WITH SUCH WORK.
2. COORDINATE WITH MEP PLANS FOR ELECTRICAL SERVICE INFORMATION.
3. OUTFALL ACREAGE FEES HAVE BEEN PAID FOR THIS PROJECT.
4. ADJUSTMENT OF MH TOPS TO BE ACCORDANCE WITH GUC MANUAL. (NO MORE THAN 2 GRADE RINGS)
5. ANY CLEANOUT THAT FALLS IN PAVEMENT WILL NEED TO BE PER DETAIL S-3 GUC MANUAL.
6. TEMPORARY BACTERIOLOGICAL SAMPLE POINTS (TSP) SHALL BE CONSTRUCTED OF THE SAME MATERIALS AS ONE INCH WATER SERVICES. SAMPLE POINTS SHALL BE INSTALLED SUCH THAT THE ANGLE BALL VALVE IS SECURELY LOCATED 36" MIN. ABOVE FINISH GRADE. UPON APPROVAL OF FINAL BACTERIOLOGICAL SAMPLES, THE SERVICE TUBING AND BALL VALVE SHALL BE REMOVED, THE CORPORATION STOP CLOSED AND A CAP PLACED ON THE CORPORATION STOP.
7. THIS PROJECT WILL REQUIRE THE SUBMITTAL OF A CONSTRUCTION PLAN AND SHOP DRAWINGS FOR APPROVAL AND AN EXECUTED HOLD HARMLESS AGREEMENT PRIOR TO SCHEDULING A REQUIRED PRE-CONSTRUCTION CONFERENCE. NO UTILITY WORK CAN TAKE PLACE WITHOUT A PRE-CONSTRUCTION CONFERENCE.

Utility Providers:

GOLDSBORO ENGINEERING:
City of GOLDSBORO
Contact: Jonathan Perry
Phone: (919) 580-4327

ELECTRIC UTILITIES:
DUKE ENERGY
Contact: Customer Service
Phone: (800) 452-2777

TELEPHONE:
AT&T
Contact: Customer Service
Phone: (800) 252-1133

GAS:
PIEDMONT NATURAL GAS COMPANY
Contact: Customer Service
Phone: (800) 752-7504

CABLE TV:
CenturyLink
Contact: Customer Service
Phone: (877) 366-8344

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Greenville, NC 27858
(252) 558-0688

ROYAL FARMS
LOCATED ON GRANTHAM STREET
CITY OF GOLDSBORO, WAYNE COUNTY, NORTH CAROLINA

SCALE	DATE	SHEET
1" = 30'	February 9, 2024	1 of 1

RESOLUTION NO. 2024 – 30

RESOLUTION AUTHORIZING THE EXECUTION OF A DEED OF EASEMENT BETWEEN THE CITY OF GOLDSBORO AND ROYAL FARMS

WHEREAS, the City Council of the City of Goldsboro has heretofore found it the public interest to remove and relocate sections of 10-inch and 12-inch water lines located on private property on West Grantham Street; and

WHEREAS, the proposed 30-ft. utility easement will contain the relocated 10-inch and 12-inch water lines;

WHEREAS, the City Council deems it in the best interest of the City of Goldsboro to execute a Deed of Easement between the City of Goldsboro and Royal Farms for a 30-ft. utility easement on property owned by Royal Farms;

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

1. The Mayor and City Clerk are hereby authorized and directed to execute a Deed of Easement for a 30-ft. utility easement between the City of Goldsboro and Royal Farms property on West Grantham Street (Parcel No. 2690603842).

2. This resolution shall be in full force and effect from and after this 4th day of March, 2024.

Charles Gaylor, IV
Mayor

Attested by:

Laura Getz
City Clerk

ITEM I

CITY OF GOLDSBORO
AGENDA MEMORANDUM
MARCH 4, 2024 COUNCIL MEETING

SUBJECT: 2023 Resurfacing Project Final Adjusting Change Order No. 1
Formal Bid No. 2023-002

BACKGROUND: The City Council adopted Resolution No. 2023-66 on October 2, 2023 awarding the 2023 Resurfacing Project to Daniels Inc. of Garner, NC for $278,150.95.

The 2023 resurfacing project provides for approximately 6,885 square yards of bituminous concrete resurfacing, approximately 6,885 square yards of milling asphalt pavement, and approximately 2,370 square yards of full depth patching for Carolina St. from Ash St. to the railroad tracks approximately 200 ft. north of Vine St. and Vine St. from George Street to Carolina St.

DISCUSSION: Due to cost overruns for additional asphalt caused by water service leaks, an increased cost of $18,779.84 was incurred by the contractor to complete the resurfacing project, as shown on the attached Change Order No. 1.

Staff proposes to issue a final adjusting change order to the current contract with Daniels Inc. of Garner, NC. We have reviewed this change order with the Finance Director and determined that a budget ordinance is required. The Finance Department will present a budget ordinance in a separate agenda item.

RECOMMENDATION: It is recommended that the City Council adopt the attached resolution authorizing the Interim City Manager to execute a final adjusting change order for $18,779.84 with Daniels Inc. of Garner, NC for the 2023 Resurfacing Project.

Date: 2-26-24 Jonathan Perry
Jonathan R. Perry, Engineering Services Manager

Date: 2-28-24 Matthew S. Livingston
Matthew S. Livingston, Interim City Manager

GOLDSBORO
BE MORE DO MORE SEYMOUR

CITY OF GOLDSBORO, NORTH CAROLINA
CONSTRUCTION CHANGE ORDER

PROJECT NAME: 2023 BITUMINOUS CONCRETE RESURFACING PROJECT

LOCATION: GOLDSBORO, NC

BID REQUEST NO.: FORMAL BID NO. 2023-002

OWNER: CITY OF GOLDSBORO

CONTRACTOR: DANIELS INC. OF GARNER, NC

DATE OF CONTRACT: OCTOBER 9, 2023

CHANGE ORDER NUMBER: ONE **DATE:** MARCH 4, 2024

Gentlemen:

Pursuant to the General Conditions of the Contract dated **October 9, 2023**, the following changes are ordered:

DESCRIPTION OF CHANGES:

Final Adjusting Change Order detailing project overruns as shown on the attached Spreadsheet dated February 21, 2024.

TOTAL FOR CHANGE ORDER NO. 1 = $18,779.84

Subject to conditions hereinafter set forth, an equitable adjustment of the contract amount and time is established as follows:

THE CONTRACT AMOUNT IS **INCREASED $ 18,779.84 ,** AND THE

CONTRACT TIME IS **EXTENDED 0 CALENDAR DAYS.**

This change is subject to the following conditions:

	Amount	Contract Time (Days)
Original Contract	**$ 278,150 95**	**180**
Change Order No. 1	**18,779.84**	**0**
Totals	**$ 296,930.79**	**180**

Contract Completion Date **June 4, 2024**

A. The change shown hereon and work affected thereby are subject to all conditions of the contract.

B. The change is not effective until approved or accepted by all parties shown hereon.

APPROVED BY:**City of Goldsboro Engineering Department**

By: _____ Title: **Engineering Services Manager** Date: _____

Owner: **City of Goldsboro, NC**

By: _____ Title: **Interim City Manager** Date: _____

ACCEPTED BY:

Contractor: **Daniels, Inc. of Garner, NC**

By: _____ Title: _____ Date: _____

2023 Resurfacing Project
Final Adjusting Change Order
Wednesday, February 21, 2024

Item No.	Description	Units	Contract Quantity	Unit Cost	Total Cost	Total Completed Quantity	Project Overrun	Project Underrun
1	Install S9.5 Asphalt Surface Course (1.5" Thick)	Square Yards	6885	$13.50	$92,947.50	8400.85	15.15.85	
2	Mill Asphalt Pavement (1.5" Thick)	Square Yards	6885	$2.75	$18,933.75	6885		
3	Incidental Milling	Square Yards	70	$32.25	$2,257.50	70		
4	Adjusted Manhole Ring and Cover in Streets being Milled	Each	14	$450.00	$6,300.00	0		14
5	Adjust Valve Box in Streets being Milled	Each	16	$450.00	$7,200.00	0		16
6	Trolley Rack Removal	Linear Feet	40	$100.00	$4,000.00	40		
7	Full Depth Patch (Remove & Replace Existing Pavement and Base with 5" Minimum Type 825.08 Asphalt Concrete Binder Course)	Square Yards	2370	$57.60	$136,512.00	2575.14	205.14	
8	Traffic Control Measures	Lump Sum	1	$10,000.00	$10000.00	1		

Original Cost:	$278,150.95
Change Order Cost:	$18,779.84
Total Completed Cost:	$296,930.79
Total Project Cost:	$296,930.79
Project Overruns:	$32,280.04
Project Underruns:	$13,500.00

500 US-70 BUS

Image capture: May 2022 © 2024 Google

Google Maps 400 N Carolina St

Image capture: Jun 2022 © 2024 Google

Google Maps 414 N Carolina St

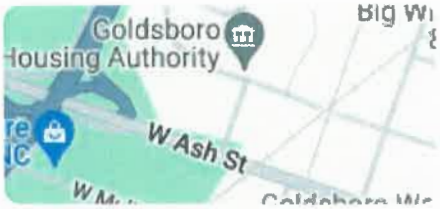
Image capture: Jun 2022 © 2024 Google

Google Maps 316 N Carolina St

Image capture: Jun 2022 © 2024 Google

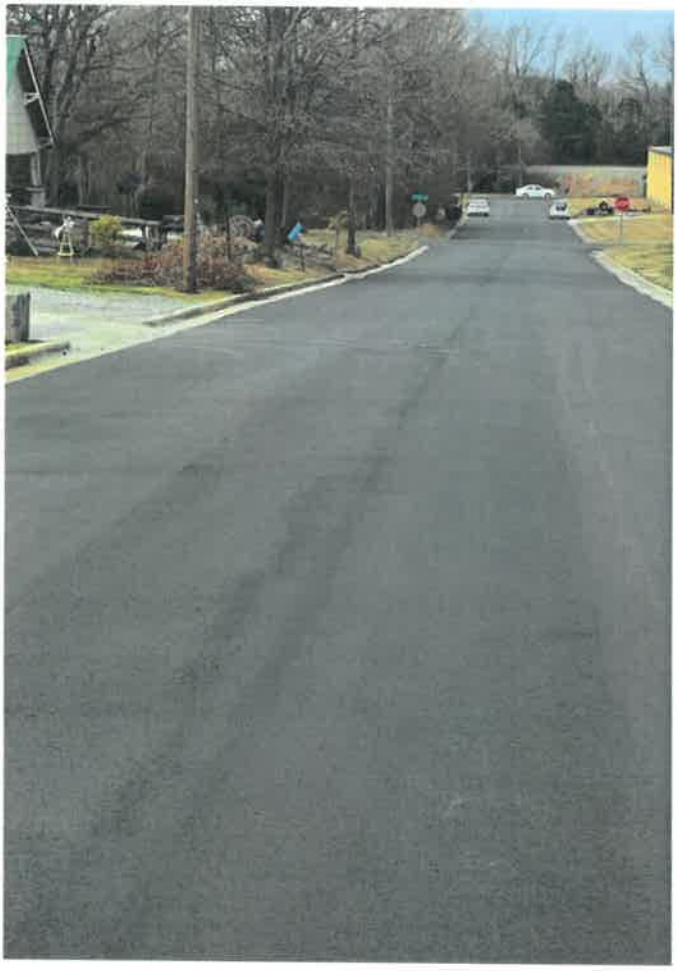
Google Maps 501 N George St

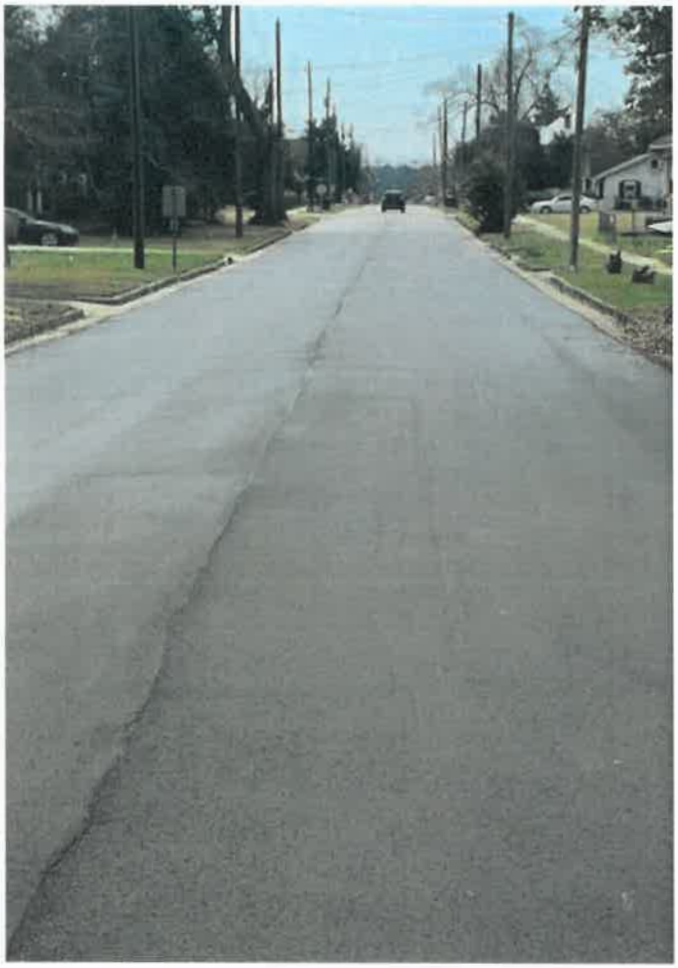
Image capture: Jul 2022 © 2024 Google

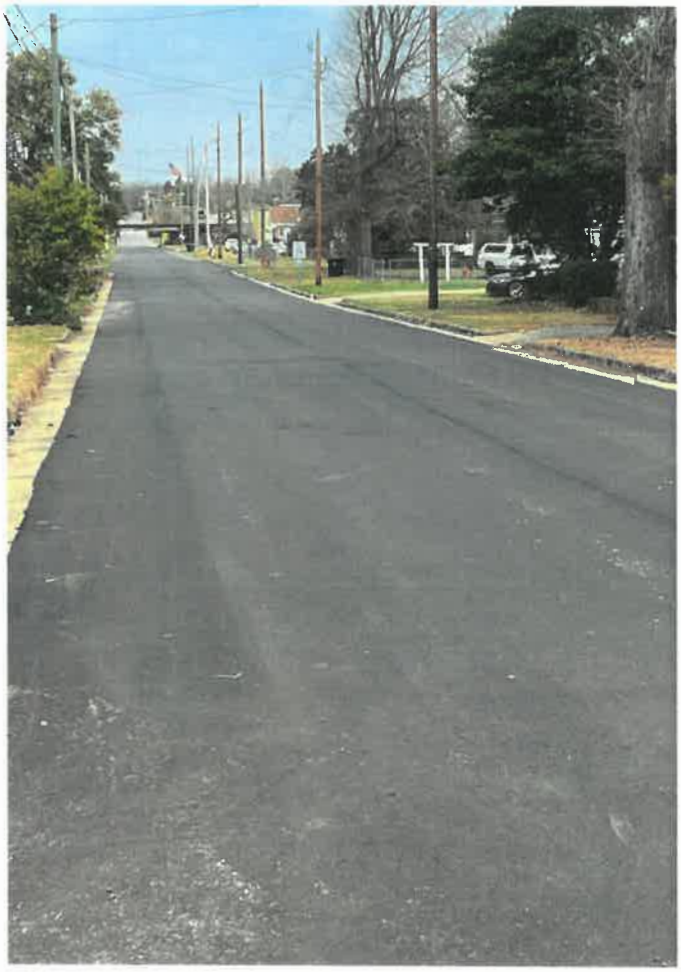


Ash St 500
N Carolina St 300
STOP

N George St 400
Vine St 200







W Oak St
400
N Carolina St
300

RESOLUTION NO. 2024 – 31

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE CHANGE ORDER NO. 1 WITH DANIELS INC. OF GARNER, NC FOR THE 2023 RESURFACING PROJECT FORMAL BID NO. 2023-002

WHEREAS, the City Council of the City of Goldsboro awarded a contract to Daniels Inc. of Garner, NC on October 2, 2023 for the 2023 Resurfacing Project; and

WHEREAS, due to cost overruns for additional asphalt required to complete this project, an increased cost of $18,779.84 was incurred by the contractor; and

WHEREAS, the City Council deems it in the best interest of the City of Goldsboro to issue a final adjusting change order to Contract 2023-002 with Daniels Inc. of Garner, NC for $18,779.84.

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

1. The Council hereby authorizes the Interim City Manager to execute Change Order No. 1 for $18,779.84 with Daniels Inc. of Garner, NC.

2. This resolution shall be in full force and effect from and after this 4th day of March, 2024.

Charles Gaylor, IV
Mayor

Attested by:

Laura Getz
City Clerk

Item: J

CITY OF GOLDSBORO
AGENDA MEMORANDUM
MARCH 4, 2024 COUNCIL MEETING

SUBJECT: **SET PUBLIC HEARING**
Non-Contiguous (Satellite) Annexation Petition – Benjamin Carl Price – Corner of S. US 117 Hwy., S. US 13 Hwy., and Carolina Street

Tax Parcels #: 2587753560 / 2587754563 / 2587754329 / 2587754313 / 2587753294

Acreage: 1.626 acres

BACKGROUND: The City Council, at their meeting on February 12, 2024, requested that the City Clerk examine the subject voluntary non-contiguous annexation petition for sufficiency.

On February 26, 2024, the City Clerk completed the examination and determined that the petition is sufficient. Sufficiency indicates that the proposed area for annexation meets the standards for noncontiguous annexation as specified in G.S. 160A-58.1 Petition for annexation; standards and as follows:

1. The petition includes a metes and bounds description of the area proposed for annexation and has attached a map showing the proposed satellite area in relation to the primary corporate limits;

2. The petition includes the signatures of all owners of real property lying in the area described therein;

3. The petition includes the signatures of all owners of real property lying in the area described therein;

4. The nearest point on the proposed satellite corporate limits must be not more than three miles from the primary corporate limits of the annexing city;

5. No point on the proposed satellite corporate limits may be closer to the primary corporate limits of another city than to the primary corporate limits of the annexing city;

6. The area must be situated that the annexing city will be able to provide the same services within the proposed satellite corporate limits that it provides within its primary corporate limits;

7. The area within the proposed satellite corporate limits, when added to the area within all other satellite corporate limits, may not exceed 10% of the area within the primary corporate limits of the annexing city.

DISCUSSION: Pursuant to G. S. 160A-58.2, Council shall fix a date for public hearing on the annexation once the petition is considered sufficient by the City Clerk.

The attached Notice of Public Hearing would schedule April 1, 2024, as the date for the public hearing. A report prepared by the Planning Department, in conjunction with other City departments, will be submitted to the Council on that date.

RECOMMENDATION: By motion, schedule a public hearing for the proposed voluntary non-contiguous annexation of Benjamin Carl Price for April 1, 2024.

Date: _____

Mark Helmer, Planning Director

Date: 2-28-24

Matthew Livingston, Interim City Manager

Case Number: ANX-01-24
Request: Voluntary Annexation
Owners: Carl Price, Benjamin Price, Connie Price, Jan Price & Judith Price
Location: 2800 Block of S US 117 Hwy
PIN#2587753560, 2587754563, 2587754329, 2587754313, 2587753294

Map created by the City Of Goldsboro Planning Department

GOLDSBORO
BE MORE DO MORE SEYMOUR
North Carolina

0 250 500 1,000 Feet

N

Legend

Corporate Limits

NOTICE OF PUBLIC HEARING
ANNEXATION OF NON-CONTIGUOUS PROPERTY TO THE CITY OF GOLDSBORO, NORTH CAROLINA

Notice is hereby given that, in compliance with Section 160A-58.2 of the General Statutes of North Carolina, there will be a public hearing before the City Council of the City of Goldsboro, North Carolina, at its regular meeting in the Council Chambers, City Hall on **Monday, April 1, 2024, at 7:00 p. m.** relative to the annexation of the real non-contiguous property hereinafter described to the City of Goldsboro.

At this public hearing, all persons owning property in the area proposed to be annexed who allege error in the Petition for Annexation filed in this matter, as well as residents of the City of Goldsboro who question the necessity for annexation, will be given an opportunity to be heard along with the proponents of such annexation. The description of the area proposed to be annexed is as follows:

Benjamin Carl Price

BEING THE PROPERTY OF M.B. PRICE AS RECORDED IN DEED BOOK 299 AT PAGE 171, DEED BOOK 319 AT PAGE 365, DEED BOOK 319 AT PAGE 367 AND DEED BOOK 2728 AT PAGE 456 ALL OF THE WAYNE COUNTY PUBLIC REGISTRY, THE PROPERTY OF BENJAMIN CARL PRICE AND CONNIE LIPPERT PRICE AS RECORDED IN DEED BOOK 728 OF DEEDS AT PAGE 458 OF THE WAYNE COUNTY PUBLIC REGISTRY (BEING LOT 10 AND A PORTION OF LOT 9 AS SHOWN ON PLAT BOOK 6 AT PAGE 82 OF THE WAYNE COUNTY PUBLIC REGISTRY), THE PROPERTY OF BENJAMIN CARL PRICE AND CONNIE LIPPERT PRICE AS RECORDED IN DEED BOOK 787 AT PAGE 180 OF THE WAYNE COUNTY PUBLIC REGISTRY (BEING LOT 11 AS SHOWN ON PLAT BOOK 6 AT PAGE 82 OF THE WAYNE COUNTY PUBLIC REGISTRY) AND THE PROPERTY OF M.B. PRICE AS RECORDED IN DEED BOOK 425 AT PAGE 339 OF THE WAYNE COUNTY PUBLIC REGISTRY (BEING LOT 8 AS SHOWN ON PLAT BOOK 6 AT PAGE 82 OF THE WAYNE COUNTY PUBLIC REGISTRY) AND TOGETHER IN TOTAL BEING DESCRIBED AS FOLLOWS:

BEGINNING AT A FOUND CONCRETE MONUMENT ON THE WESTERLY LINE OF US HIGHWAY 117 (VARIABLE WIDTH RIGHT-OF-WAY) BEING THE NORTHEASTERLY CORNER OF THE PROPERTY OF M.B. PRICE AS RECORDED IN DEED BOOK 299 AT PAGE 171, DEED BOOK 319 AT PAGE 365, DEED BOOK 319 AT PAGE 367 AND DEED BOOK 2728 AT PAGE 456 ALL OF THE WAYNE COUNTY PUBLIC REGISTRY, HAVING NC STATE PLANE COORDINATES NAO 83(2011) N:575555.06 E: 2287543.89; THENCE WITH SAID WESTERLY LINE OF US HIGHWAY 117 THE FOLLOWING TWO (2) COURSES AND DISTANCES:

1.) S 12°01'34" W FOR A DISTANCE OF 158.64 FEET TO A POINT; THENCE

2.) S 11°18'12" W FOR A DISTANCE OF 220.00 FEET TO A POINT ON THE NORTHERLY LINE OF CAROLINA STREET (60' RIGHT-OF-WAY) AND BEING THE SOUTHEASTERLY CORNER OF THE PROPERTY OF BENJAMIN CARL PRICE AND CONNIE LIPPERT PRICE AS RECORDED IN DEED BOOK 787 AT PAGE 180 OF THE WAYNE COUNTY PUBLIC REGISTRY (BEING LOT 11 AS SHOWN ON PLAT BOOK 6 AT PAGE 82 OF THE WAYNE COUNTY PUBLIC REGISTRY); THENCE WITH SAID NORTHERLY LINE OF CAROLINA STREET THE FOLLOWING TWO (2) COURSES AND DISTANCES:

1.) N 78°41'48" W FOR A DISTANCE OF 155.58 FEET TO A POINT; THENCE

2.) S 67°48'12" W FOR A DISTANCE OF 5.30 FEET TO A POINT ON THE EASTERLY LINE OF THE PROPERTY OF OUTLAW MOBILE HOME INC. AS RECORDED IN DEED BOOK 3506 AT PAGE 652 OF THE WAYNE COUNTY PUBLIC REGISTRY (BEING LOT 13 AS SHOWN ON PLAT BOOK 6 AT PAGE 82 OF THE WAYNE COUNTY PUBLIC REGISTRY); THENCE WITH SAID EASTERLY LINE OF OUTLAW MOBILE HOME INC N 11°18'12" E FOR A DISTANCE OF 191.56 FEET TO A POINT ON THE SOUTHERLY LINE OF THE PROPERTY OF BASS DEVELOPMENT INC AS RECORDED IN DEED BOOK 3309 AT PAGE 309 OF THE WAYNE COUNTY PUBLIC REGISTRY (BEING LOT 7 AS SHOWN ON PLAT BOOK 6 AT PAGE 82 OF THE WAYNE COUNTY PUBLIC REGISTRY); THENCE WITH SAID SOUTHERLY LINE OF THE PROPERTY OF BASS DEVELOPMENT INC N 67°48'12" E FOR A DISTANCE OF 13.07 FEET TO A POINT ON THE EASTERLY LINE OF THE PROPERTY OF BASS DEVELOPMENT INC AND BEING THE WESTERLY LINE OF THE PROPERTY OF M.B. PRICE AS RECORDED IN DEED BOOK 425 AT PAGE 339 OF THE WAYNE COUNTY PUBLIC REGISTRY

(BEING LOT 8 AS SHOWN ON PLAT BOOK 6 AT PAGE 82 OF THE WAYNE COUNTY PUBLIC REGISTRY); THENCE WITH SAID LINE N 22°11'48" W FOR A DISTANCE OF 160.00 FEET TO A POINT ON THE SOUTHERLY LINE OF US HIGHWAY 13 (VARIABLE WIDTH RIGHT-OF-WAY); THENCE WITH SAID SOUTHERLY LINE US HIOGHWAY 13 N 68°10'15" E FOR A DISTANCE OF 178.20 FEET TO A POINT ON THE AFOREMENTIONED WESTERLY LINE OF US HIGHWAY 117; THENCE WITH SAID WESTERLY LINE OF US HIGHWAY 117 S 50°39'04" E FOR A DISTANCE OF 102.18 FEET TO THE POINT AND PLACE OF BEGINNING AND CONTAINING 71,032 SQUARE FEET OR 1.631 ACRES OF LAND, MORE OR LESS.

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

_____

Laura Getz, City Clerk

_____

Ronald T. Lawrence, City Attorney

PUBLISH: March 21, 2024

CITY OF GOLDSBORO
AGENDA MEMORANDUM
March 4, 2024, COUNCIL MEETING

SUBJECT: 45th Annual Greater Goldsboro Road Run – Temporary Street Closing

BACKGROUND: An application was received from Sunrise Kiwanis of Goldsboro, requesting permission to hold their 45th Annual Greater Goldsboro Road Run on Saturday, April 20, 2024, from 9:00 a.m. to 11:00 a.m.

DISCUSSION: The race is scheduled to begin and end on Center Street near Spruce Street. The event runs through the downtown and residential areas of Goldsboro to include Center Street, Walnut Street, Jefferson Street, and Mulberry Street. The Police, Fire, Public Works, and Downtown Goldsboro offices have been notified of this request.

The race has three race routes they will be using for the 10K, 5K, and 1-mile runs. All three routes will start and finish in the same area and will have staggered start times. The time requested for the closing is from 7:00 a.m. to 11:30 a.m. to allow for the setup, event, and dismantle.

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 Downtown Goldsboro offices are to be involved in the logistical aspects of this event.

RECOMMENDATION: It is recommended that the Council approve the street closing of sections of Center Street at Pine Street, Spruce Street, Chestnut Street, Walnut Street, and Mulberry Street for the 45th Annual Greater Goldsboro Road Run event 7:00 a.m. to 11:30 a.m. on Saturday, April 20, 2024.

DATE: 2-15-24 Michael D. West
Mike West, Police Chief

DATE: 2-24-24
Matthew Livingston, Interim City Manager

GOLDSBORO
BE MORE DO MORE SEYMOUR
North Carolina

Date of Application _____
(Inner Office Use Only)

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

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

I. General Information

Type of Event: (please check all that apply)

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

Event Name: 45th Annual Greater Goldsboro Road Run - Run For a Child

Event Date(s): April 20, 2024 **Event Website:** www.runtheeast.com

Inclement Weather/Rain Date(s): none

Description of Event (Please briefly describe the event.)

The event consists of a 1-mile Fun Run/Walk, a 5K Run/Walk, and a 10K Run.

Requested Event Location: The Hub

Event Start Time/End Time: 9:00 AM – 11:00 AM

Set-Up: Date & Time (start/end): 4/20/2023 – 7:00 AM

Dismantle (Completion): Date & Time (start/end): 4/20/2023 – 11:30 AM

Estimated Daily Attendance: 220

Will this event require street closures? ☑ Yes ☐ No **Closure Times** a. 9:00-9:30 AM b. 8:30-10:30 AM

***If yes*, please list the streets that you are requesting 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.

II. Applicant and Sponsoring Organization Information

Sponsoring Organization Name: Sunrise Kiwanis of Goldsboro

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

Applicant Name: Scott Edwards Title: Race Director

Address: 1205 Parkway Drive

City: Goldsboro State: NC Zip: 27534 Phone: 919-751-5100

Cell Phone: 919-580-6498 Email: scott@cox-edwards.com

Day of Event Contact:

Name: Scott Edwards Phone: 919-580-6498

III. Event Map

For Run/Walk/Parade/Carnival- FORMATION AREA LOCATION: The Hub area

For Run/Walk/Parade/Carnivals- STARTING POINT: 1-mile-S. Center St./Pine St. Int.; 5K-Center/Walnut Sts. Int.; 10K - same as finish

For Run/Walk/Parade/Carnival- ENDING POINT: GFD driveway on S. Center St. between Chestnut and Spruce Streets (ALL EVENTS)

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

(see attachments)

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

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

How do you plan to handle restroom services? ☐ Portable Toilets ☑ Other use permanent restroom facilities on site

If portable toilets will be provided, please list the name/contact of the company:

*Supplement with 1-2 portable toilets if needed

If no portable toilets will be provided, how will these requirements be handled?

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

Tyler Ham, Sunrise Kiwanis member and Rec. leader of Goldsboro Parks and Recreation, will coordinate with Public Works to drop off trash can barrels as needed.

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

☐ Yes ☑ No Does the event involve the sale of food?
☐ Yes ☑ No Does the event involve the sale of alcohol?
If "YES" has the health department been notified?

- For events with food, a letter from the health department must be submitted 30 days prior to the event.
  - Health Department: (919) 731-1000
- The ABC Permit, issued by the NC ABC Commission, must be submitted to the Goldsboro Police Department prior to the event. The event permit will not be issued until the ABC Permit is submitted.
  - NC ABC Commission: (919) 779-0700

☑ Yes ☐ No Will there be **musical entertainment** at your event? * only pre-recorded music through sound system
If "YES", please provide the following information:

- Amplification? ☐ Yes ☐ No

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

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

- Approximate Number of tents: 1
- Approximate Sizes: 10' x 10'
- Will any tent exceed 400 sq. feet in area? ☐ Yes ☑ No

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

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

☑ Yes ☐ No Will you require **electrical hook-ups** for this event? (Please note that electrical availability is limited.)

☐ Yes ☑ No Will **admission fees** be charged to attend this event?
If "YES", provide the cost(s) of all tickets: _____

☐ Yes ☑ No Will **fees be charged to vendors** to participate in this event?
If 'YES", please provide the schedule of fees: _____

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

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

VI. Miscellaneous:

Parking:

- How will overall patron parking be accommodated for this event? Downtown City of Goldsboro along Center Street and side streets to the West of Center St.

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

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

Insurance:

*General Liability Insurance coverage of at least $1 million that holds the City and its taxpayers harmless from claims arising out of operation of the event is required. This Proof of insurance or applicable rider **MUST** be attached before submitting. Contact your insurance provider for assistance. If the event requires additional insurance, the Finance Director will notify the Police Department and City Manager's Office. Carnival applicants must provide proof of liability insurance of at least $5 million. The city must be listed as an additional insured on the Certificate of Insurance and shall be in place at the time such structure is to be occupied or such place of assembly is established for use by the public.*

Application Fee:

An application fee of $100.00 for special events and $200.00 for parades will be required at the time the application is submitted unless the permit is denied. This non-refundable fee is to be in the form of a check made payable to the City of Goldsboro.

Event Cancellation:

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

Public Safety:

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

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

Prohibited Items:

No firearms or illegal drugs are allowed.

Policy of Non-Discrimination:

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

Additional Rules Pertaining to Events:

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

Alcoholic Beverages:

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

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

5. Off-duty law enforcement officers are required to be on-site if alcohol is present at the event. The number of officers required will be determined by the Goldsboro Police Department.

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

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

Agreement

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

Authorized Signature: Scott Edwards Date: 10/30/2023

Organization: Sunrise Kiwanis of Goldsboro

Please return this application and all supporting documentation by email, mail or in person to:
Goldsboro Police Department
Community Police Services
204 S. Center Street
Goldsboro, NC 27530
spowers@goldsboronc.gov

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

Steven Powers

For Inner Office Use Only:

Michael D. West Michael D. West (Nov 28, 2023 13:49 EST) Goldsboro Police Department Representative	Nov 28, 2023 Date	James Farfour James Farfour (Nov 28, 2023 15:20 EST) Deputy Fire Chief
Erin Fonseca Erin Fonseca (Dec 6, 2023 09:18 EST) Downtown Goldsboro Representative	Dec 6, 2023 Date	
Richard Fletcher Richard Fletcher (Dec 6, 2023 09:32 EST) Public Works Department Representative	Dec 6, 2023 Date	
Felicia L. Brown Felicia L. Brown (Dec 6, 2023 10:13 EST) Parks and Recreation Department Representative	Dec 6, 2023 Date	
Catherine S Gwynn Finance Director	Dec 6, 2023 Date	
City Manager no longer employed by COG City Manager no longer employed by COG (Feb 19, 2024 09:09 EST) City Manager's Signature (Use of City Owned Lots/Non-Street Closings and Carnivals)	Feb 19, 2024 Date	

GOLDSBORO
BE MORE DO MORE SEYMOUR
North Carolina

Special Event Release of Liability Waiver

The undersigned person is applying for Use of City-Owned Property for Special Event on behalf of Sunrise Kiwanis of Goldsboro 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 30th day of October, 2023.

Scott Edwards (SEAL)
Scott Edwards, Race Director
(Applicant & Authorized Representative of Event)

This form must be completed, signed and returned with the completed application.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/30/2023

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

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

PRODUCER Hylant - Indianapolis 10401 North Meridian St, Ste 200 Indianapolis IN 46290	**CONTACT NAME:** Lisa Christenson **PHONE (A/C, No, Ext):** 317-817-5172 **FAX (A/C, No):** 317-817-5151 **E-MAIL ADDRESS:** kiwaniscert@hylant.com
INSURED KIWAN03 Kiwanis International, All Clubs and Their Members 3636 Woodview Trace Indianapolis IN 46268	**INSURER(S) AFFORDING COVERAGE** / **NAIC #** **INSURER A :** Lexington Insurance Company — 19437 **INSURER B :** **INSURER C :** **INSURER D :** **INSURER E :** **INSURER F :**

COVERAGES **CERTIFICATE NUMBER:** 1321167268 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X **COMMERCIAL GENERAL LIABILITY** CLAIMS-MADE [X] OCCUR X Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: POLICY [ ] PRO-JECT [ ] LOC OTHER:	Y		013136005	11/1/2023	11/1/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG Liquor Liability	$ 2,000,000 $ 500,000 $ 5,000 $ 2,000,000 $ 2,000,000 $ 2,000,000 $ 1,000,000
A	**AUTOMOBILE LIABILITY** ANY AUTO OWNED AUTOS ONLY [ ] SCHEDULED AUTOS X HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			013136005	11/1/2023	11/1/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) [ ]	$ 1,000,000 $ $ $ $
	[ ] **UMBRELLA LIAB** [ ] OCCUR [ ] **EXCESS LIAB** [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE AGGREGATE [ ]	$ $ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBEREXCLUDED? [ ] **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					[ ] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE POLICY LIMIT	 $ $ $
A	Self-Insured Retention			013136005	11/1/2023	11/1/2024	All Claims	$150,000

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

The Certificate Holder and others as defined in the written agreement are additional insured subject to the terms, conditions, and exclusions on the policy with respect to the General Liability only regarding the following Kiwanis event (setup, take down & rain date(s) during the policy term are included).
April 20th, 2024 or any future date in the policy term.
Kiwanis sponsored Greater Goldsboro Road Run
Held at along various streets in the City of Goldsboro, NC
Sunrise Kiwanis Club of Goldsboro

CERTIFICATE HOLDER

City of Goldsboro, NC
North Center Street
P.O. Drawer A
Goldsboro NC

CANCELLATION

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

Judy K. Wilson

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ENDORSEMENT

This endorsement, effective 12:01 AM 11/01/2023

Forms a part of policy no.: 013136005

Issued to: KIWANIS INTERNATIONAL, INC.

By: LEXINGTON INSURANCE COMPANY

ADDITIONAL INSURED - DESIGNATED PERSON OR ORGANIZATION

(Based on CG 2026 04/13)

This endorsement modifies insurance provided by the following:

COMMERCIAL GENERAL LIABILITY POLICY

SCHEDULE

Name of Additional Insured Person(s) or Organization(s)

City of Goldsboro, NC
North Center Street
P.O. Drawer A
Goldsboro, NC

Information required to complete this Schedule, if not shown above, will be shown in the Declarations

A. Section II - Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III - Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

Includes Copyrighted Information of the Insurance Services Offices, Inc., with its permission. All Rights Reserved.

2. Available under the applicable Limits of Insurance shown in the Declarations; whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations

All other terms and conditions of the policy remain the same.

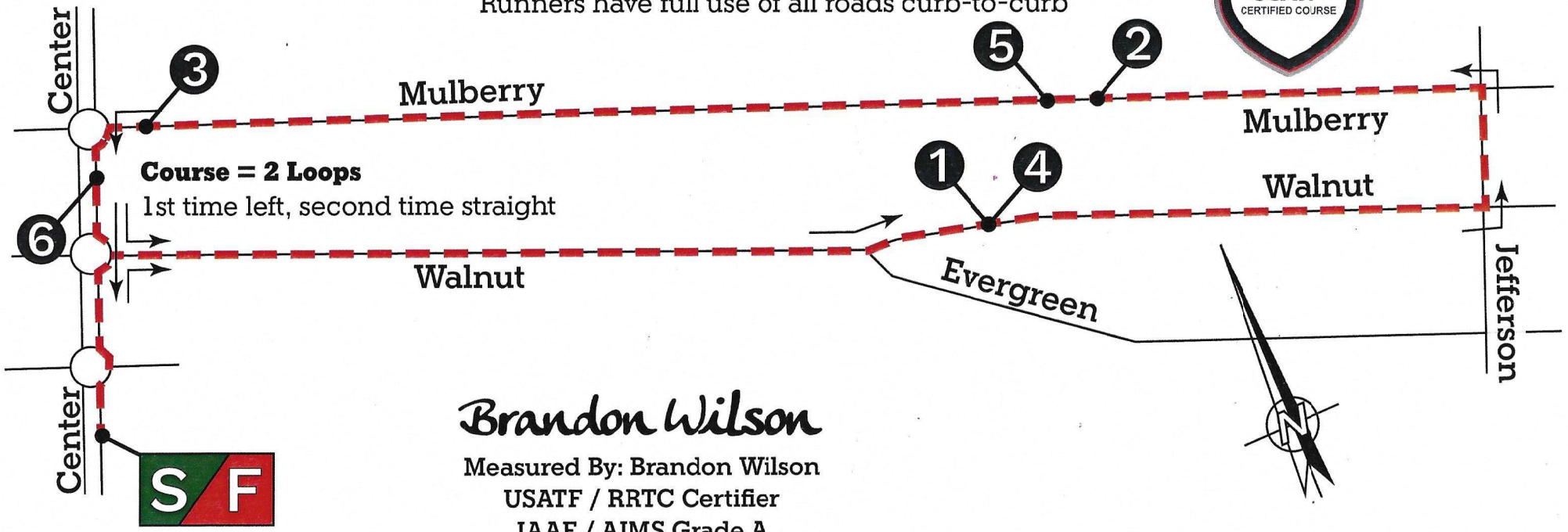
Authorized Representative

Greater Goldsboro 2-Loop 10k

Goldsboro, NC

USATF Certificate #NC18002BW
Effective Jan 22, 2018 to Dec 31, 2028

Route is 100% unrestricted
Runners have full use of all roads curb-to-curb



Brandon Wilson

Measured By: Brandon Wilson
USATF / RRTC Certifier
IAAF / AIMS Grade A

Measured On: Jan 22, 2018
Course = 10 km

Route

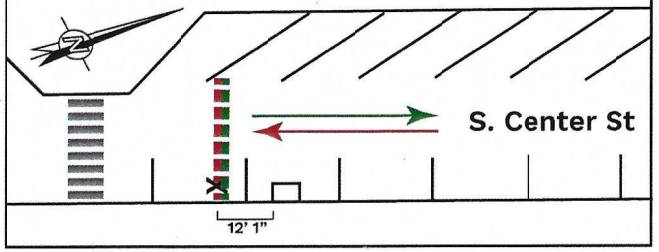
Start -on- S Center
Right -on- E Walnut
- - Begin Loop 1 - -
Left -on- Jefferson
Left -on- E Mulberry
Left -on- S Center
Left -on- E Walnut
- - Begin Loop 2 - -
Left -on- Jefferson
Left -on- E Mulberry
Left -on- S Center
Finish -on- S Center

Splits

1 Mile - At 1006 E Walnut
2 Mile - At 1108 E Mulberry
3 Mile - At 100 E Mulberry
4 Mile - At 1006 E Walnut
5 Mile - At 1104 E Mulberry
6 Mile - At 136 N Center

START / FINISH DETAIL

The Start and Finish are collocated. They form an imaginary line on S Center St perpendicular to the roadway intersacting a mag nail & washer "X" next to the curb. It is located between Chestnut and Spruce. The nail is 12" 1" south of the southernmost edge of the rectangular iron storn drain



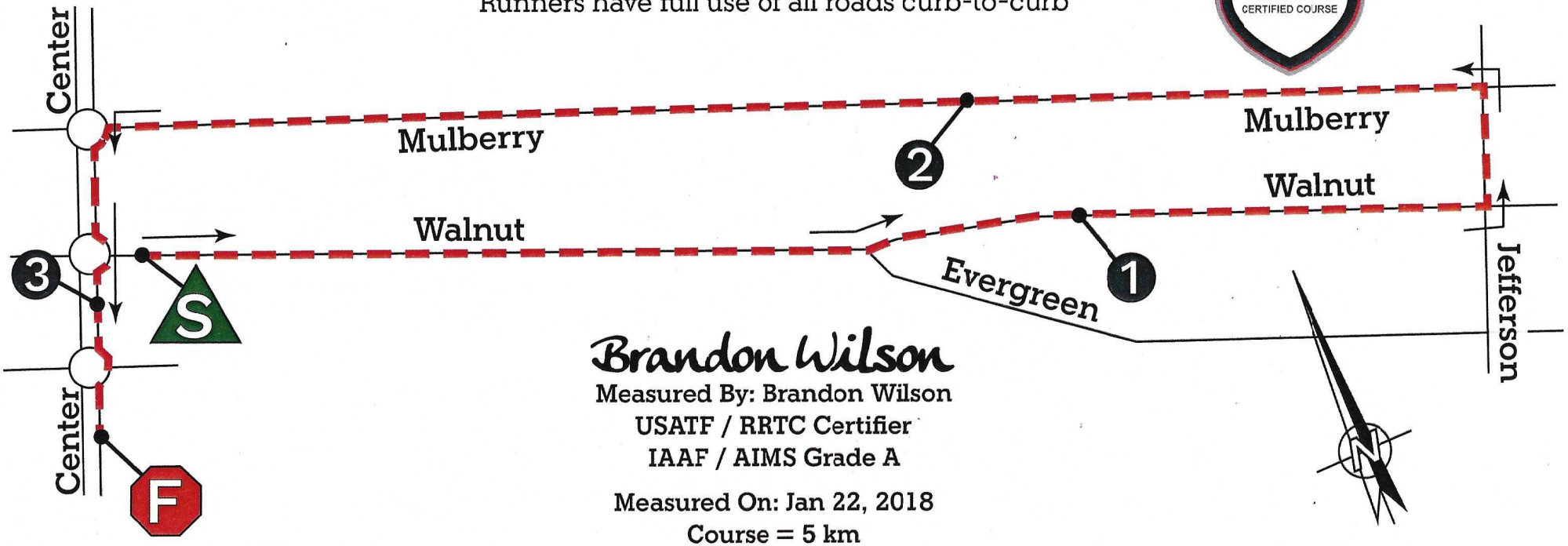
Greater Goldsboro 5k

Goldsboro, NC

USATF Certificate #NC18001BW
Effective Jan 22, 2018 to Dec 31, 2028

Route is 100% unrestricted

Runners have full use of all roads curb-to-curb



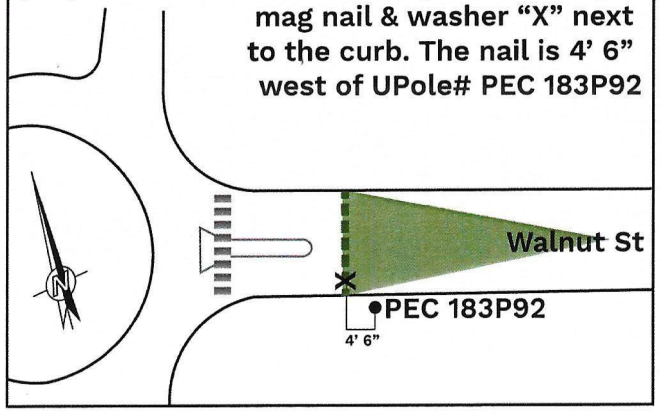
Brandon Wilson

Measured By: Brandon Wilson
USATF / RRTC Certifier
IAAF / AIMS Grade A

Measured On: Jan 22, 2018
Course = 5 km

START DETAIL

The Start is an imaginary line on Walnut St perpendicular to the roadway intersacting a mag nail & washer "X" next to the curb. The nail is 4' 6" west of UPole# PEC 183P92



Route

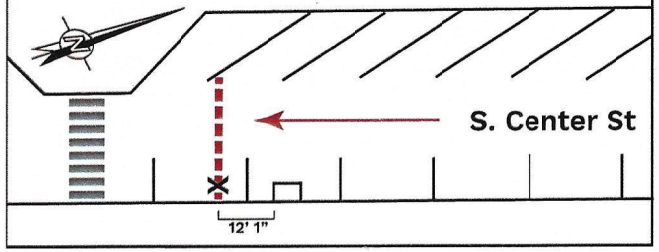
Start -on- E Walnut
Left -on- Jefferson
Left -on- E Mulberry
Left -on- S Center
Finish -on- S Center

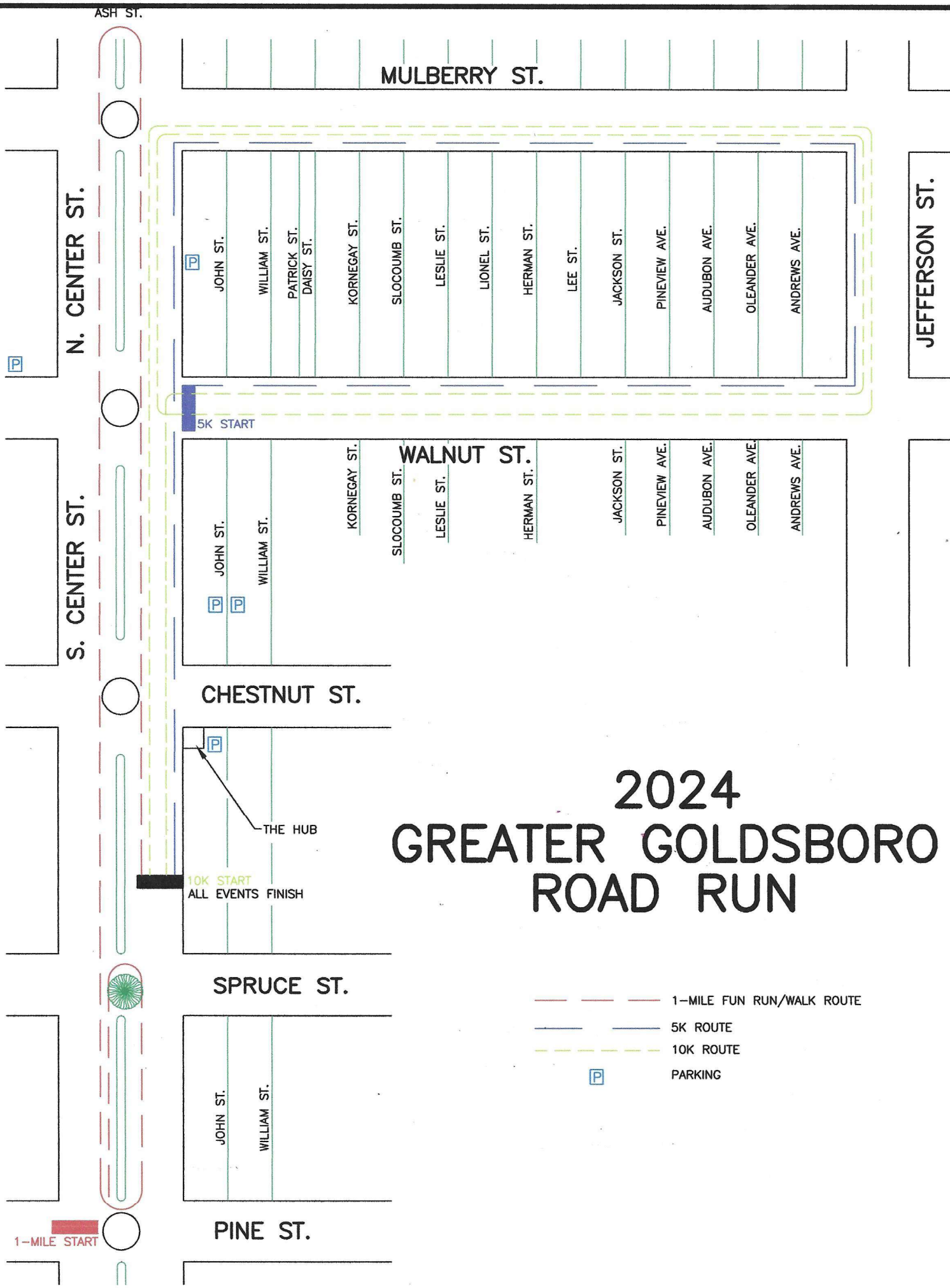
Splits

1 Mile - At 1108 B E Walnut
2 Mile - At 1000 E Mulberry
3 Mile - At 116 S Center

FINISH DETAIL

The Finish is an imaginary line on S Center St perpendicular to the roadway intersacting a mag nail & washer "X" next to the curb. It is located between Chestnut and Spruce The nail is 12" 1" south of the southernmost edge of the rectangular iron storn drain




ASH ST.
MULBERRY ST.
N. CENTER ST.
JEFFERSON ST.
JOHN ST.
WILLIAM ST.
PATRICK ST.
DAISY ST.
KORNEGAY ST.
SLOCOUMB ST.
LESLIE ST.
LIONEL ST.
HERMAN ST.
LEE ST.
JACKSON ST.
PINEVIEW AVE.
AUDUBON AVE.
OLEANDER AVE.
ANDREWS AVE.
5K START
WALNUT ST.
S. CENTER ST.
CHESTNUT ST.
THE HUB
10K START
ALL EVENTS FINISH
SPRUCE ST.
PINE ST.
1-MILE START
2024
GREATER GOLDSBORO
ROAD RUN
1-MILE FUN RUN/WALK ROUTE
5K ROUTE
10K ROUTE
PARKING

CITY OF GOLDSBORO
NORTH CAROLINA
POLICE DEPARTMENT

62945

11-22-23

RECEIVED OF GGRR

FOR Special Events

NUMBER #2421

TOTAL AMOUNT PAID $ 100.00

Desk Sgt.

By

Item No. L

CITY OF GOLDSBORO
AGENDA MEMORANDUM
MARCH 4, 2024, COUNCIL MEETING

Removed to March 18, 2024 Individual Action

SUBJECT: Small Batch Craft Event – Temporary Street Closure (June 7th and August 2nd, 2024)

BACKGROUND: The Small Batch Craft Market, LLC is sponsoring a craft fair to be held downtown to support local artists and makers of goods.

DISCUSSION: The events will be hosted from 6:00pm – 10:00pm on the 100 block of East Mulberry Street (between Center and John Street) on June 7th and August 2nd, 2024. The Small Batch Craft Market, LLC is requesting the closure of the 100 block of E. Mulberry Street between Center and John Street from 4:00pm – 11:00pm.

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

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

RECOMMENDATION: By motion, grant the requested temporary street closing of the 100 block of E. Mulberry Street between Center and John Street as stated above.

Date: 2-19-24 Michael D. West
Mike West, Police Chief

Date: 2-24-24
Matthew Livingston, Interim City Manager

Date of Application _____
(Inner Office Use Only)

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

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

I. General Information

Type of Event: (please check all that apply)

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

Event Name: Small Batch Craft Market - "Market on Mulberry"

KW **Event Date**(s) June 7 and August 2 (2024) **Event Website:** Facebook event

Inclement Weather/Rain Date(s): none yet

Description of Event (Please briefly describe the event.)

A pop-up market of local artisans selling their products, plus a food truck.

Requested Event Location: East Mulberry Street (between Center and John St.)

Event Start Time/End Time: 6:00pm - 10-00pm

KW **Set-Up**: Date & Time (start/end): 4:00pm (June 7 and August 2)

KW **Dismantle** (Completion): Date & Time (start/end): 11:00pm (June 7 and August 2)

Estimated Daily Attendance: +/- 100

Will this event require street closures? ☑ **Yes** ☐ **No** **Closure Times** 4:00pm - 11:00pm

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

100 block of East Mulberry Street between N. Center and N. John Street

II. Applicant and Sponsoring Organization Information

Sponsoring Organization Name: Small Batch Craft Market

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

Applicant Name: Kaytlyn Williams Title: Owner

Address: 607 N. Pineview Ave.

City: Goldsboro State: NC Zip: 27530 Phone: 919-738-5811

Cell Phone: 919-738-5811 Email: smallbatchcraftmarket@gmail.com

Day of Event Contact:

Name: Kaytlyn Williama Phone: 919-738-5811

III. Event Map

For Run/Walk/Parade/Carnival- FORMATION AREA LOCATION: _____

For Run/Walk/Parade/Carnivals- STARTING POINT: _____

For Run/Walk/Parade/Carnival- ENDING POINT: _____

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

See attached map

The city parking lot entrance and exit is on Mulberry Street. Employees would obviously be allowed to pull out before the event starts at 6:00pm. No cars would be allowed to exit the parking lot after 6:00pm for safety of pedestrians.

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

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

How do you plan to handle restroom services? ☐ Portable Toilets ☑ Other
If portable toilets will be provided, please list the name/contact of the company:
Parks Portable Toilets

If no portable toilets will be provided, how will these requirements be handled?

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

KW

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

☑ Yes ☐ No Does the event involve the sale of food?
If "YES", has the health department been notified?
For events with food, a letter from the health department must be submitted 30 days prior to the event.
o Health Department: (919) 731-1000

☐ Yes ☑ No Does the event intend to sale alcohol? Choose one of the three options listed below. See the Special Information and Conditions of Receiving a Special Event/Parade Permit section at the end of this application for more information about the Goldsboro Social district.

☐ If "YES", choose this option. 1) The ABC Permit, issued to you by the NC ABC Commission, must be submitted to the Goldsboro Police Department prior to the event. The event permit will not be issued until the ABC Permit is submitted. 2) Your event must be CLOSED to the Social District. This means your patrons CANNOT leave your event with an alcoholic beverage. It also means people outside of your event cannot bring alcohol from the Social District into your event.

o NC ABC Commission: (919) 779-0700

☑ If "NO", choose this option if you will not sale alcohol but want to be OPEN to the Social District. This means patrons CAN bring alcohol from the Social District into your event.

☐ If "NO", choose this option if you will not sale alcohol and be CLOSED to the Social District. This means alcohol is completely prohibited from your event; you are not selling alcohol, nor can a patron bring alcohol in from the Social District.

☐ Yes ☑ No Will there be **musical entertainment** at your event?
If "YES", please provide the following information:
- Amplification? ☐Yes ☐No

☐ Yes ☑ No Will there be musical entertainment and/or oratory speaking at your event?

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

☑ Yes ☐ No Will there be any **tents or canopies** in the proposed event site? If "YES", please provide the following information:
- Approximate Number of tents: 20
- Approximate Sizes: 10'x10' each
- Will any tent exceed 400 sq. feet in area? ☐Yes ☑No

Note: It is the renter's responsibility to contact the Inspections Department to arrange for all tent inspections that are required by City of Goldsboro ordinance. A permit is required when using any type of tent.
- ***City of Goldsboro Inspections Department (919) 580-4385***

Note: Tents cannot be staked in the area of the HUB due to in-ground irrigation.

☐ Yes ☑ No Will you require **electrical hook-ups** for this event? (Please note that electrical availability is limited.)

☐ Yes ☑ No Will **admission fees** be charged to attend this event?
If "YES", provide the cost(s) of all tickets: _____

KW

☑ Yes ☐ No Will **fees be charged to vendors** to participate in this event?
If 'YES", please provide the schedule of fees: $40.00 per vendor

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

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

VI. Miscellaneous:

Parking:

- How will overall patron parking be accommodated for this event? Street parking and the lot by B&G Grill on John Street.

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

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

Insurance:

*General Liability Insurance coverage of at least $1 million that holds the City and its taxpayers harmless from claims arising out of operation of the event is required. This Proof of insurance or applicable rider **MUST** be attached before submitting. Contact your insurance provider for assistance. If the event requires additional insurance, the Finance Director will notify the Police Department and City Manager's Office. Carnival applicants must provide proof of liability insurance of at least $5 million. The city must be listed as an additional insured on the Certificate of Insurance and shall be in place at the time such structure is to be occupied or such place of assembly is established for use by the public.*

Application Fee:
An application fee of $100.00 for special events and $200.00 for parades will be required at the time the application is submitted unless the permit is denied. This non-refundable fee is to be in the form of a check made payable to the City of Goldsboro.

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

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

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

Prohibited Items:
No firearms or illegal drugs are allowed.

KW

Policy of Non-Discrimination:

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

Additional Rules Pertaining to Events:

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

Alcoholic Beverages:

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

1. Goldsboro has a Social District in the area of the HUB complex downtown. A social district is a defined area in which a person may consume alcoholic beverages from an official container sold by an approved ABC permittee located within defined social district boundaries and defined days and hours of operation. Having a Social District affects the choices available to patrons wishing to rent the HUB.
2. All necessary ABC permits must be issued by the State and copies provided with this application. Follow steps outlined at www.abc.nc.gov/permits.
3. Signs shall be posted and visible at all exit points at the special event stating that it is unlawful to remove alcoholic beverages in opened or sealed containers from the premises.
4. 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.
5. Off-duty law enforcement officers are required to be on-site if alcohol is present at the event. The number of officers required will be determined by the Goldsboro Police Department.

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

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

Agreement

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

Authorized Signature: Kaytlyn Williams (Jan 5, 2024 09:55 EST) Date: Jan 5, 2024

Organization: Small Batch Craft Market

Kaytlyn Williams (Feb 12, 2024 12:17 EST)

Please return this application and all supporting documentation by email, mail or in person to:
Goldsboro Police Department
Community Police Services
204 S. Center Street
Goldsboro, NC 27530
spowers@goldsboronc.gov

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

Steven Powers

For Inner Office Use Only:

Michael D. West
Michael D. West (Feb 12, 2024 15:06 EST)
☐ Disagree
Feb 12, 2024
Goldsboro Police Department Representative — Date
Comment: City vehicle may also exit onto John St.

James Farfour
James Farfour (Feb 12, 2024 16:05 EST)
☐ Disagree
Feb 12, 2024
Goldsboro Fire Department Representative — Date
Comment:

Erin Fonseca
Erin Fonseca (Feb 16, 2024 09:10 EST)
☑ Disagree
Feb 16, 2024
Downtown Goldsboro Representative — Date
Comment: A plan is needed for trash. Additionally, I do not recommend closing an occupied street for a private venture. If allowed, all merchants adjacent to the event should have the ability to

Richard Fletcher
Richard Fletcher (Feb 12, 2024 15:08 EST)
☐ Disagree
Feb 12, 2024
Public Works Department Representative — Date
Comment:

Felicia L. Brown
Felicia L. Brown (Feb 12, 2024 15:03 EST)
☐ Disagree
Feb 12, 2024
Parks and Recreation Department Representative — Date
Comments:

Catherine S. Gwynn
☐ Disagree
Feb 20, 2024
Finance Director — Date

City Manager's Signature — Date
(Use of City Owned Lots/Non-Street Closings and Carnivals)

Special Event Release of Liability Waiver

The undersigned person is applying for Use of City-Owned Property for Special Event on behalf of Small Batch Craft Market 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 5 day of January, 20 24.

Kaylyn Williams (Jan 5, 2024 09:55 EST)

(SEAL)

(Applicant & Authorized Representative of Event)

This form must be completed, signed and returned with the completed application.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 11/02/2023

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

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must 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 Francis L. Dean & Associates, LLC 12800 University Drive Suite 125 Fort Myers, FL 33907 fdean.com/RedirectIL.htm	CONTACT NAME: PHONE (A/C, No, Ext): (800) 745-2409 FAX (A/C, No): E-MAIL ADDRESS: info@fdean.com
INSURED SPORTS AND RECREATION PROVIDERS ASSOCIATION (PURCHASING GROUP) AND ITS PARTICIPATING MEMBERS: Owner 607 N Pineview Ave GOLDSBORO, NC 27530	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A: Great American Insurance Company — 16691 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER:** GAS127730 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR X HOST LIQUOR LIABILITY INCLUDED GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC			PAC 4725036	02/02/2024 12:00 AM	02/07/2024 12:01 AM	EACH OCCURRENCE	$1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$300,000
							MED EXP (Any one person)	$0
							PERSONAL & ADV INJURY	$1,000,000
							GENERAL AGGREGATE	$1,000,000
							PRODUCTS - COMP/OP AGG	$1,000,000
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS HIRED AUTO NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	
							BODILY INJURY (Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
	UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $						EACH OCCURRENCE	
							AGGREGATE	
A	Professional Liability			PAC 4725036	02/02/2024 12:00 AM	02/07/2024 12:01 AM	EACH OCCURRENCE	$1,000,000
							AGGREGATE LIMIT	$1,000,000

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

Covered Vendor Type: Arts & Crafts Vendors. Proof of Insurance.

Scheduled Activities Exclusion Applies-Please Refer to Named Insured Member Certificate of Coverage

CERTIFICATE HOLDER

Proof of Insurance

CANCELLATION

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

Francis L. Dean

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ADDITIONAL INTEREST SCHEDULE

DATE (MM/DD/YYYY)
11/02/2023

AGENCY	CARRIER	NAIC CODE
	Great American Insurance Company	16691

POLICY NUMBER	EFFECTIVE DATE	NAMED INSURED(S)
GAS127730/PAC 4725036	02/02/2024 12:00 AM	Owner

ADDITIONAL INTEREST (Not all fields apply to all scenarios – provide only the necessary data)

INTEREST	NAME AND ADDRESS	RANK:	EVIDENCE:	CERTIFICATE	POLICY	SEND BILL	INTEREST IN ITEM NUMBER
[X] ADDITIONAL INSURED [ ] BEACH OF WARRANTY [ ] CO-OWNER [ ] EMPLOYEE AS LESSOR [ ] LEASEBACK OWNER [ ] LIENHOLDER [ ] LOSS PAYEE [ ] MORTGAGEE [ ] OWNER [ ] REGISTRANT [ ] TRUSTEE	City of Goldsboro 200 N Center St Goldsboro, NC 27530						LOCATION: / BUILDING: VEHICLE: / BOAT: AIRPORT: / AIRCRAFT: ITEM CLASS: / ITEM: ITEM DESCRIPTION

REFERENCE / LOAN #:	INTEREST END DATE:	
LIEN AMOUNT:	PHONE (A/C, No, Ex):	FAX (A/C, No):
REASON FOR INTEREST:	E-MAIL ADDRESS:	

The above are added as additional insured but only with respect to liability arising out of operations of the named insured during the policy period.

ACORD 45 (2009/04)

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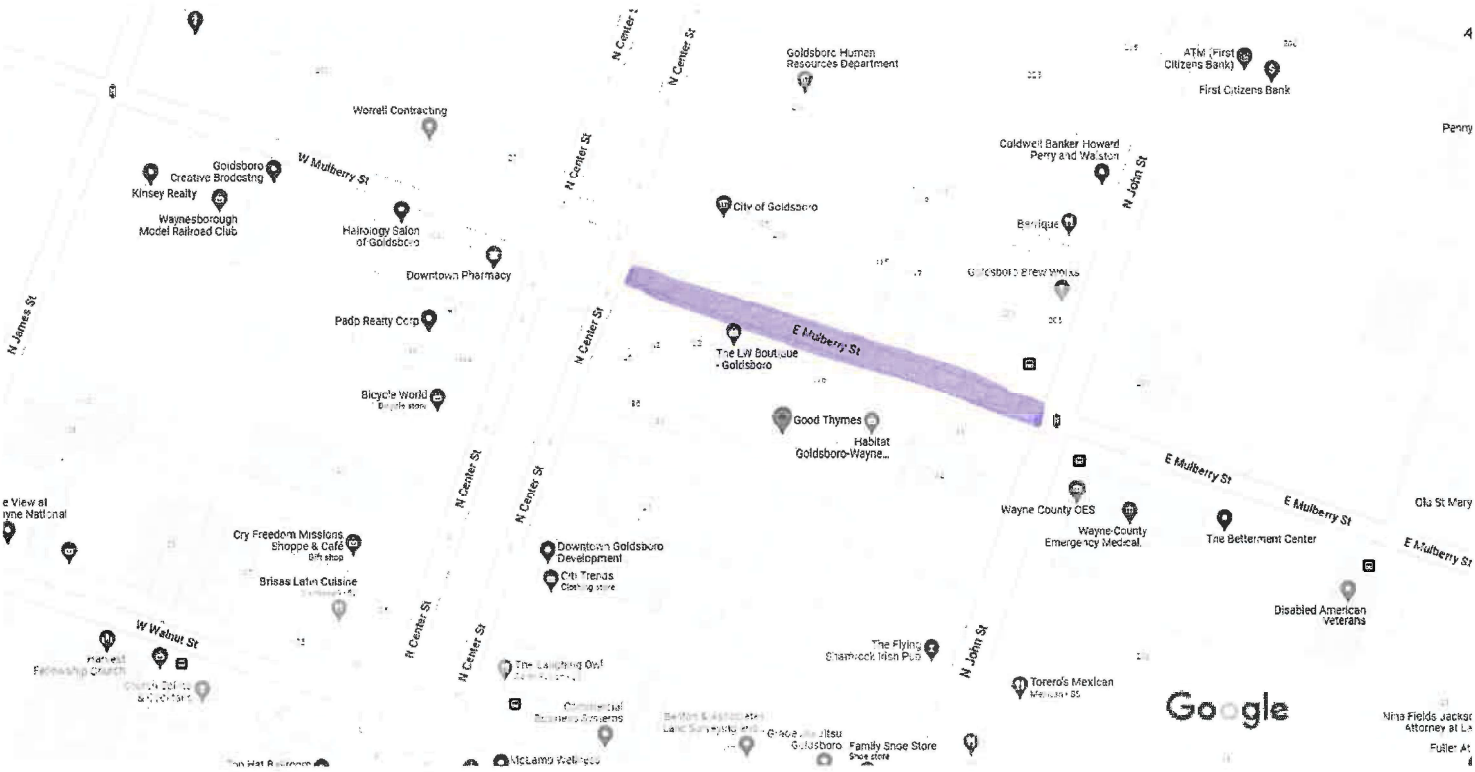
Good Thymes



Map data ©2023 Google 50 ft

Good Thymes

5.0 ★★★★★ (2)

Spice store

Overview Reviews About

Directions Save Nearby Send to phone Share

CITY OF GOLDSBORO
NORTH CAROLINA
POLICE DEPARTMENT

62943

11-3-23

RECEIVED OF Small Batch craft market

FOR Special Event

NUMBER (Cash)

Desk Sgt.

TOTAL AMOUNT PAID $100.00

By

Item No. M

Removed to March 18, 2024
Individual Action

CITY OF GOLDSBORO
AGENDA MEMORANDUM
MARCH 4, 2024, COUNCIL MEETING

SUBJECT: Small Batch Craft Event – Temporary Street Closure (November 30, 2024)

BACKGROUND: The Small Batch Craft Market, LLC is sponsoring a craft fair to be held downtown to support local artists and makers of goods.

DISCUSSION: The events will be hosted from 12:00pm – 5:00pm at The Hub on November 30, 2024. The Small Batch Craft Market, LLC is requesting the closure of the north bound lane of the 200 block South Center Street from Spruce to Chestnut Street from 10:00am – 5:00pm.

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

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

RECOMMENDATION: By motion, grant the requested temporary closing of the northbound lane of South Center Street from Spruce to Chestnut Street as stated above.

Date: 2·15·24 Michael D. West
Mike West, Police Chief

Date: 2-24-24 Matthew Livingston
Matthew Livingston, Interim City Manager

Date of Application _____
(Inner Office Use Only)

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

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

I. General Information

Type of Event: (please check all that apply)

☐ Parade ☐ Run/Walk ☐ Festival ☑ Street Closure ☐ Carnival ☐ Other (explain): Craft Market

Event Name: Small Batch Craft Market

Event Date(s): November 30, 2024 **Event Website:** Facebook event

Inclement Weather/Rain Date(s): none yet

Description of Event (Please briefly describe the event.)

A market of local artists in celebration of "Shop small Saturday"

Requested Event Location: The HUB

Event Start Time/End Time: 12:00pm - 5-00pm

Set-Up: Date & Time (start/end): 10:00am

Dismantle (Completion): Date & Time (start/end): 6:00pm

Estimated Daily Attendance: +/- 200

Will this event require street closures? ☑ **Yes** ☐ **No** **Closure Times** 10:00am - 5:00pm

***If yes*, please list the streets that you are requesting to be closed:** 200 block of South Center Street (Northbound lane) from Spruce to Chestnut Street.

II. Applicant and Sponsoring Organization Information

Sponsoring Organization Name: Small Batch Craft Market

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

Applicant Name: Kaytlyn Williams Title: Owner

Address: 607 N. Pineview Ave.

City: Goldsboro State: NC Zip: 27530 Phone: 919-738-5811

Cell Phone: 919-738-5811 Email: smallbatchcraftmarket@gmail.com

Day of Event Contact:

Name: Kaytlyn Williama Phone: 919-738-5811

III. Event Map

For Run/Walk/Parade/Carnival- FORMATION AREA LOCATION: _____

For Run/Walk/Parade/Carnivals- STARTING POINT: _____

For Run/Walk/Parade/Carnival- ENDING POINT: _____

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

See attached map

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

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

How do you plan to handle restroom services? ☐ Portable Toilets ☑ Other
If portable toilets will be provided, please list the name/contact of the company:

_____

If no portable toilets will be provided, how will these requirements be handled?
The HUB restrooms

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

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

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

If "YES", has the health department been notified?

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

o Health Department: (919) 731-1000

☐ Yes ☑ No Does the event intend to sale alcohol? Choose one of the three options listed below. See the Special Information and Conditions of Receiving a Special Event/Parade Permit section at the end of this application for more information about the Goldsboro Social district.

☐ If "YES", choose this option. 1) The ABC Permit, issued to you by the NC ABC Commission, must be submitted to the Goldsboro Police Department prior to the event. The event permit will not be issued until the ABC Permit is submitted. 2) Your event must be CLOSED to the Social District. This means your patrons CANNOT leave your event with an alcoholic beverage. It also means people outside of your event cannot bring alcohol from the Social District into your event.

o NC ABC Commission: (919) 779-0700

☑ If "NO", choose this option if you will not sale alcohol but want to be OPEN to the Social District. This means patrons CAN bring alcohol from the Social District into your event.

☐ If "NO", choose this option if you will not sale alcohol and be CLOSED to the Social District. This means alcohol is completely prohibited from your event; you are not selling alcohol, nor can a patron bring alcohol in from the Social District.

☑ Yes ☐ No Will there be **musical entertainment** at your event?
If "YES", please provide the following information:
- Amplification? ☐Yes ☐No

☑ Yes ☐ No Will there be musical entertainment and/or oratory speaking at your event?

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

☑ Yes ☐ No Will there be any **tents or canopies** in the proposed event site? If "YES", please provide the following information:
- Approximate Number of tents: 25
- Approximate Sizes: 10'x10' each
- Will any tent exceed 400 sq. feet in area? ☐Yes ☑No

Note: It is the renter's responsibility to contact the Inspections Department to arrange for all tent inspections that are required by City of Goldsboro ordinance. A permit is required when using any type of tent.
- ***City of Goldsboro Inspections Department (919) 580-4385***

Note: Tents cannot be staked in the area of the HUB due to in-ground irrigation.

☑ Yes ☐ No Will you require **electrical hook-ups** for this event? (Please note that electrical availability is limited.)

☐ Yes ☑ No Will **admission fees** be charged to attend this event?
If "YES", provide the cost(s) of all tickets: _____

☑ Yes ☐ No Will **fees be charged to vendors** to participate in this event?
If 'YES", please provide the schedule of fees: one time fee to cover rental fees

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

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

VI. Miscellaneous:

Parking:

- How will overall patron parking be accommodated for this event? Street parking/Freedom Field

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

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

Insurance:

*General Liability Insurance coverage of at least $1 million that holds the City and its taxpayers harmless from claims arising out of operation of the event is required. This Proof of insurance or applicable rider **MUST** be attached before submitting. Contact your insurance provider for assistance. If the event requires additional insurance, the Finance Director will notify the Police Department and City Manager's Office. Carnival applicants must provide proof of liability insurance of at least $5 million. The city must be listed as an additional insured on the Certificate of Insurance and shall be in place at the time such structure is to be occupied or such place of assembly is established for use by the public.*

Application Fee:
An application fee of $100.00 for special events and $200.00 for parades will be required at the time the application is submitted unless the permit is denied. This non-refundable fee is to be in the form of a check made payable to the City of Goldsboro.

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

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

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

Prohibited Items:
No firearms or illegal drugs are allowed.

Policy of Non-Discrimination:

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

Additional Rules Pertaining to Events:

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

Alcoholic Beverages:

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

1. Goldsboro has a Social District in the area of the HUB complex downtown. A social district is a defined area in which a person may consume alcoholic beverages from an official container sold by an approved ABC permittee located within defined social district boundaries and defined days and hours of operation. Having a Social District affects the choices available to patrons wishing to rent the HUB.
2. All necessary ABC permits must be issued by the State and copies provided with this application. Follow steps outlined at www.abc.nc.gov/permits.
3. Signs shall be posted and visible at all exit points at the special event stating that it is unlawful to remove alcoholic beverages in opened or sealed containers from the premises.
4. 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.
5. Off-duty law enforcement officers are required to be on-site if alcohol is present at the event. The number of officers required will be determined by the Goldsboro Police Department.

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

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

Agreement

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

Authorized Signature: Kaytlyn Williams (Jan 5, 2024 10:27 EST) Date: Jan 5, 2024

Organization: Small Batch Craft Market

Please return this application and all supporting documentation by email, mail or in person to:
Goldsboro Police Department
Community Police Services
204 S. Center Street
Goldsboro, NC 27530
spowers@goldsboronc.gov

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

For Inner Office Use Only:

Goldsboro Police Department Representative	Date
Goldsboro Fire Department Representative	Date
Downtown Goldsboro Representative	Date
Public Works Department Representative	Date
Parks and Recreation Department Representative	Date
Finance Director	Date
City Manager's Signature (Use of City Owned Lots/Non-Street Closings and Carnivals)	Date

Special Event Release of Liability Waiver

The undersigned person is applying for Use of City-Owned Property for Special Event on behalf of Small Batch Craft Market 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.

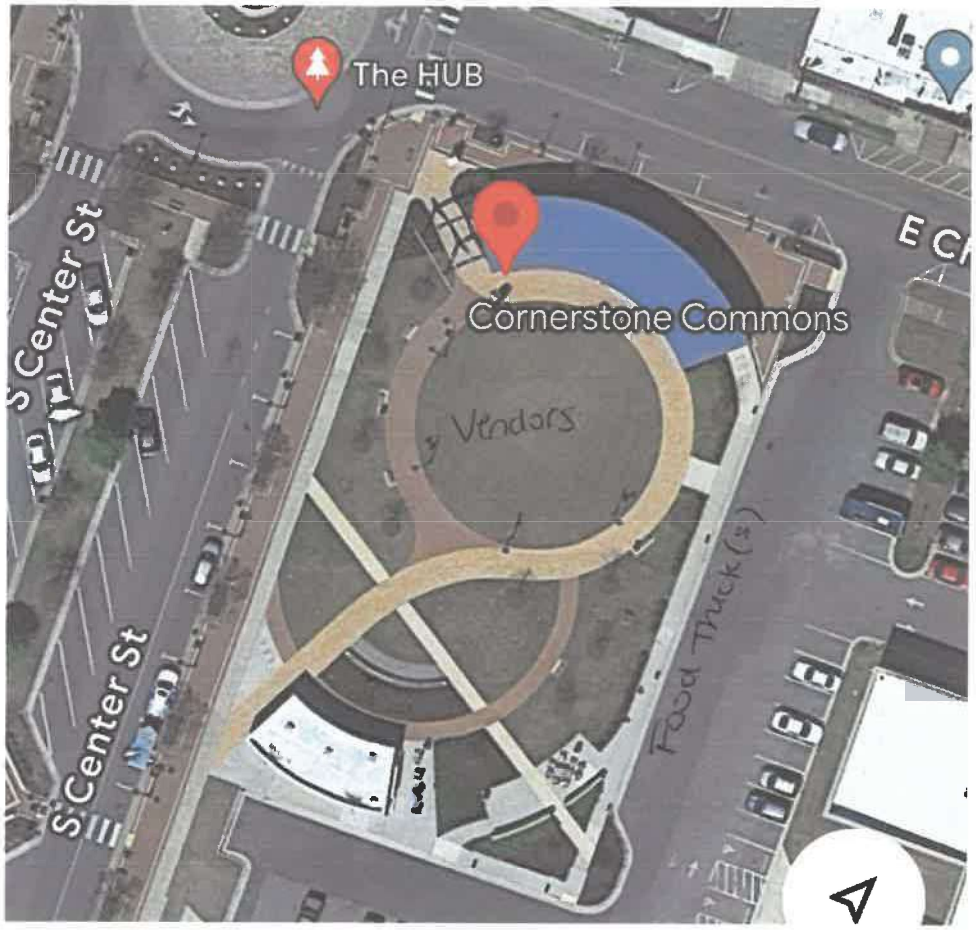
This the 5 day of January, 2024.

Kaylyn Williams (Jan 5, 2024 10:27 EST)

_____ **(SEAL)**

(Applicant & Authorized Representative of Event)

This form must be completed, signed and returned with the completed application.



- Vendors in The Hub / on N. Center St.
- Food truck(s) by power pedestals

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 12/11/2023

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

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must 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 Francis L. Dean & Associates, LLC 12800 University Drive Suite 125 Fort Myers, FL 33907 fdean.com/RedirectIL.htm	**CONTACT NAME:** **PHONE (A/C, No, Ext):** (800) 745-2409 **FAX (A/C, No):** **E-MAIL ADDRESS:** info@fdean.com
INSURED SPORTS AND RECREATION PROVIDERS ASSOCIATION (PURCHASING GROUP) AND ITS PARTICIPATING MEMBERS: Small Batch Craft Market 607 N Pineview Ave Goldsboro, NC 27530	**INSURER(S) AFFORDING COVERAGE** / **NAIC #** **INSURER A:** Great American Insurance Company 16691 **INSURER B:** **INSURER C:** **INSURER D:** **INSURER E:** **INSURER F:**

COVERAGES **CERTIFICATE NUMBER:** GAS130277 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE [X] OCCUR X HOST LIQUOR LIABILITY INCLUDED GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC			PAC 4725036	11/30/2024 12:00 AM	12/05/2024 12:01 AM	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$1,000,000 $300,000 $0 $1,000,000 $1,000,000 $1,000,000
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS HIRED AUTO NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	
	UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $						EACH OCCURRENCE AGGREGATE	
A	Professional Liability			PAC 4725036	11/30/2024 12:00 AM	12/05/2024 12:01 AM	EACH OCCURRENCE AGGREGATE LIMIT	$1,000,000 $1,000,000

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

Covered Vendor Type: Arts & Crafts Vendors. Proof of Insurance.

Scheduled Activities Exclusion Applies-Please Refer to Named Insured Member Certificate of Coverage

CERTIFICATE HOLDER

Proof of Insurance

CANCELLATION

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

Francis L. Dean

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ACORD®

ADDITIONAL INTEREST SCHEDULE

DATE (MM/DD/YYYY)
12/11/2023

AGENCY	CARRIER	NAIC CODE
	Great American Insurance Company	16691

POLICY NUMBER	EFFECTIVE DATE	NAMED INSURED(S)
GAS130277/PAC 4725036	11/30/2024 12:00 AM	Small Batch Craft Market

ADDITIONAL INTEREST (Not all fields apply to all scenarios – provide only the necessary data)

INTEREST	NAME AND ADDRESS	RANK:	EVIDENCE:		CERTIFICATE		POLICY		SEND BILL	INTEREST IN ITEM NUMBER	
[X] ADDITIONAL INSURED	City of Goldsboro 200 N Center St Goldsboro, NC 27530									LOCATION:	BUILDING:
[ ] BEACH OF WARRANTY										VEHICLE:	BOAT:
[ ] CO-OWNER										AIRPORT:	AIRCRAFT:
[ ] EMPLOYEE AS LESSOR										ITEM CLASS:	ITEM:
[ ] LEASEBACK OWNER										ITEM DESCRIPTION	
[ ] LIENHOLDER											
[ ] LOSS PAYEE	REFERENCE / LOAN #:		INTEREST END DATE:								
[ ] MORTGAGEE	LIEN AMOUNT:		PHONE (A/C, No, Ex):							FAX (A/C, No):	
[ ] OWNER	REASON FOR INTEREST:		E-MAIL ADDRESS:								
[ ] REGISTRANT											
[ ] TRUSTEE											

The above are added as additional insured but only with respect to liability arising out of operations of the named insured during the policy period.

ACORD 45 (2009/04)

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CITY OF GOLDSBORO
NORTH CAROLINA
POLICE DEPARTMENT

62946

12-12, 23

RECEIVED OF Kaytlyn Williams

FOR Special Events

NUMBER

Desk Sgt.

TOTAL AMOUNT PAID $200 By MC

Item N

CITY OF GOLDSBORO
AGENDA MEMORANDUM
MARCH 4, 2024 COUNCIL MEETING

SUBJECT: Resolution Authorizing the City Attorney to Institute Proceedings to Condemn Property of the Heirs of Otho J. Glenn

BACKGROUND: Otho J. Glenn, deceased, is the record owner of property located at Carver Blvd., Lot 4, Block B, Washington Park (Heights), Goldsboro, North Carolina, designated as Parcel No. 2599516159.

A previous transfer in 2002 to the City of Goldsboro of other property owned by Otho J. Glenn identified the following as potential heirs to Otho J. Glenn: Ethlene Glenn, William E. Glenn, Joyce Glenn Wallace, Cynthia Glenn Weeks, Larry Drake Glenn, Melva Glenn and Janice Manning (deceased).

A portion (i.e. an easement), of said property is required by the City in connection with the Economic Development Project known as Project Butter.

DISCUSSION: As the taking of the portion needed would render the remainder of the property unusable, therefore the said taking would be for the entire property referenced herein.

Negotiations with the owner at the appraised value of $3,500.00 have been unsuccessful and said portion of the property and the property in its entirety are necessary for said project.

RECOMMENDATION: It is recommended that Council adopt the attached resolution authorizing the City Attorney to institute condemnation proceedings to acquire the property identified above and authorize the Director of Finance to issue a draft in the amount of $3,500.00 to the Clerk of Superior Court as compensation to the owner(s).

Date: 2-28-24 Ronald I. Lawrence, II

Ron Lawrence, City Attorney

Date: 2-21-24 Matthew S. Livingston

Matthew Livingston, Interim City Manager

RESOLUTION 2024- 32

RESOLUTION AUTHORIZING THE CITY ATTORNEY TO INSTITUTE PROCEEDINGS TO CONDEMN PROPERTY OF THE HEIRS OF OTHO J. GLENN, deceased and still record owner, LOCATED AT CARVER BLVD, LOT 4, BLOCK B, WASHINGTON PARK (HEIGHTS), parcel number 2599516159, GOLDSBORO, NORTH CAROLINA IN CONNECTION WITH THE ECONOMIC DEVELOPMENT PROJECT KNOWN AS "PROJECT BUTTER"

WHEREAS, Otho J. Glenn, deceased, is the record owner of record of that certain property identified above and located at Carver Blvd., Lot 4, Block B, Washington Park (Heights), Goldsboro, North Carolina, designated as Parcel No. 2599516159, said property being as shown on the attached map; and

WHEREAS, a previous transfer in 2002 to the City of Goldsboro of other property owned by Otho J. Glenn identified the following as potential heirs to Otho J. Glenn: Ethlene Glenn, William E. Glenn, Joyce Glenn Wallace, Cynthia Glenn Weeks, Larry Drake Glenn, Melva Glenn and Janice Manning (deceased); and

WHEREAS, there may be additional heirs that are unknown at this time; and

WHEREAS, a portion (i.e. an easement), of said property is required by the City in connection with the Economic Development Project known as Project Butter; and

WHEREAS, as the taking of the portion needed would render the remainder of the property unusable, therefore the said taking would be for the entire property referenced herein; and

WHEREAS, negotiations with the owner at the appraised value of $3,500.00 have been unsuccessful and said portion of the property and the property in its entirety are necessary for said project; and

WHEREAS, it is deemed necessary and in the best interest of the City that the City Attorney be authorized to institute civil proceedings to condemn the entirety of said property and that the Director of Finance be authorized to issue a draft to the Clerk of Superior Court as compensation to the owner(s) in the amount of $3,500.00.

NOW, THEREFORE BE IT RESOLVED by the Mayor and City Council that, pursuant to Chapter 40A of the North Carolina General Statutes, the City Attorney is hereby authorized to institute condemnation proceedings to acquire the property, and the Director of Finance is hereby authorized to issue a draft in the amount of $3,500.00 to the Clerk of Superior Court as compensation to the owner(s).

This Resolution shall be incorporated into the official Minutes of the City of Goldsboro and shall be in full force and effect from and after this 4th day of March, 2024.

Charles Gaylor, IV
Mayor

Attested by:

Laura Getz
City Clerk

Item O

CITY OF GOLDSBORO
AGENDA MEMORANDUM
MARCH 4, 2024 COUNCIL MEETING

SUBJECT: Resolution Authorizing the City Attorney to Institute Proceedings to Condemn Property of the Heirs of Lula Floyd Jacks

BACKGROUND: Lula Floyd Jacks, deceased, is the record owner of that certain property identified above and located at Depriest St., Lot 5, Block C, Washington Park (Heights), Goldsboro, North Carolina, designated as Parcel No. 2599513165.

Eddie Floyd has been identified as a potential heir to Lula Floyd Jacks and there may be additional heirs that are unknown at this time.

A portion (i.e. an easement), of said property is required by the City in connection with the Economic Development Project known as Project Butter.

DISCUSSION: As the taking of the portion needed would render the remainder of the property unusable, therefore the said taking would be for the entire property referenced herein.

Negotiations with the owner at the appraised value of $3,500.00 have been unsuccessful and said portion of the property and the property in its entirety are necessary for said project.

RECOMMENDATION: It is recommended that Council adopt the attached resolution authorizing the City Attorney to institute condemnation proceedings to acquire the property identified above and authorize the Director of Finance to issue a draft in the amount of $3,500.00 to the Clerk of Superior Court as compensation to the owner(s).

Date: 2-28-24 Ronald L. Lawrence, II

Ron Lawrence, City Attorney

Date: 2-28-24 Matthew S. Livingston

Matthew Livingston, Interim City Manager

RESOLUTION 2024- 33

RESOLUTION AUTHORIZING THE CITY ATTORNEY TO INSTITUTE PROCEEDINGS TO CONDEMN PROPERTY OF THE HEIRS OF LULA FLOYD JACKS, deceased and still record owner, LOCATED AT DEPRIEST ST., LOT 5, BLOCK C, WASHINGTON PARK (HEIGHTS), parcel number 2599513165, GOLDSBORO, NORTH CAROLINA IN CONNECTION WITH THE ECONOMIC DEVELOPMENT PROJECT KNOWN AS "PROJECT BUTTER"

WHEREAS, Lula Floyd Jacks, deceased, is the record owner of that certain property identified above and located at Depriest St., Lot 5, Block C, Washington Park (Heights), Goldsboro, North Carolina, designated as Parcel No. 2599513165, said property being as shown on the attached map; and

WHEREAS, the following have been identified as a potential heir to Lula Floyd Jacks: Eddie Floyd; and

WHEREAS, there may be additional heirs that are unknown at this time; and

WHEREAS, a portion (i.e. an easement), of said property is required by the City in connection with the Economic Development Project known as Project Butter; and

WHEREAS, as the taking of the portion needed would render the remainder of the property unusable, therefore the said taking would be for the entire property referenced herein; and

WHEREAS, negotiations with the record owner's known heirs at the appraised value of $3,500.00 have been unsuccessful and said portion of the property and the property in its entirety are necessary for said project; and

WHEREAS, it is deemed necessary and in the best interest of the City that the City Attorney be authorized to institute civil proceedings to condemn the entirety of said property and that the Director of Finance be authorized to issue a draft to the Clerk of Superior Court as compensation to the owner(s) in the amount of $3,500.00.

NOW, THEREFORE BE IT RESOLVED by the Mayor and City Council that, pursuant to Chapter 40A of the North Carolina General Statutes, the City Attorney is hereby authorized to institute condemnation proceedings to acquire the property, and the Director of Finance is hereby authorized to issue a draft in the amount of $3,500.00 to the Clerk of Superior Court as compensation to the owner(s).

This Resolution shall be incorporated into the official Minutes of the City of Goldsboro and shall be in full force and effect from and after this 4th day of March, 2024.

Charles Gaylor, IV
Mayor

Attested by:

Laura Getz
City Clerk

Item P

CITY OF GOLDSBORO
AGENDA MEMORANDUM
MARCH 4, 2024 COUNCIL MEETING

SUBJECT: Revising the Policy Regarding the Use of City-Owned Property for Special Events

BACKGROUND: The Policy Regarding the use of City-Owned Property for Special Events was discussed with Council at the May 1, 2023, meeting and was adopted by resolution.

The Special Events/Parade/Street Closing Permit Application was also updated to reflect the revisions in the Policy Regarding the use of City-Owned Property for Special Events.

The use of City-owned Parks and Recreation property, Goldsboro Event Center, Goldsboro Municipal Golf Course and the Paramount Theatre is not regulated by this Policy.

DISCUSSION: Updates to the policy are needed to include the Golf Course as city owned property not covered by the policy. It is also recommended that the application fee for a special event be increased to $500.00 and the application for a street closing be increased to $600.00 to align with the rates of using the HUB and/or Freedom Field.

The intent of this change is to use the HUB and/or Freedom Field for events instead of closing streets in the City of Goldsboro, based on feedback from Council.

Application fees may be waived by the City Manager for events sponsored by the City of Goldsboro and all other application fees requested to be waived must go before the City Council. All requests for sponsorships must be approved by a majority vote of City Council.

RECOMMENDATION: It is recommended that Council adopt the attached resolution approving the changes to the Policy Regarding the Use of City-Owned Property for Special Events.

Date: 2-28-24 Laura Getz

Laura Getz, City Clerk

Date: 2-28-24

Matthew Livingston, Interim City Manager

RESOLUTION NO. 2024- 34

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

WHEREAS, the Goldsboro Police Department may issue permits for the usage of City-owned property for special events provided such uses comply with the provisions of the Policy; and

WHEREAS, the use of City-owned Parks and Recreation property, Goldsboro Event Center, Goldsboro Municipal Golf Course and the Paramount Theatre is not regulated by this Policy; and

WHEREAS, the application fees for special events and parades are requested to be increased due to administrative and labor cost; and

WHEREAS, City employees spend a great deal of time preparing for special events and parades; and

WHEREAS, the intent of this change is to use the HUB and/or Freedom Field for events instead of closing streets in the City of Goldsboro based on feedback from Council; and

WHEREAS, application fees may be waived by the City Manager for events sponsored by the City of Goldsboro and all other application fees requested to be waived must go before the City Council. All requests for sponsorships must be approved by a majority vote of City Council

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Goldsboro, North Carolina that the Policy Regarding the use of City-Owned Property for Special Events shall be revised as stated in the policy presented.

This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 4th day of March, 2024

Charles Gaylor, IV
Mayor

Attested by:

Laura Getz
City Clerk

City of Goldsboro

Subject: Policy Regarding the Use of City-Owned Property for Special Events	**Policy #**: CMOP - 003	**Effective Date**: 03-04-2024	**Rev. #:** 1	**Revision Date**: 03-04-2024	**Page:** **1** of **3**
Section: City Manager's Office	**Resolution Number and/or Adopted Date**: Resolution No. 2024-34			**Prepared by**: City Manager's Office	
Submitted by: City Manager's Office	**Supersedes**: Resolution No. 2023-36			**Approved by**: City Council	

Purpose

The Goldsboro Police Department 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 Parks and Recreation property, Goldsboro Event Center, Goldsboro Municipal Golf Course, and the Paramount Theatre is not regulated by this Policy.

1. Filing of an 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 Goldsboro Police Department, 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 the event name, proposed date and times of the event, description of the event, security needs and plans to address security issues, food, beverages, alcohol or other products to be served or sold, parking and traffic plans, trash collection and recycling plans.

c. A drawing or site plan showing the City-owned property to be utilized depicting the proposed routes, placement of tables, barricades, portable bathroom facilities, parking or any other structures or uses proposed to be conducted on the property.

d. 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.

e. 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.

f. An application fee of $$500.00 for special events and $$600.00 for parades will be required at the time the application is submitted. This fee will be returned if the permit is denied. Application fees may be waived by the City Manager for events sponsored by the City of Goldsboro. All other application fees requested to be waived must be approved by City Council.

g. The fee schedule for the use of the HUB and/or Freedom Field is noted on the HUB rental request form.

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 9:00 a.m. and end no later than 10:00 p.m. unless approved by Goldsboro City Council.

c. Security plans, including the provision of providing off-duty police officers must be provided as approved by the Goldsboro Police Department.

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. An additional fee in the amount determined by the City Manager's Office may be charged if the 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:

1st Offense: Warning (Verbal or Written) and/or fine
2nd Offense: Termination of Special Event and/or fine

h. Evidence of adequate insurance 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. Applicant must provide proof of general liability insurance coverage of at least $1 million. Carnival applicants must provide proof of liability insurance coverage of at least $5 million. The city must be listed as an additional insured on the Certificate of Insurance.

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 department 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, all affected parties will be notified. All properties within 100 ft. of the downtown special event will be notified by the City of Goldsboro staff via hand-delivered flyer, mail or email detailing the time, place and description of the event.

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 may approve the consumption of alcoholic beverages on public

property in accordance with Section 130.03 of the Goldsboro City Code if all 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. All necessary ABC permits have been issued by the State.

b. 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.

c. 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.

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 Goldsboro Police Department 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, 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.

*****In the event of inclement weather or other emergency situations, the City of Goldsboro Manager's Office and/or Goldsboro Police Department reserve the right to cancel all events.***

Item Q

CITY OF GOLDSBORO
AGENDA MEMORANDUM
MARCH 4, 2024 COUNCIL MEETING

SUBJECT: Crossroads Strategies Agreement

BACKGROUND: The Roosevelt Group currently provides advocacy and consulting services to the City of Goldsboro and Wayne County governments. The City of Goldsboro has in consultation with the County and Friends of Seymour made the decision to change consultants to support the relationship the City has with Seymour Johnson Air Force Base and state and federal legislators.

Crossroads Strategies (CRS) is a bipartisan, multi-disciplinary federal relations, advocacy, and advisory firm based in Washington DC. Founded in 2010 by longtime advocacy industry veterans, CRS offers a comprehensive suite of services ranging from congressional affairs to agency and regulatory lobbying. Leveraging the skills and knowledge of over 25 practitioners with broad and diverse professional backgrounds, CRS offers direct advocacy services, strategic intelligence, political risk management, and government procurement consulting services.

DISCUSSION: Crossroads Strategies will advise the City, County and Friends of Seymour on legislative issues impacting Seymour Johnson Air Force Base. They will also work with federal agencies on behalf of the City.

The terms of this Agreement shall commence on March 1, 2024, and remain in effect through June 30, 2024. The City of Goldsboro and County of Wayne will pay Crossroads Strategies a project fee of $60,000.00 which shall be billed by Crossroads Strategies in two equal parts of $30,000.00 each to the City of Goldsboro and the County of Wayne. The City and County will reimburse Crossroads Strategies for all reasonable expenses associated with the above services, the expenditure of which shall be pre-approved and will be billed monthly as needed. It is expected that an additional agreement will be signed for FY24-25.

Henry Smith and Ken Gerrard, representing Friends of Seymour, will be the primary points of contact. Recurring updates and regular access to Crossroads Strategies will be provided to City and County leadership.

RECOMMENDATION: Staff recommends Council adopt the following Resolution authorizing the Mayor and City Clerk to execute the agreement with Crossroads Strategies.

Date: 2-28-24

Matthew Livingston, Interim City Manager

RESOLUTION NO. 2024 – 35

RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AN AGREEMENT WITH CROSSROADS STRATEGIES

WHEREAS, it is estimated that Seymour Johnson Air Force Base has an economic impact in Wayne County of 990 million dollars annually; and

WHEREAS, the City and County believe that a reduction of fighter planes, airman, and support personnel will have a deleterious effect on our region; and

WHEREAS, the City and County believe that our local voice must be more strongly heard by those that can and will affect change. Therefore, the City of Goldsboro has in consultation with the County and Friends of Seymour made the decision to change consultants to support the relationship the City has with Seymour Johnson Air Force Base and state and federal legislators; and

WHEREAS, Crossroads Strategies was founded in 2010 and offers a comprehensive suite of services ranging from congressional affairs to agency and regulatory lobbying; and

WHEREAS, Crossroads Strategies will advise the City, County and Friends of Seymour on legislative issues impacting Seymour Johnson Air Force Base. They will also work with federal agencies on behalf of the City; and

WHEREAS, the terms of this Agreement shall commence on March 1, 2024, and remain in effect through June 30, 2024. The City of Goldsboro and County of Wayne will pay Crossroads Strategies a project fee of $60,000.00 which shall be billed by Crossroads Strategies in two equal parts of $30,000.00 each to the City of Goldsboro and the County of Wayne. It is expected that an additional agreement will be signed for FY24-25; and

WHEREAS, the City and County will reimburse Crossroads Strategies for all reasonable expenses associated with the above services, the expenditure of which shall be pre-approved and will be billed monthly as needed. The agreement may be terminated by either party with 30 days' written notice; and

WHEREAS, the City of Goldsboro and Wayne County have historically relied on and worked closely with Seymour Johnson Air force for over five decades providing benefit for both the city, county and region.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Goldsboro North Carolina, that the Mayor and City Clerk are hereby authorized to sign an agreement with Crossroads Strategies in conjunction with the County of Wayne and Friends of Seymour for consulting services to maintain a strong military presence in our region.

Adopted this the 4th day of March, 2024.

Charles Gaylor, IV
Mayor

Attested by:

Laura Getz
City Clerk

February 25, 2024

Henry Smith, Esq.
Friends of Seymour Johnson
c/o Warren, Kerr, Walston, Taylor & Smith, LLC
117 Ormond Avenue
Goldsboro, NC 27533

Dear Henry:

This Consulting Agreement (the "Agreement") is entered as of March 1, 2024, between Crossroads Strategies, LLC (hereinafter "Consultant" or "CRS"), and Seymour Support Council, Inc., d/b/a/ Friends of Seymour Johnson, the City of Goldsboro, and the County of Wayne (hereinafter "Client") and relates to certain consulting services to be rendered by Consultant to Client with respect to the services below:

Description of Services

Consultant will advise Client on legislative issues impacting the entity, work with appropriate congressional committees, leadership, and individual members to facilitate Client's agenda. Consultant will also work with agencies within the Administration on behalf of Client.

Terms of the Agreement

The term of this Agreement shall commence on March 1, 2024, and remain in effect through June 30, 2024. In consideration of these services, Client will pay Consultant a project fee of $60,000.00 which shall be billed by the Consultant in two equal parts of $30,000.00 each to the City of Goldsboro and the County of Wayne. Client will reimburse Consultant for all reasonable expenses associated with the above services, the expenditure of which shall be pre-approved and will be billed monthly as needed.

Contact and Communication

Henry Smith and Ken Gerrard, representing Friends of Seymour, will be the primary points of contact for the Client. A regular bi-weekly call will be scheduled that includes the Consultant

and representatives of each client entity including the primary points of contact and representatives of the City of Goldsboro and the County of Wayne.

This agreement may be terminated by either party with 30 days written notice.

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement as of the date first written above.

CROSSROADS STRATEGIES, LLC

By: _____

Name: Mathew Lapinski
Title: CEO
Date: 3/13/24

FRIENDS OF SEYMOUR JOHNSON AFB

By: _____

Name: Henry Smith, Esq.
Title:
Date: 3/8/2024

County of Wayne

By: _____

Name: Chris Gurley
Title: Chairman
Date: 3-5-24

Attested by: _____
Carol Bowden, Clerk to the Board of Commissioners

City of Goldsboro

By: _____

Name: Charles Gaylor, IV
Title: Mayor
Date: 3-5-24

Attested by: _____
Laura Getz, City Clerk

THIS INSTRUMENT HAS BEEN PREAUDITED IN THE MANNER REQUIRED BY THE LOCAL GOVERNMENT BUDGET AND FISCAL CONTROL ACT

_____

GOLDSBORO
BE MORE DO MORE SEYMOUR
North Carolina

200 North Center Street, 27530
P 919.580.4362

WOMEN'S HISTORY MONTH
PROCLAMATION

WHEREAS, women of every race, class, and ethnic background have made historic contributions to the growth and strength of our Nation in countless recorded and unrecorded ways; and

WHEREAS, women have played and continue to play critical economic, cultural, and social roles in every sphere of the life by constituting a significant portion of the labor force working inside and outside of the home; and

WHEREAS, women have played a unique role throughout the history of the Nation by providing the majority of the volunteer labor force; and

WHEREAS, women were particularly important in the establishment of early charitable, philanthropic, and cultural institutions in our Nation; and

WHEREAS, women of every race, class, and ethnic background served as early leaders in the forefront of every major progressive social change movement; and

WHEREAS, women have served our country courageously in the military; and

WHEREAS, women have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements — especially the peace movement — which create a more fair and just society for all; and

WHEREAS, despite these contributions, the role of women has been consistently overlooked and undervalued in the literature, teaching, and study of history.

NOW, THEREFORE BE IT RESOLVED, that the Goldsboro City Council does hereby proclaim the month of March 2024 as

WOMEN'S HISTORY MONTH

in the City of Goldsboro and encourage all citizens to observe this month by participating in and supporting all festivities celebrating the proud history and many accomplishments of women.

IN WITNESS, WHEREOF, I have hereunto set my hand and affixed the Seal of the City of Goldsboro this the 4th day of March, 2024.

CITY OF GOLDSBORO INCORPORATED 1844 - 1851

Charles Gaylor, IV
Mayor