

**GOLDSBORO CITY COUNCIL
REGULAR MEETING AGENDA
MONDAY, FEBRUARY 18, 2019**

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

I. ADOPTION OF THE AGENDA

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

OLD BUSINESS

- a. Boards and Commissions Appointments Discussion (Mayor)

NEW BUSINESS

- b. FY 2018-19 Six Month Financial Update (Finance)
- c. AMI Update (Finance)

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

Invocation (Pastor Stanley Kelly, Fellowship Baptist Church)

Pledge to the Flag

IV. ROLL CALL

V. APPROVAL OF MINUTES (*Motion/Second)

A.1 Minutes of the Work Session and Regular Meeting of January 7, 2019

A.2 Minutes of the Work Session and Regular Meeting of January 22, 2019

VI. PRESENTATIONS

VII. PUBLIC HEARINGS (*Motion/Second)

- B. Z-1-19 Villas at Adair Place – South side of Keenway Drive and North of Adair Drive (Shopping Center to R-6 CD Residential - Conditional District) (Planning)
- C. Z-2-19 Adair Gardens – South side of Keenway Drive and North of Adair Drive (Shopping Center to R-6 CD Residential - Conditional District) (Planning)
- D. CU-1-19 EPark LLC- South side of W. Walnut Street between James Street and Center Street (Planning)

PLANNING COMMISSION EXCUSED

VIII. PUBLIC COMMENT PERIOD (TIME LIMIT OF 3 MINUTES PER SPEAKER)

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

- E. Governor's Crime Commission Award and Budget Amendment (Finance)
- F. Resolution for Designation of Applicant's Agent – Hurricane Florence (Finance)
- G. Informal Bid No. 2018-002: Essential Single-Family Rehabilitation Loan Pool – Disaster Recovery (ESFRLP-DR) Program (Community Relations)
- H. Authorization of an agreement with Wayne County United Soccer Club (Parks and Recreation)
- I. Resolution and Budget Amendment – Replace HVAC unit at the Goldsboro EventCenter (Event Center)
- J. Contract Award for Goldsboro MPO Metropolitan Transportation Plan Update (Planning)
- K. Departmental Monthly Reports

BB/MS
7-0

- X. ITEMS REQUIRING INDIVIDUAL ACTION (*Motion/Second)
- XI. CITY MANAGER'S REPORT
- XII. MAYOR AND COUNCILMEMBERS' REPORTS AND RECOMMENDATIONS
 - L. NAACP 100th Anniversary Proclamation
- XIII. CLOSED SESSION
- XIV. ADJOURN

Historic -

Linda Liegel - replace J. Johnson

Alt.

Beverly Weeks
Alana Moore

Planning -

Mia Barnett

PTC

Rep. Linda Farmer

Kimberly Tovar
Maurice Mitchell

Kalil Cobb

**CITY OF GOLDSBORO
AGENDA MEMORANDUM
FEBRUARY 18, 2019 COUNCIL MEETING**

SUBJECT:

PUBLIC HEARING

Z-1-19 Villas at Adair Place – South side of Keenway Drive and North of Adair Drive (Shopping Center to R-6 CD Residential - Conditional District).

BACKGROUND:

The applicant requests a change of zone from SC Shopping Center to R-6 Residential Conditional District limiting the use to a 72-unit apartment community.

This property is located behind Goshen Medical and adjacent to Lot 3 which was rezoned to R-6 Residential in April 2016 to allow 72 apartment units known as Adair Place Apartments.

Frontage: 385 ft. (Keenway Drive)
Depth: 765 ft. (approximately)
Area: 6.85 Acres

Surrounding Zoning: North: Shopping Center
South: Shopping Center
East: Shopping Center
West: R-6 Residential

The subject property is known as Lot 4 within the Adair, LLC Subdivision that was approved by City Council on May 3, 2010 and satellite annexed to the City effective November 30, 2009.

Existing Use: The property is currently vacant.

Proposed Use: The applicant proposes to construct a 72-unit apartment community.

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

DISCUSSION:

The submitted preliminary site plan indicates three newly-constructed three-story apartment buildings containing a total of 72 units. In addition, a community building is also being proposed on site.

Parking for the site requires two spaces per unit plus .5 per bedroom over two. Thirty-six of the 72 total units will be 3-bedroom units and the other 36 units will be 2-bedroom units. A total of 162 parking spaces are required and 156 spaces have been shown on the preliminary site plan. Staff will work with the applicant to ensure an additional 6 spaces are provided to meet parking requirements.

Access to the site will be directly from Keenway Drive, which is being constructed as part of Adair Place Apartments just west of the project site. Interconnectivity is proposed along the western property line and the applicant is requesting a modification of the interconnectivity requirement along the eastern property line.

City sidewalks are required along frontage of the proposed development. Frontage along Keenway Drive is approximately 385 linear feet. The applicant will need to install sidewalks or pay the sidewalk fee in the amount of \$6,930 in lieu of installation of the sidewalks.

The subject property would be served water through Fork Township Sanitary District. Sanitary sewer service will be provided by Fork Township but treated by the City of Goldsboro. City Engineering will require approval of stormwater calculations and drainage plans prior to issuance of any building permits.

Street trees have been provided along Keenway Drive. A Type A 10' landscape buffer is required along the east, west and southern property lines and vehicular surface area landscape requirements must be met. Staff is working with the applicant to ensure landscape requirements are met per the requirements of the City's Unified Development Ordinance.

Dumpsters have been shown on the site plan and staff will work with the applicant to ensure the dumpsters are appropriately screened from off-site views.

Building elevations have not been submitted at this time however, applicant has indicated building elevations will be similar to building design approved for Adair Place Apartments. Staff will ensure all multi-family development design standards are met per the requirements of

the City's Unified Development Ordinance prior to issuance of any building permits.

RECOMMENDATION:

No action necessary. The Planning Commission will have a recommendation for the Council's meeting on March 4, 2019.

Date: 2/12/19


Planning Director

Date: 2/13/19


City Manager

Z-1-19
VILLAS AT ADAIR PLACE
SC TO R-6 CD



REZONING REQUEST

Owner: Adair LLC
Project: 72 Unit Apartment Complex
Parcel #: 2671-90-4358
Location: W US Hwy 70

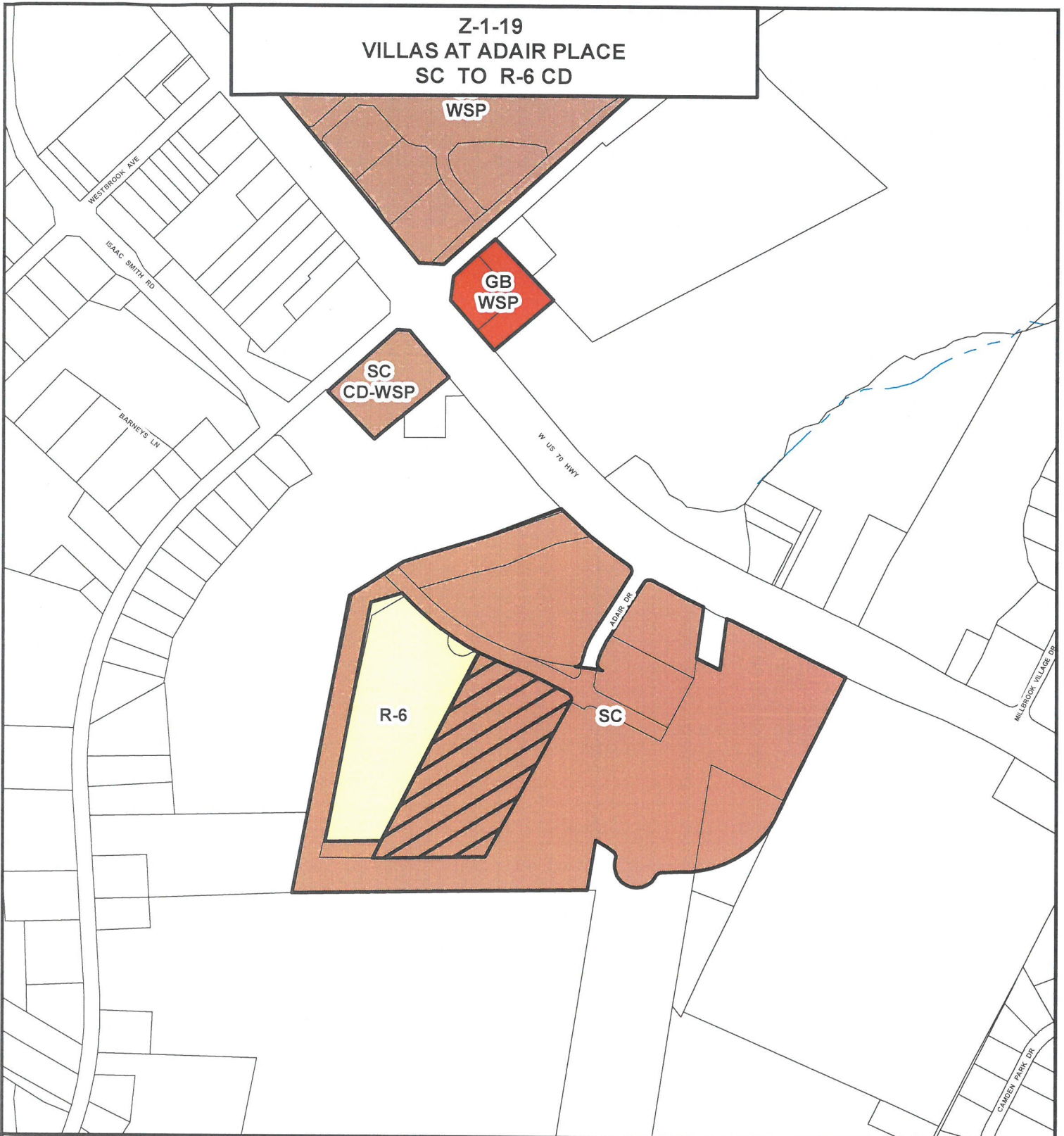
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GOLDSBORO
BE MORE DO MORE SEYMOUR

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**Z-1-19
VILLAS AT ADAIR PLACE
SC TO R-6 CD**



ZONING REQUEST - EXISTING ZONING

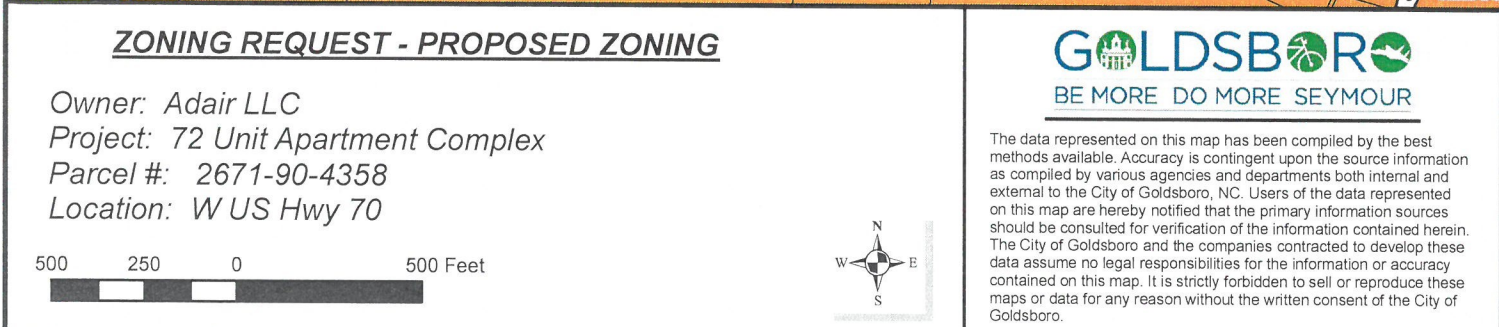
Owner: Adair LLC
Project: 72 Unit Apartment Complex
Parcel #: 2671-90-4358
Location: W US Hwy 70

500 250 0 500 Feet



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SITE INFORMATION:
 SITE AREA: 14.71 ACRES
 TOTAL PARKING SPACES PROVIDED: 156 SPACES
 TOTAL NUMBER OF BUILDINGS: 3 RESIDENTIAL BUILDINGS + 1 COMMUNITY BUILDING
 FLOOD PLAIN: NONE
 RETAINING WALLS EXISTING/PLANNED: NONE/NONE

BUILDING LETTER
 A

NOT FOR
 CONSTRUCTION

Villas at Adair Place,
 LP
**Villas at
 Adair Place**
 Goldsboro,
 North Carolina
 19-523.00

DATE: JANUARY 18, 2019

Site Plan

Site 1.1



Architecture
 Planning
 Engineering
Ross/Deckard Architects

Phone 919.875.0001

Fax 919.875.5200

E-mail: info@RossDeckardArchitects.com

Street Address: 4010 Wake Forest Road, Raleigh, North Carolina 27609

Mailing Address: P.O. Box 18644, Raleigh, North Carolina 27614-8644

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**CITY OF GOLDSBORO
AGENDA MEMORANDUM
FEBRUARY 18, 2019 COUNCIL MEETING**

SUBJECT: PUBLIC HEARING

Z-2-19 Adair Gardens – South side of Keenway Drive and North of Adair Drive (Shopping Center to R-6 CD Residential - Conditional District).

BACKGROUND: The applicant requests a change of zone from SC Shopping Center to R-6 Residential Conditional District limiting the use for a 48 one-story residential cottage community.

This property is located behind Goshen Medical and adjacent to Lot 4 which is currently requesting to be rezoned to R-6 Residential Conditional District for a 72-unit apartment community.

Frontage: 220 ft. (Keenway Drive)
Depth: 750 ft. (approximately)
Area: 6.0 Acres

Surrounding Zoning: North: Shopping Center
South: Wayne County jurisdiction
East: Shopping Center
West: R-6 Residential Conditional District
request (currently SC)

The subject property is known as a portion of Lot 9 within the Adair, LLC Subdivision that was approved by City Council on May 3, 2010 and satellite annexed to the City effective November 30, 2009.

Existing Use: The property is currently vacant.

Proposed Use: The applicant proposes to construct 48 one-story residential cottages and a community building.

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

DISCUSSION:

The submitted preliminary site plan indicates nine newly-constructed residential buildings containing a total of 48 one-story residential cottages. In addition, a community building is also being proposed on site.

Parking for the site requires two spaces per unit. A total of 96 parking spaces are required and 54 spaces have been shown on the preliminary site plan. Applicant is requesting a modification of 42 parking spaces as the proposed project is limited to individuals 55 years and older. Should the use change the applicant will be required to provide additional parking or seek a modification from City Council if necessary.

Access to the site will be directly from Keenway Drive, which is being constructed as part of Adair Place Apartments (Lot 3) just west of the project site. Interconnectivity is not being proposed. The applicant is requesting a modification of the interconnectivity requirement along the eastern and western property line.

City sidewalks are required along frontage of the proposed development. Frontage along Keenway Drive is approximately 220 linear feet. The applicant will need to install sidewalks or pay the sidewalk fee in the amount of \$3,960 in lieu of installation of the sidewalks.

The subject property would be served water through Fork Township Sanitary District. Sanitary sewer service will be provided by Fork Township but treated by the City of Goldsboro. City Engineering will require approval of stormwater calculations and drainage plans prior to issuance of any building permits.

Street trees have been provided along Keenway Drive. A Type A 10' landscape buffer is required along the western property line and a Type C 20' landscape buffer along the eastern property line. Property along the southern property line is adjacent to Wayne County jurisdiction and is zoned Heavy Industrial. A Type D 50' landscape buffer is required and the applicate is requesting a modification from 50' to 20' due to adjacent property being used for agricultural related purposes. In addition, vehicular surface area landscape requirements must be met. Staff is working with the applicant to ensure landscape requirements are met per the requirements of the City's Unified Development Ordinance.

Dumpsters have been shown on the site plan and staff will work with the applicant to ensure the dumpsters are appropriately screened from off-site views.

Building elevations have been submitted and indicate the proposed buildings will be constructed of brick veneer and vinyl siding. Roofing materials will be asphalt shingles. Staff will ensure all multi-family development design standards are met per the requirements of the City's Unified Development Ordinance prior to issuance of any building permits.

RECOMMENDATION:

No action necessary. The Planning Commission will have a recommendation for the Council's meeting on March 4, 2019.

Date: 2/12/19



Planning Director

Date: _____

City Manager

Z-2-19
ADAIR GARDENS
SC TO R-6 CD



ZONING REQUEST

Owner: Adair LLC
Project: 48 Cottage Complex
Parcel #: 2671-90-4358
Location: W US Hwy 70

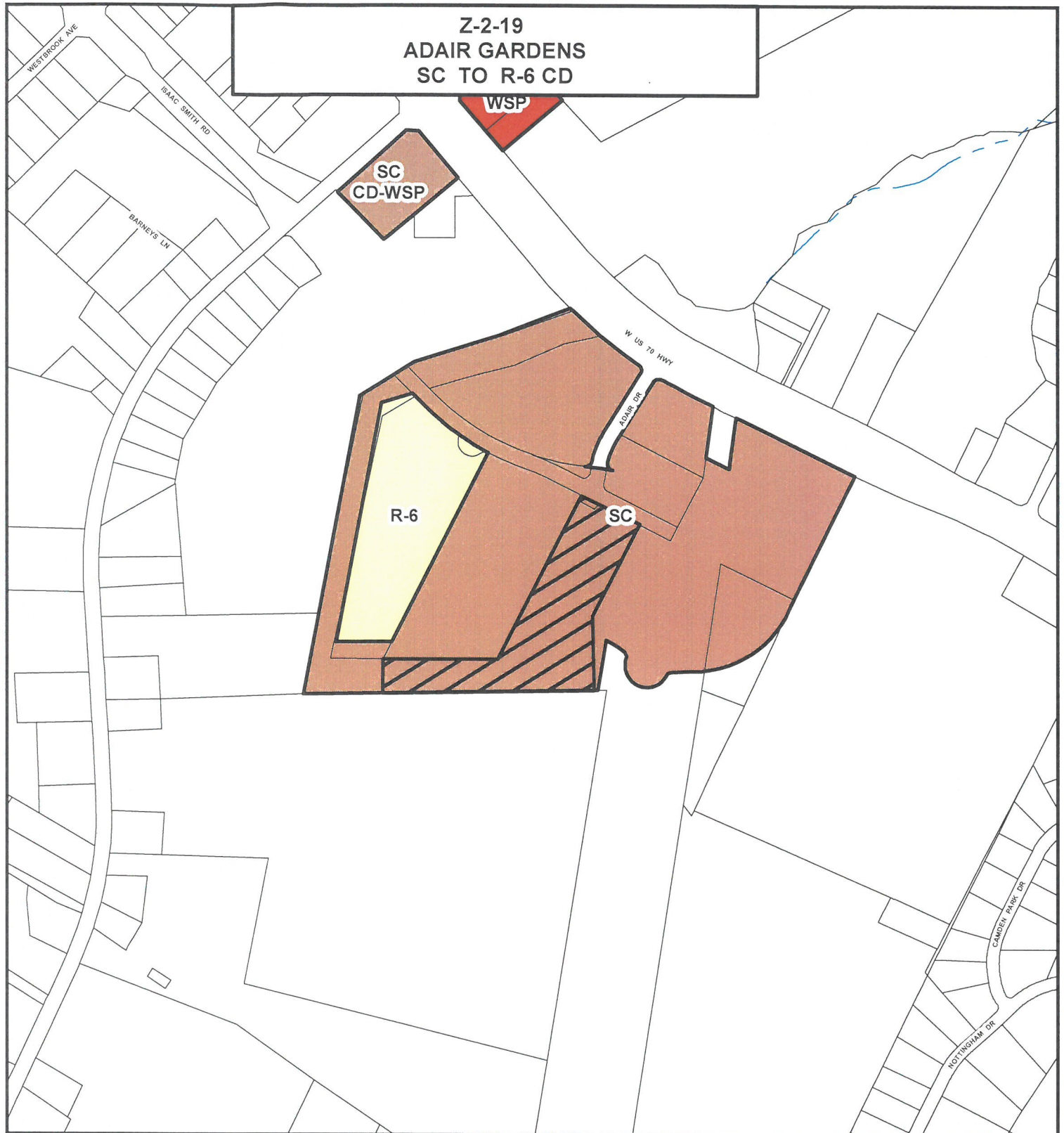
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GOLDSBORO
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**Z-2-19
ADAIR GARDENS
SC TO R-6 CD**



ZONING REQUEST - EXISTING ZONING

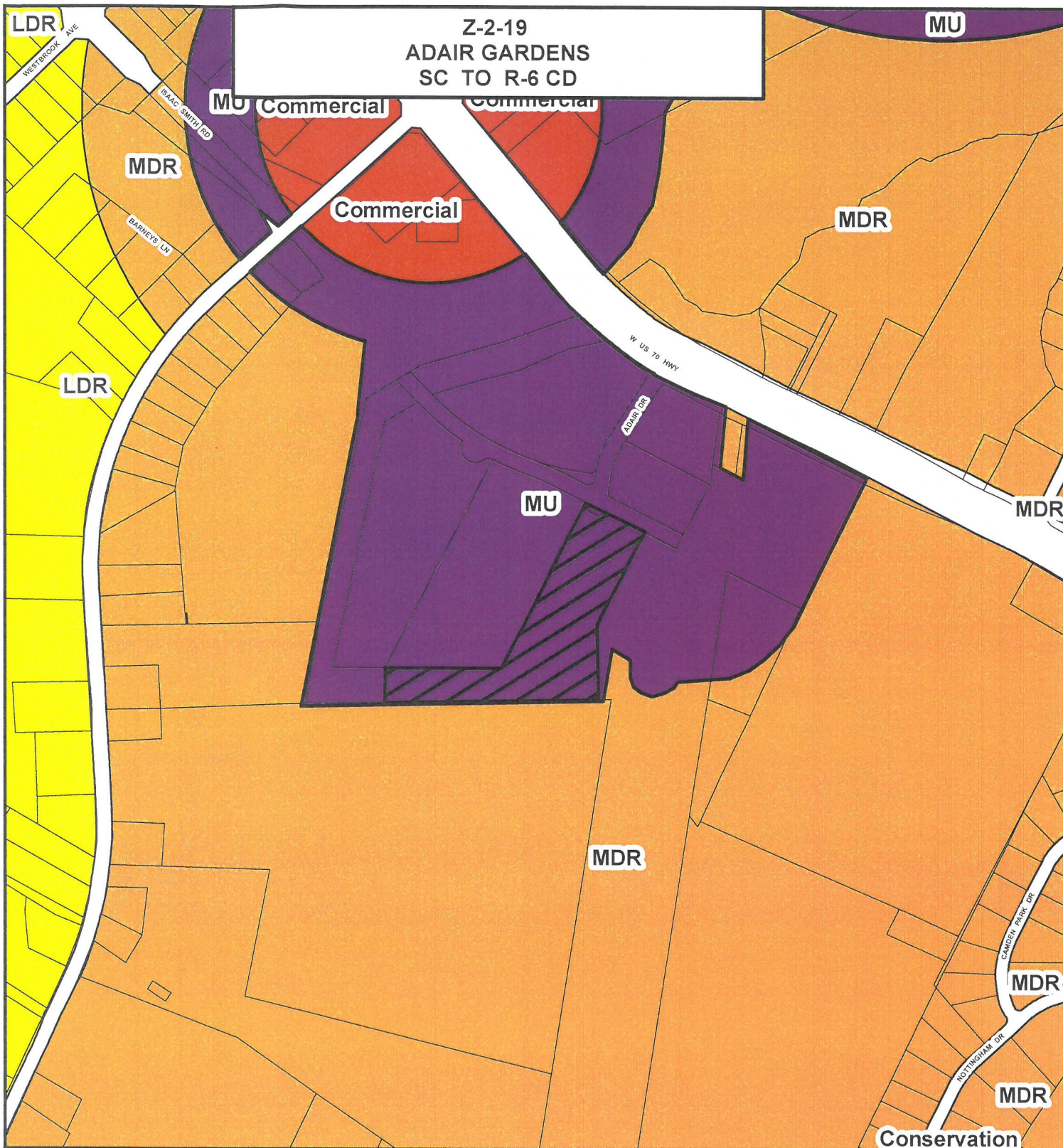
Owner: Adair LLC
Project: 48 Cottage Complex
Parcel #: 2671-90-4358
Location: W US Hwy 70

500 250 0 500 Feet



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ZONING REQUEST - PROPOSED ZONING

Owner: Adair LLC
 Project: 48 Cottage Complex
 Parcel #: 2671-90-4358
 Location: W US Hwy 70

500 250 0 500 Feet



GOLDSBORO
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NOT FOR
CONSTRUCTION

Adair Gardens,
LP

**Adair
Gardens**

Goldensboro,
North Carolina

19-412.00

DATE: JANUARY 18, 2019

Site Plan

Site 1.1

ROSS/DECKARD ARCHITECTS

SITE INFORMATION: SITE AREA: 14.1 ACRES SITE ACCESS: FROM N. BREAZEALE DRIVE TOTAL PARKING SPACES PROVIDED: 54 SPACES TOTAL NUMBER OF BUILDINGS: (9) RESIDENTIAL BUILDINGS + (1) COMMUNITY BUILDING FLOOD PLANT: NONE RETAINING WALLS EXISTING/PLANNED: NONE/NONE		BUILDING LETTER A
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Phone: 919.875.0001

Fax: 919.875.9200

Email: mail@rossdeckardarchitects.com

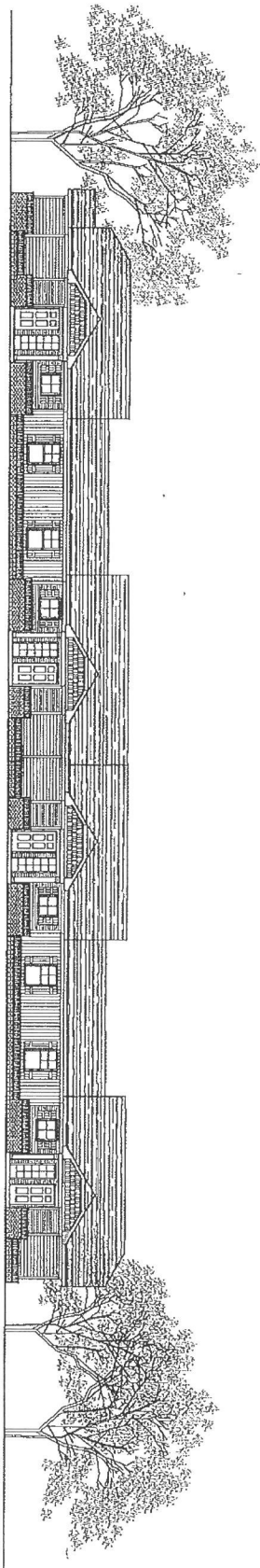
Street Address: 4010 Wake Forest Road, Raleigh, North Carolina 27609

Mailing Address: P.O. Box 18044, Raleigh, North Carolina 27614-0044

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Adair Gardens

Goldsboro, North Carolina



NOT FOR
CONSTRUCTION

Adair Gardens,
LP

Adair
Gardens

Goldsboro,
North Carolina
19-412.00

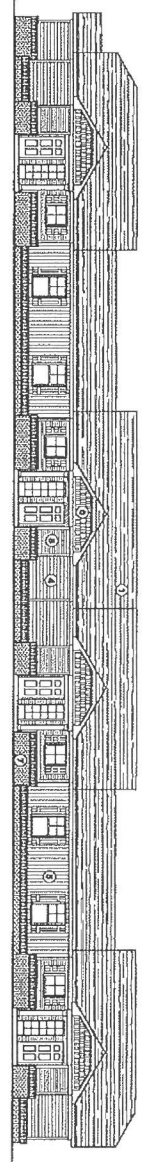
Title Sheet

TS 1.1

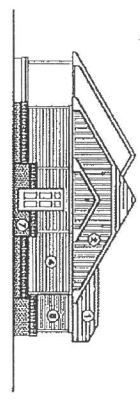
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CONSTRUCTION

ELEVATION KEY

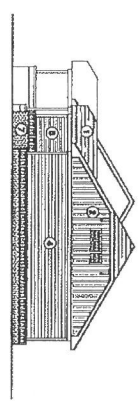
- MARK ①
ROOF - 1/2" x 8" VERTICAL CEDAR SHAKES
30 YEAR ARCHITECTURAL DURATION
ANTIFUNGAL ASPHALT SHINGLE ON ONE
LAYER OF 1/2" BUILDING FELT ON 1/2" GBS TYP.
- MARK ②
VINYL SIDING - 1/4" x 8" DAKOTA HEAVY GAUGE
BOARD AND BATTEN STYLE
- MARK ③
VINYL SIDING - 1/4" x 8" DAKOTA HEAVY GAUGE
DOUBLE 5 PATTERN
- MARK ④
VINYL SIDING - 1/4" x 8" DAKOTA HEAVY GAUGE
DOUBLE 5 PATTERN
- MARK ⑤
VINYL SIDING - 1/4" x 8" DAKOTA HEAVY GAUGE
DOUBLE 5 PATTERN
- MARK ⑥
VINYL SIDING - 1/4" x 8" DAKOTA HEAVY GAUGE
CEDAR SHAKES
- MARK ⑦
BRICK - 8" x 8" x 16" CLAY COLORED
BRICK VENEER W/ MASONRY TIES
BETWEEN OLD BROWN BRICK



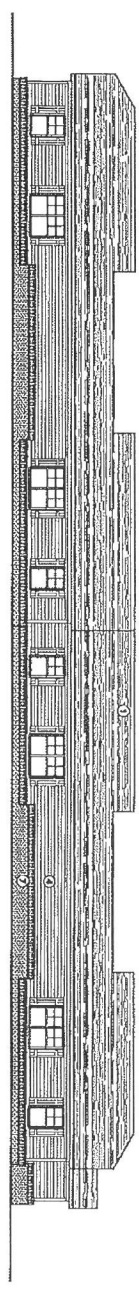
1 Front Elevation
Scale: 1/8" = 1'-0"



2 Left Side Elevation
Scale: 1/8" = 1'-0"



3 Right Side Elevation
Scale: 1/8" = 1'-0"



4 Rear Elevation
Scale: 1/8" = 1'-0"

Building E
4 - 2 Bedroom Unit

A 3.6

Blkg E
Exterior Elevations
- 1 + 2 Bedroom Blkg
- 1 Story



**CITY OF GOLDSBORO
AGENDA MEMORANDUM
FEBRUARY 18, 2019 COUNCIL MEETING**

SUBJECT: PUBLIC HEARING
CU-1-19 EPark LLC – South side of W. Walnut Street between
James Street and Center Street.

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

Frontage: 22 ft.
Depth: 50 ft.
Area: 1,100 sq. ft., or 0.02 acres
Zoning: Central Business District (CBD)

The applicant has proposed to upfit an existing 1,100 sq. ft. single-
story and brick-veneer structure for the operation of a bar
specializing in “hand-crafted” cocktail drinks.

Since the site is located within the Historic District, any exterior
improvements to the building will be required to receive a
Certificate of Appropriateness from the Historic District
Commission.

DISCUSSION: The applicant’s floor plan indicates a bar area to include chairs
and tables to accommodate no more than 30 occupants and two
handicap accessible bathrooms.

The Unified Development Ordinance specifies that required
parking standards would not apply in the Central Business District
within an area bounded by the south side of Ash Street, the east
side George Street, the north side of Chestnut Street and the west
side of William Street. Since the subject site is located within this
area, no off-street parking is required.

Hours of Operation: Thursday-Saturday
4:00 p. m. – Midnight

No. of Employees: 1

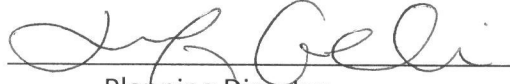
Refuse Collection:

Dumpster proposed at rear of
establishment

RECOMMENDATION:

No action necessary. Planning Commission will have a
recommendation for the Council's meeting on March 4, 2019.

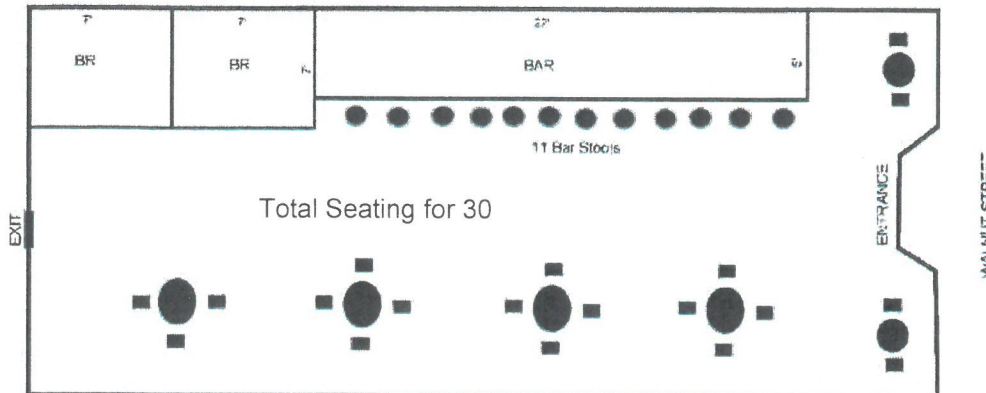
Date: 2/12/19


Planning Director

Date: 2/13/19


City Manager

CU - 1 - 19
110 W WALNUT ST
PLACE OF ENTERTAINMENT W/ABC



"Hand Crafted Cocktails"



City of Goldsboro
Site Plan Approval

City Clerk

Date

City Engineer

Date

Planning Director

Date

Owner

Date

CONDITIONAL USE

CASE NO: CU-1-19

USE REQUEST: Place of Entertainment
with ABC

ADDRESS: 110 W. Walnut St.

APPLICANT: E PARK LLC

HOURS OF OPERATION:

Thursday - Saturday 4:00 pm - Midnight

NUMBER OF EMPLOYEES: 1

Modifications:



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CONDITIONAL USE

Case No: CU-1-19

Address: 110 W. Walnut St.

Applicant: E PARK LLC

Nature of Project: Place of Entertainment with ABC



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CITY OF GOLDSBORO
AGENDA MEMORANDUM
FEBRUARY 18, 2019 COUNCIL MEETING

SUBJECT: Governor's Crime Commission Award and Budget Amendment

BACKGROUND: The North Carolina Governor's Crime Commission serves as the chief advisory body to the Governor and Secretary of the Department of Public Safety on crime and justice issues. Each year, grants are awarded to government, education, and social service agencies to start new and innovative programs to continue efforts to reduce crime. The City of Goldsboro submitted an application to the NC Department of Crime Control and Public Safety – Division of Governor's Crime Commission for funding to assist with the Goldsboro Police Department Gang Program.

DISCUSSION: The City was awarded the Governor's Crime Commission grant in the amount of \$21,365.54. There are no matching funds associated with this award. The grant funds will be used to purchase a mobile camera, computer, printer, and other equipment for the Gang Program.

RECOMMENDATION: It is recommended that Council, by motion:

1. Adopt the attached resolution authorizing the City Manager and Project Manager to accept the Governor's Crime Commission grant.
2. Adopt the attached ordinance to reflect an increase in General Fund revenues and an increase in the operating expenditures of the Police Department's budget by a total of \$21,365.54.

Date: _____

Catherine Gwynn, Finance Director

Date: 1/13/19

Randy Guthrie, Interim City Manager

RESOLUTION NO. 2019- 7

A RESOLUTION TO ACCEPT THE NORTH CAROLINA GOVERNOR'S CRIME
COMMISSION GRANT FOR THE GOLDSBORO POLICE DEPARTMENT

WHEREAS, the City of Goldsboro submitted an application to the N.C. Department of Crime Control and Public Safety – Division of Governor's Crime Commission for funding to assist with the Goldsboro Police Department's Gang Program; and

WHEREAS, the City Manager and Program Director for the City of Goldsboro have authorization to sign all necessary documents for this grant award and to comply with all program guidelines.

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

1. The City of Goldsboro is authorizing the City Manager and Program Director to sign all necessary documents associated with the N.C. Department of Crime Control and Public Safety – Division of Governor's Crime Commission grant award in the amount of \$21,365.54.
2. This resolution shall be in full force and effect from and after the 18th day of February 2019.

Approved as to form only:


City Attorney

Reviewed by:


City Manager

ORDINANCE NO. 2019-8

AN ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE
CITY OF GOLDSBORO FOR THE 2018-19 FISCAL YEAR

WHEREAS, the City of Goldsboro submitted an application to the N.C. Department of Crime Control and Public Safety – Division of Governor’s Crime Commission for funding to assist with the Goldsboro Police Department’s Gang Program; and

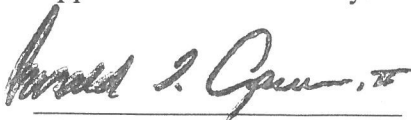
WHEREAS, funds totaling \$21,365.54 were awarded from the Governor’s Crime Commission; and

WHEREAS, since the funds were not appropriated in the operating budget for FY 2018-19, the City of Goldsboro needs to reflect the increase in revenues and expenditures in the General Fund.

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

1. Establishing a revenue line item entitled “Governor’s Crime Commission” (11-0004-8702) in the amount of \$21,365.54.
2. Establishing an expenditure line item in the Police Department Budget entitled “N.C. Governor’s Crime Commission Project” (11-6121-9994) in the amount of \$21,365.54.
3. This Ordinance shall be in full force and effect from and after the 18th day of February 2019.

Approved as to form only:


City Attorney

Reviewed by:


Interim City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
FEBRUARY 18, 2019 COUNCIL MEETING

SUBJECT: Resolution for Designation of Applicant's Agent – Hurricane Florence

BACKGROUND: On September 14, 2018, the City of Goldsboro had damage throughout the City due to Hurricane Florence. Wayne County was included in a Major Disaster Declaration related to Hurricane Florence.

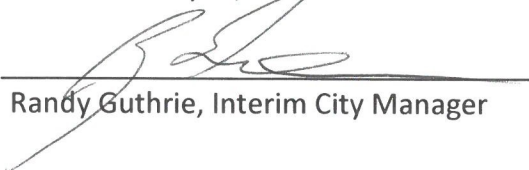
DISCUSSION: On October 15, 2018, the Board authorized the City Manager and Finance Director as the designated primary agents for the City of Goldsboro. On December 31, 2018, Finance Director, Kaye Scott, retired and Catherine Gwynn was appointed Finance Director on January 30, 2019. The attached resolution authorizes the City Manager and Finance Director as the designated agents for the City of Goldsboro for the purpose of obtaining assistance for expenses and damages associated with Hurricane Florence.

RECOMMENDATION: It is recommended that the attached resolution be adopted authorizing the City Manager and Finance Director as the designated agents for the City of Goldsboro.

Date: 2/11/19


Catherine Gwynn, Finance Director

Date: 2/13/19


Randy Guthrie, Interim City Manager

RESOLUTION 2019-8
DESIGNATION OF APPLICANT'S AGENT

North Carolina Division of Emergency Management

Organization Name (hereafter named Organization)

City of Goldsboro

Disaster Number:

Applicant's State Cognizant Agency for Single Audit purposes (If Cognizant Agency is not assigned, please indicate):

North Carolina

Applicant's Fiscal Year (FY) Start

Month: 07

Day: 01

Applicant's Federal Employer's Identification Number

56-6000228

Applicant's Federal Information Processing Standards (FIPS) Number

191-26880-00

PRIMARY AGENT

SECONDARY AGENT

Agent's Name

Randy Guthrie

Agent's Name

Catherine F. Gwynn

Organization

City of Goldsboro

Organization

City of Goldsboro

Official Position

Interim City Manager

Official Position

Finance Director

Mailing Address

PO Drawer A

Mailing Address

PO Drawer A

City, State, Zip

Goldsboro, NC 27530

City, State, Zip

Goldsboro, NC 27530

Daytime Telephone

919-580-4330

Daytime Telephone

919-580-4356

Facsimile Number

Facsimile Number

Pager or Cellular Number

Pager or Cellular Number

BE IT RESOLVED BY the governing body of the Organization (a public entity duly organized under the laws of the State of North Carolina) that the above-named Primary and Secondary Agents are hereby authorized to execute and file applications for federal and/or state assistance on behalf of the Organization for the purpose of obtaining certain state and federal financial assistance under the Robert T. Stafford Disaster Relief & Emergency Assistance Act, (Public Law 93-288 as amended) or as otherwise available. BE IT FURTHER RESOLVED that the above-named agents are authorized to represent and act for the Organization in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters pertaining to such disaster assistance required by the grant agreements and the assurances printed on the reverse side hereof. BE IT FINALLY RESOLVED THAT the above-named agents are authorized to act severally. PASSED AND APPROVED this 18th day of February, 2019.

GOVERNING BODY

CERTIFYING OFFICIAL

Name and Title

Chuck Allen, Mayor

Name

Melissa Corser

Name and Title

Bill Broadway, Mayor Pro Tem

Official Position

City Clerk

Name and Title

Daytime Telephone

919-580-4330

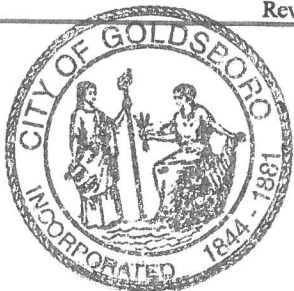
CERTIFICATION

I, Melissa Corser, (Name) duly appointed and City Clerk (Title) of the Governing Body, do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Governing Body of City of Goldsboro (Organization) on the 18th day of February, 2019

Date: 2/19/19

Rev. 06/02

Signature: Melissa Corser



CITY OF GOLDSBORO
AGENDA MEMORANDUM
FEBRUARY 18, 2019 COUNCIL MEETING

SUBJECT: Informal Bid No. 2018-002: Essential Single-Family Rehabilitation Loan Pool – Disaster Recovery (ESFRLP-DR) Program

BACKGROUND: Pursuant to Section 143-129 of the General Statutes of North Carolina, sealed bids were solicited for disaster recovery repair work on properties located at 1102 Porter Street, Goldsboro, NC; 312 Brentwood Drive, Goldsboro, NC; 110 Andrews Circle, Goldsboro, NC; 107 Waynewoods Place, Goldsboro, NC; 214 Herbert Street, Goldsboro, NC; 160 Booker Road, Goldsboro, NC; and 2729 NC Highway 222 E., Fremont, NC.

DISCUSSION: On Monday, November 19, 2018, three (3) sealed bids were received for disaster recovery repair work on behalf of seven (7) homeowners through the Essential Single-Family Rehabilitation Loan Pool -Disaster Recovery (ESFRLP-DR) Program. The bids received for these properties are tabulated as follows:

ESFRLP-DR PROJECT ADDRESSES	COST EST.	TEN 10% BID WINDOW		SBC CONTRACTING AMOUNT (\$)	AWE-HOME REPAIR AMOUNT (\$)	DUDLEY CONSTRUCTION AMOUNT (\$)
1. 110 Andrews Cir., Mt. Olive <i>No show for pre-construction conf.</i>	\$43,050	\$47,355	\$38,745	\$67,000	\$49,865	\$54,975
2. 214 Herbert St., Goldsboro	9,450	10,395	8,505	19,900	14,135	12,800
3. 107 Waynewood Pl., Goldsboro	12,150	13,365	10,935	15,300	15,100	16,800
4. 1102 Porter St., Goldsboro	33,050	36,355	29,745	53,200	47,725	40,500
5. 312 Brentwood Dr., Dudley	12,602	13,862	11,342	21,850	21,700	23,500
6. 2729 NC Hwy 222E, Fremont	16,400	18,040	14,760	24,750	18,650	19,925
7. 160 Booker St., Pikeville	37,400	41,140	33,660	49,900	45,960	37,575
	<u>\$164,100</u>	<u>\$180,512</u>	<u>\$147,692</u>	<u>\$251,900</u>	<u>\$213,135</u>	<u>\$206,075</u>
Total Awarded Properties and Sum of Bid Amount				0 → \$0	4 → \$105,315	3 → \$90,875
Amount over ESFRLP-DR program cap of \$40,000 per home (will require adjusting the Scope of Work to fall within the program cap of \$40,000)				\$0	<\$9,865>	<\$500>
Funded through ESFRLP-DR (based on program cap of \$40,000 per home)				0 → \$0	4 → \$95,450	3 → \$90,375
For Contract under the initial set-aside ESFRLP-DR funds of \$150,000				0 → \$0	3 → \$55,450	3 → \$90,375

Per the City's ESFRLP-DR Procurement and Disbursement Policies, bid packages may be bundled for multiple job sites, the bids for multiple job sites shall be considered separate and apart when awarded and shall be awarded to the lowest responsive and responsible bidder(s) for each job site.

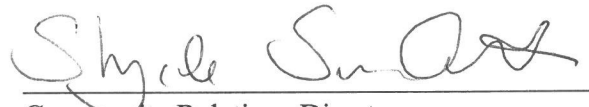
The bids for these properties have been reviewed by the Community Relations Department, checked for accuracy, and found to be in order. The Department has consulted with North Carolina Housing Finance Agency (NCHFA) on the proposed scope of work for each of these properties. The Department also conducted a pre-construction conference with six (6) of the seven (7) homeowners and two low bidders on Monday, January 28, 2019 to ensure fully acknowledgement and final consent of the proposed scope of work.

Based on NCHFA's policies for the ESFRLP-DR Program the City has initially set-aside \$150,000 of funds that have been allocated within the ESFRLP-Disaster Recovery line item within Community Relations' CDBG Budget. NCHFA's policies further states that the City will be reimbursed up to \$150,000 for each reimbursement request submitted to NCHFA for which the City completes at least three (3) homes.

RECOMMENDATION:

By motion, accept and award as low bidders for disaster recovery repairs work under the ESFRL-DR program to Awe-Home Repair of Spring Hope, NC in the amount of \$55,450 for properties: 107 Waynewood Place, Goldsboro; 312 Brentwood Drive, Dudley; and 2729 NC Hwy 222E, Fremont; and to Dudley Construction of Tarboro, NC in the amount of \$90,375 for properties: 214 Herbert Street, Goldsboro; 1102 Porter Street, Goldsboro; and 160 Booker Street, Pikeville.

Date: 2-18-19


Community Relations Director

Date: _____

Interim City Manager

**CITY OF GOLDSBORO
AGENDA MEMORANDUM
FEBRUARY 18, 2019**

SUBJECT: Authorization of an agreement with Wayne County United Soccer Club

BACKGROUND: The City of Goldsboro was approached by the Wayne County United Soccer Club, a North Carolina not-for-profit corporation currently using fields in the Nahunta area. WCUSC would like to make use of City fields for their practices and games, including the Bryan Multi-Sports Complex.

DISCUSSION: The City of Goldsboro constructed the Bryan Multi-Sports Complex for local play and as a venue for sports tourism. Wayne County United Soccer Club proposes to exchange volunteer hours at sports events in lieu of payment for field usage, allowing Wayne County United Soccer Club to use the fields to support our commitment to sports tourism.

RECOMMENDATION: By motion, authorize the Mayor and City Clerk to enter into an agreement with the Wayne County United Soccer Club for a 5-year term that includes an option for either organization to cancel the agreement with 90 day's written notice.

Date: 2-18-2019


Interim Parks and Recreation Director

Date: _____

Interim City Manager

**Agreement
City of Goldsboro
Goldsboro Parks and Recreation
And
Wayne County United Soccer Club**

This agreement is made and entered into this ____ day of _____ 2019, by and between THE CITY OF GOLDSBORO NORTH CAROLINA (the 'city'), and the Wayne County United Soccer Club, a North Carolina not-for-profit corporation (the "Association").

WITNESSETH

WHEREAS, the city is the owner of certain athletic fields which the Association wishes to utilize from time to time with the prior written permission from the city and the city wishes to accommodate the Association's use of the parks on the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the covenants and agreements hereinafter contained, it is mutually agreed by and between the parties hereto as follows:

1. **Use of Parks by the Association.** The city agrees to permit the Association to utilize certain parks designated by the city at those times that are mutually acceptable to each of the parties for a term commencing *January 1, 2019* and ending *December 31, 2024*. The parties agree that the Association's use of the parks designated by the city shall be nonexclusive. The Association's use of the parks designated by the city shall be subject to the city's ordinances, policies and direction of the city's officers and as otherwise hereinafter provided. Block Schedules must be submitted to the city for use of the fields, inclusive of rain dates, seasons beginning/end by **June 1 of the preceding year**. Preliminary game and practice schedules are due 30 days prior to the season's beginning. Schedules will be approved by the city based on availability.
2. Association agrees to adhere to all city ordinances, use policies and procedures while in the parks and fields. The Association shall not assign this lease nor shall it sublease or rent out any property of the City without prior written consent of the City.
3. **Fees.** A fee equal to the amount of \$1 per player per game or practice, based on team's roster, that use city owned fields and facilities shall be paid by Association to the city according to the following payment schedule: 60% by March 1, 2019, 10% by April 1, 2019, 10% by May 1, 2019, 10% by June 1, 2019, and 10% by July 1, 2019. Association registration records for season shall be used to determine the total fee to be paid to the city, with said records being open for city review upon request. The Association shall furnish to the City office a listing of all registered participants and coaches by domicile zip code. Roster sizes from non Association opponents will be accepted on the 'honor system'.

Tournaments may be included in the structure.

In lieu of payment, the city would like to exchange volunteer hours at sports events. We anticipate hosting a growing number of events annually and will exchange volunteer hours at a value of \$15/hour for field usage.

The city Parks and Recreation Department agrees to inform the Association by January 1 annually of the scheduled tournaments and anticipated volunteer demand. For events added after the schedule has been released, the city Parks and Recreation Department agrees to inform the Association at least ten (10) calendar days prior to those events. In the case of field use overage or excess volunteer hours, the city will roll forward 1 year any uncollected fee/volunteer time. No balance will be carried forward more than one year. The city will provide a biannual report (June 1 and January 1) reporting balance of volunteer hours and field usage.

4. **Maintenance Standards.** In agreeing to use the city parks the Association agrees to participate in completing the routine maintenance items while using the parks.

- Inspect the fields prior to use daily
- Litter control through daily collection when scheduled use by the Association
- Immediately reporting of any damages and/or maintenance concerns to the City

FURTHERMORE, The city agrees to prepare and line the fields/parks **prior and throughout the season** to maintain quality conditions for use.

The city shall maintain the right to add, delete or modify maintenance procedures as deemed necessary. Every effort will be made to flex maintenance around scheduled games and practices.

The responsibility of the common areas and turf will be the responsibility of the city.

5. **Insurance**

The Association shall maintain commercial general liability (CGL) and commercial umbrella liability insurance with a limit of not less than \$2,000,000 for each occurrence. If such insurance policy contains a general aggregate limit, it shall apply separately to this Agreement.

- A1. **Occurrence basis coverage.** This CGL and umbrella insurance shall be written on an occurrence basis and shall cover liability arising from premises, operation, independent contractors, products-completed operations, bodily and personal injury, property damage, as well as liability assumed by the Association under this Agreement.
11. **Additional insured.** The city shall be named as an insured under the CGL and umbrella insurance using an additional endorsement to the city for claims arising out of or as result of this Agreement.
111. **Waiver of subrogation.** The Association waives all rights against the city for recovery of damages to the extent these damages are covered by the CGL or commercial umbrella liability insurance maintained pursuant to this Agreement.

B. Delivery to city of certificates. Within 10 days from the start date of this Agreement, the Association shall furnish the city with copies of its current certificates of insurance documenting each such policy along with the additional insured endorsements required in this section.

C. Cancellation. All such insurance provided for herein shall be non-cancelable, except upon 30 days' prior written notice to the city, and shall contain the following endorsement (or its equivalent) and shall appear on the policies respective insurance certificates:

It is hereby understood and agreed that this insurance policy may not be canceled by the surety or the intention not to renew be signed by the surety until 30 days after receipt by the city of Goldsboro by registered mail of written notice of such intention to cancel or not to renew.

D. No Limitation on liability. The minimum amounts set forth in this Agreement for such insurance shall not be construed as a limitation or satisfaction of the Association's liability, including indemnification, to the city under the Agreement as to the amount of such insurance.

E. No Waiver. The failure or delay of the city at any time to require performance by the Association of any provision of this section, even if known, shall not affect the right of the city to require performance of that provision or to exercise any right, power or remedy under this Agreement, and any waiver by the city of any breach of any provision in this section shall not be construed as a waiver of any continuing or succeeding breach of such provision, a waiver of the provision itself, or a waiver of any right, power or remedy under this Agreement.

F. Primary coverage. The coverage shall apply as primary coverage with respect to any other insurance or self-insurance program afforded to the city. There shall be no endorsement or modification of this coverage to make it excess over other available insurance / coverage; alternatively, if the CGL and umbrella, excess of reinsurance states that it is pro rata, it shall be endorsed to be primary with respect to the city.

6. Liability, Indemnification and Waiver

A. Assumption of liability. Except as specifically provided by law or this Agreement, the city assumes no liability or responsibility for any injury to or death of any person or persons including officers and employees of the Association and participants in the Association's program and activities or any other person and assumes no liability or responsibility for any damage to property sustained by any person(s). In addition, the Association will report all injuries on City property to the city within 24 hours.

B. Indemnification. To the fullest extent permitted by law, the Association will defend, indemnify and hold the city harmless from all claims arising directly or indirectly from or in connection with (i) the conduct or management of the programs and activities of the Association; (ii) any act, omission or negligence of the Association or any of its directors, officers, agents, employees, invitees or contractors of the Association; (iii) any accidents, injury or damage whatsoever occurring on or at the parks arising from, directly or indirectly, the use of the parks by the Association or any of its directors, officers, agents, employees, invitees or contractors, as well as participants in the Association's programs and activities except to the extent of any negligent or wrongful act or omission of the city. However, this limitation shall not in any way limit the Association's duty to defend the city.

C. Defense of City. In the event any claims shall arise, the Association shall defend and pay any judgment or settlement against the city in such claims. The city shall tender the defense to the Association. The Association and the city shall mutually agree to counsel to defend of such claims. The city, in its sole discretion, may participate in the defense of such claims at the

Association's sole expense, but such participation shall not relieve the Association from its duty to defend and to pay any judgment or settlement against the city in such claims. Except where a settlement completely and forever releases the city from any and all liabilities without financial contribution by the city or its insurer, the Association shall not agree to any settlement of the claims without the city's approval.

D. Waiver of defenses. In any and all claims against the city or any of its agents or employees the indemnification obligation under this paragraph shall not be limited by any limitation on the amount or type of damages, compensation or benefits payable by or for the Association under applicable law. The Association waives all defenses available to the Association which limit the amount of the Association's liability to the city.

7. **No Assignment.** The Association shall not assign its interest in this Agreement without obtaining the written consent and approval of the city.
8. **Binding upon successors.** This Agreement shall be binding upon the successors and assigns of the parties hereto. The Association shall submit to the Parks and Recreation Department the names, addresses, and phone numbers of all new officers and board members after election or appointment.
9. **Reimbursement for increased insurance costs.** Any increase of insurance premium on the parks resulting for such use by the Association shall be paid for by the Association.
10. **No Alteration.** The Association shall not make structural improvements, changes or alteration to the parks without first obtaining the written consent of the city. Any improvements to the parks will be through a donation to the city, and therefore become the property of the city.
11. **Integration of all terms into Agreement.** This Agreement contains all of the terms, conditions and agreements between the parties hereto and no amendments, additions or changes hereto shall be valid unless attached hereto in writing and signed by the city and the Association. Failure to abide by the policies and rules set forth in this agreement could result in additional fees assessed to the Association and/or loss of privileges regarding the use of parks and fields.
12. **Game and Practice Cancellations.** City reserves right to cancel at any time for inclement weather, hazardous conditions, maintenance or higher purpose as deemed by city officials. City will notify Association once decision has been made.
13. **Concessions.** Sale of concessions, food, gear, scheduling of food trucks or other items sales are not included in this agreement.
14. **Exclusions.** Concessions stands, picnic shelter and other non-field facilities are not included in this agreement.
15. **Agreement Cancellation.** With 90 days written notice, either party may cancel this agreement.
16. **Association Sponsorship Guidelines**

Sponsorships solicited by the Association must follow the following guidelines:

1. The sponsorship level deemed by the Association to display a sponsorship banner at a city owned athletic field must not be less than \$500 (cash or in-kind services).
2. Must be approved by the Goldsboro Parks and Recreation Department.
3. Will only be allowed to be displayed during game season or permitted activity (camp, clinic, or tournament). Banners may be hung in the week before the first game and removed within a week of the final game. Any banners not removed will be disposed of by the Park and Recreation Department.
4. Must be placed on fencing designated by the Goldsboro Parks and Recreation Department.
5. Cannot exceed 6' in height x 24' in length.
6. Must be made out of vinyl with eyeholes.

IN WITNESS WHEREOF, the parties hereto have, the day and year first above written, signed and executed this Agreement by virtue of authority given and granted by the respective corporate authorities of the parties hereto.

THE CITY OF GOLDSBORO

Mayor, City of Goldsboro

Attested by:

City Clerk

Wayne County United Soccer Club

President or Vice-President

CITY OF GOLDSBORO
AGENDA MEMORANDUM
FEBRUARY 18, 2019 COUNCIL MEETING

SUBJECT: Resolution and Budget Amendment – Replace HVAC unit at the Goldsboro Event Center

BACKGROUND: One of the nine (9) HVAC units servicing the Goldsboro Event Center has not functioned since August and has made two of the event rooms unavailable for use.

DISCUSSION: With the seasons soon changing, it is necessary to replace the defective unit so that the rooms may be booked.

The City solicited quotes from HVAC Contractors. The low quote submitted was \$21,171 by Piedmont Service Group. The following is a listing of all the quotes that we received:

- Piedmont Service Group \$21,171
- Jackson & Son's Heating/Air \$31,166

The City's current budget does not have sufficient funding so an additional \$21,171 will need to be appropriated from the General Fund.

RECOMMENDATION: It is recommended that Council, by motion:

1. Accept the low bid from Piedmont Service Group and award the contract in the amount of \$21,171.
2. Adopt the attached budget ordinance decreasing the unassigned fund balance from the General Fund in the amount of \$21,171.

Date: _____

Sherry Archibald

Sherry Archibald, Paramount Theatre &
Goldsboro Event Center Director

Date: _____

Randy Guthrie, Interim City Manager

ORDINANCE NO. 2019-9

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

WHEREAS, the City of Goldsboro wishes to replace a defective HVAC unit at the Goldsboro Event Center to ensure that event rooms are available to the public for use; and

WHEREAS, the City's staff solicited quotes for the labor and materials to replace the unit at the Center; and

WHEREAS, the low quote was to replace cooling only unit with Trane split heat pump of the same tonnage of fifteen (15) tons with new hot water coil and hail guards at a cost of \$21,171; and

WHEREAS, since the current fiscal year's budget does not contain sufficient monies, the City of Goldsboro needs to appropriate \$21,171 from the unassigned fund balance of the General Fund.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro that the Budget Ordinance for the Fiscal Year 2018-2019 be amended by:

1. Decreasing the Unassigned Fund Balance of the General Fund in the amount of \$21,171.
2. Increasing the line item entitled "Building Maintenance" (11-1020-3511) in the Paramount/Goldsboro Event Center's Department in the amount of \$21,171.
3. This Ordinance shall be in full force and effect from and after the 18th day of February 2019.

Approved as to form only:

Reviewed by:


City Attorney


City Manager

**CITY OF GOLDSBORO
AGENDA MEMORANDUM
FEBRUARY 18, 2019 COUNCIL MEETING**

SUBJECT: Contract Award for Goldsboro MPO Metropolitan Transportation Plan Update.

BACKGROUND: The City of Goldsboro, acting as the Lead Planning Agency for the Goldsboro MPO, requested qualifications to assist in the development of Goldsboro MPO Metropolitan Transportation Plan Update, which is critical to accommodate present and future travel demand in the Goldsboro MPO study area.

Two consultants, submitted qualifications and the Selection Committee consisting of Berry Gray, Wayne County Planning Director, Jennifer Collins, City of Goldsboro Planning Director, Bobby Croom, City of Goldsboro Traffic Engineer, Scott Walston, North Carolina Department of Transportation and Bill Marley, Federal Highway Administration reviewed each consultant's submittal. Upon review, the Selection Committee suggested to interview both consultants. The two consultants were Ramey Kemp & Associates of Raleigh, NC and Kimley-Horn and Associates, Inc. of Raleigh, NC.

The Selection Committee held interviews on February 4, 2019. Upon completion of the interviews the Selection Committee recommended Kimley-Horn to prepare the Goldsboro MPO Metropolitan Transportation Plan Update based on presentation, qualifications, past experience and project approach.

On February 12, 2019, staff presented the Selection Committee's recommendation to the TCC and TAC for their approval. They recommended and approved the selection of Kimley-Horn for this task.

Staff is working with the consultant and NCDOT to develop a fee proposal not to exceed \$150,000 as allocated within the Goldsboro MPO FY 19 PWP (Planning Work Program).

DISCUSSION:

The fee proposal for this project has been reviewed and checked for accuracy by the Planning Department, North Carolina Department of Transportation and City of Goldsboro Finance Director. Sufficient funds are available for this project with 80% of the project being paid for with the use of PL 104 funds.

<u>Contract for Consultant Services</u>	<u>\$150,000</u>
City of Goldsboro (20% of \$15,000)	\$30,000
NCDOT PL 104 funds (80% of \$150,000)	\$120,000

RECOMMENDATION:

It is recommended that the City Council, by motion, adopt the attached Resolution authorizing the Mayor and City Clerk to execute a contract not to exceed \$150,000 with Kimley-Horn, for the Goldsboro MPO Metropolitan Transportation Plan Update.

Date: 2/12/19


Planning Director

Date: _____

City Manager

RESOLUTION NO. 2019 - 9

RESOLUTION AWARDING AND AUTHORIZING THE EXECUTION
OF A CONTRACT FOR THE GOLDSBORO MPO METROPOLITAN TRANSPORTATION PLAN
UPDATE

WHEREAS, the City Council of the City of Goldsboro, acting as the Lead Planning Agency for the Goldsboro MPO, has heretofore found it in the public interest to develop a Goldsboro MPO Metropolitan Transportation Plan Update which is critical to accommodate present and future demand in the Goldsboro MPO study area; and

WHEREAS, the Technical Coordinating Committee and Transportation Advisory Committee approved Kimley-Horn to develop the study on February 12, 2019; and

WHEREAS, the total fee proposal submitted by Kimley-Horn of Raleigh, North Carolina shall not exceed the amount of \$150,000; and

WHEREAS, the North Carolina Department of Transportation has agreed to allow the use of PL 104 funds to fund 80% of the contract in the amount not to exceed \$120,000; and

WHEREAS, the City of Goldsboro will be responsible for 20% of the contract in the amount not to exceed \$30,000; and

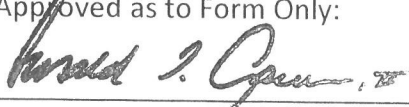
WHEREAS, the City Council deems it in the best interest of the City of Goldsboro to accept and award the contract to Kimley-Horn of Raleigh, North Carolina in an amount not to exceed \$150,000 for the Goldsboro MPO Metropolitan Transportation Plan 2045 Update;

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

1. The Mayor and City Clerk are hereby authorized and directed to execute a contract with Kimley-Horn, in an amount not to exceed \$150,000 for the Goldsboro MPO Metropolitan Transportation Plan 2045 Update;

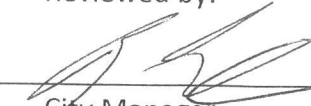
2. This Resolution shall be in full force and effect from and after this 18th day of February, 2019.

Approved as to Form Only:



City Attorney

Reviewed by:



City Manager

City of Goldsboro
Departmental Monthly Reports
January 2019

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

Human Resources Management Department

MONTHLY REPORT – JANUARY 2019

Prepared by: *Pamela C. Leake*

The Human Resources Department posted 23 jobs and processed 348 applications this month. 146 notices were sent to applicants (135 sent to applicants not selected for an interview and 11 sent to candidates interviewed but not selected for hire). There were 11 new hires: **Shani Booker – Fire Fighter (Fire); Michael Braswell – Grounds Maintenance Technician (Public Works, Buildings and Grounds); Charity Disbrow – Police Officer (Police); David Gravatt – Police Officer (Police); Catherine Gwynn – Finance Director (Finance); Josie Jenkins – Creative and Communications Manager (Travel & Tourism); Ryan Kearney – Fire Fighter (Fire); Tiffany Parker – Fire Fighter (Fire); Sakeithia Reece – Customer Service Representative (Finance); Robert Rogers – Fire Fighter (Fire), and Ryan Swisher – Fire Fighter (Fire).** There were three resignations: **Cyrenna Bell – Compost Operator (Public Utilities, Compost); Cleshette Davis – Accounting Technician (Finance), and Tyler Giddens – Senior Fleet Mechanic (Public Works, Garage).** Total employment for January: **620** (452 full time and 168 part-time).

Employees who have supplemental vision coverage through Community Eye Care should have received new insurance cards with new ID numbers. New cards were mailed January 8. Employees can call the HR Consultant if they have questions. New Hire Orientation was held January 17. Eight employees attended the session. City staff presented information regarding benefits, safety, and personnel policies and procedures. The group took a tour around Goldsboro to see various City facilities. Diane Swindell, Prudential Retirement representative, met with staff on January 24 to discuss 401K and retirement benefit options. The next New Hire Orientation will be on February 21, 2019. All new hires will follow the morning orientation schedule, break for lunch, and then full time employees will resume with benefit orientation after lunch. This worked really well at our last orientation and we ended with a bus tour of the City of Goldsboro facilities by Russell Stephens and Felicia Brown from Parks and Recreation Division.

The Senior HR Consultant conducted Performance Management training for staff at Public Works and the Police Department. Sessions were held January 8, 16, and 23. **Total attendance: 32.**

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

- Scott Tadlock, NCDMV Driver Education Program Specialist, conducted Defensive Driver training January 24, 30 and 31. Employees from various departments attended the sessions. Total attendance: 21.
- Attended Eastern Carolina Safety and Health Conference meeting on January 3rd in Greenville.
- The Safety Accident Review Committee met on January 16. Four cases were reviewed - all vehicle accidents. Composed minutes from the meeting and recommendations will be submitted to City Manager for review.
- Scheduled Confined Space and Chemical/Biological safety training for February 20th and 27th. Both will be four-hour sessions sponsored through Southeastern OTI.
- Forwarded results from OSHA follow-up visits to Garage, Parks & Recreation Maintenance, Herman Park Center, Golf Course, Compost, Building & Ground Maintenance.
- Distributed spotter training information to Solid Waste Superintendent and Fire Chief for review.
- Working on OSHA 300/300A logs and completing applications for 2019 NC Department of Labor Safety Awards.
- Submitted safety programs for HR Director to review for assistance with safety duties; also working on a City-wide safe driving policy.
- In process of completing 2018 annual report on accidents/personal injuries and cost analysis report for all accidents in 2018.
- Responded to vehicle accidents and completed assessment reports. Performed monthly fire extinguisher inspections.

This month's health beat was **Hearing Conservation**. 28 employees were tested. The first blood drive for the year was held at Public Works on January 17; 23 units were collected. There were 94 clinic visits. The Biggest Winner contest is underway. Eight males and six females are participating. The wellness committee met on January 29 to discuss activities for the year. There were six random non-DOT drug screens this month; all negative. There were no post-accident or DOT tests.

2019	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg.
Applications	348												
New Hires*	11												
Separations*	3												
Vehicle Accidents	7												
Workers Compensation	2												

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

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

- The Commission on Community Relations and Development met on Tuesday, January 8, 2019. The next scheduled meeting is Tuesday, March 12, 2019 at 6:00 pm. The Commission discussed the planning for the Human Relations Banquet to be held on February 28th at 6:30 pm and Interfaith Breakfast originally scheduled for February 23rd at 9:00 am. However, to facilitate an event that accommodates the purpose of the Breakfast and the faith-based community the Interfaith Breakfast has been rescheduled for March 30th at 9:00 am.
- The Department received (1) housing complaint against a multi-family residential unit for infestation of bed bugs and lack of resident representation; (1) business complaint against a property owner for operating without proper licenses and permits; (1) employment complaint; and (1) requests for assistance with resources.
- The Department held a pre-construction conference on January 28th with six (6) of the seven (7) homeowners slated to receive repair work associated with Hurricane Matthew under the Essential Single-Family Rehab Loan Pool (ESFRLP-DR) program. It should be noted the one (1) homeowner, indicated in light blue below, did not attend the scheduled pre-construction conference. Therefore, the homeowner pre-construction conference will be scheduled at a later date in February.

The Department is scheduled to bid out the second group of six (6) housing units for the Single-Family Rehab Loan Pool (ESFRLP-DR) program on February 19, 2019, bid opening will be March 8, 2019, and pre-construction conference will be held on March 15, 2019.

- In honor of Dr. Martin Luther King, Jr.'s lifelong dedication to justice, equality, and service for the greater good, the City of Goldsboro once again joined with the Martin Luther King, Jr. Committee and the Commission on Community Relations and Development to host the 31st Annual Martin Luther King, Jr. Holiday Celebration on **Monday, January 21, 2019** at The First Pentecostal Holiness Church. The theme for the MLK Celebration was "Honoring the Dream: A Call for Civil Discourse" – (**Civil Discourse**: An engagement in conversation intended to enhance understanding). The Keynote Speaker was the Honorable Henry M. "Mickey" Michaux, Jr., Former NC House of Representatives, District 31. The event had a little over 400 attendees and was viewed as a great success due to the help of the Goldsboro Mayor's Youth Council participation.
- The Goldsboro Mayor's Youth Council (GYC) met on January 2nd & 16th, 2019. The next scheduled meetings are Wednesday, March 6th & 20th, 2019 at 7:00 pm. The Department along with the Martin Luther King, Jr. Committee and the Commission on Community Relations and Development would like to express our deepest appreciation to the ten (10) GYC members that assisted during the 31st Annual Martin Luther King, Jr Holiday Celebration Luncheon.
- The Mayor's Committee for Persons with Disabilities met on January 17, 2019. The next scheduled meeting is Thursday, March 21, 2019 at 12:00 pm. The Annual Disability Walk Subcommittee met on January 31, 2019.

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



Monthly Report- January 2019

***Due to change in Finance software, breakdown of exp & rev for December 2018 & January 2019, was not available in a report.**
 Prepared by: Sherry Archibald, Director

- The Paramount Theatre Foundation sponsored the Malpass Brothers for a sold-out performance and the Chamber returned with their annual fundraiser, Dancing Stars of Wayne County.
- The AKA Pageant and Tippy Toes Dance competition returned to the Paramount.
- A strong collaboration has formed between the Paramount Theatre Foundation, City of Goldsboro, Omega Psi Phi and Wayne County Public Schools to provide a performance of actor/playwright Mike Wiley. Approximately 2000 students will benefit from the effort. Director, Sherry Archibald met with each Councilman as well as County, Public Schools and Chamber leadership to share the message.
- Paramount & Goldsboro Event Center staff met for their quarterly staff meeting.
- Director Sherry Archibald submitted her resignation to accept the position of Executive Director of the United Way of Wayne County. Her last day is March 7, 2019.
- The Paramount hosted the NC Presenters Consortium for their annual booking meeting. The meeting brought just over 40 presenters from across the state for two days of planning.
- Paramount staff participated in the following meetings, presentations or training: Conference Call with the Dance Touring Initiative, Chamber's Annual Banquet, Reading Between the Wines Committee meeting, Wayne UNC Healthcare Town Hall Meeting, Chamber Luncheon, Chamber's Junior Leadership.
- Expenses - \$ 34,447.38
 Revenue - \$12,993.35

Labor - \$ /Operational - \$
 Rentals - \$ /Tickets \$ /Concession \$

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

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



- The Goldsboro Event Center was utilized for 5 uses in January including golf uses, internal staff meetings and a banquet. 4 of the 5 uses were internal uses; therefore, non-income producing.
- GEC staff has been working on improvements to the interior and exterior to include internal painting and external power-washing.
- Expenses- \$ 9,198.42
 Revenues- \$ 4,645.76

Labor - \$ /Operational - \$
 Rentals - \$ /Concessions- \$

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

Goldsboro Inspections Department

Monthly Report – Jan 2019

Prepared by: Allen Anderson

The valuation of all building permits issued during the month of January totaled \$1,790,704. Three (3) of these permits were new residential single-family dwellings at a valuation of \$805,000.

The valuation of all miscellaneous (Mechanical, gas, insulation, electrical, plumbing, fire, sprinkler, pool, tank, demolition, signs, business inspection, & itinerant merchant) permits issued during this time period totaled \$5,150,907.

All permit fees collected for the month totaled \$34,237. Of the permit fees collected for the month, \$3,270 was collected in technology fees. Plan review fees collected during the month totaled \$350. Business Registration fees collected totaled \$1,280.

The Inspectors did a total of 614 inspections for the month. During the month of January ten (10) business inspections were completed. A total of 296 permits were issued for the month. Thirty-nine (39) plan reviews were completed for January. We now have a total of 171 residential structures in the Minimum Housing Process and 10 commercial structures in the Demolition by Neglect Process.

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

**Downtown Development Department
January 2019**

Prepared By: Julie Metz, Director

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

- Staff continued to work through TIGER VIII developments and draft plans for the streetscape project with TA Loving.
- Staff met with (or conversed by email/phone) 14 potential new property acquisition projects/persons and/or business interests regarding downtown.
- Over the past month, staff visited current downtown businesses 45 different times.
- Julie continued to work on strategic planning and attended several meetings throughout the month.
- Staff worked through activities related to the Union Station roof replacement.
- Staff began to work through a bid document for the TIGER VIII grant project, Wayfinding Signage System.
- Staff issued the RFP for the Union Station Adaptive Reuse Study.
- Staff worked through the completion of Rehab Development agreements with City and County attorneys.

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

- Staff created ads for Go, Buzz, 107.9, digital billboards and News-Argus for upcoming downtown events.
- Staff attended multiple Merchants Association meetings throughout the month.
- Staff hosted the Small Business Center in Downtown event on the first Monday of the month.
- Staff attended Grow Goldsboro's Planning Meeting on January 7th.
- Staff assisted in the ribbon cutting ceremony for Mary's Diner on January 7th.
- Staff facilitated and attended Center Street Streetscapes Budget Meeting on January 8th.
- Staff attended the Grand Opening of Barrique's 18th Amendment Lounge on January 9th.
- Staff attended a Streetscapes Plan Review meeting with TA Loving on January 14th.
- Staff facilitated and attended a meeting for a potential downtown attraction on January 14th.
- Staff presented at the January 15th SJAFB Newcomer's Briefing.
- Staff attended the Grand Opening of Middle Grounds Coffeehouse on January 20th.
- Staff attended the YMCA Annual Meeting on January 23rd.
- Staff attended the Base Community Council meeting on January 24th.
- Staff attended and helped to coordinate the Shriner's Parade on January 26th.
- Staff presented at the North Carolina Presenter's Consortium at the Paramount on January 28th.
- Staff attended the Wayne County Chamber of Commerce's Annual Dinner on January 31st.
- Staff facilitated and administered a meeting between the Wayne County Chamber of Commerce and Downtown Goldsboro to discuss an entrepreneurship education partnership.

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

- Staff facilitated and attended the following monthly meetings: DGDC Board (01/16), DGDC Executive Committee (01/09), DGDC Design (01/08), DGDC EV (01/08), DGDC Promotions (01/08) and Org. Work Plan (01/09).
- Staff began working on the 2019 Annual Sponsorship Campaign.
- Staff assisted with interviews performed at Public Works on January 16th.
- Staff facilitated 3 DGDC board room rentals throughout the month.
- Staff worked with committees on the 2019 Work Plan development.

Upcoming Events/Activities:

- Shop the Block February 1st and 2nd
- January- March Sponsorship Drive: "Be part of the FUN"
- Shamrock Shuffle March 15th

Businesses Opening/Properties Purchased:

- Southern Rebel began relocating to S. Center Street
- Design by Design (205 E. Walnut Street): Coming Soon
- Middle Grounds Coffeehouse (114 S. Center Street): Opened on January 20th.
- The White Picket Fence (121 N. Center Street): Coming Soon

Other:

- Downtown Goldsboro's Facebook page followers/likes grew from 10,028 to 10,095 in the month of January.

Information Technology

Monthly Report – January 2019

Prepared by: Patricia Wischmann

- Continued setup of new City-wide Multi-Function Devices.
- Testing text based distribution lists and automated “Chat Bot” for citizen engagement.
- Connected fiber to Fire Station 4 Mobile Unit and relocated the IT equipment from their old building to the mobile unit. Configured phones and requested the move of cable service to the mobile unit.
- Relocated staff at the Police Department in preparation for their new facility construction.
- Recorded video intro for City of Goldsboro Journey.
- Created warning when receiving external email to alert the recipient of possible spam or virus.
- Installed new video equipment in the council chambers to improve council video recording.
- Configured and installed multiple devices and sites to improve City networking.
- Migrated from an older Access Control System to DNA Fusion for door security access. Working with the vendor over the next few weeks to make sure all new doors and existing doors function as intended.
- Worked with Goldsboro Fire Department on configuration for replacement MDTs.

2019	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Tickets Opened	662												
Tickets Closed	551												

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

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

General Tasks

During the month of January, the Planning staff reviewed and signed off on all commercial and residential building and sign permits. Staff continues to prepare for upcoming meetings and has overseen contracted projects for the MTP Update, a marketing contract for GWTA and landscaping maintenance for Welcome to Goldsboro signs and enhancement areas. On-going projects include tree and stump removal, preparation of transportation-related documents and preparation of case reports. The City received 4 hours of Community Service work during the month of January. Code Enforcement is now issuing \$25.00 parking violation tickets within the downtown area or upon notification elsewhere in the City. During the month of January, ten (10) tickets were issued.

Parked in Wrong Direction	8
Parked in Proximity to Fire Hydrant	0
Parked in a Prohibited Area (No Parking Zone)	2
Other (Bus Loading Zone, Crosswalk, Sidewalk)	0

2019

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
Planning Commission Cases	3													
Historic District Comm. Cases	1													
Code Enforcement														
Grass Cutting	0													
Junk Vehicles Tagged/Towed	4													
Illegal Signs Removed	444													
Bags of Litter Picked Up	388													

2018

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
Planning Commission Cases	5	6	5	3	7	4	7	7	8	4	5	3	64	6
Historic District Comm. Cases	2/1	2/1	1/1	1/0	0/2	2/0	1/2	1/2	1/2	0/0	1/1	0/0	12/12	1/1
Code Enforcement														
Grass Cutting	0	0	0	0	102/ \$6,100	69/ \$4,540	65/ \$3,775	79/ \$4,400	0/3	74/ \$4,377	0	0	483/ \$28,782	80/ \$4,797
Junk Vehicles Tagged/Towed	30/1	22/2	23/3	16/5	21/3	20/5	18/3	0/0	35	18/0	0/28	2/4	170/31	15/3
Illegal Signs Removed	130	127	110	56	85	92	61	62	297	103	336	42	1239	103
Bags of Litter Picked Up	331	473	583	316	552	437	319	394	321	399	283	173	4557	379

Monthly Highlights

D&C: Responded to 17 after hour calls for a total of 32.5 hours. Repainted 127 fire hydrants. Cleared two water line easements.

Streets & Storms: Completed Day Circle bus shelter. Cleared five residential ditches; Storm Drain Maint 856 feet and cleaned five catch basins; three Storm Drain repairs; Graded/repared five unpaved streets; removed storm debris from a portion of Howell's Creek. Repaired shoulder washouts at Stoney Creek along both Wayne Memorial and Slocumb Street.

Bldg. Maintenance: Remove Christmas Decorations on Center Street; Assited with Martin Luther King Jr lunch and Shriner parade events; Installed 13 vehicles computer mounts and power supplies for Fire Dept.; Installed 1200+ ft. of Cat 6 cable at Fire/Police Complex for IT.

Cemetery: The last five victims of Hurricane Matthew that we were able to identify were reinterred to their original resting place. Seven victims remain unidentified at this time.

Departments		2019												AVG
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Distribution & Collections	Utility Line Maint (1000-ft)	8.7												8.7
	Lines Camera'd (1000-ft)	10.8												10.8
	Water Repairs	27												27.0
	Sewer Repairs	31												31.0
	Hydrants Replaced/Fixed	37												37.0
	Meter Install/Changed	102												102.0
Bldg & Grounds Maint.	Radio, Electrical, Bldg	260												260.0
	Sign Repairs	48												48.0
	ROW Mowing (ac)	10												10.0
	City-Owned Lots Mowing (ac)	0												0.0
Garage	Total Work Orders	365												365.0
	Total Fuel Cost (x1000)	\$ 61												61.0
Solid Waste	Refuse (x1000 tons)	1.0												1.0
	Recyclables (tons)	13												13.1
	Leaf-n-Limbs (x1000 tons)	0.8												0.8
Cemetery Funerals		4												4.0
Street & Storm	Utility Cut Repairs	15												15.0
	Pot Hole Repairs	56												56.0
	Streets Swept (miles)	110												110.0
2018														
Distribution & Collections	Utility Line Maint (1000-ft)	7.4	2.9	4.0	24.0	19.0	26.3	27.5	13.2	12.8	14.7	6.8	2.7	13.4
	Lines Camera'd (1000-ft)	5.1	3.3	4.6	9.5	12.5	10.3	9.3	13.2	7.3	15.5	7.7	10.8	9.1
	Water Repairs	87	25	25	45	47	64	71	34	21	27	52	14	42.7
	Sewer Repairs	4	14	9	12	20	13	17	14	8	22	6	5	12.0
	Hydrants Replaced/Fixed	3	32	38	45	42	23	30	26	32	9	12	10	25.2
	Meter Install/Changed	25	32	28	36	49	76	60	61	87	78	66	54	54.3
Bldg Maint.	Radio, Electrical, Bldg	225	195	167	224	268	204	158	150	127	204	206	171	191.6
	Sign Repairs	43	72	51	70	13	77	36	61	28	89	52	16	50.7
Garage	Total Work Orders	360	341	322	366	337	316	299	362	313	456	277	277	335.5
	Total Fuel Cost (x1000)	\$ 55	\$ 47	\$ 55	\$ 55	\$ 60	\$ 60	\$ 60	\$ 70	\$ 52	\$ 71	\$ 52	\$ 49	57.2
Solid Waste	Refuse (x1000 tons)	0.9	0.8	0.8	0.9	1.0	0.9	0.9	1.0	0.9	1.0	0.8	1.0	0.9
	Recyclables (tons)	102	107	82	101	59	93	79	94	111	0	0	0	68.9
	Leaf-n-Limbs (x1000 tons)	0.5	0.7	0.8	1.1	0.8	0.9	0.9	0.8	2.0	2.0	0.9	1.1	1.0
Cemetery Funerals		8	9	6	8	5	6	6	6	7	10	3	7	6.8
Streets & Stormwater	Utility Cut Repairs	0	14	10	12	30	37	23	11	4	32	12	8	16.1
	Pot Hole Repairs	45	82	50	20	45	25	61	43	14	43	18	63	42.4
	Streets Swept (miles)	82.5	229	171	229	197	143	192	145	198	170	135	110	166.8
	ROW Mowing (ac)	0	0	3	8.0	68.9	167.0	16.6	29.0	48.0	59.1	6.5	0	33.8
	City-Owned Lots Mowing	0	0	0	135	318	410	159	187	110	85	54	15	122.8

Public Utilities Department

Monthly Report- January 2019

Prepared by: Michael Wagner



Water Reclamation Facility

The Water Reclamation Facility operations are proceeding smoothly. The average daily flows for January were 11.66 MGD. All of the city's 26 pump stations are operating well, but communications are quickly deteriorating with outdated radios and programming.

Water Treatment Plant

The Water Treatment Plant operations are proceeding smoothly. Minor repairs are still being made following Hurricane Florence and mitigation measures are being explored. The Plate Settler project is at the Clearinghouse review stage.

Compost Facility

Fifty-two cubic yards of compost/mulch was sold in January 2019.

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

2019 MGD	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Monthly Average
Water*	6.206												6.206
Sewer**	11.66												11.66
CY Compost	52												52

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

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

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

Finance Department
Monthly Report - January 2019

Prepared by: Catherine Gwynn, Finance Director

FY 2018-19

GENERAL FUND

		Actual	Adjusted Budget	Actual to Date	YTD %
		FY '17-18	FY '18-19	FY '18-19	Collected
Revenues					
Tax Revenues		\$ 13,756,356	\$ 16,432,843	\$ 14,162,944	86.19%
License & Permits		215,399	382,650	224,225	58.60%
Revenue Other Agencies		14,709,492	19,390,876	10,736,275	55.37%
Charges for Services		2,625,909	10,970,718	2,588,162	23.59%
Capital Returns		109,861	563,884	317,040	56.22%
Miscellaneous Revenues		190,554	1,201,500	176,411	14.68%
FB Withdrawal/PO Appropriation			2,455,767		
Total		\$ 31,607,571	\$ 51,398,238	\$ 28,205,057	54.88%
		Actual	Adjusted Budget	Actual to Date	YTD %
		FY '17-18	FY '18-19	FY '18-19	Collected
Departmental Expenditures					
Mayor/Council		\$ 238,278	\$ 364,275	\$ 196,675	53.99%
City Manager		463,321	1,404,615	526,554	37.49%
Human Resources Management		353,585	596,154	339,516	56.95%
Community Relations		106,983	161,085	118,975	73.86%
Paramount Theater		258,848	508,333	314,163	61.80%
Goldsboro Event Center		76,783	143,890	72,959	50.70%
Inspections		563,612	831,196	360,632	43.39%
Downtown Development		194,074	459,764	204,818	44.55%
Information Technology		681,788	2,161,817	1,138,839	52.68%
Public Works - Adm.		228,087	473,747	279,531	59.00%
Garage		1,225,807	2,308,330	1,379,653	59.77%
Garage Credits		(638,081)	(1,680,000)	(754,134)	44.89%
Building & Grounds		321,285	771,779	466,880	60.49%
Cemetery		181,757	329,995	169,059	51.23%
Finance		688,996	1,312,841	853,945	65.05%
Office Supplies Credits		(3,880)	(9,000)	(3,738)	41.53%
Planning & Redevelopment		643,863	1,530,223	632,053	41.30%
Postage Credits		(11,221)	(30,000)	(8,179)	27.26%
Streets & Storms - General		981,348	1,119,628	691,218	61.74%
Streets & Storms - Utilities		328,189	732,507	334,615	45.68%
Street Paving		0			0.00%
Solid Waste		1,734,693	2,960,194	1,811,626	61.20%
Engineering		549,008	995,111	500,177	50.26%
Fire Department		5,044,046	6,314,646	3,717,853	58.88%
Police Department		5,445,484	15,596,166	5,670,600	36.36%
Special Expense Fees		6,115,685	6,270,000	3,400,840	54.24%
Parks & Recreation		1,958,218	4,744,104	2,229,921	47.00%
Golf Course		400,420	1,026,839	706,369	68.79%
Total		\$ 28,130,974	\$ 51,398,238	\$ 25,351,420	49.32%

UTILITY FUND						
			Actual	Adjusted Budget	Actual to Date	YTD %
Revenues			FY '17-18	FY '18-19	FY '18-19	Collected
	Charges for Services		\$ 8,977,959	\$ 16,778,500	\$ 9,084,993	54.15%
	Capital Returns		19,290	37,900	41,206	108.72%
	Miscellaneous Revenues		1,670,705	5,409,333	2,926,989	54.11%
	FB Withdrawal/PO Appropriation		\$ -	\$ 2,136,177		0.00%
	Total		\$ 10,667,954	\$ 24,361,910	\$ 12,053,188	49.48%
			Actual	Adjusted Budget	Actual to Date	YTD %
Departmental Expenditures			FY '17-18	FY '18-19	FY '18-19	Collected
	Distribution & Collections		\$ 1,619,582	\$ 3,600,782	\$ 1,517,688	42.15%
	Water Treatment Plant		2,458,288	6,035,271	2,885,878	47.82%
	Water Reclamation Plant		2,906,354	7,457,465	3,795,581	50.90%
	UF - Capital		2,613,637	6,135,889	2,864,943	46.69%
	Compost Facility		511,681	1,132,503	763,855	67.45%
	Total		\$ 10,109,542	\$ 24,361,910	\$ 11,827,945	48.55%
DOWNTOWN DISTRICT FUND						
			Actual	Adjusted Budget	Actual to Date	YTD %
Revenues			FY '17-18	FY '18-19	FY '18-19	Collected
	Tax Revenues		\$ 56,802	\$ 72,155	\$ 63,311	87.74%
	Capital Revenue		236	315	384	121.90%
	FB Withdrawal/PO Appropriation			35,366	\$ 384	1.09%
	Total		57,038	107,836	64,079	59.42%
			Actual	Adjusted Budget	Actual to Date	YTD %
Departmental Expenditures			FY '16-17	FY '17-18	FY '17-18	Spent
	Downtown District		\$ 16,230	\$ 107,836	\$ 32,313	29.96%
	Total		\$ 16,230	\$ 107,836	\$ 32,313	29.96%
OCCUPANCY TAX FUND						
			Actual	Adjusted Budget	Actual to Date	YTD %
Revenues			FY '17-18	FY '18-19	FY '18-19	Collected
	Occupancy Tax/Civic Center		\$ 372,503	\$ 690,000	\$ 431,075	62.47%
	Occupancy Tax/Travel & Tourism		93,126	170,000	118,369	69.63%
	County of Wayne Occupancy Tax		118,564	170,000	99,985	58.81%
	Capital Returns/Misc./Property Sale		\$ 6,063	\$ 29,641	\$ 70,889	0.00%
	FB Withdrawal/PO Appropriation			\$ 128,501		
	Total		\$ 590,256	\$ 1,188,142	\$ 720,318	60.63%
			Actual	Adjusted Budget	Actual to Date	YTD %
Departmental Expenditures			FY '17-18	FY '18-19	FY '18-19	Collected
	Civic Center		\$ 908,093	\$ 818,261	\$ 303,834	37.13%
	Travel & Tourism		214,748	369,881	230,486	62.31%
	Total		\$ 1,122,841	\$ 1,188,142	\$ 534,320	44.97%

STORMWATER FUND						
		Actual	Adjusted Budget	Actual to Date	YTD %	
Revenues		FY '17-18	FY '18-19	FY '18-19	Collected	
	Stormwater Fee	\$ 302,661	\$ 1,512,900	\$ 818,340	54.09%	
	FB Withdrawal/PO Appropriation		10,861			
	Total	302,661	1,523,761	818,340	53.71%	
		Actual	Adjusted Budget	Actual to Date	YTD %	
Departmental Expenditures		FY '17-18	FY '18-19	FY '18-19	Spent	
	Stormwater Division	\$ 192,266	\$ 1,523,761	\$ 446,097	29.28%	
	Total	\$ 192,266	\$ 1,523,761	\$ 446,097	29.28%	

**ENGINEERING DEPARTMENT
MONTHLY REPORT – JANUARY 2019**

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

Stoney Creek Greenway

- Right of way certification has been received;
- The preconstruction notification has been submitted to NCDOT;
- Project manual and final estimate are 90% complete.

Phase IV Sewer Collection Rehabilitation

- Notice to proceed date set for November 1, 2018;
- Contract completion date is November 26, 2019.

Center/Holly Street Water Tank Painting

- Lead abatement evaluation has been completed;
- Project anticipated advertising in February 2019.

SJAFB Sewer Outfall Improvements

- Staff is coordinating having the sewer line CCTV work completed to determine if sewer line can be lined using CIPP;
- Staff is waiting on a quote from the Phase IV Sewer Collection Rehabilitation contractor, T. A. Loving Company.

Glenwood Trail Storm Drain Replacement Project

- Smith-Rowe, LLC is in the process of performing punch list items for completion of this project.

2018 Street Improvement Project

- This paving project includes Oak Hill Drive from North Berkeley Boulevard to Green Drive and East Chestnut Street from South Slocumb Street to South Leslie Street;
- Design phase is complete;
- The City Attorney is coordinating the acquisition of the required additional right of way.

2018 Street Resurfacing

- Notice to proceed date set for November 5, 2018;
- Contract completion date is May 6, 2019;
- Project is 75% complete.

2018 Wastewater Collection System Rehabilitation Project

- City Council awarded contract to Herring-Rivenbark, Inc. for the low bid of \$603,224.00;
- Preconstruction meeting was held on January 22nd with a Notice to Proceed date set for February 4, 2019.

2018 Virginia Street Storm Sewer Improvements

- Invitation to Bid was re-advertised on January 13, 2019 with a scheduled bid opening for February 12, 2019.

Ash Street/Alabama Avenue Sidewalk

- Preliminary construction plans have been started;
- Duke Energy has been contacted to relocate needed poles.

Best Management Practices (BMPs) Inspections

- Approximately 300 BMPs have been approved and 254 BMPs have been constructed to date;
- All BMP inspections have been completed through the month January 2019.

Goldsboro Fire Department

Monthly Report – January 2019

Report Prepared By: Joseph Dixon JD/CL

Fire Prevention and Outreach

- January/February: EMT Recertification Class. Personnel are required to obtain 28 hrs. /year.
- 1/2, 1/16 – Community Service – Car Seat Safety Check – Station 2
- 1/4 – Station Tour – Station 2 – Girl Scout Daisies
- 1/10 – Community Service – Smoke Detector Check
- 1/13 – Community Service – Car Seat Safety Check – Station 1
- 1/15 – Public Education – St Mark Church of Christ
- 1/22 – Community Service – Operation Warm - Carver Heights Elementary
- 1/23 – Community Service – Operation Warm - Dillard Middle School
- 1/27 – Station Tour – Station 1 – Cub Scouts
- 1/30 – Public Education –Wages

Working Structure Fires

- 1/5 – 200 Linwood Ave #F
- 1/7 – 1011 N Berkeley Blvd
- 1/15 – 2030 Azalea Dr.
- 1/20 – 3110 Central Heights Rd #14
- 1/30 – 107 N Virginia St.

Working Vehicle Fires

- 1/28 – 105 S Berkeley Blvd

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

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

Goldsboro Police Department

Monthly Report - January 2019

Report Prepared by: Michael D. West MDW/KB

Total IBR offenses (homicide, rape, robbery, assault, burglary, motor vehicle theft, arson and fraud) for January 2019 were 265 compared to 285 for December 2018.

Property with an estimated value of \$179,902 was reported stolen while property with an estimated value of \$62,434 was recovered.

Officers arrested 168 people and 251 citations were issued during the month. There were 42 drug -related charges.

There were 0 report(s) of assault on an officer.

Revenue collected for January 2019 included:

Police Reports	\$432.00
Fingerprints	\$120.00
Special Events	\$25.00

IBR COMPARISON & TREND															
	2019	Jan	Feb	Mar	Apr	May	Jun	July	Aug.	Sept	Oct	Nov	Dec	Total	AVG
OFFENSE															
Homicide		0												0	0.0
Rape(&attempts)		1												1	1.0
Robbery		6												6	6.0
Aggravated Assault		7												7	7.0
Simple Assault		30												30	30.0
Breaking & Entering		33												33	33.0
Larceny		157												157	157.0
Motor Vehicle Theft		7												7	7.0
Arson		0												0	0.0
Fraud		24												24	24.0
TOTALS		265	0	0	0	0	0	0	0	0	0	0	0	265	265.0
	2018	Jan	Feb	Mar	Apr	May	Jun	July	Aug.	Sept	Oct	Nov	Dec	Total	AVG
OFFENSE															
Homicide		0	0	0	0	0	0	0	0	2	1	0	0	3	0.3
Rape(&attempts)		2	1	0	2	1	0	2	0	2	0	0	0	10	0.8
Robbery		1	10	7	5	4	6	6	5	2	2	3	8	59	4.9
Aggravated Assault		6	12	11	13	15	13	17	9	17	12	7	11	143	11.9
Simple Assault		34	29	55	34	32	32	24	46	43	25	24	41	419	34.9
Breaking & Entering		40	27	23	31	37	41	36	27	30	31	35	39	397	33.1
Larceny		129	115	126	134	132	121	127	110	107	96	108	142	1447	120.6
Motor Vehicle Theft		7	4	7	7	7	5	6	11	6	12	13	8	93	7.8
Arson		0	2	0	0	0	1	1	1	0	3	0	2	10	0.8
Fraud		46	33	22	34	42	38	42	35	25	34	23	34	408	34.0
TOTALS		265	233	251	260	270	257	261	244	234	216	213	285	2989	249.1

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

[illegible]

2018	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Herman Park and W A Foster Centers													
Program Revenue	\$3,906	\$3,821	\$2,091	\$3,153	\$2,899	\$12,306	\$18,807	\$8,450	\$815	\$400	\$0	\$2,497	\$4,929
Rental Revenue	\$1,610	\$1,385	\$4,572	\$3,927	\$2,625	\$2,647	\$3,660	\$4,660	\$2585	\$1195	\$1575	\$2,327	\$2,731
Facility Usage	11,813	10,235	11,470	13,633	10,862	10,576	9,700	9,415	5724	7335	8234	8719	9,810
Specialized Rec. and Senior Citizens, Pools													
Program Revenue	\$191	\$264	\$311	\$231	\$850	\$10,281	\$6,354	\$3,621	\$838.50	\$208	\$1670	\$214	\$2,086
Facility Usage	5,890	2,220	1,616	3,107	3,662	6,369	4,840	2,689	1090	1392	1423	1354	2,971
Athletics and Field Picnic Shelters, MSCX													
Program Revenue	\$1,500	\$2,430	\$1,560	\$195	\$920	\$3,880	\$2,197	\$2,960	\$0	\$3,690	\$2091	\$1,840	\$1,939
Field/Shelter Rental	\$0	\$60	\$0	\$1,165	\$1,250	\$1,480	\$1,120	\$,1310	\$1410	\$610	\$200	\$0	\$717
Facility Usage	3,459	9,382	3,605	5,315	9,725	4,867	7,890	9100	13,275	26,225	18645	10052	10,128
Golf Course													
Revenues	\$44,090	\$30,092	\$30,483	\$64,936	\$38,070	\$47,941	\$58,197	\$36,486	\$29,770	\$56,828	\$19,518	\$12,515	\$39,077
Expenditures	\$44,811	\$60,293	\$49,545	\$56,766	\$103,701	\$56,726	\$61,129	\$74,147	\$241,017	\$45,259	\$39,270	\$209,995	\$86,888
Special Events													
Sponsorships	\$1,500	\$0	\$	\$200	\$225	\$200	\$1,012	\$0	\$32,100	\$2000	\$42	\$1000	\$3,480
Attendance	0	0	2,000	215	50	215	315	160	12,662	1700	375	4650	1862
TOTAL REVENUE	\$52,797	\$38,052	\$39,017	\$73,807	\$46,839	\$78,735	\$91,347	\$57,488	\$67,519	\$64,931	\$25,097	\$20,395	\$54,669
TOTAL REVENUE FOR THE YEAR	\$656,024												

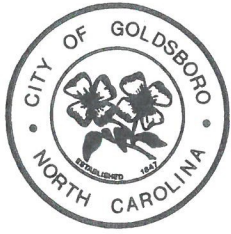


Travel & Tourism Department
Monthly Report – January 2019
Prepared by: Ashlin Glatthar

- ♣ 436 inquiries were fulfilled for the month of January by the TTO— 78 incoming phone calls, 51 visitors to the office, and 307 e-inquiries. Over 300 promotional items were donated to groups who requested items for their event in Goldsboro-Wayne County.
- ♣ Total hotel revenue generated in December was \$1,567,162, which is up 30.8% YOY. This increase is caused by the lingering disaster relief/displaced persons from Hurricane Florence, but also due to group business generated by soccer tournaments and training programs at the Bryan Multi-Sports Complex.
- ♣ For the month, TTO Facebook page had 64 new page likes. Instagram page has 62 new followers. Twitter page has gained 15 new followers.
- ♣ Josie Jenkins is the new Communications and Creative Services Manager for Travel & Tourism. TTO started with departmental overview, training, and familiarization tours. Josie is diving right in and already started managing TTO's social media platforms, creating editorial calendars, and helping to launch a series of tours for our locals/visitors this spring.
- ♣ Throughout the month, Ashlin held phone conference calls and in person meetings with representatives of SJAFB's FSS department to discuss the selling of WOW t-shirts at the air show. TTO does not have budgeted funds to buy t-shirt inventory upfront, nor the manpower to staff a table at the air show for Friday night, Saturday, and Sunday. A Charlotte-based company, Fine Designs, is equipped to fulfill order-by-order t-shirts sales online, take care of shipping, staff and produce t-shirts for the 2.5 day sales of the air show weekend, as well as manage post-event sales online. In an effort to keep this business within Wayne County, Ashlin reached out to Jimmy Bryan with SW Promotions to see if his company could handle this operation. After meeting and working through the variables, Jimmy informed TTO that SW will not be handling t-shirts sales for WOW. Ashlin is now working with FSS to obtain a concessionaire contract to move forward with t-shirt sales sourced by Fine Designs.
- ♣ On January 10th, Ashlin attended the quarterly NC Coast Host meeting in Mount Olive to learn about the new R&R Brewery, the influence and reach of Andy's Hwy 55, and what the eastern NC region is doing to attract visitors and web traffic to our destinations.
- ♣ Working with Tyler Ham and Felicia Brown of Parks & Rec, Ashlin wrote and submitted the bid for the 2019-2020 & 2020-2021 U.S. Quidditch Regional Championship to be hosted at the Bryan Multi-Sports Complex. Decisions for host sites are to be made in March.
- ♣ TTO hosted UNC-TV's NC Weekender production crew on January 16th in Downtown Goldsboro and at the Bryan Multi-Sports Complex for their show to shoot promo teasers for the episode of NC Weekender to debut the spring season on February 7th.
- ♣ Ashlin held a conference call with NC Beer Guys, a non-profit organization who advocates microbrewery development in NC, to discuss the opportunities downtown Goldsboro has to attract new and expanding breweries. Scott Satterfield with the Downtown Development office joined the phone call, and with the insight provided by NC Beer Guys, we have a game plan on how to market and position downtown as the optimal location for a brewery. Our offices are developing a website, along with articles for the NC Beer Guys' site and e-newsletters.
- ♣ TTO attended several WOW 2019 planning meetings on base, as well as held an additional meeting between Public Affairs and High Tide Creative, the partners involved in the media plan for the event. TTO also hosted a hotelier meeting at the Home2 Suites by Hilton, which officially opened the first week in January 2019. 10 hotelier representatives attended to learn about upcoming demand generators, and our group took a tour of the newly opened hotel.
- ♣ TTO would like to note the December 2018 & January 2019 numbers are askew due to glitches in the city's payment/collection system.

Occupancy Tax Collections YTD

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD	Average
2018-19	\$76,448	\$71,981	\$72,429	\$89,311	\$85,534	\$49,108	\$104,633						\$549,444	\$78,492
2017-18	\$81,794	\$70,849	\$71,323	\$66,920	\$68,268	\$60,726	\$43,748	\$51,800	\$53,393	\$68,272	\$69,725	\$78,449	\$785,269	\$65,439
2016-17	\$69,073	\$77,434	\$67,869	\$58,613	\$86,744	\$87,662	\$63,904	\$60,529	\$75,368	\$68,577	\$64,312	\$64,218	\$844,303	\$70,359



City of Goldsboro

P.O. Drawer A
North Carolina
27533-9701

NAACP 110th ANNIVERSARY PROCLAMATION

WHEREAS, the National Association for the Advancement of Colored People (NAACP) was founded on February 12, 1909 as the nation's foremost, largest, and most widely recognized civil rights organization; and

WHEREAS, in 1908, a deadly race riot rocked the city of Springfield, the capital of Illinois and resting place of President Abraham Lincoln. Such eruptions of anti-black violence were horrifically commonplace, but the Springfield riot was the final tipping point that led to the creation of the NAACP; and

WHEREAS, the mission of the NAACP is to ensure the political, educational, social, and economic equality of rights of all persons and to eliminate race-based discrimination; and

WHEREAS, the NAACP works to promote equity and justice for all people and will continue to fight for justice for all; and

WHEREAS, more than a half-million members and supporters throughout the United States and the world are the premier advocates for civil rights in their communities, leading grassroots campaigns for equal opportunity and conducting voter mobilization; and

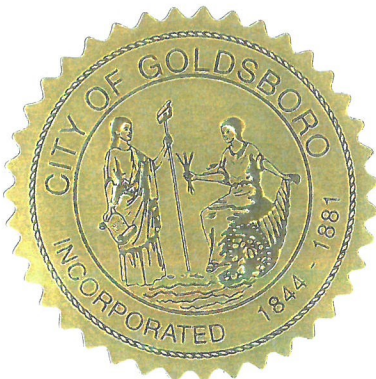
WHEREAS, the NAACP was founded on beliefs embodied in the Constitution of the United States of America, which stands for equality and equal opportunity for all regardless of race; and

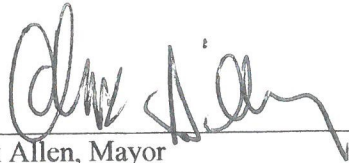
NOW, THEREFORE, I, Chuck Allen, Mayor of the City of Goldsboro, North Carolina, do hereby proclaim February 12, 2019 as the

NAACP's 110th ANNIVERSARY

in the City of Goldsboro and congratulate the NAACP on its 110 years of invaluable service, not just to African Americans, but for all Americans.

WITNESS MY HAND and the corporate seal of the City of Goldsboro, North Carolina, this 12th day of February, 2019.




Chuck Allen, Mayor