

MINUTES OF THE MEETING OF THE GOLDSBORO CITY COUNCIL
FEBRUARY 12, 2024

WORK SESSION

The City Council of the City of Goldsboro, North Carolina, met in a Work Session in the Large Conference Room, City Hall Addition, 200 North Center Street, at 5:00 p.m. on February 12, 2024.

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

Roll Call.

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

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

Adoption of the Agenda. Councilman Boyette made a motion to adopt the agenda as presented. The motion was seconded by Councilwoman Weeks and unanimously approved.

Old Business.

Item a. Goldsboro Collection System Phase 3 Update. Craig Foucht with the NC Global TransPark Economic Development Region, representing the Wayne County Development Alliance shared the presentation attached as ***Exhibit A***. Mr. Foucht shared the following: Mount Olive Pickle - Goldsboro plant is up and running; Phase 1 cost roughly 5.8 billion dollars; Phase 1 is complete; Phase 2 is in progress and as of December 31, was 60% complete. He shared information regarding pump stations as part of Phase 2. He shared information regarding Phase 3 and two properties they are trying to acquire to upgrade the 117-pump station. Mr. Foucht also shared financial information regarding the project which is part of ***Exhibit A***. The city will be asked to fund 1.2 million in the Utility Fund in FY24-25 to complete the project. Mayor Gaylor discussed the project and shared the city has not outlaid any cash for the project. Councilman White asked about the proposed completion date. Mr. Foucht shared they are on schedule to finish the project October 2025. Chris Meyers from TA Loving also shared an update regarding Phase 3. Attorney Lawrence shared there will be a resolution to condemn the two heir properties at the March 4 meeting and shared the process.

Item b. WWTP Expansion Update. Matt Livingston, Assistant City Manager shared they are putting together a Request for Qualifications (RFQ) and there will be a review panel. They will consult with the On-Call Engineers to put in an application for funding to the State Revolving Fund. The next step will be to get the RFQ and select an engineer. The Mayor shared there is work underway and the city is being proactive. Mr. Livingston shared this will be a design build project.

Item c. Public Safety Complex Update. Jamie Stanley, Deputy Public Works Director shared an update on the Public Safety Complex. He shared the following: the amount to bring the building to code is approximately 10 million. This amount looks at the building being stripped down to the studs, to replace the plumbing and electrical and all the things that don't meet code. If the 10 million was spent to fix the issues, the building wouldn't meet our current or future needs. The committee selected Bobbitt Construction as the most qualified vendor. If approved by Council, the committee will work with Bobbitt to develop real plans, real cost estimates, and real site assessments. He stated that would be in the 25-million-dollar range. The approval item is on the agenda tonight. Council discussed the project, location, and grant funding with Mr. Stanley. Mayor Gaylor stated we have to plan as if we will have to finance this internally but aggressively pursue assistance from state and federal sources. Assistant City Manager Livingston shared the next steps to include a study.

Item d. HOME-ARP Update. Felecia Williams, Community Relations & Development Director shared the presentation attached as ***Exhibit B***. She shared the city has until 2030 to spend the funds. Council discussed the requirements of the funding, annual audits, the cost to a nonprofit to operate a shelter, non-congregate shelter definition, educating nonprofits on the funding, and another eligible activity-nonprofit operating and capacity building. Council discussed revisiting the 60/40 plan. Council consensus was for Ms. Williams to get a recommendation from the Commission on Community Relations and Development. Mayor Gaylor shared former Council put this plan in place (60/40), voted on it and tried and have not been able to receive responses.

Item e. Goldsboro Police Department Salary Proposal. Mike West, Police Chief shared information regarding Plan A salary proposal attached as ***Exhibit C***. Chief West shared the FY25 funding cost and that he would rather have positions frozen versus having those positions being cut (eliminated). Council discussed the Plan A proposal, compression, how long it will take to get the Police Department staffed up, and longevity. Assistant City Manager Livingston shared we would bring further information regarding longevity for all city employees at the retreat. Councilman White asked to see the

City’s benefit package at the retreat. Mayor Gaylor shared the agenda item to approve the police salaries is on the agenda under Items Requiring Individual Action.

Item f. Boards and Commissions Vacancy Discussion. Laura Getz, City Clerk shared the following: The NC General Statutes gives no authority to the city to add to or reduce the membership of the Tourism Council. Ms. Jill Mills was appointed to the county’s tourism board, so there are two vacancies on the city’s Tourism Council. Erin Fonseca and Roshanda Jones have been added to the resolution of appointees to the Tourism Council based on Council discussion at the last meeting. On the agenda item appointing boards and commissions members, there are two names listed on the Recreation Advisory Commission. There is only one position available on the board due to a clerical error. Chad Evans was mistakenly removed but should be listed for reappointment. The board recommended reappointing Mr. Evans. Mr. Anthony Slater and Mr. Charles Henry have both been added to the resolution appointing members. After Council discussion and decision, the clerk will update the resolution appointing either Mr. Slater or Mr. Henry to reflect councils’ decision.

Council discussed the vacancies on the Recreation Advisory Commission and district representation.

Councilwoman Weeks made a motion to reappoint Chad Evans to the Recreation Advisory Commission for a second term. The motion was seconded by Councilwoman Jones and unanimously carried.

Councilman Boyette made a motion to appoint Anthony Slater to the Recreation Advisory Commission. The motion was seconded by Councilwoman Weeks. Mayor Gaylor, Councilwoman Jones, Councilman Boyette, Councilwoman Taylor, and Councilwoman Weeks voted for the motion. Mayor Pro Tem Matthews and Councilman White voted against the motion. Mayor Gaylor stated the motion passed 5:2.

Consent Agenda Review. Items E – T on the consent agenda were reviewed, the remaining Consent Agenda items were reviewed during the Regular Meeting.

Item L. Homebuyer Assistance Program Policy Update. The item was presented by Felecia Williams, Community Relations and Development Director. Mayor Gaylor and Ms. Williams discussed the policy update.

Item N. Early Loan Forgiveness for 2019 Urgent Repair Program Deceased Recipient Emma L. Jones. The item was presented by Felecia Williams, Community Relations and Development Director. Mayor Gaylor asked about the loan forgiveness. Ms. Williams shared the Housing Finance Agency recommended loan forgiveness and has already covered the cost. Councilman White shared comments about the loan forgiveness and setting the same standard for everyone. Ms. Williams shared HUD does not allow loan forgiveness.

Councilwoman Jones stepped out of the room at 6:21 p.m. and returned at 6:24 p.m.

Item P. Resolution accepting the grant and authorizing the City Manager and Engineering Services Manager to execute documents related to the NC State Appropriations Act of 2023 funding for the City of Goldsboro. The item was presented by Jonathan Perry, Engineering Services Manager. Councilwoman Weeks asked if this is a reimbursable grant. Ms. Gwynn shared information regarding the grant and how it is funded.

Item S. North Carolina Main Street – Temporary Street Closure (March 12 thru March 14). The item was presented by Mike West, Police Chief. Council discussed the event and shared concerns about parking during the event. Mr. Greg Mills shared the area to be closed is around the Paramount. Assistant City Manager Livingston shared there would be no warning tickets given during the Main Street event. Councilman White made a motion to remove the item from the consent agenda. The motion was seconded by Councilwoman Jones. Council discussed the street closing item. After discussion, Councilman White rescinded the motion.

Item T. St. Baldrick’s “Cuts for Cures” Event – Temporary Street Closure. The item was presented by Mike West, Police Chief. Council discussed the event. Mayor Gaylor shared concerns about the volume of street closures. Mr. Greg Mills shared information regarding the St. Baldricks event. Council shared concerns regarding parking and street closings.

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

CITY COUNCIL MEETING

The City Council of the City of Goldsboro, North Carolina, met in Regular Session in Council Chambers, City Hall, 214 North Center Street, at 7:00 p.m. on February 12, 2024.

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

Rev. Dr. Noé Juarez with First Presbyterian Church provided the invocation. The Pledge of Allegiance followed.

Roll Call.

Present: Mayor Charles Gaylor, IV, Presiding

Mayor Pro Tem Brandi Matthews
Councilwoman Hiawatha Jones
Councilman Chris Boyette
Councilwoman Jamie Taylor
Councilwoman Beverly Weeks
Councilman Rod White

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

Presentations.

Item A. Employee Performance Awards. Matt Livingston, Assistant City Manager presented the following awards:

The Employee of the Quarter Award: Susan Thornton. Susan Thornton has shown outstanding work and exemplary leadership in her role as Senior Human Resources Consultant. She has been an employee of the City of Goldsboro since November 2018, and has an enormous yet quiet impact.

Susan not only provides day-to-day oversight of the employees pay and compensation programs, but she is also a tireless advocate for the well-being of all employees. She is the system matter expert for our HRIS System (Neogov), and tirelessly administers and trains all staff on its daily operations. Susan is crossed trained in all areas of HR, and is the backup for onboarding, benefits, retirement, disability, administrative and management duties, assists with employee health and drug screens, is highly capable of enforcing OSHA guidelines, and administrating worker compensation and Family Leave Act programs.

Susan is the face of our training and recruitment; she provides tours and gives presentations to visitors and perspective employees. Susan takes an active role in the success of our employees, welcoming them by sharing employment tips, and encouraging them to work together and collaborate throughout their employment. Susan has an open-door policy for everyone and works tirelessly, well beyond a normal work week.

Susan possesses all of the qualities of any true leader. She demonstrates daily our values of professionalism, integrity, and customer focus, as well as caring, respect, humility, commitment, dedication, humor, empathy, transparency, hard work, and resiliency. A true HR Professional, Susan's work ethic and accomplishments reflect well on herself and the City of Goldsboro.

The Supervisor of the Quarter Award: Matthew Langley. Matthew Langley is the Distribution Operations Manager for the Distribution and Collections Division of the Public Works Department. He always strives to improve the Division as a whole, which has been even more apparent in his accomplishments in recent months. His can-do attitude, steadfast dedication, and determination enable his team to resolve every challenge; ensuring customer needs are met, while improving procedures and saving thousands of dollars.

Matthew approaches every task from a customer-first perspective, scheduling repairs to limit the negative impact on local businesses. In the last three months his team has completed a total of 119 work orders. In addition to routine maintenance, Matthew has played a key leadership role in the William Street widening and the Mt. Olive Pickle projects, actively participating in meetings to ensure success of the projects.

In November, Matthew took the lead to repair a significant sewer manhole failure. He coordinated getting bypass pumps set up, preventing sewage from backing up into resident's homes and averting a sanitary sewer overflow. The manhole was replaced without incident; saving the City approximately \$30K in contractor costs, and building confidence in staff.

Matthew recently obtained his A-Distribution certification, allowing him to officially become the City's Water Distribution Operator in Responsible Charge (ORC). And has successfully completed his Associate degree from Liberty University.

Mathew's keen attention to detail and service mindset set him apart; he is 100% committed and a dedicated team player, who answers every call without fail. Matthew's work ethic and accomplishments reflect well upon himself and the City of Goldsboro.

Item B. Resolution Expressing Appreciation for Services Rendered by Jeffrey Cooke as an Employee of the City of Goldsboro for More Than 34 Years. Resolution Adopted. Jeffrey "Jeff" Cooke retired on February 1, 2024 as a GIS Manager, with more than 34 years of service with the Goldsboro Planning and Engineering Departments. Jeff began his career on March 1, 1989 as a Planning Technician I with the Planning Department. On June 24, 1998, Jeff was promoted to Planning Technician II with the Planning Department. On December 6, 2001, Jeff's position was reclassified to GIS Technician with the Planning Department. On January 1, 2016, Jeff's position was reclassified to GIS Specialist with the Planning Department. On March 23, 2022, Jeff's position was reclassified to GIS Manager with the Engineering Department, where he has served until his retirement. Jeff has proven himself to be a dedicated and efficient public servant who has gained the admiration and respect of his fellow workers and the citizens of the City of Goldsboro. The Mayor and City Council of the City of Goldsboro are desirous, on behalf of themselves, City employees, and the citizens of the City of Goldsboro, of expressing to Jeff Cooke their deep appreciation and gratitude for the service rendered by him to the City over

the years and express to Jeff Cooke our very best wishes for success, happiness, prosperity, and good health in his future endeavors.

This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 12th day of February, 2024.

Councilwoman Weeks made a motion to adopt the retirement resolution. The motion was seconded by Councilman White and unanimously approved.

RESOLUTION NO. 2024-10 “RESOLUTION EXPRESSING APPRECIATION FOR SERVICES RENDERED BY JEFFREY COOKE AS AN EMPLOYEE OF THE CITY OF GOLDSBORO FOR MORE THAN 34 YEARS”

Public Hearings.

Item C. Z-18-23 Borden Mills Lofts Residential (R-6) and General Industrial (I-2) to Residential (R-6) Conditional Zoning District – Northeast and Northwest side of the intersection of Royal Avenue and North William Street (Planning) – Continued from January 8, 2024. *Withdrawn.* The item was presented by Mark Helmer, Planning Director.

ADDRESS: 800 Block of North William Street

PARCEL #: 3509-19-1639, 3509-19-6339

PROPERTY OWNER: BAP Partners LLC.

APPLICANT: Adventure One, LLC.

The applicant is requesting a conditional rezoning from the Residential (R-6) and General Industry (I-2) zoning district to the Residential (R-6) Conditional Zoning District for the construction of a 141-unit multi-family housing complex utilizing portions of the Historic Borden Mills property.

Access: Greenleaf Street, North Williams Street and Royall Avenue.

Area: Approximately 12.9 acres

Utilities: The subject property has access to public water, sewer and electric service available at or near the property.

SURROUNDING ZONING:

North: General Industrial (I-2) and General Business (GB)

South: General Industrial (I-2) and General Business (GB)

East: Residential (R-9) and General Business (GB)

West: General Industry (I-2) Residential (R-6) and Office Institutional (O&I-1)

Existing Use: The property is currently vacant.

Land Use Plan: The City’s Land Use Plan locates these parcels within the High-Density Residential and Industrial land use designations. The Residential (R-6) Zoning District is not a corresponding district for the Industrial land use designation. Despite this not being a corresponding zoning district, much of the surrounding area falls within the High-Density Residential land use designation. The availability of water and sewer also supports high-density development to occur on these parcels.

This is a conditional rezoning that proposes to rezone two parcels totaling approximately 12.9 acres from the Residential (R-6) and General Industry (I-2) Zoning District to Residential (R-6) Conditional Zoning District. The subject properties formerly known as Borden Mills contain structures identified as historic and listed on the National Register of Historic Places.

If rezoned to the Residential (R-6) Conditional Zoning District, the applicant is proposing to limit the use of the property to a multi-family complex consisting of approximately 141 housing units for historic adaptive re-use and renovation.

The Residential (R-6) Zoning District is established to accommodate both single and multifamily residential uses and to prohibit all activities of a commercial nature, except certain home occupations. The minimum lot size is six thousand square feet for a detached single-family dwelling. Multi-family dwellings shall have six thousand square feet of land area for the first unit with an additional two thousand square feet of land area required for each additional dwelling unit.

TRC REVIEW: Staff has distributed this proposed rezoning to NCDOT. There are no comments at this time. If the rezoning is approved, formal comments will be generated once a site-specific plan is submitted for development.

The proposed R-6 conditional zoning district is compatible with the City of Goldsboro Comprehensive Land Use Plan due to the fact that the proposed use promotes “in-fill” development or redevelopment of land that has been bypassed, remained vacant, and/or is underused as a result of the continuing urban development process. In addition, the site is readily accessible to water and sewer infrastructure provided by the City. The site is compatible with existing residential zoning and land-use patterns in proximity to the site which would support high-density development. Lastly, the proposed use

would satisfy a growing need for housing for the City of Goldsboro. Staff is recommending approval of the conditional rezoning request based on the reasons stated above.

The City of Goldsboro Planning Commission met on November 27, 2023, to review and make a recommendation regarding the conditional rezoning request. The Planning Commission voted 4 in favor 0 against.

At the December 4, 2023, Council meeting, City Council voted to continue the public hearing until January 8, 2024. At the January 8, 2024, Council meeting, City Council voted to continue the hearing until the February 12, 2024, meeting. The applicant is now requesting the application be withdrawn from consideration and no further action is requested from the City Council.

Councilman Boyette made a motion to approve the withdrawal of Z-18-23. The motion was seconded by Councilman White and unanimously approved.

Item D. SU-04-24 Convenience Store with Fuel. Postponed until the March 12, 2024 Council meeting. The item was presented by Mark Helmer, Planning Director.

The applicant requests a Special Use Permit to construct and operate a convenience store with fuel at the southwest corner of the intersection of West New Hope Road and Cuyler Best Road. The property is located in the General Business (NB) Zoning District. The Neighborhood Business district is established to provide the services and commercial development needed to serve primarily the adjoining neighborhoods. The district is intended to promote the development of small pedestrian-oriented establishments whose character and use is compatible with nearby residential neighborhoods. The maximum building gross area is twenty-four thousand square feet.

According to the City’s Unified Ordinance (UDO) Article 5, Table 5.4 Permitted Uses, a convenience store with fuel is a permitted use subject to a City Council-issued Special Use Permit.

Adjacent Zoning and Land Uses

- North: R-6 Vacant Farmland
- South: R-12 Vacant Farmland
- East: R-12SF Vacant Farmland
- West: NB Vacant & Single-Family Dwellings

Existing Use: The subject property is currently undeveloped wood lands and cleared land used for agricultural endeavors.

- Frontage: 315 feet on West New Hope Road- 350 feet on Cuyler Best Road
- Area: Lot area 2.43 acres
- Zoning: Neighborhood Business

The property is identified as within Mixed Use I land use category. This land use category will allow a mixture of the following zoning districts: City of Goldsboro - O-R, O&I-1, O&I-2, NB (refer to previous district descriptions) and Wayne County - Village district. This category will allow a mixture of uses and have minimum impact on adjacent areas. This land use serves a localized area. The preferred land use mix is 40% or greater noncommercial zoning with both vertical and horizontal mixed-use allowed. Horizontal mixed use is preferred (see implementing strategy I.21, pages 8-12). It will generate lower traffic volumes than the Mixed-Use II category.

Although the requested use of convenience store with fuel is not a mixed-use project, it does provide needed services and can be considered beneficial to the citizens of nearby residential developments.

Per the Unified Development Ordinance (UDO), a special use permit is required to construct and operate a convenience store with fuel in the neighborhood business zoning district. Upon approval of the special use permit, the site plan will be reviewed by the City of Goldsboro Technical Review Committee for compliance with all required development standards of the UDO and design standards.

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

- The hours of operation will be 24 hours a day/7 days a week.
- Employees: 4 per shift
- Parking: 30 parking spaces

The applicant is requesting the public hearing be postponed until the March 18, 2024 City Council Meeting. This request is in response to a staff request for a preliminary subdivision plan as a condition of approval of SU-04-24.

Councilman Boyette made a motion continue the public hearing until the March 18, 2024 City Council meeting. The motion was seconded by Councilwoman Weeks and unanimously approved.

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

1. Shirley Edwards shared concerns regarding downtown parking regulations.

2. Kim Bogue shared comments in favor of downtown parking regulations (*Exhibit D*).
3. Shirley Salt shared concerns regarding the convenience store agenda item that was continued.
4. Michele Autry shared concerns regarding parking regulations.
5. Amber Long shared concerns regarding downtown parking regulations and submitted a petition (*Exhibit E*).
6. Carl Martin shared comments regarding rezoning requests, public hearings notices and agenda packets.
7. Willie Smith shared comments regarding homeless and vacant homes.
8. Nikki Kiser shared concerns regarding parking regulations.
9. Richard Taylor shared comments regarding the mayor's right to vote and distributed a copy of NC General Statute 160A-69.
10. Yvonnia Moore shared comments regarding gossip and a recent news article.
11. Shane Smith shared concerns regarding parking regulations.

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

Consent Agenda – Approved as Recommended. Assistant City Manager Matt Livingston presented the Consent Agenda. All items were considered to be routine and could be enacted simultaneously with one motion and a roll call vote. If a Councilmember so requested, any item(s) could be removed from the Consent Agenda and discussed and considered separately. In that event, the remaining item(s) on the Consent Agenda would be acted on with one motion and roll call vote. Councilman Boyette moved the items on the Consent Agenda, Items E- BB be approved. The motion was seconded by Councilwoman Weeks. A roll call vote resulted Mayor Gaylor, Mayor Pro Tem Matthews, Councilwoman Jones, Councilman Boyette, Councilwoman Taylor, and Councilwoman Weeks voting in the affirmative. Councilman White voted against the motion. Mayor Gaylor declared the Consent Agenda approved.

The items on the Consent Agenda were as follows:

Item E. Designation of a City Official to make recommendations to the North Carolina ABC Commission for ABC Permits. Resolution Adopted. The item was presented by Mark Helmer, Planning Director.

Designation of a City Official to make recommendations to the North Carolina ABC Commission for ABC Permits

The North Carolina General States authorizes governing bodies to designate an official, by name or by position, to make recommendations concerning the suitability of persons or locations for ABC permits.

In 1998, a Resolution was adopted appointing the Planning and Community Development Director and/or the Assistant Director of Planning and Community Development as the designated official.

The Resolution would appoint the Planning Director, and in the absence of a Planning Director, the Assistant Planning Director, as the designated official to submit recommendations regarding the suitability of persons and locations for ABC permits to the ABC Commission.

It was recommended that Council adopt the following entitled Resolution designating officials to make recommendations on ABC permit applications within the City's jurisdiction. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

RESOLUTION NO. 2024-11 "RESOLUTION DESIGNATING AN OFFICIAL TO MAKE RECOMMENDATIONS TO THE NORTH CAROLINA ALCOHOLIC BEVERAGE CONTROL COMMISSION FOR ABC PERMIT APPLICATIONS"

Item F. Non-Contiguous (Satellite) Annexation Petition – Benjamin Carl Price – Corner of S. US 117 Hwy., S. US 13 Hwy., and Carolina Street. Referred to the Clerk. The item was presented by Mark Helmer, Planning Director.

The applicant is requesting that non-contiguous property described by the attached metes and bounds description be annexed into the City of Goldsboro. Maps showing the property proposed to be annexed are attached as well.

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

1. The nearest point on the proposed satellite corporate limits must be not more than three miles from the primary corporate limits of the annexing city;
2. No point on the proposed satellite corporate limits may be closer to the primary corporate limits of another city than to the primary corporate limits of the annexing city;
3. The area must be situated that the annexing city will be able to provide the same services within the proposed satellite corporate limits that it provides within its primary corporate limits;
4. The area within the proposed satellite corporate limits, when added to the area within all other satellite corporate limits, may not exceed 10% of the area within the primary corporate limits of the annexing city.

The City Council, at their meeting on February 12, 2023⁴ would request the City Clerk to determine the sufficiency of the petition. If the petition is determined to be sufficient, a public hearing would be scheduled and a report would be prepared by the Planning Department, in conjunction with other City departments, for submission to the Council.

It was recommended that Council request that the City Clerk examine the annexation petition to determine its sufficiency.
Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)

Item G. Establishing and adopting a Preaudit and Disbursement Policy (FINP-016.0). Resolution Adopted. The item was presented by Catherine Gwynn, Finance Director.

It is recommended by the Local Government Commission and the UNC School of Government that municipalities adopt a preaudit and disbursement policy to ensure budgetary compliance for units.

Staff recommends that the City adopt a preaudit and disbursement policy to document in writing requirements and expectations of staff when encumbering and expending city funds. To our knowledge, a policy does not exist for the City.

It was recommended that Council adopt the following entitled resolutions and recommended policies necessary to provide good governance over the City’s fiscal operations. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

RESOLUTION NO. 2024-12 “RESOLUTION ADOPTING PREAUDIT AND DISBURSEMENT POLICY (FINP-016.0)”

Item H. Authorization of sale of jointly owned property for 111 W. Pine Street (Henry Battle). Resolution Adopted. The item was presented by Catherine Gwynn, Finance Director.

Wayne County has requested concurrence by the City Council for jointly owned city/county-owned property. The County conducted the sale under the upset bid process (NCGS §160A-269), and the final upset bid was approved at the January 16, 2024 commissioners meeting.

Buyer: Henry Battle
Sales Price: \$6,000.00

111 W. Pine Street
Tax Value: \$1,920.00
Pin #: 2599841661

It was recommended that Council adopt the following entitled resolution declaring the property surplus and authorizing City officials to execute instruments necessary to transfer ownership for 111 W. Pine Street to Henry Battle. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

RESOLUTION NO. 2024-13 “RESOLUTION AUTHORIZING SALE OF SURPLUS REAL PROPERTY UNDER NCGS § 160A-269”

Item I. Resolution to approve master cost per copy rental contract agreement with CopyPro. Resolution Adopted. The item was presented by Catherine Gwynn, Finance Director.

City staff executed a sixty (60) month copier contract with CopyPro on January 3, 2019 which began on April 1, 2019, and set to expire on March 31, 2024. The City currently has 29 copiers on 11 separate lease contracts with J&M Executive Leasing with staggered lease terms ending between 2024 and 2029. In addition to the monthly lease cost paid to J&M Executive Leasing, there is an additional cost per copy fee that is charged by CopyPro. The largest of these contracts is scheduled to expire in April. The staggered contract terms, the combined lease costs and copy costs, and the GASB 87 accounting complications, made clear to staff that the existing contract should be terminated so that the City could renegotiate more favorable terms. Written notice was properly delivered in a timely manner to CopyPro. In an effort to reduce the overall cost of copiers, proposals for a “cost per copy” rental program were invited on November 2, 2023. Submittals were evaluated and a copier vendor selected.

Procurement staff negotiated a forty-eight (48) month agreement with one (1) twelve-month optional extension with the selected vendor, CopyPro, that would eliminate all current leases, and implement a single master cost per copy rental agreement to begin in April, 2024 and would extend for a maximum period through March, 2029. This option exchanges all 29 current copiers for new equipment. The new agreement allows for additional machines to be added as necessary throughout the agreement term, but will also allow for a coterminous date so the problem with staggered end dates was solved. With this opportunity, IT requested 11 new copiers be added to the agreement that will replace aging printers, and provide print, copy and scan features to these locations. This will bring the total number of machines to 40.

Copy costs over the past few fiscal years averaged \$50,124.41 per year. Using the fees specified in the new contract applied to the number of copies produced in the same previous fiscal years, the cost comparison would reduce the overall copy cost by \$15,708.47 per year. Additional savings will be realized in toner and repair costs when the 11 printers are replaced.

It was recommended that the City Council adopt the following entitled resolution awarding a cost per copy rental contract forty-eight (48) month agreement with one (1) optional twelve month extension to CopyPro. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

RESOLUTION NO. 2024-14 “RESOLUTION APPROVING MASTER COST PER COPY RENTAL CONTRACT TO COPYPRO”

Item J. Establishing and adopting a Utility Customer Service Policy and Procedure Manual for Utility Billing and Revenue Collection (FINP-017.0). Resolution Adopted. The item was presented by Catherine Gwynn, Finance Director.

The City of Goldsboro has never established a formal Utility Customer Service Policy and Procedure Manual for Utility Billing and Revenue Collection.

The utility services offered by the City are governed by local ordinance and state law. A best practice is to have a formally adopted policy to set forth the rules and expectations with regards to utility services. Staff researched city records to find an existing utility customer service policy or procedure and was not able to find evidence of its existence. The customer service manager and finance director collaborated over the past couple of years to prepare the attached policy for Council’s approval and adoption.

It was recommended that City Council adopt the following entitled resolution and recommended policy for the Utility Customer Service Policy and Procedure Manual for Utility Billing and Revenue Collection (FINP-017.0) necessary to provide good governance over the City’s fiscal operations. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

RESOLUTION NO. 2024-15 “RESOLUTION ADOPTING THE UTILITY CUSTOMER SERVICE POLICY AND PROCEDURE MANUAL FOR UTILITY BILLING AND REVENUE COLLECTION (FINP-017.0)”

Item K. Establishing and adopting an Identity Theft Prevention Program (Red Flag) Policy for Utility Billing and Revenue Collection (FINP-018.0). Resolution Adopted. The item was presented by Catherine Gwynn, Finance Director.

On January 1, 2011 the Federal Trade Commission began enforcement of the federal Red Flags Rule (16 C.F.R. Part 681). The goal of the rule is to prevent or mitigate identity theft associated with certain financial transactions. The City of Goldsboro’s municipal utility is included in the FTC’s definition of a creditor, and as such is required to comply with federal regulations.

In preparing the Utility Customer Service Policy presented earlier, a best practice is to include policy that discusses identity protection. Staff made inquiries and attempted to locate a policy addressing the Red Flags Rule but determined it did not exist. This is a requirement by a Federal agency, and the City wishes to comply.

It was recommended that City Council adopt the following entitled resolution and recommended policy for the Identity Theft Prevention Program (Red Flags) Policy for Utility Billing and Revenue Collection (FINP-018.0) necessary to provide good governance over the City’s fiscal operations. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

RESOLUTION NO. 2024-16 “RESOLUTION ADOPTING IDENTITY THEFT PREVENTION PROGRAM (RED FLAGS) POLICY FOR UTILITY BILLING AND REVENUE COLLECTION (FINP-018.0)”

Item L. Homebuyer Assistance Program Policy Update. Updated Policy Adopted. The item was presented by Felecia Williams, Community Relations & Development Director.

On July 24, 2023, through August 4, 2023, the City underwent an onsite HUD monitoring of its FY17 & FY19 HOME programs. HUD conducted a review of a Homebuyer Development project and determined that the City had inadequate policies to ensure that projects met the affordable housing requirements for homebuyer assistance projects. As a result of the review, the City was issued a finding with an accompanying Required Corrective Action.

As a Corrective Action, HUD required the City to update its Homebuyer Assistance policy to include the missing requirements identified in the finding.

The City’s Community Relations & Development department has worked to update the Homebuyer Assistance Program Policy for your review and approval.

It was recommended that Council adopt the updated Homebuyer Assistance Program Policy. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

Item M. Residential Construction Management Policy. Policy Adopted. The item was presented by Felecia Williams, Community Relations & Development Director.

On July 24, 2023, through August 4, 2023, the City underwent an onsite HUD monitoring of its FY17 & FY19 HOME programs. HUD conducted a review of the City's Homebuyer Development to determine the City's compliance with the requirements at 24 CFR 92.250(b), 24 CFR 92.254(f), and 24 CFR 92.251(a)(2)(v) and determined that file documentation for the monitored homebuyer development activity did not contain HOME requirements for underwriting/subsidy layering and progress inspections to ensure work met applicable codes, the construction contract, and construction documents. As a result of the review, the City was issued a finding with an accompanying Required Corrective Action.

As a Corrective Action, HUD required the City to develop a plan for how construction management will be conducted on future development projects and advised the City to not undertake any additional housing development projects until this plan can be implemented.

The City's Community Relations & Development department has worked to develop the Residential Construction Management Policy for Acquisition, New Construction, and Rehabilitation with the use of HOME funds for review and approval.

It was recommended that Council adopt the new Residential Construction Management Policy. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

Item N. Early Loan Forgiveness for 2019 Urgent Repair Program Deceased Recipient Emma L. Jones. Resolution Adopted. The item was presented by Felecia Williams, Community Relations & Development Director.

For the 2019 Urgent Repair Program, funded by the North Carolina Housing Finance Agency, the City of Goldsboro executed a forgivable, deferred loan in the amount of \$8,850 (later modified to \$9,850 on June 7, 2022 to add soft costs, per the NCHFA) as evidenced by a Promissory Note with Emma L. Jones.

The City, by way of a procured construction contractor, completed rehabilitation work at Ms. Jones' property in 2021. Ms. Jones complied with program requirements by continuing to reside in the residence until her death on October 23, 2023.

Per the terms of the loan agreement, and in accordance with the URP19 Program Guidelines, the URP19 loan is forgiven at \$2,000 each year, with the entirety of the loan forgiven on June 7, 2027.

It was recommended that Council adopt the following entitled resolution approving the early forgiveness of the 2019 Urgent Repair Loan for Emma L. Jones in the amount of \$5,850. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

RESOLUTION NO 2024-17 "RESOLUTION RECOMMENDING THE EARLY FORGIVENESS OF THE 2019 URGENT REPAIR PROGRAM LOAN TO EMMA L. JONES"

Item O. Resolution Approving the Engineering Procedures Manual. Resolution Adopted. The item was presented by Jonathan Perry, Engineering Services Manager.

The intent of the Engineering Procedures Manual is to identify processing requirements essential for the design and construction of public as well as privately owned improvements. The manual is also intended to provide uniform design criteria for facilities as well as provide specifications to be followed by all development undertaken within the City of Goldsboro.

The review and approval of contract documents for certain types of improvements is also the legal responsibility of other public agencies in addition to the City of Goldsboro. This manual is not intended as a substitute for the requirements of other public agencies. It shall be the Design Engineer's responsibility to see that the proposed contract documents meet the legal requirements of all other public agencies for any permits, bonds, and insurance required by such agencies prior to construction.

In order to continue to ensure the construction of quality improvements, public safety, and to satisfy changing industry standards, the City may from time-to-time issue amendments and clarifications to the Manual. It is the responsibility of all persons utilizing this Manual to obtain the most current copy.

In the case where conflicts may arise between this document, the Municipal Code, and/or rules and regulations of other public agencies, the more stringent requirements will apply, and the issue will be resolved by the Engineering Services Manager.

It was recommended that Council adopt the following entitled resolution approving the Engineering Procedures Manual dated February 12, 2024. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

RESOLUTION NO. 2024-18 "RESOLUTION APPROVING THE CITY OF GOLDSBORO'S ENGINEERING PROCEDURES MANUAL DATED FEBRUARY 12, 2024"

Item P. Resolution accepting the grant and authorizing the City Manager and Engineering Services Manager to execute documents related to the NC State Appropriations Act of 2023 funding for the City of Goldsboro. Resolution Adopted. The item was presented by Jonathan Perry, Engineering Services Manager.

The NC State Appropriations Act of 2023 appropriated to the City of Goldsboro: \$5M for water and wastewater infrastructure from the Clean Water and Drinking Water Reserve; \$2M for the Big Ditch restoration and stabilization from the State Emergency Response and Disaster Relief Fund; and \$2M for a directed grant from the Regional Economic Development Reserve.

The NC Department of Commerce awarded \$22M to the Wayne County Development Alliance (WCDA) for utility infrastructure that enables Mount Olive Pickle Company manufacturing in the City of Goldsboro. The \$5M for water and wastewater infrastructure will in large part pay for the final phase of this project. All associated water and wastewater infrastructure will be accepted and owned by the City.

The \$2M for the Big Ditch will pay for the City’s 25% match of a \$7.5M project that was presented to Council on November 6, 2023, by the NC State University Coastal Dynamic Design Lab.

Council decided at the November 6, 2023 Council meeting, that \$375K of the unspecified \$2M directed grant would be appropriated to stabilize Goldsboro Union Station (GUS) if Wayne County made a similar commitment and a local non-profit organization matched the City and County commitment.

It was recommended that Council adopt the following entitled resolution accepting the grant from the NC State Appropriations Act of 2023 and authorizing the City Manager and the Engineering Services Manager to execute documents related to the NC State Appropriations Act of 2023 funding for the City of Goldsboro. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

RESOLUTION NO. 2024-19 “RESOLUTION ACCEPTING GRANT FUNDS AND AUTHORIZING THE CITY MANAGER AND ENGINEERING SERVICES MANAGER TO EXECUTE DOCUMENTS RELATED TO THE NC STATE APPROPRIATIONS ACT OF 2023 FUNDING FOR THE CITY OF GOLDSBORO”

Item Q. Resolution Authorizing the City Manager to Execute a Contract with the NC State University Coastal Dynamics Design Lab (CDDL) for Professional Services in reference to the Big Ditch Stream Restoration and Infrastructure Improvements. Resolution Adopted. The item was presented by Jonathan Perry, Engineering Services Manager.

The City of Goldsboro recently submitted Federal Emergency Management Agency Building Resilient Infrastructure (FEMA BRIC) subapplication for the project titled: “Goldsboro Floodprint: Big Ditch Stream Restoration and Infrastructure Improvements” (total project cost is \$7,587,040).

The City Council adopted Resolution No. 2023-90 on November 20, 2023 accepting and allocating the \$2,000,000 awarded grant from the State Emergency Response and Disaster Relief Fund (SERDRF) to fulfill the local cost match requirement of the FY2023 FEMA BRIC subapplication for the Big Ditch project.

The project requires submittal of the proposed scope of work and associated cost for completing phase one deliverables of the project through the use of up to \$705,600 from the SERDRF allocation. Phase One deliverables include: updated hydraulic analysis, environmental survey, updated engineering design, permitting, updated cost estimate, and updated benefit-cost analysis (BCA).

Professional services to complete the above deliverables will be procured through an open Request for Quotes (RFQ) and/or Request for Proposals (RFP) process led by the NC State University Coastal Dynamics Design Lab (CDDL), in coordination with City staff.

The professional services provided by CDDL totaling \$35,280 will be contingent upon receipt of the \$2,000,000 from the SERDRF. March 2024 is the anticipated timeframe for receipt of the grant funds.

It was recommended that Council adopt the following entitled resolution authorizing the City Manager to sign a contract with the NC State University Coastal Dynamics Design Lab (CDDL) at a cost of \$35,280 for professional services required for the Big Ditch Stream Restoration and Infrastructure Improvements. Funds will be allocated from the SERDRF awarded grant of \$2,000,000. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

RESOLUTION NO. 2024-20 “RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH THE NC STATE UNIVERSITY COASTAL DYNAMICS DESIGN LAB FOR PROFESSIONAL SERVICES IN REFERENCE TO THE GOLDSBORO FLOODPRINT: BIG DITCH STREAM RESTORATION AND INFRASTRUCTURE IMPROVEMENTS”

Item R. Welcome Sign Agreement. Resolution Adopted. The item was presented by Felicia Brown, Parks and Recreation Director.

In 2003, the City of Goldsboro entered into an agreement with New Hope Friends Church to place a Welcome Sign on their property. The sign is located on Hwy 70 just as you enter the city limits of Goldsboro. The agreement also included the assistance of New Hope Friends Church with maintenance of the area around the Welcome Sign.

As the agreement is over 20 years old, it should be updated. One of the updates includes acknowledging the sign has been built on the church’s property. FY23-24 funding was budgeted for this agreement. The \$480.00 amount paid for services remains the same.

The City of Goldsboro still owes the Church for services rendered under the 2003 agreement for calendar year 2023 and the city will honor and pay the \$480 based on the 2003 agreement.

It was recommended that Council approve the following entitled resolution and accept the updated agreement with New Hope Friends Church. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

RESOLUTION NO. 2024-21 “A RESOLUTION AUTHORIZING THE CITY OF GOLDSBORO TO CONTINUE AN AGREEMENT WITH NEW HOPE FRIENDS CHURCH”

Item S. North Carolina Main Street – Temporary Street Closure (March 12 thru March 14). *Approved.* The item was presented by Mike West, Police Chief.

The North Carolina Main Street Conference is an annual 3-day conference, and Goldsboro was chosen for the location of the 2024 North Carolina Main Street Conference. The NC Annual Main Street Conference is one of the many educational offerings, provided by the NC Main Street & Rural Planning Center, a division within the state's NC Department of Commerce.

The conference will be held from March 12th through March 14th utilizing the 100 block of the Southbound Lane of South Center Street. The Downtown Goldsboro Development Corporation, along with the Downtown Development Office, is requesting the closure of the Southbound Lane of the 100 block of South Center Street from March 11th at 10:00 a.m. to March 14th at 4:15 p.m.

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

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

It was recommended that Council grant the requested temporary street closing of the Southbound lane of the 100 block of South Center Street as stated above. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

Item T. St. Baldrick’s “Cuts for Cures” Event – Temporary Street Closure. *Approved.* The item was presented by Mike West, Police Chief.

The Goldsboro Elks Lodge is once again sponsoring the St. Baldrick’s “Cuts for Cures” Event. This event represents the 25th year of St. Baldrick’s volunteers working to Conquer Kids’ Cancer!

The St. Baldrick’s “Cuts for Cures” Event will be held on Saturday, March 16, 2024, utilizing the 100 block of West Chestnut Street. The Goldsboro Elks Lodge is requesting the closure of the 100 block of West Chestnut Street between Center and James Street from 12:00pm – 6:00pm on March 16, 2024.

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

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

It was recommended that Council grant the requested temporary street closing of the 100 block of West Chestnut Street as stated above.

Councilman Boyette shared for-profit events should be directed to the HUB. Councilwoman Weeks shared concerns regarding parking downtown during events. Councilman White shared the city needs a policy to check the HUB and if it isn’t available, Council will consider closing the street. Mayor Gaylor shared we can discuss this at the Council meeting next month. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

Item U. Public Safety Complex Repairs. *Approved.* The item was presented by Jamie Stanley, Deputy Public Works Director.

The Public Safety Complex is in need of substantial repairs to be brought back up to code. The building committee (made up of City staff) has been analyzing information provided by potential subcontractors and consultants, and completed a Request for Qualifications process in which two qualified contractors presented their information, assessments and estimates on options for making repairs or constructing a new facility.

After conducting an onsite evaluation, each respondent came to the interview with the committee investigating the options for repair with professionally created presentations of their qualifications and experience, our current facility assessment and options to address the situation. After completion of both interviews, Mr. Tim Wood, Procurement, Mr. Jonathan Perry, Engineering and Jamie Stanley, Public Works, completed an independent assessment of each company as per the evaluation criteria listed in the RFQ. The results of this assessment were unanimous in selecting Bobbitt Construction of Raleigh as the most qualified.

It was recommended that Council approve the recommendation of City staff to select Bobbitt Construction. This will include initial design and location analysis. A contract will be presented for adoption at a future meeting. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

Item V. Public Comment Period and Public Hearing Policy Revision. Revised Policy Adopted. The item was presented by Laura Getz, City Clerk.

The City of Goldsboro recognizes and values the importance of citizen participation in local government. The City utilizes a Public Comment Period and Public Hearing Policy to properly engage citizens in the democratic process.

The proposed changes are presented to Council to assist with the decorum and spirit of the Council meetings.

- Adding procedures for follow-up questions from Council.
- Adding procedures when groups are speaking on the same subject.
- Revising the time limits for Public Hearings to 5 minutes per speaker with the exception of Quasi-judicial hearings.

Staff recommends Council adopt the revised Public Comment Period and Public Hearing Policy. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

Item W. Ratification of Boards and Commission Appointment Resolution 2021-82 and 2023-41. Resolution Adopted. The item was presented by Laura Getz, City Clerk.

At the City Council Meeting on December 20, 2021, the “Resolution Appointing Members to Advisory Boards and Commissions” that was presented to Council listed Shelby Ostendorf as serving on the Mayor's Committee for Persons with Disabilities, with a term expiration of December 31, 2024.

Due to a clerical error, her name was not listed on the signed version of Resolution 2021-82, though she has been faithfully serving on the board.

At the City Council Meeting on June 5, 2023, Chad Evans was appointed to fulfill an unexpired term on the Recreation Advisory Commission, per Resolution 2023-41.

Due to a clerical error, his term expiration date was listed as December 31, 2024. The correct term expiration date should have been December 31, 2023.

To correct these errors, a resolution must be adopted to officially state Shelby Ostendorf’s appointment and stating the corrected expiration date for Chad Evans.

It was recommended that Council adopt the following entitled resolution ratifying Resolutions 2021-82 and 2023-41. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

RESOLUTION NO. 2024-22 “RESOLUTION RATIFYING RESOLUTIONS 2021-82 AND 2023-41”

Item X. Advisory Boards and Commissions Appointments. Resolutions Adopted. The item was presented by Laura Getz, City Clerk.

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

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

The City Council met during the Work Session on January 22, 2024, to review vacancies and applications received to fill the current vacancies. With these appointments, one Alternate Position vacancy on the Historic District Commission, and one Student Position vacancy on the Recreation Advisory Commission remain.

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

It was recommended that Council adopt the following entitled Resolutions appointing members to Advisory Boards and Commissions in the City of Goldsboro and commending those individuals whose terms have expired, who have moved, or have resigned. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

RESOLUTION NO. 2024-23 “RESOLUTION APPOINTING MEMBERS TO ADVISORY BOARDS AND COMMISSIONS”

RESOLUTION NO. 2024-24 “RESOLUTION COMMENDING INDIVIDUALS WHO HAVE SERVED ON ADVISORY BOARDS AND COMMISSIONS OF THE CITY OF GOLDSBORO”

Item Y. Amending Chapter 30: City Council, of the City of Goldsboro’s Code of Ordinances. Ordinance Adopted. The item was presented by Laura Getz, City Clerk.

The City of Goldsboro recognizes the need to maintain correct descriptions of the City’s Code of Ordinances. Parts of Chapter 30 have not been revised since the 1970’s. After a review of Chapter 30, city staff recommends revising the sections listed below.

Chapter 30, Section 30.10: Revising the order of business.

Chapter 30, Section 30.11: Revising the title and section for the preparation, approval and transmittal of the agenda.

Chapter 30, Section 30.12: Revising the section for written request for business placed on the agenda.

Chapter 30, Section 30.13: This section is not needed as it was addressed in Section 30.12. The title has been changed to Reserved so it can be used at a later date.

Chapter 30, Section 30.16: Revising the process for voting on motions.

It was recommended that Council adopt the following entitled Ordinance amending Chapter 30: City Council, of the City of Goldsboro’s Code of Ordinances. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

ORDINANCE NO. 2024-2 “AN ORDINANCE AMENDING CHAPTER 30: CITY COUNCIL OF THE CITY OF GOLDSBORO’S CODE OF ORDINANCES”

Item Z. Amending Chapter 72: Stopping, Standing and Parking, of the City of Goldsboro’s Code of Ordinances. Ordinance Adopted. The item was presented by Laura Getz, City Clerk.

The City of Goldsboro recognizes the need to maintain correct descriptions of the City’s Code of Ordinances. After a review of Chapter 72, city staff recommends revising several sections for clarification.

Chapter 72, Section 72.93: revising the term Parking Commission to Parking Committee and adding an email option for a hearing request.

Chapter 72, Section 72.99: revising the location to pay parking citations from the Revenue Office to the Goldsboro Police Department.

It was recommended that Council adopt the following entitled Ordinance amending Chapter 72: Stopping, Standing and Parking, of the City of Goldsboro’s Code of Ordinances. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

ORDINANCE NO. 2024-3 “AN ORDINANCE AMENDING CHAPTER 72: STOPPING, STANDING AND PARKING OF THE CITY OF GOLDSBORO’S CODE OF ORDINANCES”

Item AA. Establishing and adopting a Utility Customer Adjustment Policy for Utility Billing and Revenue Collection (FINP-019.0). Resolution Adopted. The item was presented by Catherine Gwynn, Finance Director.

The City of Goldsboro has never established a formal Utility Customer Adjustment Policy for Utility Billing and Revenue Collection.

The utility services offered by the City are governed by local ordinance and state law. A best practice is to have a formally adopted policy to set forth the rules and expectations with regards to utility services. Staff researched city records to find an existing utility customer service policy or procedure and was not able to find evidence of its existence. Presented earlier was a utility customer service policy for approval to correct this deficiency.

Within the customer service policy, adjustments to customers’ accounts reference a separate adjustments policy. An important element of managing the utility billing and revenue collection function is the use of adjustments outside the billing process. Adjustments can be subject to misuse, abuse, and unintentional errors. Sound management practices indicate that the governing body should establish parameters for acceptable adjustments to customer utility accounts. The customer service manager and finance director collaborated to create a policy taking into consideration state and local law

and ordinance, as well as established legacy practices to prepare the attached utility adjustments policy for Council’s approval and adoption.

It was recommended that City Council adopt the following entitled resolution and recommended policy for the Utility Customer Adjustment Policy for Utility Billing and Revenue Collection (FINP-019.0) necessary to provide good governance over the City’s fiscal operations.

Councilman White shared concerns regarding the credit adjustment with no documentation. Ms. Gwynn shared this process is a current legacy practice. The Council, Assistant City Manager Livingston and Ms. Gwynn discussed the policy. Ms. Gwynn shared the process for alerting customers of high usage and adjustment form procedures. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

RESOLUTION NO. 2024-25 “RESOLUTION ADOPTING THE UTILITY CUSTOMER ADJUSTMENT POLICY FOR UTILITY BILLING AND REVENUE COLLECTION (FINP-019.0)”

Item BB. Adoption of a Resolution approving the revised City of Goldsboro Travel Policy (FINP-020.0).
Resolution Adopted. The item was presented by Catherine Gwynn, Finance Director.

The City has a travel policy in place that regulates travel for employees and board members. The current travel policy was revised on January 1, 2020.

Staff has revised the policy to enhance explanations, exceptions, and add additional record keeping requirements to strengthen internal control and accountability of all travelers. Some of the major revisions to the policy include the following:

- Included pre-auditing requirements.
- Revising the timeframe for reimbursement requests from 10 days to 14 days.
- Increased the maximum daily meal allowance, based on GSA rates.
- Increased the amount to be approved by the city manager for travel forms totaling \$750 to \$1,500.
- Added a maximum tip amount up to 20%.
- Included verbiage regarding record retention requirements per the NC Department of Natural and Cultural Resources.
- Included an Acknowledgement Form to be signed by all employees and board members acknowledging they have read and understand the policy.
- Revised Travel Form sample (Appendix B).

Council has not previously adopted the travel policy, and good management practice suggest governing board approval an important element of internal control and risk management.

It was recommended that Council adopt the following entitled resolution to adopt the Travel Policy (FINP-020.0) as presented. Councilman White shared comments regarding 6.1, Unauthorized Purchases and that a written reprimand should be included for any unauthorized purchase. Ms. Gwynn will include a statement in the policy that a memorandum will need to be sent to the appropriate department head/manager to take personnel action. *Consent Agenda Approval. Boyette/Weeks (6 Ayes/1 Nay)*

RESOLUTION NO. 2024-26 “RESOLUTION ADOPTING THE CITY OF GOLDSBORO TRAVEL POLICY (FINP-020.0)”

End of Consent Agenda.

Items Requiring Individual Action.

Item CC. Demolition of City owned property located at 612 S. John Street. Resolution Adopted. The item was presented by Matt Summerlin, Code Enforcement Administrator.

Mr. Summerlin shared photos of the site which are attached as **Exhibit F**.

The property located at 612 S. John Street was gifted to the City in 2020, for a possible Willow Dale Cemetery expansion. The subject structure is approximately 21,000 sq feet in size.

Since 2020, the structure has deteriorated causing the exterior wall located on the John Street side to partially collapse. The condition of the structure is a cause of concern for the public’s health and safety.

There was no formal bid process required, but city staff received three quotes for the demolition. The lowest quote was AK Grading & Demolition at a base bid of \$79,550.00.

Names of Other Bidders

FOSS Demolition

Amount of bid: \$97,000.00.

Corbett Clearing & Demolition LLC

Amount of bid: \$123,775.00.

SCOPE OF WORK

- Demolition and removal of old Fertilizer Warehouse +/- 2100 sf in its entirety to include all slabs and foundation within the footprint of the structures located at 612 S John St Goldsboro
- Haul all materials to an approved landfill or dump site.
- Level, seed, and straw lot.
- Furnish all State and Local permits.
- No asbestos or contaminated soils removal.
- Property owner is responsible for disconnection of all utilities to the building.

It was recommended that Council adopt the following entitled resolution authorizing the city manager to execute a contract with AK Grading & Demolition in the amount of \$79,550.00. Funding will come from fund balance in a future budget ordinance amendment.

Councilman Boyette made a motion to authorize the city manager to enter into a contract with AK Grading. The motion was seconded by Councilwoman Jones and unanimously approved.

RESOLUTION NO. 2024-27 "RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO SIGN A CONTRACT WITH AK GRADING & DEMOLITION"

Item DD. Resolution Authorizing an Increase in Police Department Salaries. Resolution Adopted. The item was presented by Mike West, Police Chief.

The Goldsboro Police Department currently has several position vacancies; salaries have been a contributing factor for voluntary separations. The City of Goldsboro desires to retain the police officers and provide incentive for future hires.

Police Pay Proposal A and B were presented to Council on September 5, 2023, for consideration. Proposal A was a 21.55% pay increase for all sworn personnel except for the Chief of Police. Proposal B was a 10% pay increase or the minimum of the new pay grade for sworn personnel, with the Police Major(s) receiving a 5% increase and the Chief of Police would see no increase.

Council agreed at the September 5, 2023, Council Meeting to implement Police Department Proposal B pay plan starting the first pay period in October 2023 and to consider other options later. Council members requested Plan A be brought back for consideration. Police Department pay plan A was presented at the January 22, 2024 meeting.

Earlier in today's Work Session, the Council was presented with an updated Police Pay Proposal A for discussion. Proposal Plan A requests an increase in addition to the earlier Police Plan B, but not to exceed 21.55% combined. The Chief of Police salary remains unchanged.

Police Department sworn officer pay will increase 11.55% or the minimum of the new pay grade as follows: Officer Trainee 75 to 76; Officer 76 to 77-80; Corporal 79 to 80; Sergeant 81 to 82; Captain 83 to 84; Major remains at 86 and will receive a 16.55% increase; and the Chief of Police will remain at 89 and not receive a pay increase.

The cost is estimated to be approximately \$64,000 in FY23-24, which would come from fund balance and be included in a budget ordinance amendment if necessary.

It was recommended that Council approve the following entitled Resolution to increase Police Department Pay.

Councilman Boyette made a motion to approve the resolution authorizing an increase in police department salaries. The motion was seconded by Councilwoman Jones and unanimously approved.

RESOLUTION NO. 2024-28 "RESOLUTION AUTHORIZING AN INCREASE IN POLICE DEPARTMENT SALARIES"

City Manager's Report. Assistant City Manager Livingston had no report.

Mayor and Councilmembers' Comments.

Councilwoman Jones shared the following comments: First, I want to speak to parking. I want the merchants and the residents of downtown to know that we, and I, have heard you. I've walked the streets and talked to several of the merchants and there were some other issues that came up. I did vote for the parking, but only with the use of placard cards and I know everybody is aware of that, but in going back and talking to different merchants, I'm finding out that we've got a lot of work ahead of us. I don't want us to walk back a whole lot of things but in my conversation with the constituents, there is one young man that has a Barber shop. He's very well organized and he goes by appointment, so he doesn't really have a parking issue. The concern that he had, and he said he doesn't mind me sharing it, is that the warning tickets are not fair because he got a warning ticket and then he noticed, and he watched that there was a particular vehicle that sat there all night long for two days and he has pictures, and they did not get a warning. So, we have to make sure that whatever we do that we are fair to everybody, that's the most important thing. The second thing, when I talked to some of the other merchants they were saying that the city employees were taking up their parking spots, so we have to make sure that we as employees and elected

officials that we do what we say that we're going to do and that we help out our city and so with that I know that this council will take in consideration everything that was presented tonight as far as safety and as far as the parking is concerned. The other thing I wanted to talk about is housing. In my district, I realized that there are a lot of houses that are empty, and I am in the process of getting a list of those houses and seeing what can be done by them. I know some when I came on were already demolished. There was one house that was snake infested and I want to thank the city for going ahead and taking care of that and spraying that area so that the snakes would not continue to go to the other's houses. I'm so very thankful for that and I'm thankful for the lighting that has been done in my district and I want to bring those things out, really positive things. I did have an opportunity to visit Public Works. I'm a street person, I like to be out. I'm not really in going into offices and talking, I like to talk to the people that's out on the street and how they're working and stuff and so I've done that. I really did enjoy that and we're getting some really good things. I also want you to just keep the month of March in your mind because we are going to be doing some safety things in my district. It is going to be held at Pastor Dortch's church and we're going to have Mr. Millard to come over and talk about things that we can do to stay safe and help the policemen, to help us stay safe and I think we had some great conversation tonight. I think we had some good policies in places, I do believe in policies and ordinances because that's how I was trained, and I think we made some really good strides tonight. With that and I want to thank Catherine and the Council and for us that's been reading them and going through them, so I'm really excited about that.

Councilman Boyette shared the following comments: First of all, a big shout out to our finance director and her department for the tremendous workload that she's up against and with all the updates and all the things that we are finding out that needed to be addressed and she can't accomplish all that overnight, but I have faith in her that she's getting it done and the more meetings I attend and the more conversations that I have with her to try to put my arms around just how much it is that she's tasked with to get accomplished, you're here and I want to say thank you to you in that regard. I know that we're taking steps in the right direction. I know that we're a new council. I know that there are things that are coming up that we're addressing and just as Councilmember White pointed out tonight, there's things we realize, well, we need a policy, so that we've got something in place that we can say this is the deal and this is a prime example of what, in my opinion, how we're working here is what I said the night that we were sworn in, that this council is going to accomplish some things together and we're going to work together and I think that's been apparent through this particular process so I wanted to point that out. Regarding finance, I see what you're under, but the public has to know and we're aware, we know we have to get these audits behind us. We have to get in a position where we can borrow some money. The city it seems to be, is in a great position so far as its debt structure, but there are some things coming down the pipe, just like this public safety complex, that I don't know how we're going to get that funded. I'm sure that I won't be the only one that'll be ringing the phone numbers of our federal and state folks trying to get us some help in here. I had the opportunity along with Councilwoman Taylor a week or two ago to spend a whole afternoon with the Fire Chief touring facilities and because our conversation tonight has been about police, but public safety involves multiple agencies and these conversations are going to happen again, in the very near future, retreat time and when we're talking about continuing for this council to make progress one step at a time. You don't do it all overnight, but tonight we took a step in the right direction in my opinion, with a unanimous vote to support our Police Department. We had an opportunity to tour the facilities and see the fire facilities, public safety facilities, and police-fire complex and it's a shame that some of that public safety complex, the main complex, some of the stuff is in the shape it's in. When you go into the gym and go in the bathrooms and I went through the Police Academy 32 years ago here and side note, it was an honor to see former Chief Warwick here and former council member for district 6 Chief Warrick here tonight. That was great to see him and to see him out and about and here earlier. Chief Warrick back in those days was actually my driving instructor when I went through the Academy, and I still have a VHS tape of that experience from the back seat of the patrol car, and it was very fond memories and so I want to make sure that we continue to address our issues particularly with public safety. The complex has already been pointed out, it's going to be crazy, it just makes no sense to spend money that we're not going to have any lifespan out of that building. I mean I feel like we're in a position where we're going to have to start again and how we're going to pay for that. I mean that's eye opening, so we've got to be back in a position to where we can borrow money. I didn't want to say that without first saying that I commend you and I'm sure this council does for the work that you've put in to get us this far. Parking issues, as Councilwoman Jones just spoke to, we recognize that we still have issues to resolve there. As I said before in my last comments on that, it's a work in progress and I appreciate the input of the citizens. I appreciate the input of the stakeholders, meaning the employees, the business owners, and customers, everybody that's involved. It's a work in progress, I think the 60-day moratorium on enforcement was a step in the right direction to give all concerned, meaning the parking committee and the Council, time to figure out what are the best answers, and I would like to think that there's probably going to be some discussion regarding that during the retreat. I know we've got a lot to deal with in the retreat particularly budget related stuff so if we can't get to it, I want to make it a goal of the Council to absolutely address the parking issues before the moratorium expires, so I don't want anybody to think that we're not on that, it's on the list and for now the moratoriums in place and we're working on that.

Councilwoman Taylor shared the following comments: Tomorrow the 13th at 6:00 p.m. at Saint James which is located at 205 S. George Street, the Commission on Community Relations and Development is hosting a community roundtable. The purpose of this roundtable is to come and share your input and ideas regarding reducing violent crime in Goldsboro. Showing support for our officers tonight, it was definitely a start and now I hope that we as a community can come together to make a difference to reduce violent crime and just crime in general. Next thing, a citizen came up during public comment, he spoke about the blighted homes in our neighborhoods. A long time ago I remember, we used to have what they called, if I'm not mistaken, the minimum housing list and so people could go to the planning department and obtain that list. I haven't seen that list available in a long time, so in the future I would like to say that I'm interested in working with the planning department to build the list for our citizens to come and pick that up if they're interested in seeing it and maybe see what they can do about the homes in their neighborhoods.

Mayor Pro Tem Matthews shared the following comments: So, I promised my district only one thing, that I would do my very best and I feel pretty confident that I've done that because they went out, they voted and then they elected me for a second term. I'm the first black woman to sit on this board and while that may not mean a lot to a lot of people, it means something to me, and it means something to the little girls that can now look at this board and see someone that looks like them. It was 33 years before I was elected before a woman was seen represented on this board, now there are four. What I learned is that being the first carries some responsibility, some scrutiny and a magnifying glass that still follows me now. I'm the only current seated member that was reelected. I came on in 2019 as the underdog and now I sit here as the most senior member on the Council and as great as those things are, and they were obtained through hard work, I just don't know why it makes some people so mad. I have been judged and held to a standard that not everyone that holds my title is held to. If you have been following my Councilwoman page this past week, you've seen me address some individuals that have written, said, and shared false and slanderous things about me and my mom in a four-part series. If you haven't, I encourage you to read it. I make no apologies for what I've said, and I make no apologies for the part 4 that I will share momentarily. It is disturbing to think that someone who sits on this side of the table is responsible for spreading lies about me and others. It is disturbing to think that someone who sits on this side of the table would one, think our closed session rules do not apply to them, two, failed to protect confidential information, three, tell business that they had no business, and four, would do something to hurt me so blatantly. We are 70 days in as of today if I make no mistake and here we are, so I'm going to share some facts that were not shared in the Weekly Editions, YouTube videos, your group chats, or dinner tables. Here is part 4, the truth. In my hands is a printout of my water bill account since I became an account holder on May 23rd, 2013. In these eleven years, I received 2 balance adjustments. My first adjustment was November 18th, 2014, five years before I became an elected official. My second adjustment was on March 18th, 2019, five months before I even filed to run, 8 months before I was elected, and nine months before I was sworn in. Neither of these adjustments happened while I was an elected official which would immediately discredit the lies that came from this side of the table and the slanderous things that those reporters pushed into our community. I cannot seem to figure out how a position that I did not even have yet, that I used to get perks, alleged benefits, and how I could use political power to receive preferential treatment. To the inside source, you do not deserve to serve or represent our city in any capacity. I hope those individuals that are now learning the truth expose you and I am calling for your immediate resignation so that the bad apple or apples does not spoil the bunch. You have sneakily chosen a side that you were on and it is not the side of right and truth. You lack integrity and your moral compass is obviously broken. And to think that you would want to hurt me so bad that you would lie and even risk your own representation and position to do so. As I close this matter but just for now because there are other details that I will share at a later more appropriate time to ensure that I maintain my integrity and responsibility to protect confidential information. There were a lot of people that celebrated in the fake news. They shared those articles, and they shared those videos. They commented in support of me being held accountable and encouraged them to keep exposing and sharing the truth. This is the truth. So now that you know it, I hope that you share it just as fast, far, and wide as you shared the other. I hope that you feel the same about those for their wrongdoings. I hope that you want them to still be exposed and I hope you hold them accountable for all of their wrongdoings. To my District 4 residents who I love dearly, you made no mistake in electing me as your representative, so don't you worry about me. I do not know what it is, but I know that there is purpose and I have all confidence in knowing that any and every act that was done against me, that was meant for my bad, will not go unaccounted for and I will rest in that. Thank you to a few that are holding me up throughout this process. To my colleagues, Councilman White, Mayor Gaylor and City Manager Tim Salmon, who I hope is watching. Thank you for caring enough about me to want to know the facts. Thank you for checking on me and I know that when I think about team and leadership, I'll think about you. Now that is out of the way, Women's History Month is coming up in about two weeks and I will again host our History Month photo shoot. I'm calling all the women to meet me on March 2nd at 11:00 a.m. at the steps of City Hall for a quick photo, so please wear your denim and white, please be 18 and up, and please bring only positive vibes. Also, during the month of March, what we've done is, we've honored women every day throughout that entire month. If there is someone that you would like to honor, please submit that woman's picture, her name, and the reason why you honor her to my Facebook page.

Councilwoman Weeks shared the following comments: The first person I would like to acknowledge is you Ms. Catherine. Since the onset of this audit, you have served extremely with excellence and diligently, you inherited a system of policies and procedures that were broken or nonexistent, and so I have watched you. The city needs to know that sometimes you didn't get home until 5:00 in the morning. I know because you were with us till 2:00 in the morning and so I honor you, I honor your department that you are working closely with us to put new policies, new procedures in place so that hopefully guys we won't have to walk through this again. The next thing I would like to say is that integrity and loyalty are everything. Integrity and loyalty are everything and this city, the city that I love, deserves transparency. They elected us because we said we would be transparent. They deserve transparency and so my prayer, my heart's desire, is that very soon this state audit, all the details will be released, so that our citizens will be educated as to what was in the audit, the findings that were in the audit and how we as a city are going to go forth stronger so that again we don't have these same mistakes again. I want to say personally to the Chief, to the Police Department, I'm extremely grateful for you guys for all your hard work. For all the city employees, one thing that has impressed me about our city employees as I have been visiting different departments with some of you, is the tenure. Tenure says something. Tenure says that this is a place that they want to work and that they love and so I honor all of our city staff and say once again, and I have said this many times. You're seen, you are heard, and you are valued.

Councilman White shared the following comments: First giving honor to my Lord and Savior Jesus Christ and thanking everybody for being here. I would like to thank all our city employees. I salute you for all you do. Everyone, even the unsung heroes, the ones out there picking up our trash and things of that nature. We thank you for doing what you do. To my counterparts, I do appreciate Ms. Catherine for what she did and all her policies but just blame it on the military part in

me but I didn't hear one about a logistician or somebody that can help us account for all our property. I think that we need to really look at during our retreat, that we put our property book manager as one of the top priorities so we can have somebody manage our property. I ask that everybody come back to our next meeting on March 4th where we recognize our Lady Cougars, not for what they're doing on the floor, but what they're doing in the classroom. Their team now has a 3.6 GPA overall and that's something to be celebrated. I always often look at Goldsboro High School as the 80/20 rule. 20% of the students over there get 80% of the attention and we don't celebrate those who are doing things positive, so this is a stepping stone that we're going to build on to begin to celebrate the students who's doing positive within our neighborhood. I'd like to say a special thanks to Ms. Barbara and Ms. Nicole for taking the time to deal with our youth. They did another Moe's Town over at the Paramount and they take the kids that are in the juvenile justice program, and they are mentoring them and giving them another outlet through the arts. I'd like to thank Dillard Alumni for stepping up to the plate and allowing them a place to rehearse. Also, Pastor Elliott and Saint James AME Zion for being a willing participant to open the doors for them to go. Lip service is one thing, but when it's time to show and prove and the kids need somewhere to go, it's kind of hard-to-find people to step up to the plate. The parking, trust me, it hasn't fell on deaf ears. I walked around personally last week to most businesses, and I talked to people, my boots on the ground moniker and they're absolutely right, we need to sit down and address that. Lastly to the Police Department, I'm happy that you got the raise, it's been my pleasure to be a part of that, to give you what you deserve, but I often read a book that says, to whom much is given, much is required. So, I want to also say that our crime situation is just not about police, it's a multi-pronged problem. We are double the average poverty here in Goldsboro NC, right? We have a school system that is 88 out of 100 counties in North Carolina. So, until we begin to address the root of the problem, I don't care how much money we give to police, we will still have a crime problem, so we need to begin to address those things.

Mayor Gaylor shared the following comments: I like going last because you see why this is such a pivotal and an important moment for our city. We've got a very strong group up here that all have the things that they know that they need to see happen with this city and we're going to get there. We're not going to do it all in 50 days, 100 days, 200 days, but we're going to get there. The amount of work that's happened in the last 21 days or so of trying to finalize policies that have been in the works for six months, to be able to get them across the finish line, is honorable. I want everyone to understand this is not all of them, this is the seven that got across the finish line before this meeting. There's got to be consistency and predictability in government. If there's not, then you don't have integrity because it doesn't feel like things are being applied uniformly and consistently because they're not and so having written policies, having standard operating procedures, having things that are tracked the way that you would track them in any other robust organization and we're getting there. We also had a pretty big issue come up over the last couple of weeks. It was at least alleged that information was leaked out of a closed session. I would not be doing my job as mayor if I did not address the fact that there have been hurtful things that have been said and have come from that, that have made it harder for us to govern, that have made it harder for us to work together, that have made it harder for us to trust, that have made it harder for us to work with the employees around us on which we rely because oh yeah by the way we still don't know who it was that allowed information out. So, all I will say is this, that is done, that bell has been wrung, there is no such thing as putting that back. What I will urge is this, please understand the damage that those mistakes do, please understand that if we want to be able to work together as a Council to be able to push the city in the direction that we all espouse and I genuinely believe want to go, we're going to have to be a little bit more careful. With that, I will leave that one alone for now, hopefully we won't have to dive into that one too terribly much, if we do, we will and I want to talk about something that I actually want to talk about. I got to do something last weekend that I had no business being honored to go ask to do and it was to do the welcome at the Night to Shine that Ms. Donna Countryman and all that army of volunteers put on. We were double booked and so Mr. Salmon went to the Awards Banquet on base and I went to go do that and actually as Councilman White alluded to a minute ago, you've got these volunteers out in the community that put so much time and energy into our youth and all these different segments of our community, I just want to do everything I can to amplify their voices. I'm looking forward to honoring the Lady Cougars here in a couple of weeks. That's going to be fun, it's well-earned. We've got to do more of it and no one's going to tell the story of the good parts of Goldsboro if we don't, so we're going to do it and y'all are going to get real tired of me doing resolutions for just about everything but we need to because we need to point out the stuff that's happening, that needs to be celebrated.

Closed Session.

Councilwoman Weeks made a motion to go into Closed Session to discuss Personnel and Potential Litigation. The motion was seconded by Councilman Boyette and unanimously approved.

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

Councilman Boyette made a motion to amend the agenda to add an agreement and general release of City Manager Tim Salmon. The motion was seconded by Councilwoman Jones.

Mayor Gaylor shared the following: it has been decided by Council that we will be separating in a mutual separation between the City and Mr. Tim Salmon. We will be immediately beginning a search for a new city manager. We wish Mr. Salmon a fruitful, prosperous, next chapter in his life. Speaking personally, I am incredibly grateful for his work that he has done at this City. I believe he has worked tirelessly. I believe he has been an incredible advocate for this City, and I wish him the best in his next chapter.

There was no further discussion and the motion to amend the agenda passed unanimously.

Councilwoman Weeks made a motion to approve the mutual separation agreement and general release as presented. The motion was seconded by Councilman Boyette and unanimously approved.

Councilwoman Weeks made a motion to authorize a resolution of approval of a separation agreement with Timothy Salmon and authorizing the Mayor to execute the agreement on behalf of the City of Goldsboro. The motion was seconded by Councilman Boyette and unanimously approved.

RESOLUTION 2024-29 “RESOLUTION OF APPROVAL OF SEPARATION AGREEMENT WITH TIMOTHY SALMON AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT ON BEHALF OF THE CITY OF GOLDSBORO”

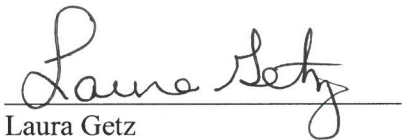
Mayor Gaylor asked that Council approve the immediate appointment of Mr. Matthew Livingston as interim city manager to also include a stipend on his salary to bring him to the current level of the existing city manager for an undetermined amount of time but this stipend will need to be on an hourly or daily rate because we don’t know the length of time yet. The motion was made by Councilwoman Jones, seconded by Councilwoman Taylor and unanimously approved.

Mayor Gaylor announced Mr. Livingston as the interim city manager. Mayor Gaylor shared comments about the city manager search.

There being no further business, Mayor Gaylor adjourned the meeting at 11:07 p.m.




Charles Gaylor, IV
Mayor


Laura Getz
City Clerk

Wayne County Development Alliance
Mount Olive Pickle Company Sewer Improvements
State Fiscal Recovery Funds (SFRF) - Grant #58567
Goals and Accomplishments as of December 31, 2023

Project Objective: Make upgrades and improvements to the City of Goldsboro's wastewater system in a way designed to accommodate Mount Olive Pickle Company's (MOPCO) pickle processing operation at its newly acquired facility in the City of Goldsboro.	Proposed Completion of all Work: <u>October 2025</u>
Goals	Accomplishments
<u>Engineering Services</u> Preconstruction Engineering, Surveying, and Design of wastewater facilities to serve MOPCO by WithersRavenel engineering firm. Phase 1 Constuction	100% Complete
Rehabilitate existing sewer pump station at MOPCO to meet sewer demands of new pickle production facility. Install new sewer force mains and gravity sewer lines to connect MOPC sewer pump station to existing gravity sewer line manhole in Jeffery's Lane. Install wastewater pretreatment facilities at MOPCO to meet industrial discharge standards of the City of Goldsboro prior to the wastewater entering the pump station. Phase 2 Construction	100% Complete 100% Complete 100% Complete
Construct new River Bend Sewer Pump Station and appurtenances to replace two existing inadequate pump stations located in the floodplain. Decommission two existing sewer pump stations. Install new sewer force mains and gravity sewer lines to connect the River Bend Pump Station to force main at MOPCO pump station. Phase 3 Construction	55% Complete 60% Complete
Rehabilitate existing US Hwy 117 sewer pump station to accommodate sewer flow from MOPCO's pickle production processes. Install new sewer force mains and gravity sewer lines from US 117 pump station, across US Hwy 117, and to an existing manhole and sewer line near George St that will accommodate MOPCO's increased sewer flow.	Work delayed due to insufficient grant funding. City of Goldsboro received \$5,000,000 FY 2023-2024 appropriation from General Assembly for sewer project. WCDA to combine remaining SFRF funds and City contribution to accomplish Phase 3 construction. Change Order for Phase 3 to be executed in early 2024.

Wayne County Development Alliance
Mount Olive Pickle Company Sewer Improvements
State Fiscal Recovery Funds (SFRF) - Grant #58567
Revised Revenues and Expenditures - Phase 1, 2, & 3

	Budget	Funds Received: Advance Requests #1-#5	Grant Funds Remaining (Not Requested)
Revenues			
SFRF Grant Funds Construction	\$ 20,680,000.00	\$ 18,766,662.00	\$ 1,913,338.00
City of Goldsboro Grant Contribution	\$ 5,000,000.00	\$ -	\$ 5,000,000.00
Subtotal Construction	\$ 25,680,000.00	\$ 18,766,662.00	\$ 6,913,338.00
SFRF Administration	\$ 660,000.00	\$ 430,000.00	\$ 230,000.00
TOTAL REVENUES*	\$ 26,340,000.00	\$ 19,196,662.00	\$ 7,143,338.00
Expenditures			
	Contract	Payments	Balance
Construction			
T A Loving Company Payments #1-#11**	\$ 23,600,405.00	\$ 11,626,122.46	\$ 11,974,282.54
WithersRavenel (WR) Design Services	\$ 3,200,000.00	\$ 3,200,000.00	\$ -
Non-Contact Cooling Permit-WR	\$ 35,000.00	\$ 35,000.00	\$ -
Ash St Easement-State Property Office	\$ 3,960.00	\$ 3,960.00	\$ -
Estimated Carver Blvd Easement Costs***	\$ 17,000.00	\$ -	\$ 17,000.00
Apply Grant Contingency to Construction	\$ -	\$ -	\$ -
Total Construction	\$ 26,856,365.00	\$ 14,865,082.46	\$ 11,991,282.54
Administration			
WCDA	\$ 320,000.00	\$ -	\$ 320,000.00
RSM Harris Associates Inc	\$ 330,000.00	\$ -	\$ 330,000.00
Saylors Real Estate & Appraisals LLC	\$ 5,000.00	\$ 3,500.00	\$ 1,500.00
The L. Williford Company Inc (Appraiser)	\$ 5,000.00	\$ 3,500.00	\$ 1,500.00
Total Administration	\$ 660,000.00	\$ 7,000.00	\$ 653,000.00
TOTAL EXPENDITURES	\$ 27,516,365.00	\$ 14,872,082.46	\$ 12,644,282.54
Budget Shortfall (from City)	\$ (1,176,365.00)		

* Does not include City local contribution.

**T A Loving Contract contains \$463,930.70 in contract contingencies for unforeseen expenses to be used by the contractor for Phases 1, 2, & 3. Any balance remaining after construction goes to WCDA. (i.e. WCDA applies to construction costs and reduces City's costs)

***Estimated Carver Blvd Easement Costs

Carver Blvd Easement Offer Amount	\$ 3,500.00
Depriest St/Carver Blvd Offer Amount	\$ 3,500.00
Legal Fees for Condemnation	\$ 10,000.00
Total	\$ 17,000.00

Wayne County Development Alliance
Mount Olive Pickle Company Sewer Improvements
State Fiscal Recovery Funds (SFRF) - Grant #58567
Status of T A Loving Contract - Phase 1, 2, & 3

	Contract	Payments #1-#11	Balance
<u>T A Loving Contract - Sewer Construction</u>			
Phase 1A - Ash St Pump Station - MOPC	\$ 3,041,000.00	\$ 3,021,578.87	\$ 19,421.13
Phase 1B - Pretreatment Facilities	\$ 2,300,500.00	\$ 2,183,602.11	\$ 116,897.89
Contract Contingency	\$ 530,000.00	\$ 349,258.44	\$ 180,741.56
Subtotal Phase 1	\$ 5,871,500.00	\$ 5,554,439.42	\$ 317,060.58
Phase 2 Pipe	\$ 4,495,337.00	\$ 3,726,211.11	\$ 769,125.89
Phase 2 River Bend Pump Station	\$ 6,028,163.00	\$ 2,173,413.00	\$ 3,854,750.00
Contract Contingency	\$ 305,000.00	\$ 21,810.86	\$ 283,189.14
Subtotal Phase 2	\$ 10,828,500.00	\$ 5,921,434.97	\$ 4,907,065.03
Stored Materials	\$ -	\$ 150,248.06	\$ (150,248.06)
Phase 3 - US Hwy 117 Pump Station	\$ 6,900,405.00	\$ -	\$ 6,900,405.00
Total Sewer Construction Contract	\$ 23,600,405.00	\$ 11,626,122.45	\$ 11,974,282.55
<u>Breakdown Contract and Contingencies</u>			
Contraction Phases 1, 2, & 3	\$ 22,765,405.00	\$ 11,255,053.15	\$ 11,510,351.85
Contract Contingencies	\$ 835,000.00	\$ 371,069.30	\$ 463,930.70
Total Sewer Construction Contract	\$ 23,600,405.00	\$ 11,626,122.45	\$ 11,974,282.55

Project Butter Mt. Olive Pickle Co – Goldsboro Plant

Status Update for
City of Goldsboro Collection System Enhancements

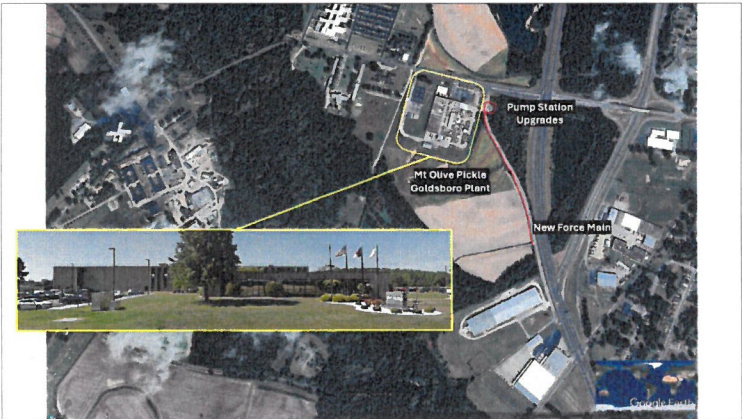
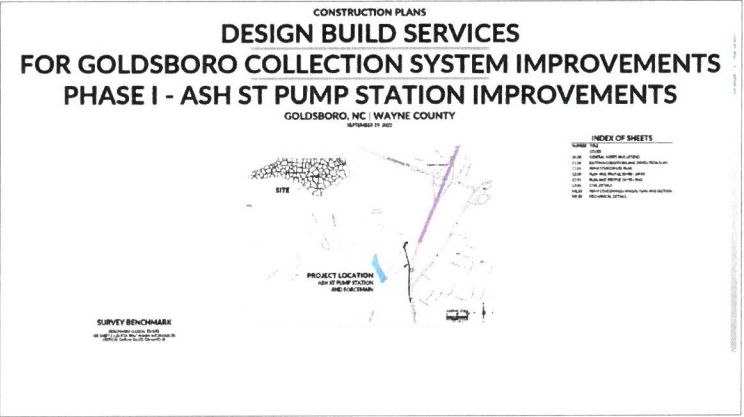


Project Outcomes Specific to Project

- \$35 million private capital investment
- Created 167 new jobs
- Secured \$22 million grant for collection system improvements
- Secured additional \$5 million allocation 2023-24 state budget

Added Benefit

- Addressed items previously identified by staff and engineers in the Sewer Asset Management Plan
 - \$3,231,900 - Replace Little Cherry to Highway 117 Pump Station Outfall
 - \$8,262,000 - Replace RCP Sewer main Big Ditch Stream
 - \$6,840,000 – Install Force Main and Pump Station for Fork Township
 - \$27,000 – Replace Little Cherry Force Main



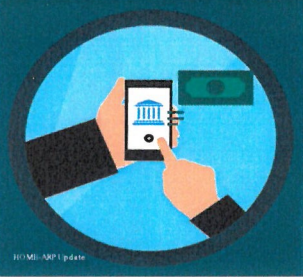


HOME-ARP Update

Community Relations & Development
Feb. 12, 2024



Allocation Breakdown



Total Allocation	\$907,913
Administration (15%)	\$136,186.95
Remaining Allocation	\$771,726.05
Non-Congregate Shelter (60%)	\$463,035.63
Supportive Services (40%)	\$308,690.42

Timeline of Events

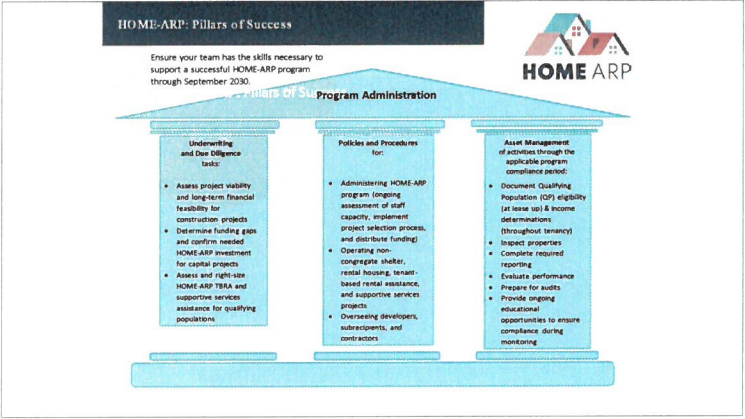
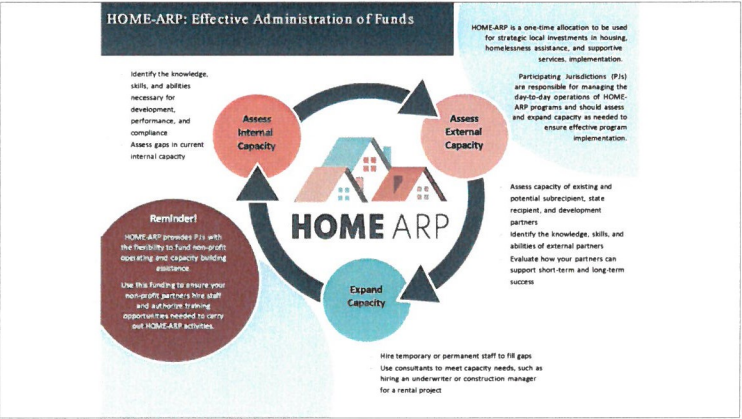
- Oct. 17, 2022: Invited non-profits made presentations to Council on how their respective agencies could best utilize HOME-ARP funding.
- Dec. 19, 2022 : CR&D updated Council and informed that the initial focus for HOME-ARP dollars should be centered on which eligible activities the City wishes to fund. Council moved to use funding for Non-congregate Shelter (NCS) and Supportive Services.
- Jan. 10, 2023: CCRD agreed to recommend to Council that the HOME-ARP allocation be split at 60% for NCS and 40% for Supportive Services.
- Jan. 23, 2023: CR&D and CCRD presented to Council CCRD Chair made the recommendation of the 60/40 allocation split. Council moved to distribute remaining funds (minus 15% Admin. dollars) at the 60/40 split as recommended.



Timeline of Events, cont.'d..

- Throughout 2023: CR&D staff combed through regulations and developed required policies and standard operating procedures for Non-Congregate Shelter, Supportive Services, and Underwriting/Subsidy Layering for HOME-ARP as well as an RFP-Application for NCS & SS; Sought out potential suitable properties; met with interested community stakeholders; had discussions with interested agencies.
- Oct. 17, 2023 : Ahead of the RFP-Application launch, CR&D held an advertised public HOME-ARP Non-Congregate Shelter & Supportive Services Pre-Application Information Session at City Hall. *There were 4 attendees (Self-certifying homeless citizen, United Way Rep., City Council Candidate, City Employee)
- Oct. 30, 2023: The City published the RFP-Application through the City's Bid Listing Portal and made an official announcement of Notice of Funding Availability (NOFA) on the City's website. *1 sealed bid was received but not opened due to lack of competition.





For Consideration...

Change Allocation %

Allocation Plan Amendment

Other Eligible Activities

One-time Funding

*Should more/all go to Non-Congregate Shelter?
*Should more/all go to Supportive Services?

Changes in allocation amounts will require the allocation plan to be amended, citizen participation carried out, and plan re-approved by HUD.

1-HOME-ARP Rental Housing
2-Tenant-Based Rental Assistance (TBRA)
3-Nonprofit Operating and Capacity Building Assistance

HOME-ARP is a one-time allocation to be used for strategic local investments in housing, homelessness assistance, and supportive services implementation.



Thank you

Community Relations & Development

Exhibit D

Parking time limits ensure turnover for customers of businesses. Without turnover, customers looking for a parking space close to a specific business would be discouraged and go somewhere else.

What is the reason for timed street parking?

Timed street parking is implemented by municipalities and local authorities for several reasons. The introduction of timed street parking is often part of a broader urban planning and traffic management strategy. Here are some common reasons for implementing timed street parking:

1. **Traffic Management:** Timed street parking helps manage traffic flow by discouraging long-term parking in busy areas. It encourages turnover, allowing more people to access businesses and services.
2. **Space Allocation:** When parking spaces are limited. Timed street parking helps allocate parking spaces efficiently and ensures that parking is available for those who are shopping and conducting business efficiently.
3. **Revenue Generation:** Municipalities generate revenue through timed street parking fees. The revenue collected can be reinvested in infrastructure, public services, or other projects that benefit the community.
4. **Encouraging Alternatives:** Implementing timed street parking can encourage people to explore alternative transportation options, such as public transit, walking, or cycling, and the use of public parking lots.
5. **Maintaining Accessibility:** In commercial and business districts, timed street parking ensures that parking spaces are available for customers and visitors, contributing to the economic vitality of the area.
6. **Reducing Pollution and Congestion:** By promoting turnover, timed street parking contributes to reducing traffic congestion in urban areas.
7. **Equity and Fairness:** Timed street parking is often designed to promote fairness in access to parking spaces. It prevents a small number of individuals from monopolizing parking in high-demand areas, ensuring broader access for everyone.
8. **Smart City Initiatives:** Many cities are adopting smart city technologies to improve urban living. Timed street parking systems can be integrated with technology to provide real-time information, optimize parking spaces, and enhance overall urban mobility.

It's important to note that the implementation and effectiveness of timed street parking depend on local context, policies, and the specific goals of the municipality. While it might be an inconvenience for some, the overall aim is often to create a more sustainable, accessible, and efficient urban environment.

We are petitioning you on behalf of the downtown businesses in our community. Those who have been significantly affected by the recent parking ordinance implemented in our area. As representatives of these businesses, we urge you to reconsider the current parking regulations and restore the previous non regulated parking. The following businesses have already experienced a notable decline in customer traffic and subsequent financial setbacks due to the parking ordinance. These businesses rely heavily on convenient parking options for their customers, and the recent changes have created unnecessary barriers to access. With the recent parking restrictions, potential customers are deterred from visiting our establishments, opting instead for locations with no timed parking. This has led to a direct decline in revenue for our businesses, making it increasingly challenging to sustain operations. We believe that the current ordinance has had unintended consequences, disproportionately impacting local businesses and customers. By reinstating the previous unrestricted parking, we can restore the vitality of our downtown district and support the economic viability of our community. We respectfully request that you reconsider the parking ordinance and work collaboratively with downtown businesses, as we have had a lot of negative feedback from our customers saying they no longer want to come downtown. Your support in this matter is crucial to the continued success and growth of our local economy. Thank you for your attention to this important matter. We look forward to your prompt response and action.

Sincerely,

Representatives Of Downtown Businesses

[Your Name]	[Your Position/Title]	[Business Name]	[Contact Information]
Eraysan Lane	Hair Stylist	The Loft Hair Studio + Spa	(919) 252-7565
Nahiesha Harris	Hair Stylist	The Loft Hair Studio + Spa	919-252-0163
Vivian Wilkins	Client		919-252-31
Hope Hill	Hairstylist	Hairology Salon	919-222-0400
Marilyn Bateman	Shopper / Customer		919 920-9971
Lauran Sasser Britt	owner of Hairology	- Hairology salon	919 2233533
Ashlyn Cox	Hairstylist	Hairology Salon	919 922 6843
Stephanie Smith	Owner	Hairology	919 330 6719
Alison Cox	shopper/customer		919 922 6641
Carmela Alonzo	owner	Labrax Coffee	(919) 330-3207
Caraleyn Mitchell	manager	bicycle world	919-735-2964
Hanna Stearns	owner	The Picket Fence	919-252-897
Teresa Stearns	owner	The Picket Fence	919-221-1933
Pennis Simons	Barber	premier cuts	919-648-7240
Teri Shon Harris	Barber	PREMIER CUTS	4040 440
Keith Johnson	Hairstylist	Tony Keith Beauty Lounge	919-273-0926
Garry Grantham	Treasurer	Republican Hdqtrs	919-222-7277
Allen Royal	Realtor	The Firm NC	919-252-111
Taylor Naxon	Realtor	The Firm NC	919-926-429

[Your Name]	[Your Position/Title]	[Business Name]	[Contact Information]
Courtney Bishop	Hairstylist	The Loft Hair Studio	919 252 5208
Amber Long	Owner/Stylist	The Loft Hair Studio	919 344 2049
Courtney Leonard	Hairstylist	The Loft Hair Studio	252 550 1026
Suzan Leonard	Husband		910 372 3420
Sherrill Turner	Client		252 286 1295
Ann Gutierrez	Client		252 526 8070
Mindy Glover	Aesthetician Medspa	The Loft Hair Studio	919 394 6494
Haley	Esthetician	The Loft	919 709 1581
		131 Walnut / 156 S. Center	919 920 2600
Maggie Wallace		156 S Center	919 273 065
Brian C. Wise	Mortgage lender	The Firm	(919) 920-8304
David Gurgans	The Firm NC	The Firm NC	919-738-4217
Shane Smith	Realtor	The Firm NC	919 252 9671
James Jones	Realtor	The Firm NC	919-440-1689
Stephanie Cass	owner/retail	Lola's Vintage	919-988-8100
Stephanie Cass	Owner/Retail	Lola's Vintage LLC	919-988-8100
Angie Williams		Dalou ISO	919 738-1429
Brittany Bell	customer	Loft/Bricks Pizza	919-288-9964
Alvante Baxette	Store associate	W.O.L.F.	(984) 277-9090
Nymmi Williams	owner	Good Thymes	(775) 443-1133
Tamir Evans	manager	Habitat For Humanity	919-736-9550
Holt Rains	manager	B+5 Grill	919-738-8029
MARION EDWARDS	owner?	COACH'S	919-922-0958
Kelvin Tseley	manager	C	919-672-3275
Romita Bulchandani	manager	New York Fashions	919 731-2580
Cashlyn Jones	Manager	Shoppers Delight	803-529-6009
Cheryl Richardson	Shop owner	"	"
Barbie Jones	"	"	"
Dexter Jones	"	"	"
Petula Jones	"	"	"
A.J. Jones	"	"	"
I-Isaac Jones	"	"	"
Edna Arts	"	"	"
Micelle Hervey	office manager	CBHPW	919 921-162

[Your Name]	[Your Position/Title]	[Business Name]	[Contact Information]
Arena Best	Realtor	HPW	919-750-4016
Dolores Williams	Realtor	HPW	984-500-8831
Carroll A	OWNER	GOLFSEVEN BEER WORKS	904-654-6623
AIE THOMAS	OWNER	DEEP SPACE TATTOO & PIERCING	919-245-2086
Theresa Wiley	Customer		919-330-6178
Paul Davis	Owner	anexure	919-580-7114
Harley M. Edwards	owner	Unique Gospel Galleria	919-604-7962
Lina Mause	owner	Tina Hair & More	919-394-8181
Christa Chen	owner	Ladies Shoppe	919-922-1939
Sheila Darden	owner	Luminous Daycare	919-221-5540
Melissa Wise	Owner	First Impression	919-580-8485
Tara McComb	owner	McComb Wellness & Aesthetics	919-429-1507
Roc Rivera	owner	La Gracia Restaurant	(919) 330-2557
Chad Garcia	chef	La Gracia Restaurant	919-735-5566
Alexis Baker	Host Man	Laughing Owl	984-223-4477
Janet Pongpittuchul	Owner	Thai Garden	919-583-8900
John Turner	Store manager	Walgreens	984-277-1353
Gerald Foster	OWNER	HPW	(757) 230-9434
Chrissy Libbey	Regional	DAE	919-273-3415
Lenny Libbey	Quality Assurance	Bridgestone	919-273-3559
Shane White	CEO	WestLift	919-242-4379
Anissa West	Parts Mgr.	WestLift	919-763-6913
Sam Hodge	Owner	Well Travelled Beer	(919) 580-8203
Dani Painter	owner	Well Travelled Beer	(919) 594-8340
Dennis Barra	owner	Pomping/Power	(919) 587-6353
Mac Williams	member	Waynesborough Model Railroad Club	919-223-4632
Dance Dosa	Barber	Premier Cuts	919-594-4761
Jacob DuRose	Drafting Tech	Benton & Associates	919-330-7456
Robin Price	Office Mgr	Benton & Associates	919-330-735-0440
James Long	owner	The Loft Hair Studio	919-432-8888
Heather Weeks	stylist	The Loft	919-440-9862
Wayne Wise	First Impressions owner		919-580-8984
Gerald Homa	Client	Loft Hair	222-5774
Joan Santillian	Client	The Loft Hair Studio	919-394-1599

[Your Name]

[Your Position/Title]

[Business Name]

[Contact Information]

Linda Powers	Realtor	Coldwell Banker	919 921 2447
Hyland M. Kyll	Realtor	Cashwell Banker	919-705-3895
Cadence Rhodes	Realtor	Coldwell Banker HPW	919 252 7827
Brent Rhodes	Market Manager	Harris Teeter	252-560-033
Rosa M. Norman	Realtor	Coldwell Banker	919-221-3900
Jeremy Pearce	Pepsi Driver	Pepsi	919-222-6337

[Your Name]

[Your Position/Title]

[Business Name]

[Contact Information]

✓ The Firm
✓ Lola's
✓ Salon 150
✓ Bricks
✓ Thai Garden
✓ Owlamo
✓ Second Amendment
✓ Kat's
✓ Pink Piggy
✓ Creative Mail
✓ Treeform
✓ Well Traveled
✓ Democratic Party
✓ Pupsy Bean
✓ Hair Affair
✓ Top Hat Ballroom
✓ Brisas
✓ Mimi's
✓ Premiere Cuts
✓ Picket Fence
✓ First Impressions
✓ Bicycle World
✓ Labbar Coffee
✓ Hacey's
✓ Wolf
✓ Royal Barbershop
✓ Dress'd
✓ Downtown Pharmacy
✓ Hairology
✓ Model Train
✓ Deep Space Tatto
✓ The Loft
✓ Good Thymes
✓ 3 Olive Chic
✓ Habitat 4 Humanity

✓ Goldsboro Brawl Works
✓ Barre Haus
✓ Ameriprise
✓ Unique Galleria
✓ Tina Hair
✓ Ladies Shoppe
✓ Luminous Jay Candles
✓ Melamb Wellness
✓ Coach's
✓ Laughing Owl
✓ Brisas
✓ Up North

DEMOLITION OF CITY OWNED PROPERTY

Matt Summerlin, Code Enforcement Administrator
February 12, 2024



2/13/2024

2



2/13/2024

3



2/13/2024

4

