

AGENDA
REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
CITY OF GOLDSBORO
COUNCIL CHAMBERS – CITY HALL – 214 N. CENTER STREET
NOVEMBER 16, 2015

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

- I. WORK SESSION–5:00 P.M. – CITY HALL ADDITION, 200 N. CENTER ST., ROOM 206**
 - a. Employee Bonus Discussion (City Manager)
 - b. Boards and Commissions Vacancies (City Manager)
 - c. Police Department Discussion (Police)
- II. CALL TO ORDER – 7:00 P.M. – COUNCIL CHAMBERS, 214 N. CENTER ST.**

Invocation & Pledge to the Flag
- III. ROLL CALL**
- IV. MINUTES**
 - A.1 Minutes of the Work Session and Regular Meeting of September 21, 2015
 - A.2 Minutes of the Work Session and Regular Meeting of October 5, 2015
- V. PUBLIC COMMENT PERIOD (TIME LIMIT OF 3 MINUTES PER SPEAKER)**
- VI. PRESENTATIONS**
 - B. Seymour Johnson AFB Recognition
 - C. Pearson Pump Recognition
 - D. Certificate of Achievement for Excellence in Financial Reporting
 - E. Ashford's Boxing Club (Steve Ashford and Billy Strickland)
- VII. PUBLIC HEARINGS**
 - F. CU-13-15 John Hodge-Southwest corner of South Center Street and Chestnut Street (Place of Entertainment with ABC Permits) (Planning)
 - G. CU-14-15 Parker Croom – South side of East Walnut Street between Center Street and John Street (Planning)

PLANNING COMMISSION EXCUSED

 - H. Contiguous Annexation Request – Deacon Jones Property (The Three J's) – 20.77 Acres (Planning)
 - I. Contiguous Annexation Request – AAR Property (23.8 Acres) (Planning)
- VIII. CONSENT AGENDA ITEMS**
 - J. Non-Contiguous Annexation Request – Triangle East Timber Company, Inc. (Eugene Raynor) East side of Wayne Memorial Drive between Tommy's Road and Best Avenue (1.9 Acres) (Planning)
 - Deferred* K. Revisions to Downtown Design Guidelines - Sidewalk and Outdoor Dining, Outdoor Display, Signage, Awnings, Canopies, Balconies, Decks and Pergolas (Planning)
 - L. 2nd Supplemental Agreement with NCDOT – Additional Federal Funding and Time Extension for New Hope Road (SR 1003) Multi-Use Trail under Project EB-5508 (Engineering)
 - M. Adoption of a Policy to Prequalify Bidder for Construction or Repair Work (Public Utilities)
 - N. Police Evidence Expansion—Architectural Services (Finance)
 - 0.1* O. FY 2015-16 Installment Financing Police Vehicles (Finance)
 - P. Downtown Lights Up! Tuesday, November 24, 2015 (DGDC)
 - Q. Joint Use Agreement For Gymnasiums And Wayne County Schools Athletic Fields (Parks and Recreation)
 - R. Monthly Departmental Reports
- IX. ITEMS REQUIRING INDIVIDUAL ACTION**
 - S. Approval of Lease for Multi-Sports Complex (City Manager)
- X. CITY MANAGER'S REPORT**

XI. CITY ATTORNEY'S REPORT AND RECOMMENDATIONS

XII. MAYOR AND COUNCILMEMBERS' REPORTS AND RECOMMENDATIONS

XIII. CLOSED SESSION

XIV. ADJOURN



City of Goldsboro

P.O. Drawer A
North Carolina
27533-9701

RESOLUTION NO. 2015-91

RESOLUTION EXPRESSING APPRECIATION TO SEYMOUR JOHNSON AIR FORCE BASE AND THE 4TH EQUIPMENT MAINTENANCE SQUADRON

WHEREAS, the Goldsboro community is a better place to live thanks to dedicated, hard-working citizens who volunteer their time and talents toward helping others; and

WHEREAS, Seymour Johnson Air Force Base has been a vital part of the City of Goldsboro for many years and contributes to the community in many ways; and

WHEREAS, the 4th Equipment Maintenance Squadron is a vital part of Seymour Johnson Air Force Base and the City of Goldsboro and we appreciate them for selflessly donating their time, personnel and equipment to paint, restore and assist in the move of the F-86 Sabre aircraft on all of the occasions it has been restored; and

WHEREAS, the F-86 Sabre aircraft is now on display at the intersection of Ash and Center Streets due to the most recent restoration and donation of over 644 man-hours provided by the airman at Seymour Johnson Air Force Base; and

WHEREAS, the Mayor and City Council of the City of Goldsboro are desirous, on behalf of themselves, other City officials, employees and the citizens of the City of Goldsboro, of expressing to Seymour Johnson Air Force Base and the 4th Equipment Maintenance Squadron their deep appreciation and gratitude for the services rendered by them to the City over the years.

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

1. We express our thanks to Seymour Johnson Air Force Base and the 4th Equipment Maintenance Squadron for the volunteer hours rendered to restore the F-86 Sabre aircraft.
2. 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 16th day of November, 2015.




Alfonzo King, Mayor



City of Goldsboro

P.O. Drawer A
North Carolina
27533-9701

RESOLUTION NO. 2015-92

RESOLUTION EXPRESSING APPRECIATION TO PEARSON PUMP SALES AND SERVICE

WHEREAS, the Goldsboro community is a better place to live thanks to dedicated, hard-working citizens and businesses who volunteer their time and talents toward helping others; and

WHEREAS, Pearson Pump Sales and Service has been located in the City of Goldsboro since 1978; and

WHEREAS, Pearson Pump has selflessly donated their time, personnel and equipment to move the F-86 Sabre aircraft on all of the occasions it has moved within the City of Goldsboro; and

WHEREAS, Pearson Pump again donated their time, personnel and equipment to assist in lifting the aircraft onto a trailer in February 2014 and again in October 2015 where it was placed on a pylon at Ash and Center Streets; and

WHEREAS, the Mayor and City Council of the City of Goldsboro are desirous, on behalf of themselves, other City officials, employees and the citizens of the City of Goldsboro, of expressing to Pearson Pump Sales and Service their deep appreciation and gratitude for the services rendered by them to the City of Goldsboro over the years.

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Approved as to Form Only:



City Attorney

Reviewed by:



City Manager

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City Manager

CITY OF GOLDSBORO

AGENDA MEMORANDUM

NOVEMBER 16, 2015 COUNCIL MEETING

SUBJECT: PUBLIC HEARING
CU-13-15 John Hodge-Southwest corner of South Center
Street and Chestnut Street (Place of Entertainment with ABC
Permits.

Applicant proposes to operate a craft beer retail sales
establishment in conjunction with a place of entertainment
requiring ABC permits.

Frontage: 72.26 ft. (S. Center St.)
119.4 ft. (W. Chestnut St.)

Depth: 119.4 ft.

Area: 8,609.06 sq.ft. or .2 acres

Zone: CBD (Central Business District)

Hours of Operation: Monday-Friday (10am-2am)
Sunday (12pm-2am)

Number of Employees: 2

The property was previously utilized for retail use and
formerly known as Faircloth Appliance Sales and Service.

DISCUSSION: Off-premise sales of craft beer would be a permitted use
within the Central Business Zoning District. However, the
on-premise sales would require a Conditional Use Permit
from the City Council.

The submitted site plan shows an existing two-story,
5,384 sq.ft. masonry-brick building. Applicant intends to
renovate approximately 1,600 sq. ft. of the first floor for craft
beer sales and consumption.

Approximately 1,674 sq. ft. of the remaining first floor area facing W. Chestnut Street is currently being used for storage.

The owner of the establishment is in the process of renovating the second floor for two apartments totaling another 1,600 sq. ft. Apartments are permitted above the first floor of office or commercial land uses located in the Central Business District.

The submitted floor plan for the proposed use shows seating for twenty five people. Included are beverage shelving and display areas, tables and chairs, bathrooms and a bar.

Since the proposed use will be located in the Central Business District, off-street parking and landscaping are not required.

The City's Unified Development Ordinance requires that any place of entertainment with ABC permits within the Central Business District maintain a distance of 50 ft. from any church or school use. There is no church or school within 50 ft. of this location.

The property is a part of the Historic Preservation Overlay District and will be subject to the design standards for Downtown Goldsboro's Historic District.

RECOMMENDATION: No action necessary. Planning Commission will have a recommendation for the Council's meeting on December 7, 2015.

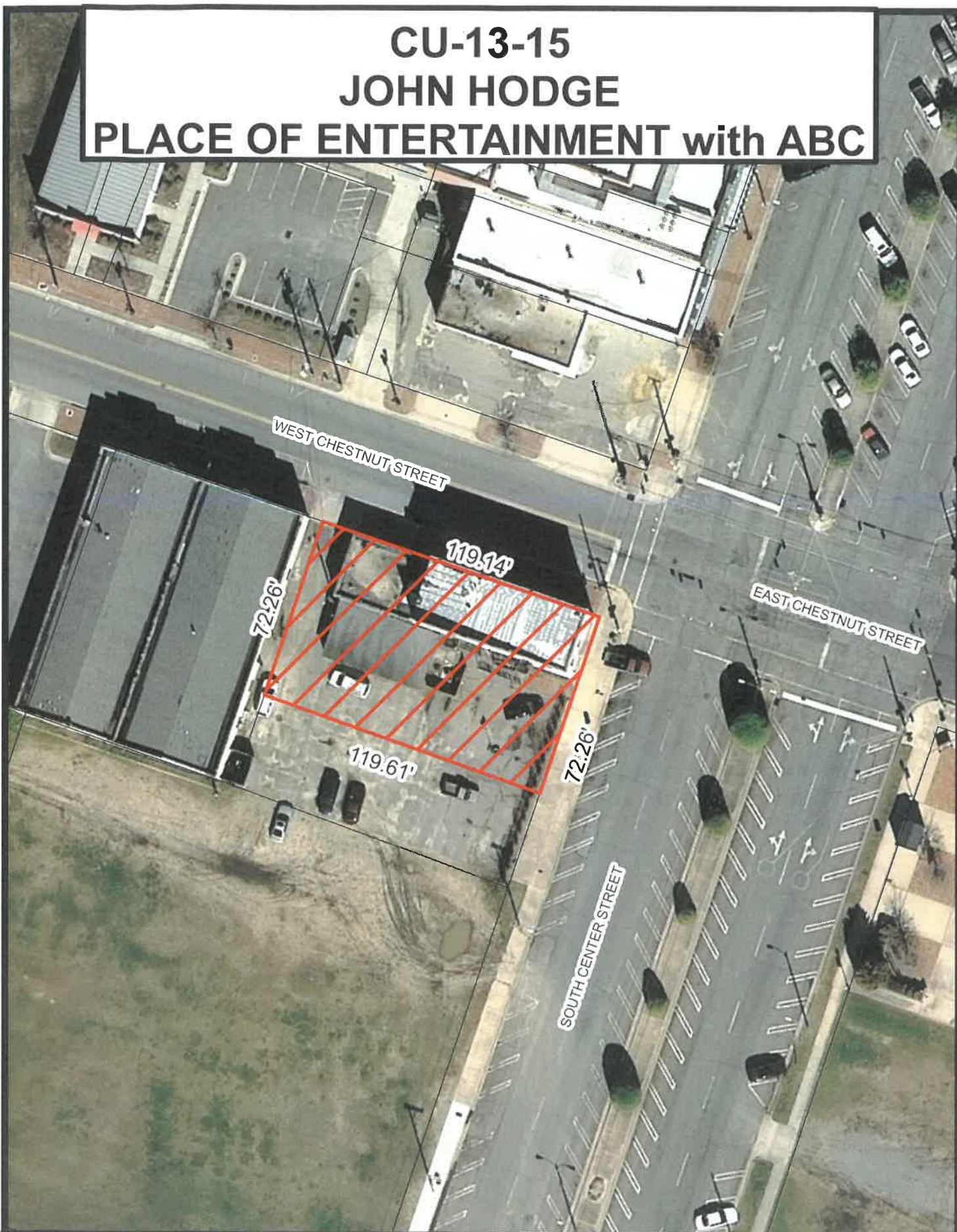
Date: 11-9-15


Planning Director

Date: 11-11-15


City Manager

CU-13-15 JOHN HODGE PLACE OF ENTERTAINMENT with ABC



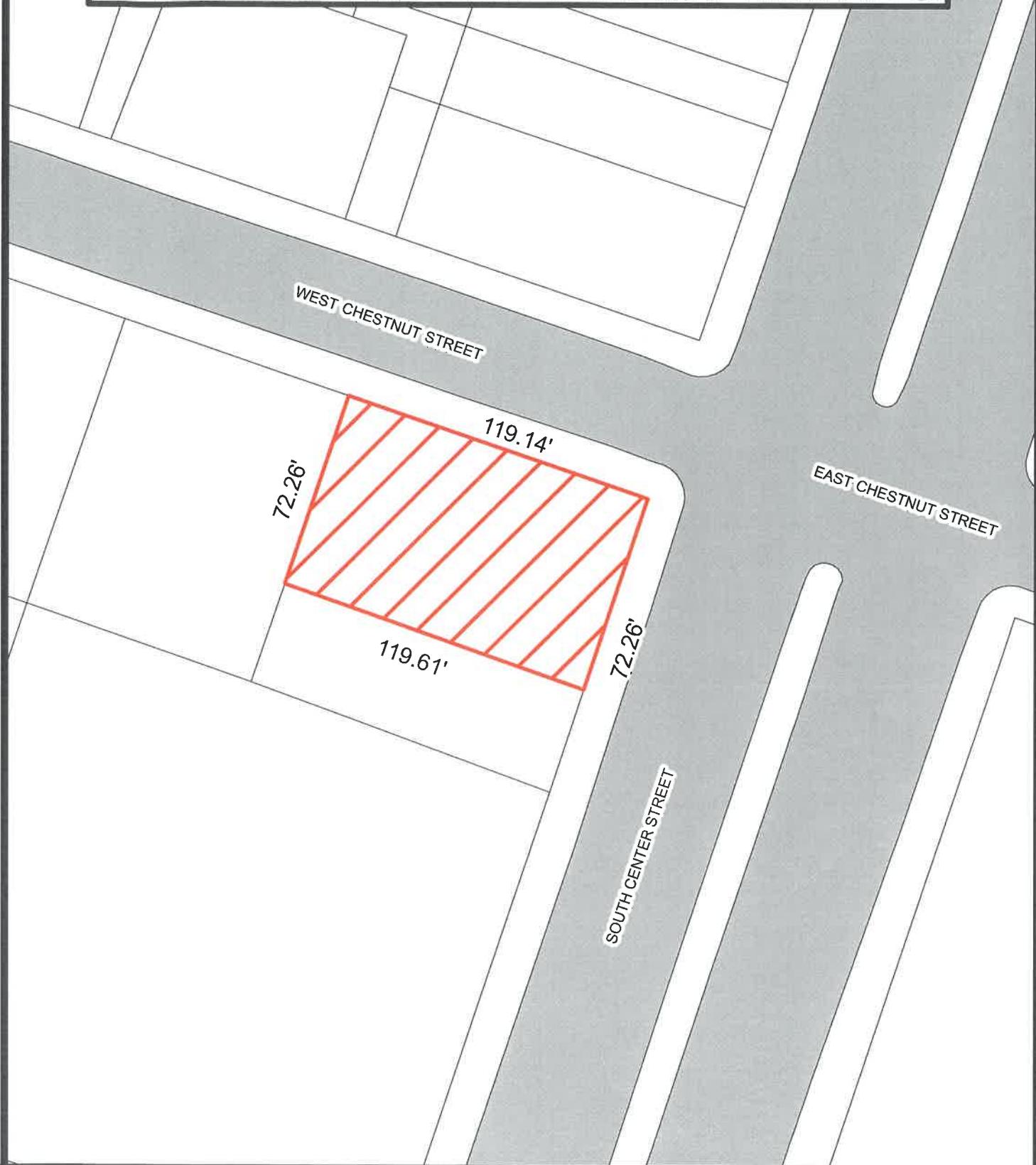
The data represented on this map has been compiled by the best methods available. Accuracy is contingent upon the source information as compiled by various agencies and departments both internal and external to the City of Goldsboro, NC. Users of the data represented on the map are hereby notified that the primary information sources should be consulted for verification of the information contained herein. The City of Goldsboro and the companies contracted to develop these data assume no legal responsibility for the accuracy contained on this map. It is strictly forbidden to sell or reproduce these maps or data for any reason without the written consent of the City of Goldsboro.

50 25 0 50 Feet



TRP

CU-13-15 JOHN HODGE PLACE OF ENTERTAINMENT with ABC



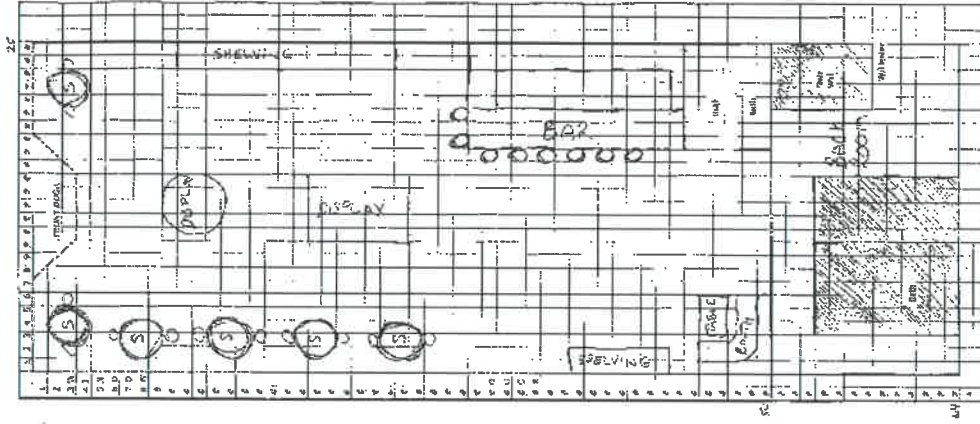
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50 25 0 50 Feet



TRP





SITE PLAN
CU-13-2015
JOHN HODGE

APPROVED MODIFICATIONS

Hours of Operations:
 Monday - Saturday 10 am to 2 am
 Sunday 12:00 pm to 2 am
 Number of Employee's: 2

CITY CLERK	DATE
CITY ENGINEER	DATE
PLANNING DIRECTOR	DATE
OWNER	DATE



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CITY OF GOLDSBORO

AGENDA MEMORANDUM

NOVEMBER 16, 2015 COUNCIL MEETING

SUBJECT: PUBLIC HEARING
CU-14-15 Parker Croom – South side of East Walnut Street
between Center Street and John Street

BACKGROUND: The applicant requests a Conditional Use Permit to allow the operation of a place of entertainment with ABC Permits (bar/lounge).

Frontage: 30 ft.
Depth: 25 ft. (approx..)
Area: 750 sq. ft., or 0.02 acres
Zoning: Central Business District

The site is located in a small storefront under the Waynesborough House and has been operated as Bad Dogs Coffee Works. In addition to coffee, the applicant wishes to serve craft-style beer.

DISCUSSION: The submitted site plan indicates seating, a coffee bar, storage and restrooms. A combination of couches and sofas will provide for seating along with four stools at the coffee bar.

Hours/Days of Operation: 8:00 a. m. to 10:00 p. m.
(Monday – Wednesday)

8:00 a. m. to 12:00 a. m.
(Thursday – Saturday)

The owner of the property has submitted a letter of support for the Conditional Use Permit.

The City's UDO requires that any place of entertainment with ABC permits within the Central Business District maintain a distance of 50 ft. from any church use. There is no church within 50 ft. of this location.

Off-street parking is not required, however, any exterior

improvements, if proposed, will have to be submitted to review and approval of the Historic District Commission.

RECOMMENDATION: No action necessary. Planning Commission will have a recommendation for the Council's meeting on December 7, 2015.

Date: 11-9-15


Planning Director

Date: 11-11-15


City Manager

ssj

NOTICE OF PUBLIC HEARING
BEFORE THE PLANNING COMMISSION AND CITY COUNCIL
OF THE CITY OF GOLDSBORO
TO CONSIDER ISSUANCE OF CONDITIONAL USE PERMITS
TO ALLOW THE OPERATION OF
PLACES OF ENTERTAINMENT WITH ABC PERMITS
(BAR/LOUNGE)

Notice is hereby given that a public hearing will be held before the City Council and the Planning Commission of the City of Goldsboro on Monday, November 16, 2015, at 7:00 p. m., in the Council Chambers, City Hall, to consider the issuance of Conditional Use Permits to allow the operation of Places of Entertainment with ABC Permits (bar/lounge).

CU-13-15 John Hodge – Southwest corner of South Center Street and West Chestnut Street

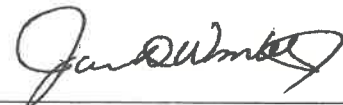
The property is located on the southwest corner of South Center Street and West Chestnut Street. The address is 201 South Center Street and the Wayne County Tax Identification No. is 2599-85-6315. The property has a frontage of 72.26 ft. on South Center Street, a frontage of 119.14 ft. on West Chestnut Street and a total area of approximately 8,609.06 sq. ft., or 0.2 acres.

✓ CU-14-15 Parker Croom – South side of East Walnut Street between Center Street and John Street

The property is located on the south side of East Walnut Street between Center Street and John Street. The address is 102 East Walnut Street and the Wayne County Tax Identification No. is 2599-95-0556 (Part). The property has a frontage of approximately 30 ft., a depth of approximately 25 ft. and a total area of approximately 750 sq. ft., or 0.02 acres.

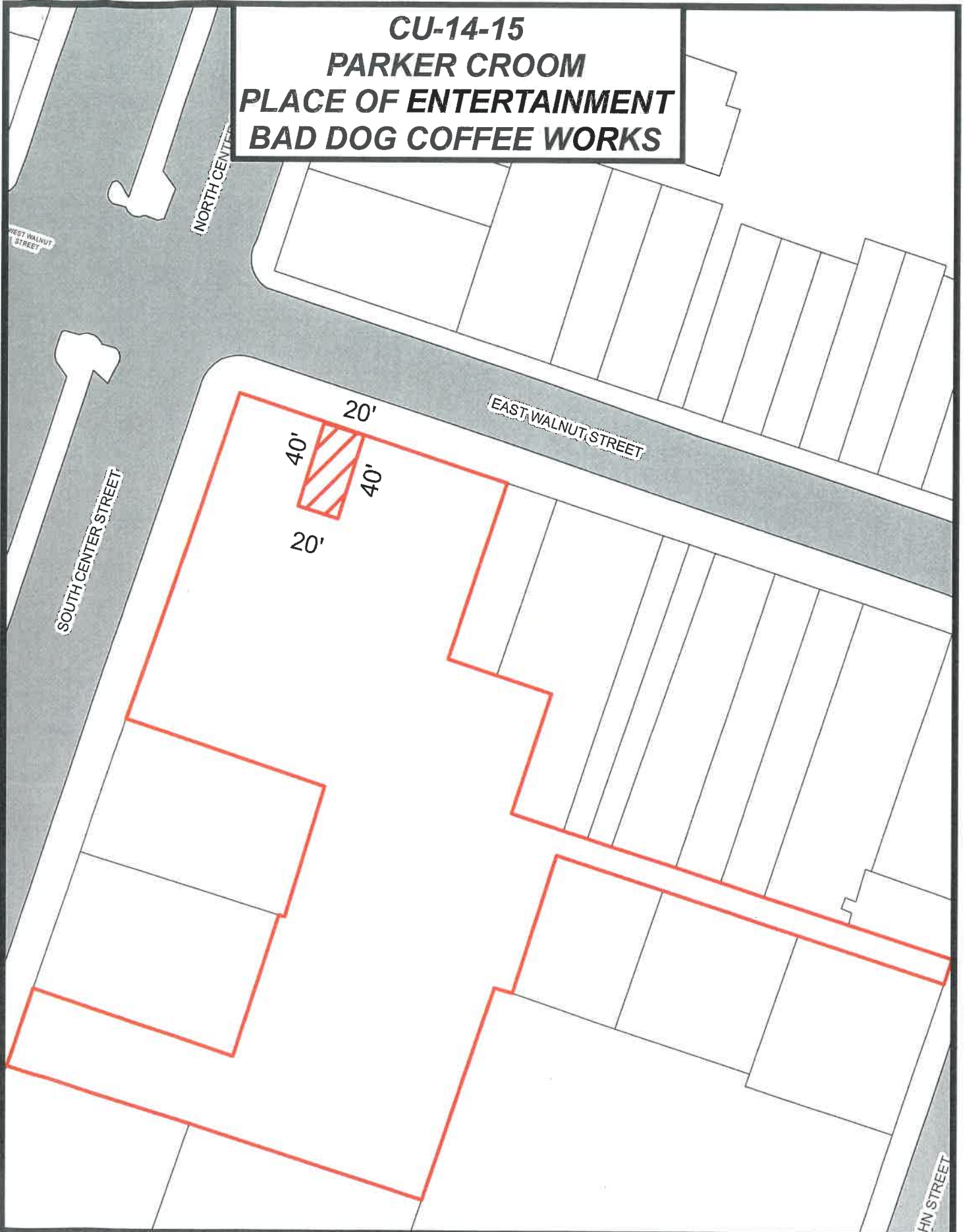
All interested persons are invited to attend this public hearing and to be heard. If you plan to attend and require an interpreter, please contact the City Manager's office at City Hall at least four (4) days prior to the meeting.


Melissa C. Corser, City Clerk


James D. Womble, City Attorney

PUBLISH: October 29, 2015
 November 5, 2015

**CU-14-15
PARKER CROOM
PLACE OF ENTERTAINMENT
BAD DOG COFFEE WORKS**

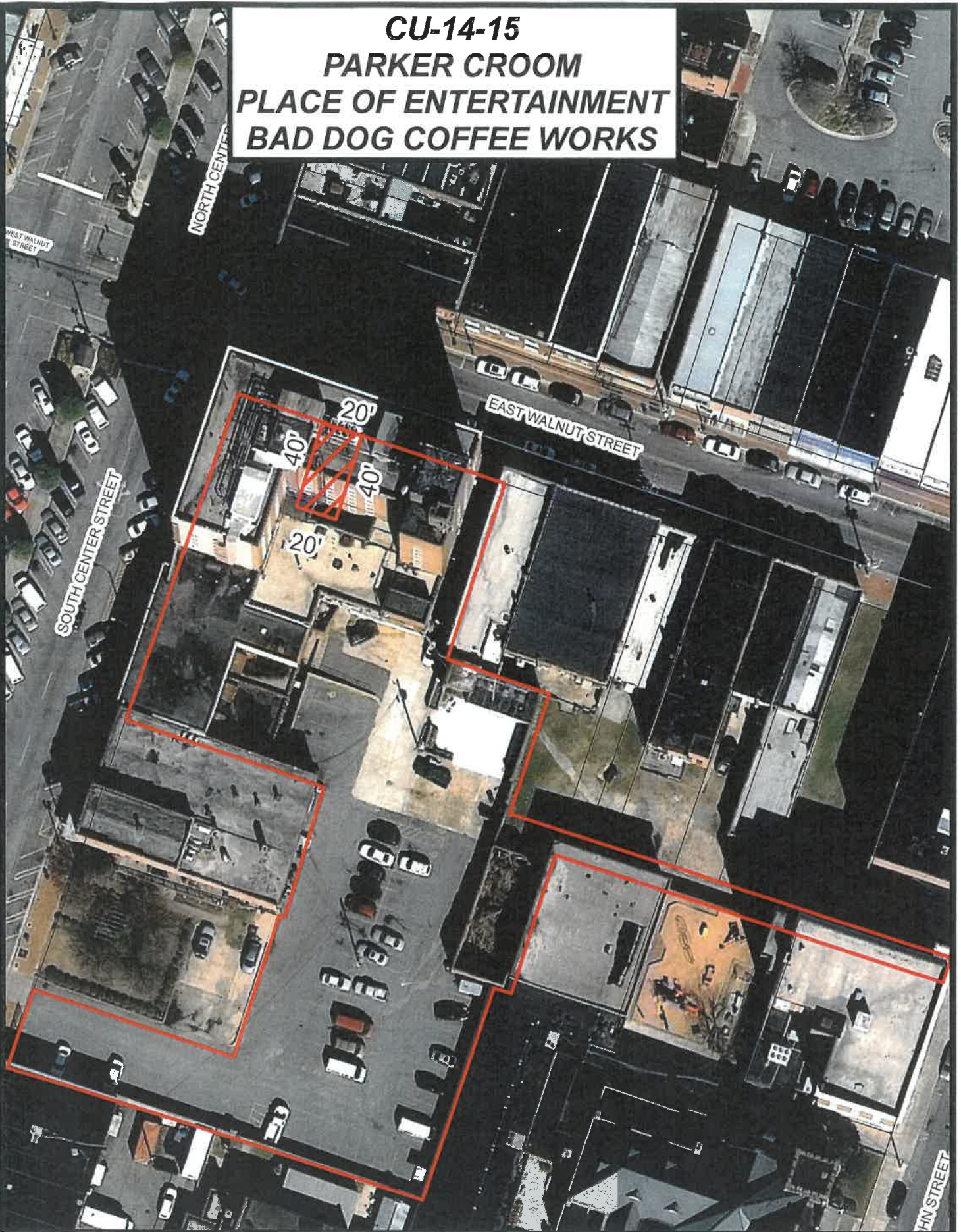


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60 30 0 60 Feet



**CU-14-15
PARKER CROOM
PLACE OF ENTERTAINMENT
BAD DOG COFFEE WORKS**



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60 30 0 60 Feet





SITE PLAN

CU-14-2015
Parker Croom

APPROVED MODIFICATIONS

CITY CLERK

DATE

CITY ENGINEER

DATE

PLANNING DIRECTOR

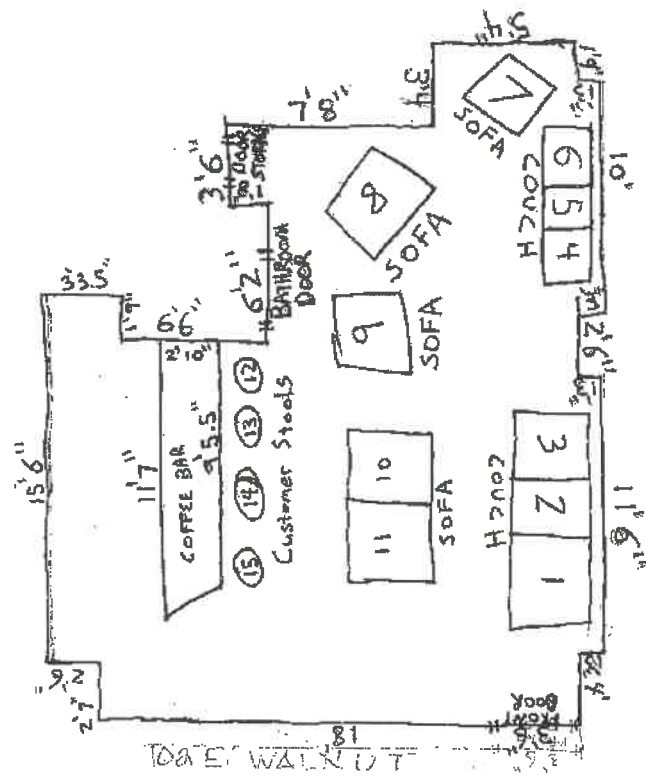
DATE

OWNER

DATE

BAD DOG COFFEE WORKS

Floor Diagram
by Brian Heim
5-02-2015



GOLDSBORO
BE MORE. DO MORE. SEYMOUR

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CITY OF GOLDSBORO

AGENDA MEMORANDUM

NOVEMBER 16, 2015 COUNCIL MEETING

SUBJECT: PUBLIC HEARING
Contiguous Annexation Request – Deacon Jones
Property (The Three J's) – 20.77 Acres

BACKGROUND: The City Council, at their meeting on October 19, 2015, scheduled a public hearing for the proposed annexation of the subject property. A public hearing notice was properly advertised stating the time, place and purpose of the meeting.

DISCUSSION: Pursuant to G. S. 160A-31, at the public hearing all persons owning property in the area proposed to be annexed, as well as the residents of the municipality, shall be given an opportunity to be heard on the proposed annexation.

If the Council determines that the proposed annexation meets all the requirements of G. S. 160A-31, it has the authority to adopt an annexation ordinance.

Attached is a report prepared by the Department of Planning and Community Development, in conjunction with other departments, concerning the subject annexation area. All City services can be provided to the property.

RECOMMENDATION: By motion, after the public hearing, adopt the attached Ordinance annexing the Three J's (Deacon Jones) Property effective November 30, 2015.

Date: 11-9-15
Planning DirectorDate: 11-11-15
City Manager

ANNEXATION REPORT
The Three J's (Deacon Jones) Property
(CONTIGUOUS)

Property Description

- a. **Location:** The area being considered for annexation is located on the northeast corner of US Highway 70 East and North Oak Forest Road.
- b. **Population:** The site is currently vacant. There will be no resident population associated with the property.
- c. **Acreage:** 20.77 acres
- d. **Zoning:** The property is currently zoned General Business Conditional District and the use of the property is limited to the development of an automobile dealership. Development plans for the site were approved by the City Council on November 2, 2015.

North:	General Business Conditional Use
South:	Shopping Center
East:	Industrial & Business Park-1
West:	Highway Business and I-2 Industrial

2. **Engineering Description**

The Three J's (Deacon Jones Property)

BEGINNING at a concrete monument found on the Eastern right of way of N. C. Secondary Road No. 1711 (Oak Forest Road), said beginning point being the most Southwestern corner of the property of Freedom Land Investments, LLC as shown by deed recorded in Deed Book 2863, Page 203 in the Wayne County Registry; thence from the beginning, leaving the Eastern right of way of N. C. Secondary Road No. 1711 (Oak Forest Road), with the line of the property of Freedom Land Investments, LLC, S. 49° 59' 11" E. 713.39 feet to an iron stake, the most Southeastern corner of the property of Freedom Land Investments, LLC as shown by deed recorded in Deed Book 2863, Page 203 in the Wayne County Registry; thence continuing S. 49° 59' 11" E. 15.90 feet to an iron rod; thence S. 72° 53' 16" W. 41.62 feet to a point; thence along a curve to the right having an arc distance of 124.36 feet, a radius of 530.00 feet (a chord), S. 32° 08' 38" E. 124.08 feet to an iron rod; thence S. 25° 25' 19" E. 577.11 feet to a point in the center of a ditch; thence with the center of the ditch, S. 56° 54' 23" W. 60.54 feet to a point in said ditch center; thence continuing, and with the center of the ditch, S. 56° 54' 23" W. 37.42 feet to a point in the center of a ditch; thence within a ditch, the following bearings and distances: S. 56° 20' 54" W. 88.23 feet, S. 57° 46' 38" W. 110.57 feet, S. 57° 13' 36" W. 113.87 feet, S. 58° 46' 40" W. 129.96 feet to a point in the center of the ditch; thence leaving the ditch, S. 61° 46' 46" W. 357.71 feet to a concrete right of way monument on the Eastern right of way of N. C. Secondary Road No. 1758 (McLain Street); thence with said road right of way,

N. 16° 57' 58" W. 117.03 feet to a concrete right of way monument; thence with said road right of way, N. 23° 34' 07" E. 53.34 feet to a concrete right of way monument; thence with the Eastern right of way of N. C. Secondary Road No. 1758 (McLain Street), N. 17° 58' 06" W. 299.31 feet to a concrete monument; thence with the Eastern right of way of N. C. Secondary Road No. 1758 (McLain Street), N. 17° 06' 44" W. 516.14 feet to a concrete monument at the intersection of the Eastern right of way of N. C. Secondary Road No. 1758 (McLain Street) and the Eastern right of way of N. C. Secondary Road No. 1711 (Oak Forest Road); thence with the Eastern right of way of N. C. Secondary Road No. 1711 (Oak Forest Road), N. 13° 13' 54" E. 570.58 feet to an iron rod; thence with the Eastern right of way of N. C. Secondary Road No. 1711 (Oak Forest Road), N. 41° 48' 49" E. 12.46 feet to an iron rod; thence continuing and with said road right of way, N. 41° 48' 49" E. 60.03 feet to an iron rod; thence continuing and with said road right of way, N. 41° 48' 49" E. 25.01 feet to a concrete monument found on the Eastern right of way of N. C. Secondary Road No. 1711 (Oak Forest Road), the most Southwestern corner of the property of Freedom Land Investments, LLC as shown by deed recorded in Deed Book 2863, Page 203 in the Wayne County Registry, the point of beginning containing 905,024 Square Feet or 20.777 Acres more or less

3. Qualifications

- a. The area proposed to be annexed will meet the requirements of G. S. 160A-31(f):

Annexation by Petition: The area is adjacent and contiguous to the City boundaries. The proposed annexation area boundary abuts the existing city limits along its northern boundary.

4. Plans for Extension of Municipal Services

- a. Fire Protection: Fire protection for the property requested for annexation will be provided by existing City personnel and equipment.
- b. Police Protection: Police protection to the subject property can be provided by existing City personnel and equipment.
- c. Refuse Collection: The City will be able to provide commercial refuse service to this site upon request.
- d. Street Construction and Maintenance: No portion of a street has been included in the request for annexation.
- e. Water and Sewer Service: City water service can be made available to the property. City sanitary sewer lines are currently available to serve the property and the City has held its sanitary sewer assessment (\$23,346) in abeyance. That cost will become due upon annexation of the property.

- f. Estimated Revenues: Estimated revenues are based on current tax values as listed in the Wayne County tax records. Tax values at this time do not reflect any development on the property.

Land Value: $\$1,821,750 / \$100 = \$18,217.50 \times \$0.65 =$

Estimated Tax Revenue: **\$11,841.38**

Sewer Assessment: **\$23,346.00**

Total First Year Revenue: **\$35,187.38**

- g. Estimated Payments to El-Roy Volunteer Fire Department:

The City will provide fire service to the subject property. The annexation of this property will require, however, a proportionate share payment to the El-Roy Volunteer Fire Department based on their debt and annual loan payments at time of annexation.

Building and Land Debt: $\$777.00$ per year for 5 years = \$3,885

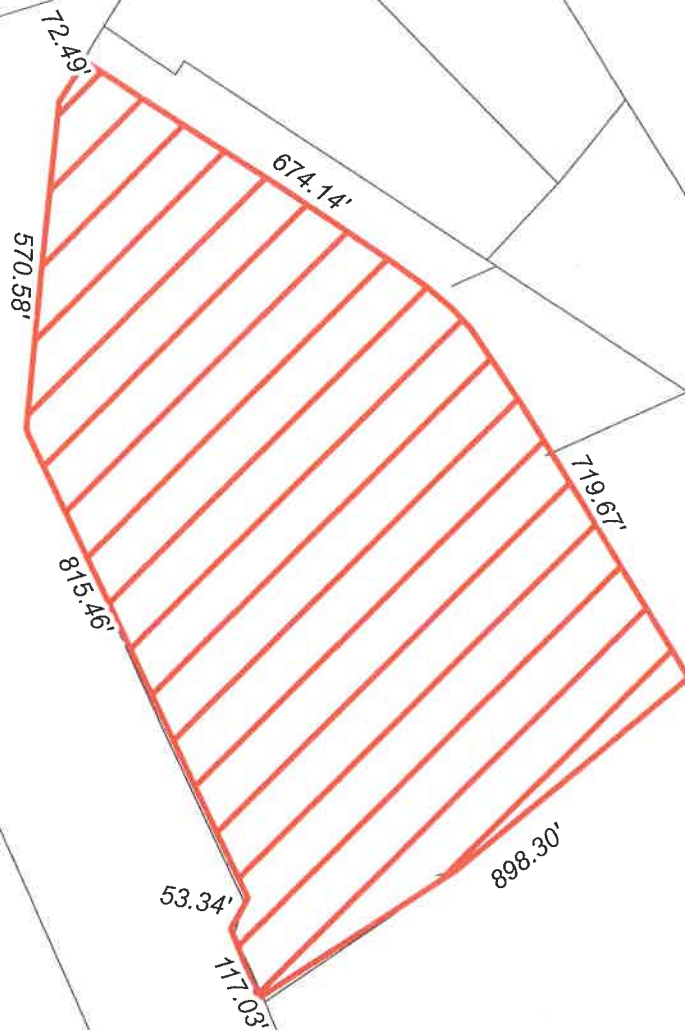
Apparatus & Equipment: $\$186.00$ per year for 4 years = \$ 744

Est. Total VFD Proportionate Share Payment: **\$4,629.00**

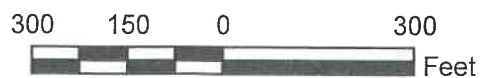
5. Voting District

The City changed its method of electing Councilmembers on February 2, 1987 and divided the City into six voting districts. It is customary to add a newly-annexed area to the nearest voting district. With the adoption and approval of revised Electoral District maps in 2010, this area, if annexed, will be added to **District No. 2** unless the City Council instructs the City staff to include this area in another district.

CONTIGUOUS ANNEXATION DEACON JONES PROPERTY



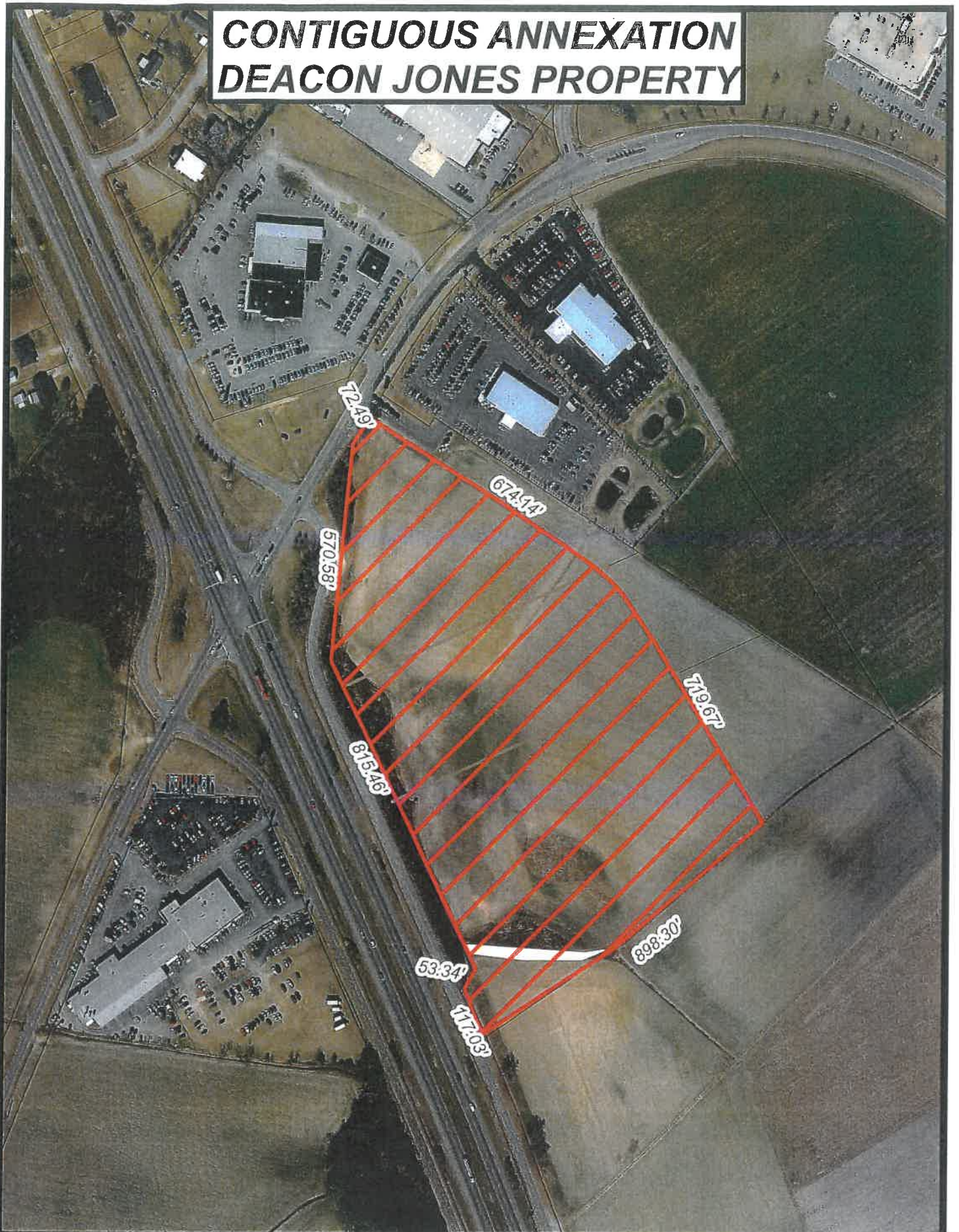
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TRP



CONTIGUOUS ANNEXATION DEACON JONES PROPERTY



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300 150 0 300 Feet



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TRP

ORDINANCE NO. 2015 - 47

AN ORDINANCE ANNEXING CERTAIN CONTIGUOUS REAL PROPERTY
TO THE CITY OF GOLDSBORO, NORTH CAROLINA

WHEREAS, after notice duly given in compliance with the pertinent provisions of Section 31, of Chapter 160A of the General Statutes of North Carolina, a public hearing was held before the City Council of the City of Goldsboro, North Carolina, at a regular meeting held in the City Hall in Goldsboro on Monday, November 16, 2015 relative to the annexation of the contiguous real property hereinafter described to the City of Goldsboro; and

WHEREAS, at said public hearing all persons owning property in the area proposed to be annexed who alleged error in the Petition for Annexation, as well as residents of the City of Goldsboro who questioned the necessity for annexation, were given an opportunity to be heard along with proponents of such annexation; and

WHEREAS, after the completion of said public hearing, the City Council has determined that the Petition for Annexation meets the requirements of said Section 31 of Chapter 160A of the General Statutes of North Carolina, and has further determined, after due and careful deliberation, that it is for the best interest of the City of Goldsboro and its citizens that the contiguous real property proposed to be annexed be annexed to the City of Goldsboro; and

WHEREAS, as a result of said annexation, it is necessary to modify the boundaries of the six (6) single-member electoral districts of the City of Goldsboro as shown on a map entitled "Official Election District Boundaries" dated July 15, 2002 and to amend said map as hereinafter set forth; and

WHEREAS, the City Council finds it to be in the best interests of the City of Goldsboro to modify the boundaries of the electoral district in order to afford the citizens of the annexed area full participation in the electoral process of the City of Goldsboro and in order to comply with State and Federal law.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the following described contiguous real property be and the same is hereby annexed to the City of Goldsboro:

The Three J's (Deacon Jones Property)

BEGINNING at a concrete monument found on the Eastern right of way of N. C. Secondary Road No. 1711 (Oak Forest Road), said beginning point being the most Southwestern corner of the property of Freedom Land Investments, LLC as shown by deed recorded in Deed Book 2863, Page 203 in the Wayne County Registry; thence from the beginning, leaving the Eastern right of way of N. C. Secondary Road No. 1711 (Oak Forest Road), with the line of the property of Freedom Land Investments,

LLC, S. 49° 59' 11" E. 713.39 feet to an iron stake, the most Southeastern corner of the property of Freedom Land Investments, LLC as shown by deed recorded in Deed Book 2863, Page 203 in the Wayne County Registry; thence continuing S. 49° 59' 11" E. 15.90 feet to an iron rod; thence S. 72° 53' 16" W. 41.62 feet to a point; thence along a curve to the right having an arc distance of 124.36 feet, a radius of 530.00 feet (a chord), S. 32° 08' 38" E. 124.08 feet to an iron rod; thence S. 25° 25' 19" E. 577.11 feet to a point in the center of a ditch; thence with the center of the ditch, S. 56° 54' 23" W. 60.54 feet to a point in said ditch center; thence continuing, and with the center of the ditch, S. 56° 54' 23" W. 37.42 feet to a point in the center of a ditch; thence within a ditch, the following bearings and distances: S. 56° 20' 54" W. 88.23 feet, S. 57° 46' 38" W. 110.57 feet, S. 57° 13' 36" W. 113.87 feet, S. 58° 46' 40" W. 129.96 feet to a point in the center of the ditch; thence leaving the ditch, S. 61° 46' 46" W. 357.71 feet to a concrete right of way monument on the Eastern right of way of N. C. Secondary Road No. 1758 (McLain Street); thence with said road right of way, N. 16° 57' 58" W. 117.03 feet to a concrete right of way monument; thence with said road right of way, N. 23° 34' 07" E. 53.34 feet to a concrete right of way monument; thence with the Eastern right of way of N. C. Secondary Road No. 1758 (McLain Street), N. 17° 58' 06" W. 299.31 feet to a concrete monument; thence with the Eastern right of way of N. C. Secondary Road No. 1758 (McLain Street), N. 17° 06' 44" W. 516.14 feet to a concrete monument at the intersection of the Eastern right of way of N. C. Secondary Road No. 1758 (McLain Street) and the Eastern right of way of N. C. Secondary Road No. 1711 (Oak Forest Road); thence with the Eastern right of way of N. C. Secondary Road No. 1711 (Oak Forest Road), N. 13° 13' 54" E. 570.58 feet to an iron rod; thence with the Eastern right of way of N. C. Secondary Road No. 1711 (Oak Forest Road), N. 41° 48' 49" E. 12.46 feet to an iron rod; thence continuing and with said road right of way, N. 41° 48' 49" E. 60.03 feet to an iron rod; thence continuing and with said road right of way, N. 41° 48' 49" E. 25.01 feet to a concrete monument found on the Eastern right of way of N. C. Secondary Road No. 1711 (Oak Forest Road), the most Southwestern corner of the property of Freedom Land Investments, LLC as shown by deed recorded in Deed Book 2863, Page 203 in the Wayne County Registry, the point of beginning containing 905,024 Square Feet or 20.777 Acres more or less

BE IT FURTHER ORDAINED THAT:

1. The annexed area herein above identified be added to and become a part of Electoral District 2; and
2. The boundaries of the six single-member electoral districts shall be modified and changed as shown on a map entitled "Official Election District Boundaries Map" dated July 15, 2002; and
3. The Director of Planning and Community Development is directed to prepare an official map showing the district boundaries and to file a copy of the official map in the Office of the City Clerk as required by G. S. 160A-22 and G. S. 160A-23. Further, the City Clerk shall forward a copy of the official map to the Wayne County Board of Elections; and
4. The City Attorney is directed to submit a copy of this Ordinance and such other supporting material as may be required to the U. S. Attorney General for preclearance in accordance with Section 5 of the Voting Rights Act of 1965, as amended; and

5. The effective date of annexation for the property under consideration is **November 30, 2015.**
6. This Ordinance is adopted this 16th day of November, 2015.

Approved as to Form Only:



City Attorney

Reviewed by:



City Manager

CITY OF GOLDSBORO

AGENDA MEMORANDUM

NOVEMBER 16, 2015 COUNCIL MEETING

SUBJECT: PUBLIC HEARING
Contiguous Annexation Request – AAR Property
(23.8 Acres)

BACKGROUND: The City Council, at their meeting on November 2, 2015, scheduled a public hearing for the proposed annexation of the subject property. A public hearing notice was properly advertised stating the time, place and purpose of the meeting.

DISCUSSION: Pursuant to G. S. 160A-31, at the public hearing all persons owning property in the area proposed to be annexed, as well as the residents of the municipality, shall be given an opportunity to be heard on the proposed annexation.

If the Council determines that the proposed annexation meets all the requirements of G. S. 160A-31, it has the authority to adopt an annexation ordinance.

Attached is a report prepared by the Department of Planning and Community Development, in conjunction with other departments, concerning the subject annexation area. All City services can be provided to the property.

RECOMMENDATION: By motion, after the public hearing, adopt the attached Ordinance annexing the AAR Property effective November 30, 2015.

Date: 11-9-15
Planning DirectorDate: 11-11-15
City Manager

ANNEXATION REPORT
AAR Property
(CONTIGUOUS)

Property Description

- a. **Location:** The area being considered for annexation is located on the south side of Gateway Drive between Commerce Court and Gateway Drive Terminus.
- b. **Population:** The site is currently developed as an industrial operation. There will be no resident population associated with the property.
- c. **Acreage:** 23.8 acres
- d. **Zoning:** The property is currently zoned Industrial and Business Park-1. Surrounding zoning districts are as follows:

North:	Industrial & Business Park-1
South:	Industrial & Business Park-1
East:	Industrial & Business Park-1
West:	Industrial & Business Park-1

2. **Engineering Description**

AAR PROPERTY

Commencing at the City of Goldsboro Control Monument entitled CCM #12, with NC Grid Coordinates-NAD 83; N: 592,588.453 E: 2,319,609.012 of a plat entitled "Index Sheet-Final Plat-WAYNE COUNTY INDUSTRIAL & BUSINESS PARK-Revision of Part of Tract 6A, 6B & 2" recorded in Plat Cabinet L, at Slide 37E in the Wayne County Register of Deeds Office; thence to a point along the northern right-of-way line of Gateway Drive S 55-00-20 E, 1728.43' to a point; thence leaving said right-of-way line, S 35-50-00 W, 90.03' to a point on the southern right-of-way line of Gateway Drive; thence along said right-of-way line, S 54-07-42 E, 303.70' to the POINT OF BEGINNING, said point being the most northwestern corner of Lot 19 as shown on said plat recorded in Plat Cabinet L, Slide 38B in the Wayne County Register of Deeds Office ; thence leaving said right-of-way line and along the most western property line of said Lot 19, S 35-49-54 W, 567.86' to a point; thence along a curve to the right having a chord, S 42-56-26 W-371.28' and a radius of 1500' to a point, said point being the most southwestern property corner of said Lot 19; thence S 25-26-46 E, 671.06' to a point, said point being the most southern corner of said Lot 19; thence N 64-38-14 E, 552.89' to a point, thence N 69-59-38 E, 518.34' to a point on the southwestern right-of-way line of Gateway Drive; thence leaving southwestern right-of-way line N 72-08-00 E, 90' to a point on the northeastern right-of-way line of Gateway Drive; thence along said right-of-way line and along Lot 8 of said plat recorded in Plat Cabinet L, at Slide 37E, along a curve to the left having a chord N 29-39-01 W, 769.78' and a radius of 1842.56' to a point, thence along a curve to the right having a chord, N 01-34-53 E-35.355' and a

radius of 25' to a point on the eastern right-of-way line of Challen Court; thence N 43-25-05 W, 60' to a point on the western right-of-way line of Challen Court; thence along a curve to the left having a chord, N 88-25-03 W-35.355' and a radius of 25' to a point on northern right-of-way line of Gateway Drive; thence along said right-of-way line along a curve to the right having a chord, N 49-37-42 W-289.12' and a radius of 1842.56' to a point; thence continuing along said right-of-way line N 54-07-42 W, 56.65' to a point; thence leaving said northern right-of-way line S 35-49-54 W, 90.03' to a point on the southern right-of-way line of Gateway Drive, the POINT OF BEGINNING, containing 1,037,117.95 sq. ft. or 23.8 Acres, more or less. Being all of Lot 19 as shown on a plat prepared by McDavid Associates, Inc., and dated July 29, 1998 and recorded in Plat Cabinet L, at Slide 38B, in the Wayne County Register of Deeds Office, and property of AAR Manufacturing, Inc. by deed recorded at Deed Book 2414, Page 447 in the Wayne County Register of Deeds Office and including the right-of-way area of Gateway Drive.

3. Qualifications

- a. The area proposed to be annexed will meet the requirements of G. S. 160A-31(f):

Annexation by Petition: The area is adjacent and contiguous to the City boundaries. The proposed annexation area boundary abuts the existing city limits along a portion its northern boundary.

4. Plans for Extension of Municipal Services

- a. Fire Protection: Fire protection for the property requested for annexation will be provided by existing City personnel and equipment.
- b. Police Protection: Police protection to the subject property can be provided by existing City personnel and equipment.
- c. Refuse Collection: The City will be able to provide commercial refuse service to this site upon request.
- d. Street Construction and Maintenance: Gateway Drive, along the frontage of the site, has been included within the petition for annexation. This portion of Gateway Drive will be maintained by the City.
- e. Water and Sewer Service: City water and sanitary sewer service is currently being provided to the property.
- f. Estimated Revenues: Estimated revenues are based on current tax values as listed in the Wayne County tax records.

Land and Building Value: $\$8,035,280 / \$100 = \$80,352.80 \times$
 $\$0.65 = \mathbf{\$52,229.32}$

g. Estimated Payments to El-Roy Volunteer Fire Department:

The City will provide fire service to the subject property. The annexation of this property will require, however, a proportionate share payment to the El-Roy Volunteer Fire Department based on their debt and annual loan payments at time of annexation.

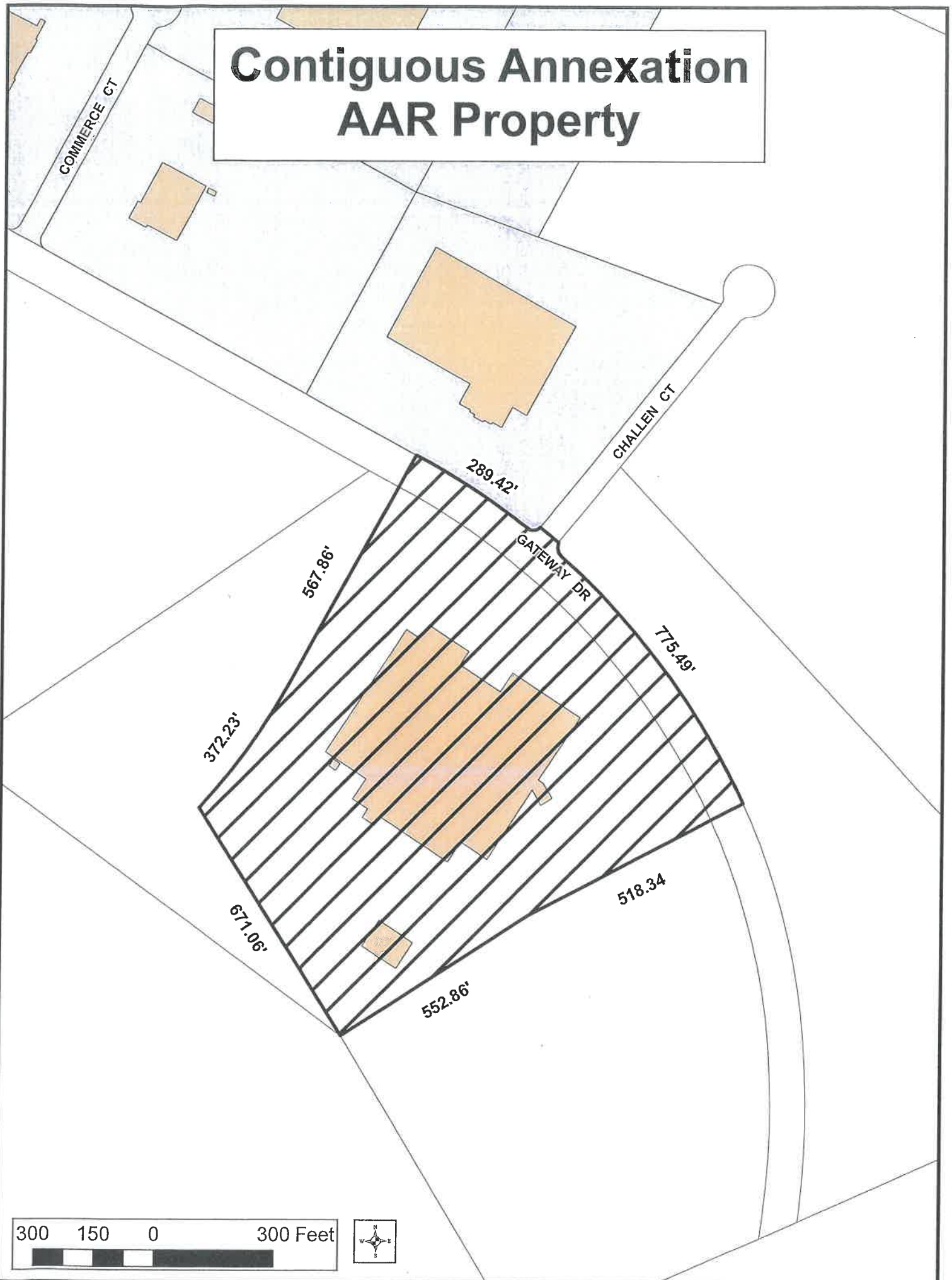
Building and Land Debt: $\$3,433.50$ per year for 5 years = $\$17,167.50$
Apparatus & Equipment: $\$819.25$ per year for 4 years = $\$ 3,277.00$

Est. Total VFD Proportionate Share Payment: **$\$20,444.50$**

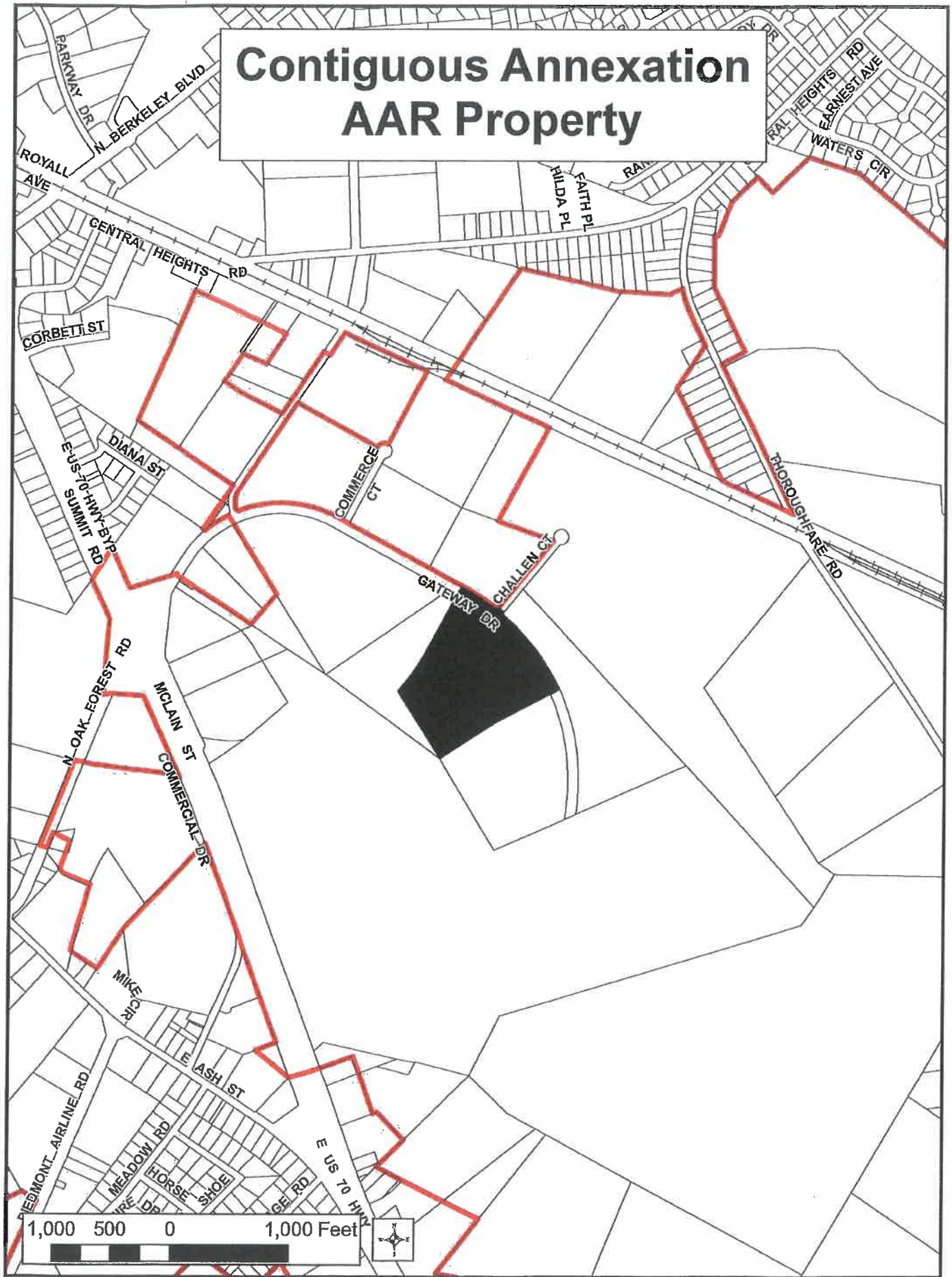
5. Voting District

The City changed its method of electing Councilmembers on February 2, 1987 and divided the City into six voting districts. It is customary to add a newly-annexed area to the nearest voting district. With the adoption and approval of revised Electoral District maps in 2010, this area, if annexed, will be added to **District No. 2** unless the City Council instructs the City staff to include this area in another district.

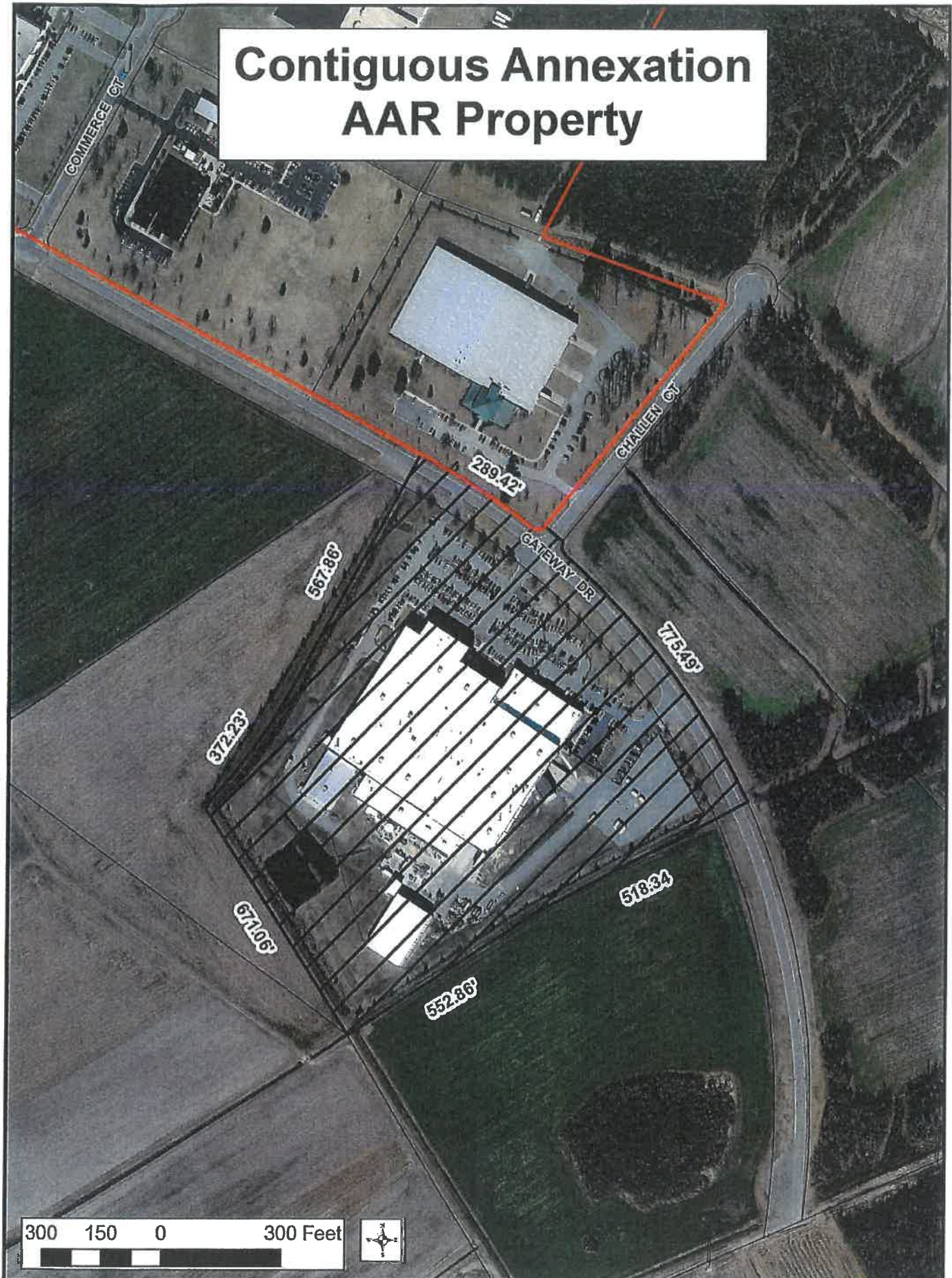
Contiguous Annexation AAR Property



Contiguous Annexation AAR Property



Contiguous Annexation AAR Property



ORDINANCE NO. 2015 - 48

AN ORDINANCE ANNEXING CERTAIN CONTIGUOUS REAL PROPERTY
TO THE CITY OF GOLDSBORO, NORTH CAROLINA

WHEREAS, after notice duly given in compliance with the pertinent provisions of Section 31, of Chapter 160A of the General Statutes of North Carolina, a public hearing was held before the City Council of the City of Goldsboro, North Carolina, at a regular meeting held in the City Hall in Goldsboro on Monday, November 16, 2015 relative to the annexation of the contiguous real property hereinafter described to the City of Goldsboro; and

WHEREAS, at said public hearing all persons owning property in the area proposed to be annexed who alleged error in the Petition for Annexation, as well as residents of the City of Goldsboro who questioned the necessity for annexation, were given an opportunity to be heard along with proponents of such annexation; and

WHEREAS, after the completion of said public hearing, the City Council has determined that the Petition for Annexation meets the requirements of said Section 31 of Chapter 160A of the General Statutes of North Carolina, and has further determined, after due and careful deliberation, that it is for the best interest of the City of Goldsboro and its citizens that the contiguous real property proposed to be annexed be annexed to the City of Goldsboro; and

WHEREAS, as a result of said annexation, it is necessary to modify the boundaries of the six (6) single-member electoral districts of the City of Goldsboro as shown on a map entitled "Official Election District Boundaries" dated July 15, 2002 and to amend said map as hereinafter set forth; and

WHEREAS, the City Council finds it to be in the best interests of the City of Goldsboro to modify the boundaries of the electoral district in order to afford the citizens of the annexed area full participation in the electoral process of the City of Goldsboro and in order to comply with State and Federal law.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Goldsboro, North Carolina, that the following described contiguous real property be and the same is hereby annexed to the City of Goldsboro:

AAR PROPERTY

Commencing at the City of Goldsboro Control Monument entitled CCM #12, with NC Grid Coordinates-NAD 83; N: 592,588.453 E: 2,319,609.012 of a plat entitled "Index Sheet-Final Plat-WAYNE COUNTY INDUSTRIAL & BUSINESS PARK-Revision of Part of Tract 6A, 6B & 2" recorded in Plat Cabinet L, at Slide 37E in the Wayne County Register of Deeds Office; thence to a point along the northern right-of-way line of Gateway Drive S 55-00-20 E, 1728.43' to a point; thence leaving said right-of-way line, S 35-50-00 W, 90.03' to a point on the southern right-of-way line of Gateway Drive; thence along said right-of-way line, S 54-07-42 E, 303.70' to the POINT OF BEGINNING, said point being the most northwestern corner of Lot 19

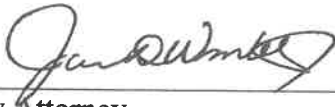
as shown on said plat recorded in Plat Cabinet L, Slide 38B in the Wayne County Register of Deeds Office ; thence leaving said right-of-way line and along the most western property line of said Lot 19, S 35-49-54 W, 567.86' to a point; thence along a curve to the right having a chord, S 42-56-26 W-371.28' and a radius of 1500' to a point, said point being the most southwestern property corner of said Lot 19; thence S 25-26-46 E, 671.06' to a point, said point being the most southern corner of said Lot 19; thence N 64-38-14 E, 552.89' to a point, thence N 69-59-38 E, 518.34' to a point on the southwestern right-of-way line of Gateway Drive; thence leaving southwestern right-of-way line N 72-08-00 E, 90' to a point on the northeastern right-of-way line of Gateway Drive; thence along said right-of-way line and along Lot 8 of said plat recorded in Plat Cabinet L, at Slide 37E, along a curve to the left having a chord N 29-39-01 W, 769.78' and a radius of 1842.56' to a point, thence along a curve to the right having a chord, N 01-34-53 E-35.355' and a radius of 25' to a point on the eastern right-of-way line of Challen Court; thence N 43-25-05 W, 60' to a point on the western right-of-way line of Challen Court; thence along a curve to the left having a chord, N 88-25-03 W-35.355' and a radius of 25' to a point on northern right-of-way line of Gateway Drive; thence along said right-of-way line along a curve to the right having a chord, N 49-37-42 W-289.12' and a radius of 1842.56' to a point; thence continuing along said right-of-way line N 54-07-42 W, 56.65' to a point; thence leaving said northern right-of-way line S 35-49-54 W, 90.03' to a point on the southern right-of-way line of Gateway Drive, the POINT OF BEGINNING, containing 1,037,117.95 sq. ft. or 23.8 Acres, more or less. Being all of Lot 19 as shown on a plat prepared by McDavid Associates, Inc., and dated July 29, 1998 and recorded in Plat Cabinet L, at Slide 38B, in the Wayne County Register of Deeds Office, and property of AAR Manufacturing, Inc. by deed recorded at Deed Book 2414, Page 447 in the Wayne County Register of Deeds Office and including the right-of-way area of Gateway Drive.

BE IT FURTHER ORDAINED THAT:

1. The annexed area herein above identified be added to and become a part of Electoral District 2; and
2. The boundaries of the six single-member electoral districts shall be modified and changed as shown on a map entitled "Official Election District Boundaries Map" dated July 15, 2002; and
3. The Director of Planning and Community Development is directed to prepare an official map showing the district boundaries and to file a copy of the official map in the Office of the City Clerk as required by G. S. 160A-22 and G. S. 160A-23. Further, the City Clerk shall forward a copy of the official map to the Wayne County Board of Elections; and
4. The City Attorney is directed to submit a copy of this Ordinance and such other supporting material as may be required to the U. S. Attorney General for preclearance in accordance with Section 5 of the Voting Rights Act of 1965, as amended; and

5. The effective date of annexation for the property under consideration is **November 30, 2015.**
6. This Ordinance is adopted this 16th day of November, 2015.

Approved as to Form Only:



City Attorney

Reviewed by:



City Manager

Item J

CITY OF GOLDSBORO

AGENDA MEMORANDUM

NOVEMBER 16 COUNCIL MEETING

SUBJECT: **Setting Public Hearing**
Non-Contiguous Annexation Request – Triangle East
Timber Company, Inc. (Eugene Raynor)
East side of Wayne Memorial Drive between Tommy's
Road and Best Avenue (1.9 Acres)

BACKGROUND: The City Council, at their meeting on November 2, 2015, requested that the City Clerk examine the subject annexation petition for sufficiency. The City Clerk has completed the examination and has determined that the petition is sufficient. Sufficiency indicates that property is described accurately within 1:10,000 feet and that all property owners have signed the petition.

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

The attached Notice of Public Hearing would schedule December 21, 2015 as the date for the public hearing. A report prepared by the Department of Planning and Community Development, in conjunction with other City departments, will be submitted to the Council on that date.

RECOMMENDATION: By motion, schedule a public hearing for the proposed annexation of the Triangle East Timber Company property for December 21, 2015.

Date: 11-9-2015

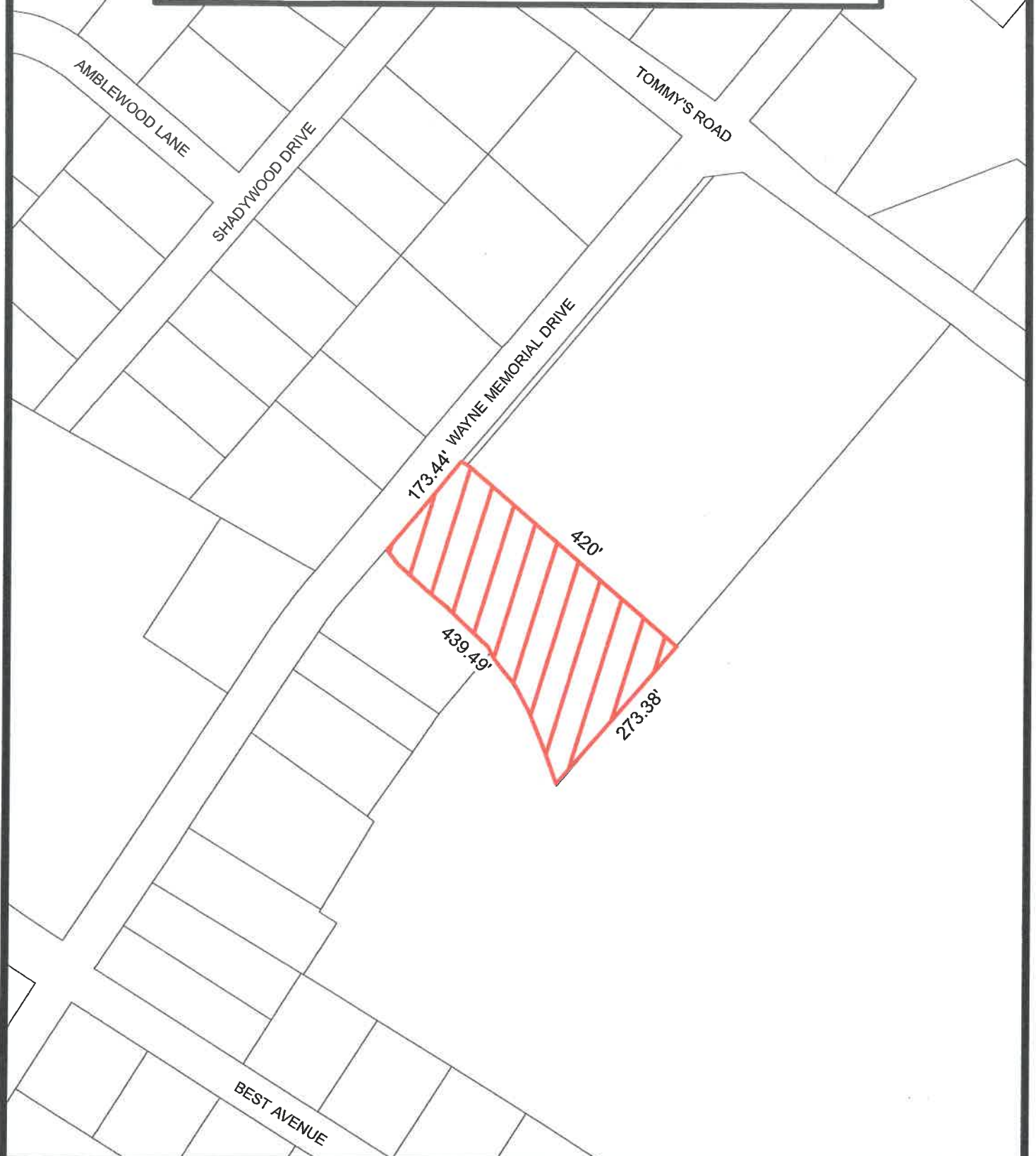

Planning and Comm. Dev. Director

Date: 11-11-15


City Manager

ssj

**NON-CONTIGUOUS ANNEXATION
TRIANGLE EAST TIMBER CO., INC.
EUGENE RAYNOR**

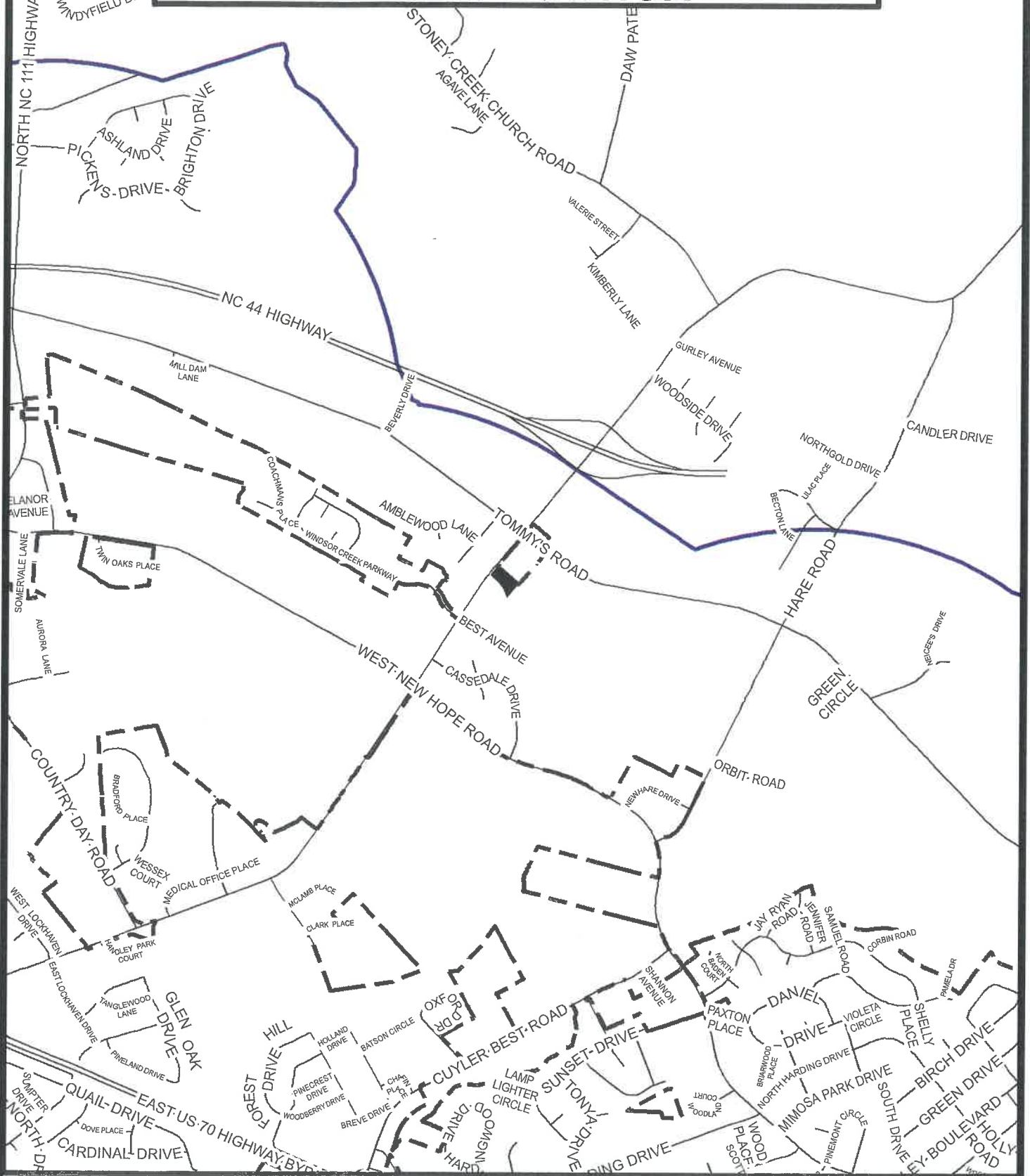


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NON-CONTIGUOUS ANNEXATION TRIANGLE EAST TIMBER CO., INC. EUGENE RAYNOR



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NON-CONTIGUOUS ANNEXATION TRIANGLE EAST TIMBER CO., INC. EUGENE RAYNOR



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TRP

NOTICE OF PUBLIC HEARING
IN REGARDS TO THE ANNEXATION OF REAL NONCONTIGUOUS
PROPERTY TO THE CITY OF GOLDSBORO, NORTH CAROLINA

Notice is hereby given that, in compliance with Section 160A-58.2 of the General Statutes of North Carolina, there will be a public hearing before the City Council of the City of Goldsboro, North Carolina, at its regular meeting in the Council Chambers, City Hall on **Monday, December 21, 2015, at 7:00 p. m.** relative to the annexation of the real noncontiguous property hereinafter described to the City of Goldsboro.

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

Triangle East Timber Company, Inc. Property

Commencing at a point marking the intersection of the easterly right of way limits of Wayne Memorial Drive-N.C. Route 1556 (Variable width right of way) and the southerly right of way Tommys Road-NC Route 1571 (Variable width right of way); thence along the old southeastern right of way line of Wayne Memorial Drive, S 40-17-30 W, 551.97' to the POINT OF BEGINNING; thence leaving said right of way line and with the southern property line of Wal-mart Real Estate Business Trust, a Delaware Statutory Trust, C/O Wal-mart's Property Tax Department (Store #7340-00) property, being Lot 1A of plat entitled "Final Subdivision Plat-Triangle East Timber Co., Inc." recorded in Plat Cabinet "O" Slide 8-I in the Wayne County Registry (Deed Book 3099 Page 494) S 49-42-30 W, 420.00' to a point, said point being the most southeastern corner of said Lot 1A; thence along the eastern property line of Lot 1 of said plat, S 40-17-30 W, 273.38' to a point, said point being the southeastern corner of Lot 1 of said plat; thence N 15-56-32 W, 36.02' to a point; thence N 24-06-18 W, 102.50' to a point; thence N 34-37-45 W, 83.22' to a point; thence N 35-47-25 W, 14.03' to a point, thence N 44-55-18 W, 80.45' to a point; thence N 50-53-41 W, 66.25' to a point; thence N 46-07-03 W, 48.02' to a point, said point being on the new right of way line of Wayne Memorial Drive; thence N 35-29-12 W, 9.19' to a point, said point being on the old right of way line of Wayne Memorial Drive according to said plat; thence with the old right of way line of Wayne Memorial Drive, N 40-03-31 E, 100.57' to a point; thence continuing along said right of way line, N 40-17-30 E, 72.87' to a point, the POINT OF BEGINNING, containing 84,091.29 sq. ft. or 1.9 Acres, more or less. Being all of Lot 1 as shown on a plat recorded in Plat Cabinet O, at Slide 8-I, in the Wayne County Registry and a portion of the lands described in deed to Triangle East Timber Company, Inc. and recorded in Book 1606, Page 36 in the Wayne County Registry and including a portion of the right-of-way area of Wayne Memorial Drive.

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


Melissa C. Corser, City Clerk
James D. Womble, City Attorney

PUBLISH: December 10, 2015

CITY OF GOLDSBORO
AGENDA MEMORANDUM

Item K
Deferred

NOVEMBER 16, 2015 COUNCIL MEETING

SUBJECT: Revisions to Downtown Design Guidelines - Sidewalk and Outdoor Dining, Outdoor Display, Signage, Awnings, Canopies, Balconies, Decks and Pergolas.

BACKGROUND: In April, 2015 the City of Goldsboro entered into a contract with Allison Platt & Associates for professional services to prepare design guidelines for sidewalk dining, street-side balconies, and signage to add to the current Design Guidelines for Downtown Goldsboro which were adopted in 2007 and revised in April 2009.

A Design Guidelines Steering Committee was established to help guide City Staff and the consultant on each element. A draft presentation of the revisions was presented to Council at a Work Session Meeting in September, 2015.

The Historic District Commission was presented the revisions at their November 10, 2015 meeting and a public information session was held on November 12, 2015 for the public to review and comment on the revisions.

DISCUSSION: The purpose of the guidelines is to create an environment of quality, safety and aesthetic appeal for Downtown Goldsboro. These documents include individual sections that will be incorporated into the existing Design Guidelines for Downtown Goldsboro as revisions.

RECOMMENDATION: By motion, accept and approve the revisions of the Design Guidelines for Downtown Goldsboro to include sidewalk and outdoor dining, outdoor display, signage, awnings, canopies, balconies, decks and pergolas as presented.

Date: 11-10-2015


Planning Director

Date: 11-11-15


City Manager

Sidewalk & Outdoor Dining and Outdoor Display

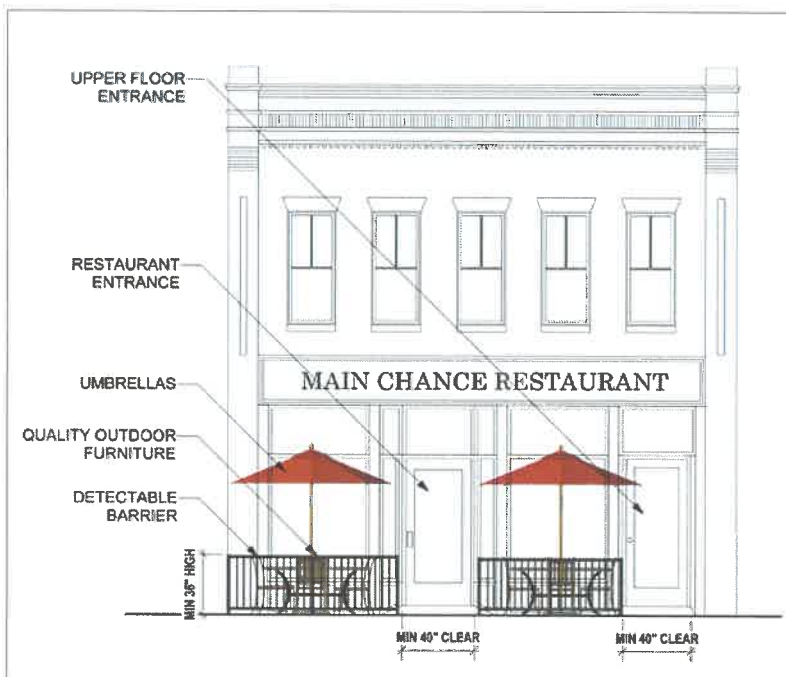
8.1. Purpose

The purpose of these guidelines is to provide guidance for Restaurant owners or owners of Places of Entertainment (bars, etc.) who wish to offer sidewalk or outdoor dining or seating on public sidewalks. Sidewalk dining and/or seating (Section 8.2) is defined as dining or seating allowed on public sidewalks and alleys, while outdoor dining (Section 8.3) is defined as dining or seating allowed on private land including on setbacks from the street, sideyards, alleys and rear yards. Also included in this section are rules for store owners who wish to display merchandise on the street (see Section 8.4).

8.2. Sidewalk Dining-Outdoor Seating

Store owners must obtain a yearly permit, must be mindful that they are using the public right of way, and must ensure that:

- Pedestrian traffic flow and safety are not impeded and ADA (Americans with Disabilities) standards are met;
- The historic architectural context is honored and enhanced; and
- Outdoor areas are maintained to the highest standards at all times.



This drawing illustrates a possible configuration of sidewalk dining. See other drawings for allowable dimensions. Note that all doorways must remain clear, with minimum 40" opening.

1. Space Requirements

The space allowed for outdoor seating and/or sidewalk dining will vary with the width of the sidewalk. There are two sets of requirements: for sidewalks 10' or narrower, and for sidewalks wider than 10'. See typical plans on the next two pages for graphic representations of these requirements.

For streets 10' wide or narrower:

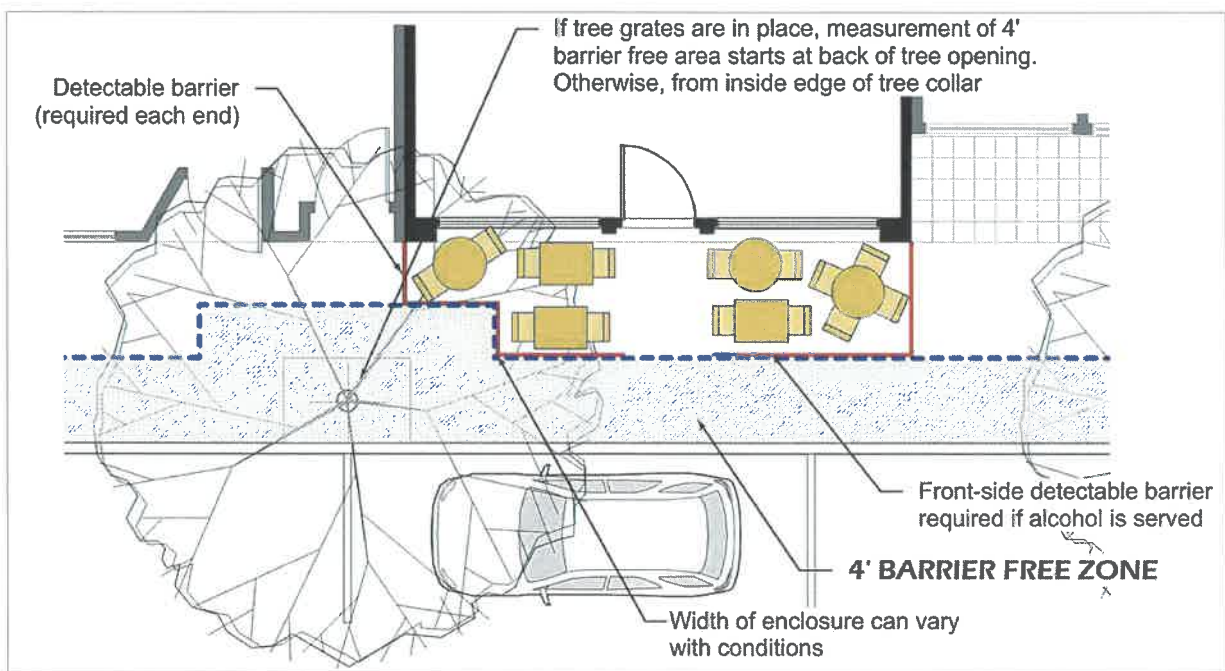
- A 4'-wide zone from the back of the curb or from any fixtures (trees, lights, bike racks, etc.) must remain clear of obstructions at all times. If tree pits are not covered with tree grates, the measurement for pedestrian traffic flow starts from the inside edge of the tree curb closest to the buildings. Although a minimum 4'-wide corridor must remain clear for pedestrian traffic flow, the space available for outdoor dining or seating may move in and out around street fixtures. The remaining public right of way, plus whatever setbacks that the building offers, may be used for sidewalk dining.

For sidewalks 10' or narrower

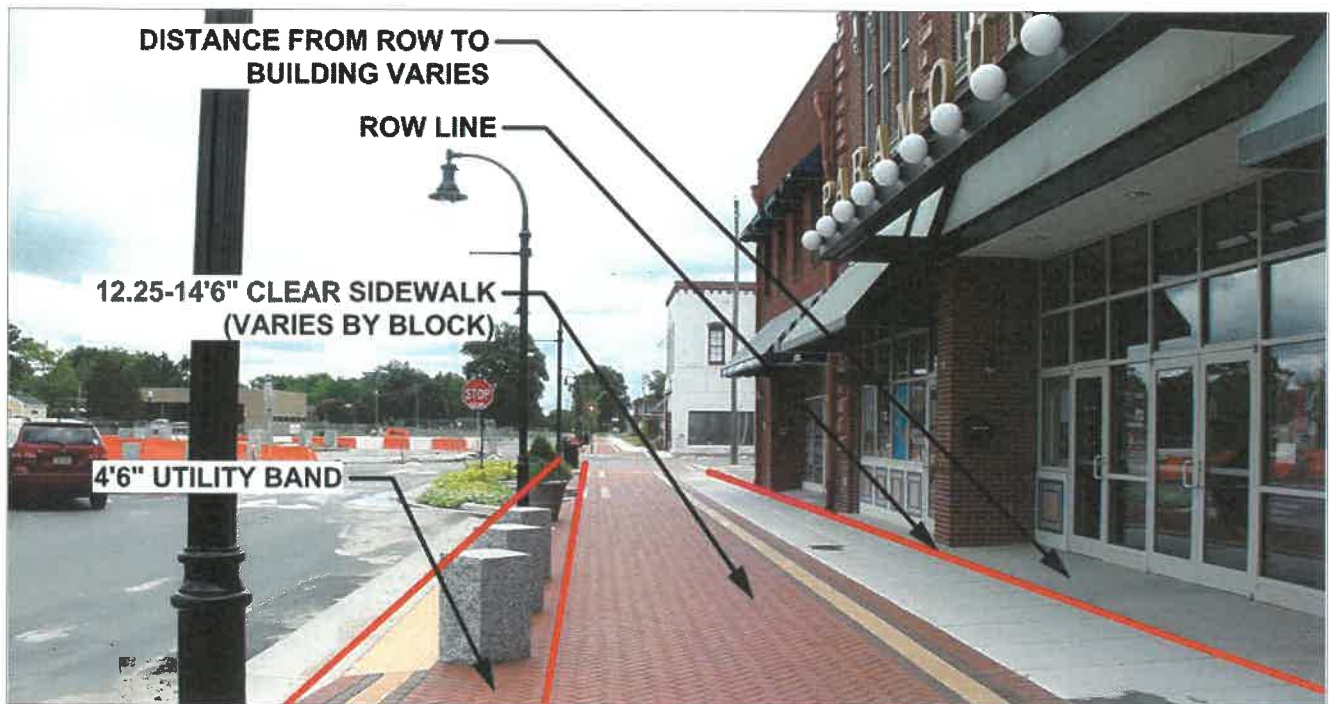


This photograph shows how the dining enclosure moves around a light pole in order to maintain a minimum 4' clearance on the sidewalk.

For sidewalks 10' or narrower

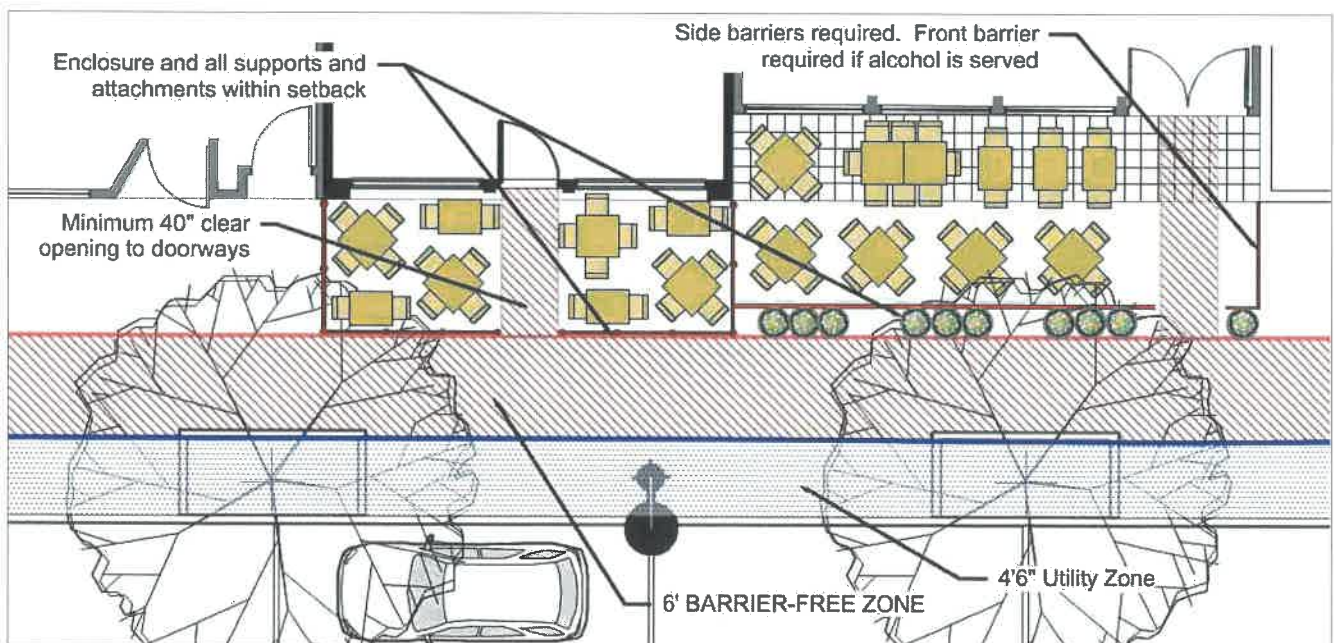


For sidewalks wider than 10'



This photograph of Center Street near the Paramount illustrates the areas allocated for utilities, shows the space between utilities and the right of way (ROW) line, and also illustrates that some buildings have space behind the ROW line that can be used for sidewalk dining, but is not included in space calculations (i.e. additional space).

For sidewalks wider than 10'





Even on narrow sidewalks it is possible to fit a limited amount of sidewalk dining. Side barriers are always required. If alcohol is served there must also be front barriers.



This metal dining enclosure in Washington, D.C. is enhanced with colorful hanging planters. The planters and plants must still fit within the allowable dimensions.



(Left) If rope and stan-
chions are
used, this is
the quality
desired.

In most cases, streets this narrow will only accommodate a single table and two, or perhaps three chairs within this space. The photo at left shows an example of sidewalk tables on narrow sidewalks.

For streets wider than 10' (and especially Center Street with widened sidewalks):

- A 4'6"-wide utility zone next to the curb is reserved for any fixtures or street furniture. No tables and chairs for outdoor dining may be located in this zone.
- A minimum 6'-wide corridor inside the utility zone must remain clear for pedestrian traffic flow at all times. The remaining public right of way, plus whatever setbacks that the building offers, remains for sidewalk dining. On Center Street, this will be approximately 8'-9'.
- Depending on utilities and street furniture adjacent to the business, additional space may be allowed by exception with review and approval.
- Likewise, if there are any obstructions or elements in the sidewalk that require it, this 6' allowance for pedestrians may be increased.
- Any projections from the enclosure (signs, planting materials, lights, etc. must be included in calculating the 6' barrier-free areas.
- For buildings adjacent to handicap ramps, at least 10' from all handicap ramps (measured from the inside edge of the curb) must remain clear of obstructions.

2. Barriers

Fencing or other enclosures for sidewalk dining areas is important both to provide control for the store owner, and also to alert pedestrians and those with sight impairments that an obstruction exists on the sidewalk.

Dimensions and placement requirements:

- Enclosures must be a minimum of 36" high;
- Leading edge barriers are required (perpendicular to the sidewalk)
- Front edge barriers are optional unless alcohol is served at the establishment; then they are required by North Carolina state law;
- Generally, only one entry to an enclosure is recommended, especially where alcohol will be served;
- Openings for access to all doorways must be a minimum of 40" wide, and must remain clear from the opening to the doorway. If there is an additional door in the facade allowing access to upper floors, that door can only be included in the enclosure by exception.

Allowable materials and dimensions for enclosures are as follows:

- Enclosures should be at least 50% open (except canvas or fabric, see below) to allow visibility to and from the street,



The attractive wrought iron enclosure shown above looks as if it might be custom-made. The width of these sidewalks in Austin, TX allows enough room for planters in addition to the railings. Also note the small lights on the enclosure.



This private courtyard dining area has been fitted with small overhead lights for nighttime dining.

and between 36-48" tall.

- Metal railings (wrought iron, aluminum or steel) on bases of circular or rectangular flat metal, or **mounted by attachment to the building and to the concrete slab under the brick of the sidewalks with review and approval.** No fencing may be permanently attached to the concrete portion of the sidewalk.
- Painted or stained wood on bases of flat circular or rectangular metal (wood bases are not permitted); Tropical woods are recommended over pressure-treated or untreated wood, which will not wear well.
- Rectangular, square or round planters made from architectural concrete, commercial grade resin or terra-cotta must be no more than 2'6" tall without planting. Planters must have plants in them or be removed from the sidewalk.
- Round or square planters or urns used as barriers and connected by ropes with review and approval may be up to 3' high without plantings;
- Triple strand rope of 1" min. diameter used with metal stanchions or to connect planters. Rope may be synthetic or natural materials.
- Canvas or other fabric securely fastened appropriately to metal frames are allowed, with the understanding that the canvas or fabric must be designed not to blow over in windy conditions and be maintained in good condition at all times.
- Other attachments and materials will be considered by exception with review.

Not permitted are:

- Plastic used as a material for any portion of any enclosure;
- Domed metal bases over 6" in diameter (these are a tripping hazard) or concrete or wood bases, except planters;
- Rope enclosures less than 1' in diameter;
- Planters with narrow bases which can be easily tipped or that would be difficult to detect by the visually impaired;

3. Furniture

Furniture for outdoor dining should be built for outdoor use and should be sufficiently sturdy to withstand reasonable variations of weather and wind. Stacking-type chairs are recommended for storage. Both chairs and tables should be compact to allow the greatest flexibility in seating options (square or round tables of no more than 30" are often used).

Furniture allowed for sidewalk dining:

- Chairs of metal (aluminum, steel, or wrought iron), wood, natural materials (e.g. wicker or rattan over metal for weight), or metal frames with natural, wood or plastic parts (e.g. resin woven wicker). Although chairs do not need to all be the same, when seen together they must appear unified in style. Colors should be natural or dark colors. White or fluorescent colors are not allowed.



Metal furniture such as this aluminum furniture is approved for use, although it may be warm in the summer months if shade is not provided.



Natural materials such as commercial grade wicker and rattan are allowed.



These square, compact umbrellas create a sense of order and allow efficient table layout. Stone topped tables and metal-framed resin-wicker furniture are durable and weather resistant. All photos this page courtesy of American Trading Company.

- Tables of natural materials (wicker, rattan), metal (aluminum, steel, architectural concrete or wrought iron), with metal, stone, wood, architectural concrete or resin tops. Plastic woven (resin) wicker over metal is also allowed. Tables should be natural or dark colors. Although more than one size and shape of tables may be used, all elements should form a harmonious collection.
- Market-type umbrellas made of outdoor fabric with metal stands. Umbrellas should be compact in size and square is preferred over round. Plain colors rather than stripes are preferred. Umbrellas colors and shapes should harmonize with or provide an accent to the colors of the facade and any trim or awnings.
- Outdoor lighting may be desirable. Since many configurations are possible, all must be approved. Lighting affixed to the building or overhead lighting is preferred. See examples of lighting attached to a barrier and overhead on page 61 in this section. Open flames (e.g. candles) are not allowed.

Furniture/fitings not allowed for sidewalk dining:

- Any furniture or accessories other than chairs and tables and a hostess stand (e.g. no warming tables, bus tables, etc.);
- No covering or decking allowed to cover the sidewalk;
- All-plastic molded chairs or tables ;
- White or fluorescent colors (except as accents);
- Picnic tables of any material or size;
- Commercial Logos (e.g. beer logos) or other writing on umbrellas. Logo for store is allowed, but will be deducted from allowable square feet of signs allowed for the building.

8.3. Outdoor Dining on Private Property

Outdoor dining on private property offers many opportunities to create unique and diverse dining experiences: walled garden settings with pergolas, sophisticated courtyards with couches and firepits, decks overlooking a downtown view. Because the possibilities will be shaped by the space available, these guidelines are fairly general and plans will be reviewed individually. While guidelines for outdoor dining on private property adjacent to and visible from the street are similar to those for sidewalk dining, there are more possibilities for outdoor dining located elsewhere such as on rooftops or upper floor terraces.



Some possible configurations of outdoor dining in areas not adjacent to the public sidewalk.

1. Location, materials and fencing.

- Railings, decks, outdoor lighting, ramps, and safety items must conform to all City and State building, safety, accessibility and zoning requirements.
- Outdoor dining areas can be located on decks, sideyards, rooftops, or frontages of buildings that are set back from the public right of way.
- Clearance from public rights of way to all doorways must be a minimum of 40".
- Outdoor dining areas located in sideyards or rear yards may be fenced for security and screened for privacy. Fencing similar to that specified in the sidewalk dining guidelines may be used, but it may be permanently anchored. Height may be up to 6', and may be solid (e.g. masonry wall) or be open in construction (e.g. metal pickets or grilles or lattice), or may be a combination (e.g. solid up to 30-36" and open above). If a solid wall is used and there is a outdoor entry, the gate should be constructed of open materials such as metal pickets or wrought iron.
- Outdoor dining located in the frontages of buildings set back from the sidewalk must have perimeter fencing that meet the requirements for sidewalk dining. Paving should complement the adjacent sidewalk.
- Outdoor dining located on decks or rooftops must have railings required by code as to height (42"), but may utilize materials that allow views through (e.g. horizontal or vertical steel cables or Plexiglas panels).
- Access may be through the building, from the street, or both.

2. Furniture

- For private dining areas located in setbacks from the front of buildings next to the public right of way, the standards for furniture and umbrellas are the same as for sidewalk dining.
- For furniture in side and rear yards and on decks and rooftops, the requirements are more flexible, with picnic tables, umbrellas with logos, service areas, hostess stations and bars allowed as deemed appropriate by the Historic District Commission (HDC) and the City.
- Garden structures, sculpture, fountains, fireplaces and other outdoor elements may be appropriate in outdoor dining areas.



The attractive planters and plants maintained by this store owner add richness to the streetscape.



This outdoor display relates to the services offered, provides seasonal color, and invites pedestrians to “set a spell.”

8.4. Outdoor Display Guidelines

Businesses may wish to use the public sidewalk for display, for signs alerting pedestrians to sales inside, for menus or events, for landscaping or perhaps to provide a bench to invite pedestrians to linger a while. The following guidelines are given to suggest appropriate use of outdoor space. The goal of these guidelines is to avoid a cluttered appearance to the sidewalks. Items for outdoor display are in two categories: **permanent** items such as benches and planters, and **temporary** items such as store goods and sandwich signs (see also Section 9: Sign Guidelines).

1. Space Requirements

For sidewalks 10' wide or narrower:

- 3' from the face of the building (right of way line) will be allowed for display, temporary signage, landscaping, or benches.
- Display items and temporary signage (sandwich boards) placed in the street are allowed, but must be removed from the street at the close of business each day.
- Items such as benches and plants in planters are allowed, and may remain in place, but must meet quality standards for the city, and must be maintained (e.g. if plants in planters have died, the planter must be replanted or removed).
- Dried and artificial plant materials of good quality are allowed.

For streets wider than 10':

- 5' from the face of the building (right of way line) will be allowed for display, sandwich boards, landscaping, or benches.
- On Center Street, 5' from the ROW line will be allowed for display, enclosure, sandwich boards, landscaping, or benches.
- Other requirements are as above for narrower sidewalks.

2. Display Items

Allowed materials, permanent items:

- All permanent items to be placed in the public right of way must be approved in advance. Planters must be architectural concrete, concrete, wood, commercial grade resin, metal, or terra-cotta.
- Benches must be iron and wood, all wood, architectural concrete, or all metal.
- Plant materials do not require approval, but must be kept in good condition or removed, along with the planters. Dried or artificial plant materials of good quality are allowed.

Materials not allowed, permanent items:

- Plastic or consumer-grade wood or resin planters or benches.
- Fluorescent colors.

A note about temporary display: Common sense must be used when displaying goods in the public right of way. This space must be neat and clean at all times. Temporary displays should be tasteful and understated. Examples might be a piece of sculpture or artwork to publicize an art show or a display of plants in the spring outside a flower shop or hardware store. This space is NOT intended to be extra floor space for the business, space regularly used for outlet and marked down items, and so on. The Merchants Association may be the best agent for setting up rules for this type of display to avoid abuse. Such a group could also arrange dates when “sidewalk” sales rules would be in place for all retailers at the same time.

Temporary signs (“sandwich” signs, etc.) are discussed in Section 9: Sign Guidelines.

8.5. Routine Maintenance

(COA not required)

- Repair/replacement of previously approved outdoor/sidewalk dining and outdoor display items
- Use of approved temporary signs according to the guidelines (messages may change), upon approval of temporary display.
- Maintenance of permanent items (benches, planters) or replacement with same once approved.
- Replacement of plant materials in approved planters.

8.6. Certificate of Appropriateness Required

To obtain a COA, a completed application form (available from the designated City staff person in Planning) must be submitted to the HDC staff liaison with information about the type of establishment, hours, and (if a restaurant) the number of seats proposed.

- A measured plan of the sidewalk dining or display area must be prepared to ensure compliance with these guidelines, and should include relevant information (e.g. table and chair layout and pictures or drawings of all barriers, chairs, tables, umbrellas, benches, planters and so on) and submitted to the HDC staff liaison.
- Examples (photographs, drawings, samples) of permanent display items must be presented and approved by the HDC or by the staff liaison prior to placement.

- Upon approval by the staff liaison or by the HDC, a permit must be acquired and a fee paid from the City of Goldsboro. Contact the Planning Department for more information. Permits must be renewed yearly at no charge for both outdoor dining and temporary display. Permits may be pulled if proper maintenance and materials are not observed, at which time outdoor dining or display must be removed pending additional review and approval, permitting and payment of permit fees.
- Failure to obtain appropriate permission will be considered a zoning violation.

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9: Sign, Awning & Canopy Guidelines



The businesses on this very narrow street in Asheville use hanging and blade signs below awnings and a sandwich board sign. The more traditional signboard between the first and second floors might not be visible to pedestrians in this condition. A banner sign is also shown attached to the lamp post.

9.1. Purpose

Signs fall into a variety of categories as they relate to a downtown. There are signs that announce a business, wayfinding signs, regulatory signs, painted mural signs, billboards, and gateway signs. This chapter will also deal with public and private banners.

The City has a sign ordinance in place (Section 6.4 of the UDO). These guidelines are meant to supplement and modify these guidelines as they relate specifically to the Historic District. Where questions arise, the Historic District Commission (HDC) is directed to decide based on the knowledge of the code modified by appropriateness to the context, especially the historic architectural context.

Because the Historic District encompasses several types of uses in addition to the commercial core, these guidelines will apply to these other uses, and the Historic District Commission will review signage within the entire district, including areas within the District that might otherwise be classified as Commercial, Office, Neighborhood Business, Shopping Center and Residential.

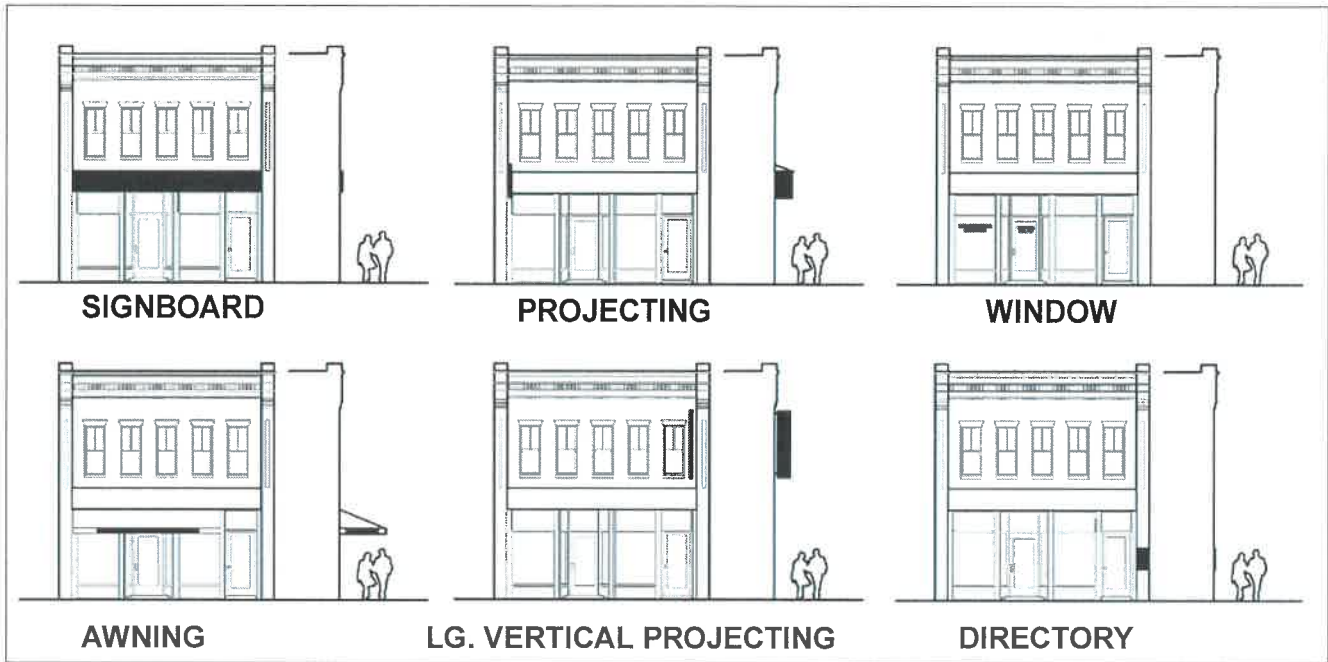
If attractively designed and well ordered, signs help us to find our way to the destinations we seek almost effortlessly. If signage, especially wayfinding signage, is inadequate or missing, it can lead to wrong turns, wasted time, and a bad impression of an area. If commercial signage is without standards, signs can become annoying and distracting. The purpose of these guidelines is to define each of these categories of signs and provide desirable and undesirable examples, and approved and prohibited materials. This document will not define regulatory signs because these are defined by Federal and State statutes, most particularly by the USDOT Manual of Uniform Traffic Control Devices.

9.2. Commercial Signs

1. Purpose

Commercial and business signs should call attention to the individual business without detracting from the overall character of the district. Further, they should fit the age and architectural style of the building on which they appear. Here are some of the types and locations for commercial/business signs:

- Business name sign on the signboard between the first and second floors,
- Business name on the glass of the windows and/or doors of the storefront,
- Hanging/projecting signs more readily visible to the pedestrian,



These drawings illustrate in elevation and section the possible placement of signs on commercial and industrial buildings. Shown elsewhere are examples of painted signs, banner signs, sandwich signs, marquee signs, and murals.

- Signs on building piers on the first floor (might include a directory if there are several uses within the building),
- Larger vertical projecting signs above the first floor. Historic examples of these types of signs can be seen at the Family Shoe Store (photo at left) and the former furniture store building at the corner of John and Walnut Streets,
- Smaller freestanding signs are usually used for buildings (often residential) where the building is set back from the street,
- Large freestanding signs provide business identity along a road,
- Awning and canopy signs,
- Signs were often painted directly on the brick of industrial buildings, and occasionally on the side or rear walls of commercial buildings,
- Existing historic signs,
- Temporary window signs, or small free-standing signs advertising sales or other temporary uses,
- “Sandwich” or A-frame type signs with changing messages (menus, sales, etc.).

2. Sign Type, Placement and Size

- Place signs so they do not interfere with or obscure the architecture of the building on which they are mounted or adjacent buildings and signs.



This is an appropriate building mounted sign from Asheville, NC. The incorporation of the lettering into the facing of the storefront unifies the image of the business.

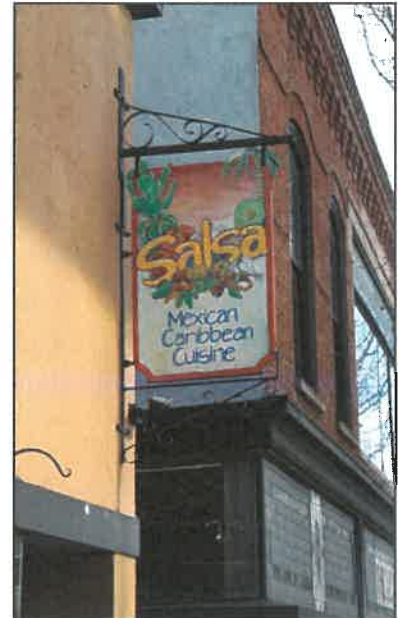


The sign above is pin mounted and back-lit. The one at right is pin-mounted (New Bern, NC).

- b. All signs for an individual business may not exceed limits as defined in the Uniform Development Ordinance Section 6.4.14.3: "The total allowable area for all signs, excluding incidental signage, in this [Central Business] district shall be one and a half square feet of sign area per one linear feet of building frontage on the street. Party walls or property lines shall define individual buildings."
- c. **Existing Historic Signs** of any type: Existing signs should be preserved and/or restored whenever possible. Even if these signs do not conform to the existing guidelines and/or ordinances, they should remain if possible.
- d. **Building Mounted Flat signs:** Building signs for commercial/retail buildings are to be mounted flat to the building or painted on the building and limited to 32 square feet per business (i.e. two businesses on a longer storefront would each have a sign). Greater square footage and/or signs on more than one face of the buildings may be allowed depending on the buildings size. Signs can be mounted to the sign frieze, to a flat surface of the building above the first floor and below any second floor windows or cornice, or to a covered transom (although covering transoms is discouraged). Signs should be illuminated by overhead and shielded LED or incandescent lights mounted above the sign, with neon, or with pin-mounted backlit letters as shown at left.
- e. **Pin Mounted Signs.** Pin-mounted letters and/or logos are allowed in the sign board area in place of and in the general area of the sign frieze. Pin-mounting allows the letter to stand out from the surface on which they are mounted. Letters are often gilded on historic buildings as shown below (from New Bern) or could be backlit as shown at left. Neon signs are also pin-mounted and are historically appropriate for the commercial area.



Below and Right: Three examples of projecting signs/blade signs. Note the spotlights mounted on top of the sign on the left and middle, and at the bottom on the right.



Below and Right: Two examples of hanging signs. The bottom of the sign must be at least 7' above the sidewalk.



- f. **Projecting signs between the first and second floors (Blade Signs):** These signs can add great visual interest to the streetscape. Their size is limited to 4 square feet per side, or 8 square feet total for a two-sided sign. This does not include the bracket. They should project no more than

4.5 feet from the building, and the bottom of the sign may be no lower than 10' above the sidewalk. Only one such sign is permitted per business.

- g. **Hanging Signs.** Hanging signs are different from projecting signs in that they are mounted under an awning or canopy where a projecting sign mounted higher would be obscured by the awning or canopy. These must be mounted high enough to ensure headroom beneath the sign. A minimum clearance of 7' is suggested, but this will be evaluated individually. Examples of hanging signs are shown below and at left.





The former Heilig-Myers Building (left) has a projecting upper story neon sign, as does the shoe store (right). These signs should be preserved if possible.



This building in Texas (above) has pin letter signs and the logo on the fall of the awning. This California awning sign (below) works well in a pedestrian area.



- h. **Projecting Vertical Signs on upper stories:** Because of the prominence of such signs, which traditionally used neon as an integral design element, their usage will be limited. Larger buildings are more appropriate for this treatment. Upper story projecting signs will be evaluated on a case by case basis, and there is no implicit right to an upper story sign of this type without review and approval.
- i. **Awning or Canopy Signs:** lettering on awnings should be printed on the fall of a canvas awning or canopy. Other locations for logos or lettering may be permitted by exception after review. Lettering height is limited to 4"; logos may be larger.
- j. **Permanent Window Signs and Lettering:** Lettering applied to the windows of commercial buildings should be either at or slightly above eye level, or near the bottom of display windows (this may be more effective for stores with permanent awnings or canopies). Lettering can also be applied to the doors of shops, and to upper floor windows. Store window lettering should be an appropriate scale for the building and percentage of glass. All must be reviewed and approved. An example is shown below.
- k. **Temporary Window Signs.** Temporary window signs include signs alerting the public to sales, clearances or special events, and may remain in place for no more than two weeks, and may take up no more than 10% of the glass area of display windows only. Hand lettering for sales or



An example of a window sign. Because this jewelry store invites proximity to the window, the small size of this sign works well.



This building in Brevard has a beautifully rendered period mural on the side of one of the repurposed Lumberyard buildings, now an arts center.



Artistic murals can be a great addition to downtown.

special events is not allowed. Temporary window signs are not encouraged. In lieu of such signs, sandwich boards are encouraged.

- I. **“Sandwich Board” Signs:** A-frame or sandwich board signs are allowed in front of stores, but materials and construction for the sign itself must be approved in advance. Once approved, the message on the sign can change as needed. See photo at left. Each face of the sign must be no more than 10 square feet, and the sign may be no more than 4 feet high. This amount is not counted as part of the total square feet of signage allowed.
- m. **Murals and Mural Signs:** Murals can be an attractive and artistic addition to the downtown if well planned and executed. Murals should be placed on blank (or mostly blank) side or back walls of commercial or industrial buildings, not on primary facades. Size will depend on placement. If artistic murals are to be created by private entities, the design must be approved in advance by the HDC. Murals that advertise the business of the building are considered to be signs.



Examples of acceptable sandwich board signs. Plastic signs or signs with track letters are not appropriate. See next page.





Plastic Sandwich board signs and signs with track letters are NOT acceptable.



A good example of a monument sign (middle) and a directory monument sign for multiple businesses.

They must meet the overall limits on sign square footage and applicable codes. If the mural sign includes more than simply advertising copy, the HDC may allow additional total square feet of signage on the primary facade of the building.

- n. **Marquees:** At one time there were several buildings in Goldsboro such as the original Paramount that had elaborate marquees. Although many of these are no longer in existence, those that still exist (such as the Variety on Center Street) should be saved if possible. In the future if a theater- or cinema-related-use is added to the downtown, a marquee might be appropriate with review and approval.
- o. **Directory Signs:** The rules for directory signs are 8 square feet for most commercial buildings. Larger buildings (particularly large industrial buildings) may be allowed up to 16 square feet by review and approval of the RDDC.



Building-Mounted Directory Sign example.

- p. **Monument or Freestanding Signs:** Small freestanding signs of 16 square feet or less and standing no more than 8 feet high are allowed for buildings set back from the right of way. Additional square feet are allowed for sign supports. Examples might be for residential conversion to a Bed & Breakfast, permitted home-based professional services, and so on. Freestanding signs greater than 12 square feet (not including supports) are only allowed where buildings are set back from the right of way, and in general are not encouraged within the Historic District. In such cases, monument signs and pylon signs are preferred over signs on poles. Flashing, rotating, or internally illuminated signs (except illuminated letters only) are not allowed. All freestanding signs must be reviewed and approved by the HDC.
- q. **Banner Signs and Flags on Buildings:** In some cases banner signs may be an appropriate addition to or replacements for building signs. They may also be used for special events or to identify the building or separate tenants within a larger building. When using banner signs, such signs must



Neon is an historic material and is allowed in the commercial portion of the Historic District. Flashing or rolling signs are not allowed.



Store sign with cor-ten steel, backlit letters, and neon. This would be acceptable. (Denver, CO.)



This stainless steel sign with cut-out letters is unusual and attractive. It would be allowed. (Asheville, NC)

be affixed at both top and bottom, and should be designed to deal with reasonable wind conditions, or be removed in such conditions. It should also be kept in mind that fabric banners will require more frequent replacement than traditional signs or other types of banners, such as vinyl. If the use of banner signs and/or special event signs is anticipated in advance (such as a semi-permanent business banner or an annual event), their use can be approved initially by the HDC and can be subsequently changed without the need for further approval. American flags may also be mounted on building facades for special occasions or permanently if they meet the requirements for displaying the flag. Decorative flags are also allowed but must be reviewed and approved. Any logos or writing of flags will be considered part of the allowable square footage of signs.

- r. "Feather" banners/signs are not allowed. These are defined as free-standing signs on flexible poles with curved tops, intended to flutter constantly.

3. Design and Allowed Materials

- Signs should be produced by a skilled **sign professional** to ensure legibility and attractive design.
- **Traditional materials** are appropriate for signs in the Historic District, including wood, glass, metal, gold leaf, raised dimensional letters, and painted designs. Window signs should be decal-type lettering or etching.
- **New materials** such as MDF (with edge banding) and architectural foam may also be appropriate, but hardwood or metal is preferred over these.
- **Colors** for signs should generally be limited to three and should harmonize with or compliment the colors of the building.
- **Illumination** for signs should be from shielded incandescent or LED lights. Halo-lit pin letters are allowed. Ground-mounted spotlights are allowed for illuminating monument or freestanding signs. All lights must avoid producing glare.
- **Neon Signs** are allowed with approval but care should be taken that the neon does not overwhelm the sign or the building. Neon signs inside windows are allowed.
- **Fabric awnings and sign banners** are allowed, as are canvas and other fabrics that have been treated with water-proofing material. All materials must meet fire code.
- **Vinyl banners** for light poles are allowed.
- **Vinyl signs** are allowed only by exception.
- **Wood signs** may be constructed with attached raised lettering, painted or silk-screened lettering, or incised lettering through a process of sandblasting or routing the surface of the sign.
- Metal signs and plaques should be constructed of brushed bronze, antique bronze, aluminum, stainless steel, cor-ten steel or painted cast iron.



These historic facades in Staunton, VA can be seen as a whole without the interruption of awnings.



This is the traditional style closed-end fabric awning used with commercial buildings.



These open-ended awnings are more contemporary but would still be appropriate with historic commercial buildings.

- Creativity is encouraged in signs, and other materials will be considered on a case by case basis with review and approval.

4. Not Recommended/Allowed

- **Plastic sign components** (e.g. backlit sign panels, plastic letters, or prefabricated sandwich boards) are not allowed.
- **Backlit awnings** are not allowed.
- **White dry-erase, all plastic, and track letter signs** are not allowed.
- **Plywood** is not recommended as a material for signs.
- **Backlit plastic panel signs** are not allowed.
- **Digital signs** are not allowed in the Historic District.
- No sign or parts of signs may flash or move with the exception of restored historic signs that had these characteristics or new marquees with review and approval.
- "Feather" banners/signs are not allowed.
- Highly reflective metallic signs or sign parts are not recommended.

7.3. Existing Signs

Existing signs are grandfathered, but any changes to existing signs and any replacement signs must meet the guidelines.

7.4. Awnings & Canopies

1. Purpose

Awnings and canopies are often seen on historic residential, commercial, and industrial buildings. They not only provide shade and cover from the weather, but they can also add character and color to an urban area.

While acknowledging that awnings and canopies can be an important part of a buildings, it is also worth considering that it should not be assumed they are essential. In some cases in our downtown, especially where sidewalks are narrower, large canopies and awnings hinder appreciation of the rich architecture on the street. By contrast, the photograph at top left shows the main street of Staunton, Virginia, where few canopies or awnings are used. This makes the architecture itself the center of attention, highlighting the interesting upper floor and cornice details of these buildings.

Awning are also discussed in Section 4.4.



*If canopies are used, the materials should match the building as in this historic hotel in Austin, TX. Note the pressed tin ceiling (left) and use of the upper level for dining. This is more a balcony than a canopy, see Section ***.*



2. Space Requirements

Awnings in most cases will extend no more than 6' into the street from the facade.

Canopies will vary in width depending on use. Awnings may extend further than awnings, but in most cases would be required to be supported/suspended from the building to keep the sidewalk clear of impediments.

In some cases canopies for larger building may extend further into the sidewalk and even to the curb. If this is desired, such canopies must not interfere with street lights or the normal or anticipated spread of nearby street trees. An example of a larger canopy over the street can be seen at the Waynesborough House, which is supported by metal brackets on the facade. Another example is shown in the photo from Denver at bottom left, which spans the sidewalk and is supported with metal columns near the curb. On the next page is an example of an historic metal canopy on a building in Danville, VA, and a simpler metal canopy on a building in Baltimore.

3. Design and Allowed Materials

Awnings and Canopies for Historic Commercial Buildings:

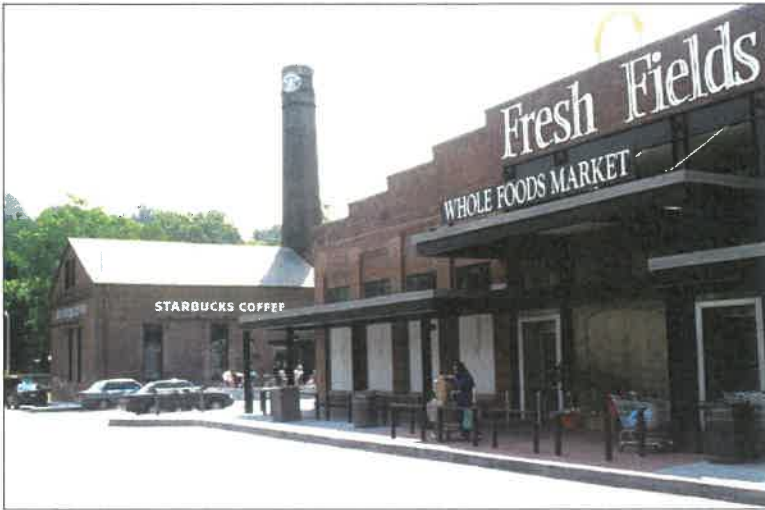
- Fabric awnings are appropriate. These may be vinyl coated or otherwise treated to extend the life of the fabric as long as they meet district fire codes. Keep in mind that darker colors tend to fade more quickly than medium and light tones.
- Metal canopies may be appropriate, however, see comment above about obstruction of views to the upper portion of the facade. If existing canopies are to remain, the materials and craftsmanship of the visible ("ceiling") portions of the canopy should be evaluated, and if need be, improved. If metal canopies were not integral to the original design of the building, consider removing them.
- All awnings and canopies within the fire district must meet fire code.

New Buildings in the Historic District:

A variety of awnings and canopies may be appropriate for new buildings in the Historic District, including:

- Fabric and metal awnings and canopies as defined above.
- Modern shade structures affixed to the side of buildings.
- Clear canopies supported by metal structures (see photos at left).
- Other options as reviewed and approved.

This modern canopy on an historic building in Denver is appropriate for a large building entry.



Above: The new flat metal canopies over the entry to the Fresh Fields grocery in Baltimore announce the entry and provide space for outdoor display. This type of simple canopy might be appropriate for new buildings or existing masonry buildings with less articulated facades. The canopy below is much more ornate and clearly original to this building in Danville, VA.



4. Allowed Materials

- Canvas or “Sunbrella” fabric awnings. Sunbrella is preferred over canvas because of longer life, resistance to mold, and resistance to fading.
- Metal canopies are allowed with review and approval.
- New hybrid materials are being introduced to the market. These will be considered on a case by case basis and must first meet all district fire codes in order to be considered.

5. Materials Not Recommended

- Backlit awnings
- Any plastic supporting materials, except for new buildings with clear or white translucent acrylic “skylights” with review and approval.

7.5. Routine Maintenance

(COA not required)

- Repainting or repair of previously approved signs, canopies, awnings or illumination.
- Replacement of awnings and awning signs with like colors and messages (if any), once approved.
- Changing of sandwich board messages once the board itself is approved.
- Repair or replacement of damaged banners, or re-use of banners previously approved.

7.6. Certificate of Appropriateness Required

- All signs of any type must be approved in advance of installation. A measured and rendered drawing is required, including materials and colors to be used, method of attachment, method of illumination, and location on the building.
- Canopy and awning materials and colors must be approved in advance of installation. Drawings and fabric samples showing proposed colors must be submitted for awnings.
- Measured drawings prepared and stamped by an architect and/or engineer must be submitted for all canopies.
- A COA must be issued before any historic sign, marquee or canopy can be removed.
- Failure to obtain appropriate permission will be considered a zoning violation.

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10: Balcony, Deck, Roof Deck & Pergola Guidelines



This “Juliet” balcony on a building in Staunton, VA would fit on some masonry buildings in the downtown. The brackets are attractive and take up no room on the (in this case) narrow sidewalks.

10.1. Purpose

As the commercial area becomes more successful, there will be a desire to use outdoor space as an extension of the buildings and an amenity for tenants, owners, and the public.

This is a complex subject that involves historic district guidelines, use of the public right of way (in some cases), public safety, and economic development, all within a compact urban environment. The City desires to support economic development in the downtown while maintaining standards for health and safety, and maintaining a high standard of quality and aesthetics for this important historic asset.

While it may not be possible to anticipate every possible permutation of these elements, this section is intended to establish some guidelines for design and a process for approvals. Creativity is encouraged within the context of the historic architecture and public safety.

Generally, changes to the sides and back of historic buildings are more flexible (such as adding a deck on the back of an historic building converted to upper floor apartments). If the building owner wishes to take advantage of historic tax credits, it should be kept in mind that if changes are made to the front facades of historic buildings that are not in keeping with the building's history, past or future tax credits and historic designations might be at risk. This will also be a consideration for the HDC when reviewing any proposed alterations.

On the other hand, as stated in the section on historic commercial facades, the treatment of commercial facades has changed with trends in retail sales and architectural styles over the many decades most of these buildings have been standing, and few commercial buildings now have the same storefronts that they had when built. This also is a consideration when reviewing proposed changes that may aid the business in achieving success.

These guidelines apply only to the commercial district within the larger historic district, and to any commercial buildings that may exist outside the downtown commercial core. Other sections of these guidelines deal with historic and new architecture and site guidelines in the historic district, and all city-wide zoning and building codes apply in addition to these guidelines.



10.2. Balconies

1. Purpose

With the revitalization of the downtown, the upper stories of many commercial buildings are being renovated for apartments and private residences. Although many people live in apartments because they don't have time or inclination to take care of a yard, there is still often a desire for a small green space, a seating area, or an outdoor view. Any of the elements in this chapter can provide these amenities, but balconies are more suitable for the front facade of buildings, as they are generally more ornate than decks so more in keeping with the commercial architecture of the downtown.



Top and above: Examples of Juliet balconies.

2. Balcony Types, Placement & Size

- a. Balconies include decorative or "Juliet" types, defined as shallow balconies or railings outside a window or doors. Examples are shown at left. Such structures should match the style of the building and each balcony would generally cover one set of windows or doors. More than one may be suitable if the size of the openings is uniform, or one may be suitable for a feature window or set of doors.
- b. Deeper balconies will require significant bracket support or column support that will extend into the sidewalk. Deeper balconies often extend under a set of windows and/or doors for the full width of the building, or under a similar set of windows within a larger facade. Examples of second floor balconies can be seen at bottom left and on the next page. Such balconies will generally be wide enough to accommodate outdoor dining and living areas.



Above: This balcony on the Waynesborough House in the downtown was until recently used primarily as a canopy. Since the second floor has become a catering facility it is now being used once again as a balcony.

- c. Balconies are not decks, although sometimes their definitions overlap. For purposes of this document, balconies are defined as projections narrower than decks, usually constructed of metal and/or masonry, usually on primary facades of buildings, and meant to complement the architecture of the building. Balconies seldom have overhead coverings, unless it is from a balcony above. See section 10.3 for the definition of a deck.

- d. Balconies are not porches, although again, sometimes their definitions overlap. Porches in residential architecture are usually covered extensions of the house extending from the main portion of the building. Sometimes such structures on the upper floors are referred to



as overhanging porches. Examples of multi-level porches would include the formal side porches seen in Charleston. An historic example of a covered porch/balcony structure on a commercial building in Oxford, Mississippi can be seen at left.

- e. Sometimes a covered entry feature is expanded to include a balcony or covered porch, either decorative or functional. Examples of this can be seen on the next page.

3. Design and Allowed Materials

It may be possible to add balconies to historic commercial buildings in downtown Goldsboro, but there are few local precedents to follow. Because of this, it is recommended that anyone wishing to add such a structure work with an architect well-versed in historic commercial architecture to design it. Any submission for consideration by the HDC will require structural and architectural drawings along with pictures of projects that may be considered precedents. All submissions must meet fire district codes.

It will be easier to incorporate such features into new/infill commercial and mixed-use buildings, and the incorporation of such elements is encouraged.

- All designs must be prepared by a NC licensed architect and/or engineer and reviewed by the HDC before a building permit can be issued;
- Designs must meet all the relevant requirements of State and City building, zoning, and fire codes.
- Materials selection should be guided by historic precedent and architectural compatibility, and may include:
 - Masonry;
 - Architectural concrete;
 - Wood or high-quality synthetic equivalents;
 - Appropriate/complementary roofing materials if the structure is covered.



Depending on definition, these are either balconies or covered porches.



This new mixed-use commercial/residential building in Morganton, NC has covered porches/balconies incorporated into the architecture. It will be easier to include such details on new buildings than to retrofit them on historic buildings.



Above left: Covered entries with balconies/porches above (Montreal); Above middle and right: Upper story balconies in Charleston. Supports are from the building. Many of these balconies are too ornate for the more basic architecture of many (but not all) of Goldsboro's historic commercial buildings.

4. Not Recommended/Allowed

- Design and materials, construction methods and elements that would be more suitable for a deck;
- Architectural styles and materials not in keeping with or complementary to the architecture of the building;
- Structural supports that impede pedestrian movement along the sidewalk;



Balconies can provide views and/or space for a small garden. Note the plexiglass panels at left to enhance views.



Two recently constructed decks (above) near the corner of Walnut and John Streets.



Decks could be more ornate to fit the style and period of the historic buildings.

10.3. Decks

1. Purpose

Decks are generally wood (or synthetic wood) structures intended to provide outdoor living space. In commercial areas, decks should be placed at the side or back of buildings not visible from the street.

2. Placement & Size

- Decks must be placed on side or rear elevations of buildings within the property line, and not plainly visible from the adjacent sidewalks. They are never allowed on the main facade or immediately

adjacent to the sidewalk;

- Limits on size are determined by property lines and any required setbacks;
- Supports for decks must not interfere with access by delivery trucks, fire equipment, vehicles if on an alley, or emergency access/equipment;
- Decks must not be within (XX?) feet of any overhead utility lines;
- Decks may be built over mechanical equipment, storage areas, or lower story entries and windows;
- Decks may not be built over loading docks.

3. Design and Allowed materials

- The design for a deck must be prepared and sealed by a licensed architect and/or engineer and approved by the HDC before a building permit will be issued.
- The design must meet all the requirements of State and City building, zoning and fire codes.
- Materials allowed for supports and decking include wood, synthetic wood, and other materials with review and approval.
- Materials for railings may include wood, synthetic wood, or metal. Plexiglass panels to enhance views may be allowed with review and approval. Railing heights must conform to all local and state requirements.



This roof deck on Mulberry Street is the only roof deck in downtown Goldsboro at present.



Building blocks for a roof deck include a floating roof deck system such as this that allows minimal contact with the roof and leveling for uneven roof surfaces.

10.4. Roof Decks

1. Purpose

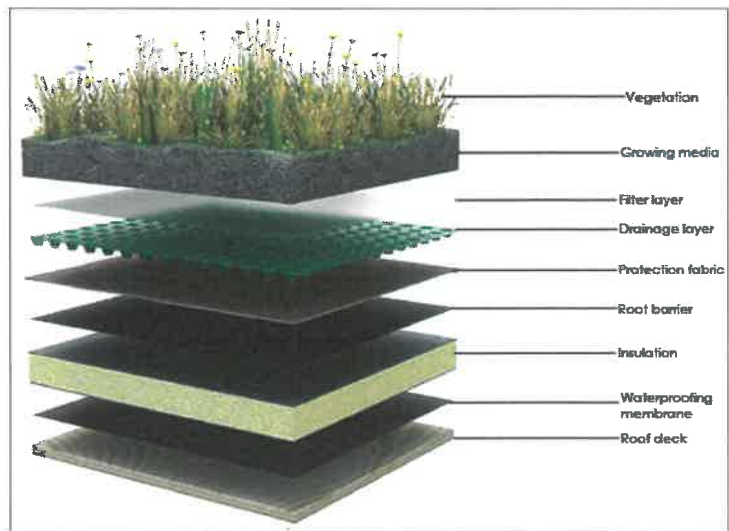
Roof decks are an untapped resource for private outdoor space in the downtown. The “real estate” already exists for these spaces, and as upper-story rentals and owner-occupied buildings increase, these will probably increase in number.

Roof decks offer more opportunities for configurations and uses. Provided the roof is sufficiently strong to support it, such uses as outdoor seating and dining areas, food preparation areas, hot tubs, water features, and planting areas (green roofs) are all possible.

Because there are few examples of such uses in Goldsboro, close cooperation between City departments, the HDC and property owners will be required to ensure attractive, functional, and appropriate design and implementation of roof deck uses.

2. Placement and Size

- Roof decks may be placed on any roof structure above the first floor that is configured appropriately and strong enough to support it.



Planting areas are possible on rooftops through the use of a variety of systems that prevent water from penetrating the roof, create a root barrier, and provide a lightweight growing medium for grass or planting beds. Such systems can also greatly reduce runoff. Of course, many people elect to simply use plants and small trees in containers instead. Similar waterproofing would be used for a small water feature.



- All structures and furniture must not be visible from street level of the primary facade of the building, or from other facades if these adjoin an adjacent street, but may be visible from upper stories of adjacent buildings or nearby buildings. *(existing doesn't meet this criterion??)*
- In most cases, a roof deck should be hidden by the parapet on an historic building. If none exists at present, it may either be restored from historic photos if it existed in the past, or the roof deck must be set back from the front facade sufficiently to screen views from street level.
- Within the confines of screening visibility from the street, the roof deck may be as large as the structure can support and the roof allows.





The combination shown above of lattice fencing and a pergola would be appropriate for a roof deck where screening views from adjacent buildings was desired.



It is not hard to imagine a private alley or courtyard transformed with plants and a pergola into a green refuge.

3. Design and Materials Allowed

Photographs showing various examples of roof decks are shown on this page and the next.

- All materials and designs must meet building and fire codes.
- All designs must be prepared and stamped by appropriate professionals (architects, engineers, landscape architects).
- Because the roof deck will not be visible from the sidewalk, the design need not conform to the style of the building on which it is built.
- Materials for roof deck surfaces may be wood, synthetic wood, stone, or lightweight concrete pavers designed for such use.
- Materials and fittings must be appropriate for outdoor use. In particular, any furniture must be sufficiently heavy or fixed in place to ensure that it will not be moved or become airborne during bad weather.
- Structures, shelters, and barriers may be wood, synthetic wood, metal or other materials with review and approval.
- Fences/barriers must meet the height and maximum opening requirements of any applicable City and State guidelines and ordinances. Fences may include vertical or horizontal steel cable railings or clear plexiglass panels to allow views out from the roof deck (see example of plexiglass panel on the bottom left of page 80).
- A wide range of materials may be appropriate for roof decks. Wood, metals, synthetic wood, plant material, built-in or sufficiently heavy moveable furniture and other amenities, water features, outdoor lighting, irrigation, and other materials and accessories as reviewed and approved.
- Design of the decking materials and supports is critical to the success of the roof deck and the integrity of the roof. A professional with experience in this type of work is highly recommended.
- Outdoor lighting on roof decks should not cause glare for any surrounding buildings or properties.

7.5. Pergolas

1. Purpose

Garden structures attached to buildings are more often used in California and the Southwest than in the South, but if designed appropriately they may be an interesting and unique addition to buildings here to add interest and mitigate the hot sun in the summer. It may be that they will prove more appropriate for side yards, rear yards, and courtyards in the commercial downtown, or more suitable for new buildings rather than historic buildings, but designed properly they will also be considered for



The courtyard with a pergola shown above is next the sidewalk and near restaurants and a hotel. The metal pergola above a deck shown below would work well for a restaurant or living space above a store.



the front facades of historic commercial buildings. They would serve the same purpose as canopies and awnings, or may extend into the sidewalk as far as sidewalk enclosures in some cases with review and approval. Because there are few precedents, each proposal will be considered carefully, especially at first.



A building-supported pergola (right) could take the place of an awning or canopy. A more rustic pergola such as the one below might be suitable for courtyard dining where screening views of the backs of nearby buildings would be desirable.





A pergola/fence such as this might be appropriate for an alley, side- or rear-yard living or dining area.

2. Placement and Size

Pergolas either as attachments to a building or, if space permits, as free-standing structures, will be permitted on any available side of the privately-owned portion of commercial buildings, much as they would be on a private residence. They could also be incorporated into second-floor decks or into roof decks.

Pergolas that are incorporated into the front or visible sides of commercial buildings, on the public right of way, are not prohibited, but will require careful review before approval by exception. The pergola's most likely to be acceptable are those self-supported from the facade of the building, serving as an alternative to a canopy or awning. They may or may not have plants growing on them as part of the design.

3. Design and Materials Allowed

At least initially, all plans for pergolas will need to be reviewed and approved. Drawings should be prepared by an appropriate professional, especially if the structure will be attached to an existing building, and should include images or sample of materials to be used.

- Wood, preferably pressure treated, tropical or hardwoods for ease of maintenance and longevity
- Synthetic wood with review and approval
- Metal
- Stone (columns, paving etc.)
- Fiberglass column post covers
- Plant materials
- Containers for plant materials of terra-cotta, architectural concrete, commercial grade resin, or wood (see above bullet item for approved types of wood)
- Brick or concrete for paving materials.

7.6. Routine Maintenance

(COA not required)

- Repainting, repair or replacement with like materials of previously approved balcony, deck, roof deck or pergola elements.

7.7. Certificate of Appropriateness Required

- Because there are few existing examples of commercial buildings with the elements presented in this section, all balconies, decks, roof decks and pergolas must be reviewed and approved by the HDC before obtaining building permits to ensure compatibility with the historic context.

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CITY OF GOLDSBORO
AGENDA MEMORANDUM
NOVEMBER 16, 2015 COUNCIL MEETING

SUBJECT: 2nd Supplemental Agreement with NCDOT – Additional Federal Funding and Time Extension for New Hope Road (SR 1003) Multi-Use Trail under Project EB-5508

BACKGROUND: On December 2, 2013, the City Council authorized a Municipal Local Administered Project Agreement with the North Carolina Department of Transportation relative to federal funding for construction of a 10 ft. multi-use path along the south side of New Hope Road (SR 1003) from Hare Road (SR 1570) to Wayne Memorial Drive (SR 1556) in the amount of \$500,000 with project completion by June 30, 2016.

On March 16, 2015, the City Council authorized a supplement agreement with NCDOT which allocated an additional \$100,000 for this project. The revised funding noted in the supplemental agreement showed a total estimated project cost of \$600,000.

DISCUSSION: The North Carolina Department of Transportation (NCDOT) has allocated additional funds of \$300,000 for this project and submitted a 2nd supplemental agreement for execution by the City of Goldsboro to include the additional allocated funds. The revised funding table noted in the supplemental agreement shows a total estimated project cost of \$900,000.

The 2nd supplemental agreement also includes a time extension for this project and the Municipality shall complete this project by September 11, 2019.

RECOMMENDATION: By motion, authorize the Mayor to enter into a 2nd Supplemental Agreement with the North Carolina Department of Transportation for additional funds of \$300,000 and time extension allocated for the New Hope Road (SR 1003) Multi-Use Trail.

Date: 9 Nov 15


Guy M. Anderson, City Engineer

Date: 11-11-15


Scott A. Stevens, City Manager

NORTH CAROLINA
WAYNE COUNTY

2nd SUPPLEMENTAL AGREEMENT

DATE: 11/06/2015

NORTH CAROLINA DEPARTMENT OF
TRANSPORTATION

TIP #: EB-5508

AND

WBS ELEMENTS: PE 50024.1.FD1

ROW _____

CITY OF GOLDSBORO

CON 50024.3.FD1

OTHER FUNDING: _____

FEDERAL-AID #: STPEB-1003(136)

CFDA #: 20.205

TOTAL SUPPLEMENTAL FUNDS [NCDOT PARTICIPATION] \$300,000

THIS AGREEMENT is made and entered into on the last date executed below, by and between the North Carolina Department of Transportation, an agency of the State of North Carolina, hereinafter referred to as the "Department", and the City of Goldsboro, hereinafter referred to as the "Municipality."

WITNESSETH:

WHEREAS, the Department and the Municipality on 1/30/2014, entered into a certain Project Agreement for the original scope: construction of a 10ft wide multi-use path along the south side of SR 1003 (New Hope Road) from SR 1570 (Hare Road) to SR 1556 (Wayne Memorial Drive), programmed under Project EB-5508; and,

WHEREAS, the Department and the Municipality on 5/4/2015, entered into a Supplemental Agreement for additional funding for the Project; and,

WHEREAS, this Supplemental Agreement is for additional funding and to extend the completion date for the Project; and,

WHEREAS, the Department has established standardized time frames for completion of work based on the date of funding authorization,

NOW THEREFORE, the parties wish to supplement the aforementioned Agreement whereby the following provisions are amended:

3. FUNDING

The Department's original participation was \$600,000. The Department agrees to reimburse the Municipality an additional \$300,000 of Transportation Enhancement funds and state matching funds. The Municipality shall be responsible for all costs that exceed the total estimated cost, as noted in the Revised Funding Table below:

REVISED FUNDING TABLE

Fund Source	Federal Funds Amount	Reimbursement Rate	Non-Federal State Match	Non-Federal Match Rate
Bike/Pedestrian (STPEB)	\$720,000	80 %	\$180,000	20 %
Total Estimated Cost		\$900,000		

4. TIME FRAME

The Municipality shall complete all work outlined in the Agreement within five years of authorization of Federal funds for the initial phase of work or by 9/11/2019. Completion for this Agreement is defined as completion of all construction activities or implementation activities, acceptance of the project, and submission of a final reimbursement package to the Department.

If additional time is needed to complete the Project, then a supplemental agreement must be executed. The Department and/or FHWA reserves the right to revoke the funds awarded if the Municipality is unable to meet milestone dates included herein.

Except as hereinabove provided, the Agreement heretofore executed by the Department and the Municipality on 1/30/2014 and 5/4/2015, are ratified and affirmed as therein provided.

IN WITNESS WHEREOF, this Agreement has been executed, in duplicate, the day and year heretofore set out, on the part of the Department and the Municipality by authority duly given.

L.S. ATTEST:

CITY OF GOLDSBORO

BY: _____

BY: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____

NCGS 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

Approved by _____ (Governing Board) of the City of Goldsboro as
attested to by the signature of _____, Clerk of the
_____ (Governing Board) on _____ (Date)

This instrument has been pre-audited in the manner
required by the Local Government Budget and
Fiscal Control Act.

(SEAL)

(FINANCE OFFICER)

Federal Tax Identification Number

Remittance Address:

City of Goldsboro

DEPARTMENT OF TRANSPORTATION

BY: _____

(CHIEF ENGINEER)

DATE: _____

APPROVED BY BOARD OF TRANSPORTATION ITEM O: _____ (Date)

CITY OF GOLDSBORO
AGENDA MEMORANDUM
NOVEMBER 16, 2015

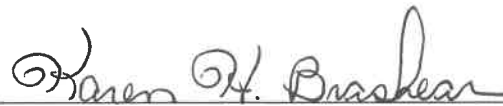
SUBJECT: Adoption of a Policy to Prequalify Bidder for Construction or Repair Work

BACKGROUND: S.L. 2014-42 (HB 1043), amending G.S. 143-135.8 established specific procedural requirements for when and how local governments may prequalify construction contractors that are interested to bid on specific construction or repair contracts. The prequalification process is to be conducted using objective criteria so that it is fair to all bidders. It is required that the governing board adopt a policy that is equally applicable to all candidates and requires that bidders denied prequalification have an opportunity to learn why there were denied prequalification and to appeal that denial.

DISCUSSION: The adoption of the prequalification policy does not require the City of Goldsboro to prequalify bidders for all construction or repair projects. It is at the discretion of the City which projects would be most suitable for prequalification of bidders.

RECOMMENDATION: It is recommended that the City Council adopt the attached Resolution to prequalify bidder for construction or repair work. This Resolution shall be in full force and effect from and after the 16th day of November, 2015.

Date: 11-9-15


Karen H. Brashear, Public Utilities Director

Date: 11-11-15


Scott A. Stevens, City Manager

RESOLUTION NO. 2015- 93

RESOLUTION ADOPTING A POLICY TO
PREQUALIFY BIDDER FOR CONSTRUCTION OR REPAIR WORK

WHEREAS, the State of North Carolina passed legislation that was signed into law by the Governor of the State of North Carolina on June 30, 2014; and

WHEREAS, the new law, S.L. 2014-42 (HB 1043), amends G.S. 143-135.8 by establishing specific procedural requirements for when and how local governments may prequalify construction contractors to bid on construction or repair contracts; and

WHEREAS, the focus of these new requirements is to ensure that a prequalification process is conducted using criteria that relates to the specific project being bid and which are applied objectively and fairly to all bidders; and

WHEREAS, the new requirements require that the prequalification process be followed in accordance with a Board-adopted policy equally applicable to all candidates, and specifically requires that bidders denied prequalification have an opportunity to learn why they were denied prequalification and to appeal that denial; and

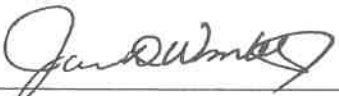
WHEREAS, the changes to G.S. 143-135.8 went into effect on October 1, 2014, and apply to all contracts awarded on or after that date; and

WHEREAS, the City of Goldsboro may desire to prequalify bidders for specific construction or repair contracts;

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

1. That the City Council approves the attached Bidder Prequalification Policy.
2. That the policy complies with all conditions and requirements of the attached G.S. 143-135.8 as amended by S.L. 2014-42 (HB 1043) effective October 1, 2014.
3. That this Resolution shall be in full force and effect from and after the 16th day of November, 2015.

Approved as to form only:



City Attorney

Reviewed by:



City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
NOVEMBER 16, 2015 COUNCIL MEETING

SUBJECT: Police Evidence Expansion – Architectural Services

BACKGROUND: The Goldsboro Police Department preserves and stores evidence collected during criminal investigations and prosecutions. It is the responsibility of the City to store evidence as required by federal and state laws. Due to the amount of evidence and the length of time evidence must be stored, storage space is becoming limited.

DISCUSSION: On May 5, 2015, the City of Goldsboro requested qualifications for professional architectural services for evaluation of options, design, preparation of construction plans and construction administration for an evidence room expansion or retrofit at the existing Police-Fire Complex. Staff interviewed five (5) architectural firms and selected Moseley Architects. Moseley Architects specializes in planning and designing public safety and law enforcement projects.

A proposal has been submitted to the City of Goldsboro from Moseley for the schematic design phase in the amount of \$38,750. Funding is available in the current year's budget for this phase of the project.

RECOMMENDATION: It is recommended that the City Council adopt the attached Resolution authorizing the City Manager and City Clerk to execute a professional services agreement in the amount of \$38,750 with Moseley Architects for schematic design services for the police evidence expansion project.

Date: 11-5-15


Kaye Scott, Finance Director

Date: 11-11-15


Scott Stevens, City Manager

RESOLUTION NO. 2015- 94

RESOLUTION AUTHORIZING THE CITY MANAGER AND CITY CLERK TO
EXECUTE A CONTRACT WITH MOSELEY ARCHITECTS

WHEREAS, the City has reviewed and evaluated all submissions for the architectural planning and design services for the City of Goldsboro's Police Evidence Expansion; and

WHEREAS, Moseley Architects was selected with a proposed cost of \$38,750;
and

WHEREAS, the purpose of this contract is to perform the schematic design phase.

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

1. The City Manager and City Clerk be and are hereby authorized to execute a contract with Moseley Architects.
2. This Resolution shall be in full force and effect from and after this the 16th day of November 2015.

Approved as to Form Only:



City Attorney

Reviewed by:



City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
NOVEMBER 16, 2015 COUNCIL MEETING

SUBJECT: FY 2015-16 Installment Financing – Police Vehicles

BACKGROUND: When Council adopted the FY 2015-16 Budget, the Police Department was authorized to purchase three (3) police line cars and one (1) administrative car. After conversations with the Police Chief, it was determined that four (4) line cars were more beneficial to the fleet. These vehicles have been ordered and delivery is expected in January 2016.

DISCUSSION: Council discussed purchasing additional police cars to increase the fleet to allow more police officers to take vehicles home. Also, it would help replace several of the aging vehicles. It is suggested that the City purchase ten (10) police line cars at a cost of approximately \$42,200 each. The total cost to purchase and outfit (camera, laptop, mobile radio, light bar, and emergency equipment) these ten (10) vehicles will be \$422,000.

It is recommended that this purchase be added to the City's upcoming financing for vehicles. The City will start the Request for Proposals (RFP's) to banking institutions in December 2015 with an anticipated loan closing in January 2016. The bid proposal will request quotes over a five (5) year term.

Since funding for these vehicles was not appropriated within the current year's budget, it is necessary to authorize the funding of \$422,000 along with a reimbursement resolution in the amount of not to exceed \$422,000.

RECOMMENDATION: It is recommended that Council, by motion, adopt:

1. The attached ordinance appropriating \$422,000 from the unassigned fund balance for the purchase of ten (10) police line cars.
2. The attached resolution declaring the City Council's intent to reimburse the City of Goldsboro from the proceeds of the installment financing for the vehicles listed above in the amount not to exceed \$422,000.

Date: 11-10-15


Kaye Scott, Finance Director

Date: 11-12-15


Scott Stevens, City Manager

ORDINANCE NO. 2015- 49

AN ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE
CITY OF GOLDSBORO FOR THE 2015-16 FISCAL YEAR

WHEREAS, the City of Goldsboro wishes to purchase ten (10) police line cars;
and

WHEREAS, the cost to purchase the ten (10) cars along with the equipment to
outfit each vehicle is \$422,000; and

WHEREAS, since these funds were not appropriated in the current operating
budget for FY 2015-2016, the City of Goldsboro needs to appropriate \$390,000 from the
General Fund.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of
Goldsboro that the Budget Ordinance for the Fiscal Year 2015-2016 be amended by:

1. Decreasing the Unassigned Fund Balance of the General Fund in the amount
of \$422,000.
2. Increasing the line item entitled "Line Cars" (11-6121-5404) in the Police
Department's budget of the General Fund in the amount of \$422,000.
3. This Ordinance shall be in full force and effect from and after the 16th
day of November 2015.

Approved as to form only:


City Attorney

Reviewed by:


City Manager

RESOLUTION NO. 2015-95

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GOLDSBORO, NORTH CAROLINA DECLARING ITS INTENTION TO REIMBURSE THE CITY OF GOLDSBORO, NORTH CAROLINA FROM THE PROCEEDS OF THE INSTALLMENT FINANCING FOR POLICE VEHICLES

WHEREAS, the City of Goldsboro, North Carolina (the "Issuer") is a political subdivision organize and existing under the laws of the State of North Carolina; and

WHEREAS, the Issuer will pay monies for police vehicle purchases; and

WHEREAS, the City Council of the Issuer has determined that these monies being advanced to that date hereof are available only for a temporary period and it is necessary to reimburse the Issuer for the expenditures from the proceeds of the installment financing.

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

1. The City Council hereby declares the Issuer's intent to reimburse the Issuer with the proceeds of the installment financing for the expenditures with respect to the purchase of police vehicles in the amount of \$422,000.
2. Each expenditure will be either (a) of a type properly chargeable to capital account under general federal income tax principles (determined in each case as of the date of expenditure), (b) a cost of issuance with respect to the purchase, (c) a nonrecurring item that is not customarily payable from current revenues, or (d) a grant to a party that is not related to or an agent of the Issuer so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the Issuer.
3. The maximum principal amount of the installment purchase is expected to be approximately \$422,000.
4. The Issuer will make a reimbursement allocation, which is a written allocation by the Issuer that evidences the Issuer's use of funds to reimburse an expenditure, no later than 18 months after the later of the date on which the expenditure is paid or the project is placed in service or abandoned, but in no event more than three years after the date on which the expenditure is paid. The Issuer recognizes the exceptions are available for certain "preliminary expenditures", costs of issuance, certain de minimis amounts, expenditures by "small issuers", (base on the year of issuance and not the year of expenditure) and expenditures for construction project of at least five years.

This Resolution is effective upon its adoption this 16th day of November, 2015.

Approved as to Form Only:


City Attorney

Reviewed by:


City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
November 16, 2015 COUNCIL MEETING

- SUBJECT:** Downtown Lights Up!, Tuesday, November 24, 2015.
- BACKGROUND:** Downtown Lights Up! Is an annual holiday event held downtown to celebrate the “flipping of the switch” - officially beginning the holiday season. All the decorative lights, including those along Center Street, the traffic circle Magnolia tree, and the Water Tower are turned on simultaneously. Before conducting this ceremony of lights, our Mayor, Santa, the Grinch and children ride a horse-drawn trolley down to City Hall to welcome guests. This year we’re even trucking in tons of snow to set the tone for a very festive downtown holiday season.
- DISCUSSION:** The Downtown Goldsboro Development Corporation completes the evening by hosting an array of free activities, including: holiday entertainment, horse drawn trolley rides, Santa Claus, face painting, and providing warm beverages and treats. It is a wonderful time of the year for people to experience the warm atmosphere and festive activities downtown has to offer. The event takes place on the front steps of City Hall which will provide a natural backdrop for the Mayor when he speaks to the crowd wishing them a happy holiday season. The NC Symphony performs at 8 p.m. at the Paramount Theatre that same evening to continue the holiday celebration. Each year our crowd gets larger and we believe this year to be no different with an expected 2000 in attendance.
- Due to the logistics of the horse drawn trolley, this event has always been promoted as a street fair. The DGDC is requesting that the 200 block of North Center Street be closed from 2:00 p.m. to 8:00 p.m. to keep our guests safe.
- All vendor booths, entertainment attractions and displays will be arranged to secure proper access to all fire hydrants, alleyways and driveways.
- As with all DGDC downtown events, effected 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 in the center of the street to provide access for fire and emergency vehicles.
3. All activities, change in plans, etc., will be coordinated with the Police Department.
4. The Police and Fire Departments and General Services are to be involved in the logistical aspects of the Event.

RECOMMENDATION: By motion, grant the requested temporary closing of:

- The 200 block of North Center Street between Mulberry and Ash Street on Tuesday, November 25, 2014 from 2:00 pm to 8:00 p.m. to be used for activities associated with Downtown Lights Up!, subject to the above conditions

Date: 10/27/15


Downtown Goldsboro Development Corp.

Date: 11-11-15


City Manager

CITY OF GOLDSBORO
AGENDA MEMORANDUM
NOVEMBER 16, 2015 COUNCIL MEETING

SUBJECT: JOINT USE AGREEMENT FOR GYMNASIUMS AND
WAYNE COUNTY SCHOOLS ATHLETIC FIELDS

BACKGROUND: The continued growth of parks and recreation programs and increased demand for tournaments in our community necessitates our access to school own facilities.

DISCUSSION: The Wayne County school system is willing to allow regular access to indoor and outdoor facilities at various schools in the city limits in exchange for routine maintenance of outdoor sports fields and initial reimbursement for custodial time at an hourly rate as needed for some gym and band room use. This agreement is similar to ones in communities across our state that provide increased public access to schools facilities will benefiting school athletic programs with better maintained facilities.

RECOMMENDATION: By Motion, authorize the City Manager to enter into a joint use agreement with the Wayne County Schools.

Date: _____

Scott Barnard, Parks and Recreation Director

Date: 11-17-15

Scott Stevens, City Manager

NORTH CAROLINA

SHARED USE AGREEMENT

WAYNE COUNTY

THIS SHARED USE AGREEMENT (the "Agreement") is made and entered into this ___ day of November, 2015 by and between the WAYNE COUNTY PUBLIC SCHOOLS, a body corporate organized and existing pursuant to the laws of the State of North Carolina (the "WCPS"), and THE CITY OF GOLDSBORO, a North Carolina municipality (the "City");

WITNESSETH:

THAT WHEREAS, WCPS and the City each own several recreational facilities including but not limited to gymnasiums, athletic fields, tennis courts, and golf facilities (hereinafter "facilities"); and

WHEREAS, the parties have conferred and have agreed and recognize the potential benefits of developing a broader partnership with regard to the facilities and the shared use thereof; and

WHEREAS, both parties understand the need for clear guidelines as a means of assuring the quality of collaboration among all involved.

NOW, THEREFORE, IN CONSIDERATION OF THE PREMISES AND OF THE MUTUAL COVENANTS AND PROMISES SET FORTH HEREIN, THE PARTIES HERETO AGREE AS FOLLOWS:

1. WCPS FACILITIES. WCPS owns the following recreational facilities which it has agreed to allow the City to use for the purposes stated herein below:

A. Carver Heights Elementary School Gymnasium. To be used for Goldsboro Parks and Recreation Youth Basketball for practices and games during the year and during the summer months.

B. Dillard Middle School Gymnasium. To be used for Goldsboro Parks and Recreation Youth Basketball for practices and games during the year and during the summer months.

C. Greenwood Middle School Band Room. To be used by the Goldsboro Community Band Program.

D. Greenwood Middle School Gymnasium. To be used for Goldsboro Parks and Recreation Youth Basketball for practices and games.

E. Wayne Academy Gymnasium. To be used for Goldsboro Parks and Recreation Youth Basketball for practices and games during the year and during the summer months.

F. Wayne Academy Football Field and Track. To be used for Goldsboro Parks and Recreations soccer events, games, and flag football practices.

2. CITY FACILITIES. The City owns the following recreational facilities which it has agreed to allow WCPS to use for the purposes stated herein below:

A. Goldsboro Municipal Golf Course. To be used as the home facility for Goldsboro High School and Rosewood High School.

B. Herman Park Tennis Courts. To be used as the home facility for Goldsboro High School and as a potential host site for high school conference and NCHSAA regional tournaments.

C. Mina Weil Park Baseball and Softball Fields. To be used as the home facility for Dillard Middle School.

3. AVAILABILITY OF FACILITIES.

A. WCPS Facilities. All practices and games will be scheduled so as not to conflict with the needs of the schools and the City shall provide specific meeting dates and times for use of the Greenwood Middle School Band Room.

B. City Facilities. Use of the Herman Park Tennis Courts and Goldsboro Municipal Golf Course by WCPS shall not conflict with prescheduled tournaments or events. Goldsboro Municipal Golf Course shall be available for use to Goldsboro High School and Rosewood High School at least four (4) days per week, weather permitting, during the fall and spring high school golf season at no charge to either school.

4. MAINTENANCE AND FACILITY COSTS.

A. The City shall be responsible for the cost of operation City owned facilities and WCPS shall be responsible for the cost of operation WCPS owned facilities.

B. The City shall maintain the grounds inside the track and field area of Wayne Academy as well as the grounds of the football, soccer, softball, and baseball fields located at Greenwood Middle School and Dillard Middle School.

5. GATE RECEIPTS, SECURITY AND CLEANUP.

A. Each party is entitled to the gate and concession receipts from its use of the facilities.

B. Each party is responsible for providing adequate supervision, including security when needed, at its events and functions to monitor use of the facilities.

C. Each party is responsible for cleaning and trash removal at its events and functions. A WCPS Custodian shall be hired for one hour on each day a practice or game is held in a WCPS owned gymnasium and one hour on each day the Greenwood Middle School Band Room is used by the City.

6. **INSURANCE.** Both parties are self-insured for liability, and each shall be responsible for any respective claims or suits arising out of its use of the facilities. Each party indemnifies and holds harmless the other party for any claim or suit for damages or injury occurring on the Property.

7. **PROPERTY DAMAGE.** Each party, within thirty (30) days after written demand by the other party, shall reimburse the other party for the costs of repairing or replacing any damaged or stolen property of the other party which has occurred during the first party's control and operation of the other party's property.

8. **TERM.** This term of this Agreement shall commence on January 1, 2016 and shall continue as follows:

A. Greenwood Middle School Facilities. The parties will maintain this agreement as to the Gymnasium and Band Room for a period of five years.

B. Carver Heights Elementary, Dillard Middle and Wayne Academy Gymnasiums. The parties will maintain this agreement as to the gymnasiums located at Carver Heights Elementary School, Dillard Middle School and Wayne Academy for one basketball season.

C. City Facilities. The parties will maintain this agreement as to City owned Facilities for a period of one year.

D. City Maintenance of WCPS Facility Grounds. The obligation of the City to maintain the athletic facility grounds at Dillard Middle School, Greenwood Middle School, and Wayne Academy shall terminate upon the expiration of the term for the City's use of each facility as described in Subsection A and B above.

The terms specified in this agreement shall automatically renew for the same term and under the same conditions contained herein, unless written notice of termination is provided by either party at least 60 days prior to the conclusion of the specified term.

9. **MISCELLANEOUS.**

A. Severability. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or otherwise unenforceable, the remainder of this Agreement shall remain in full force and effect.

B. Entire Agreement. This Agreement, including the appendices and exhibits hereto which are incorporated herein by reference, constitutes the entire understanding between

the parties with respect to the subject matter hereof No modification of this Agreement shall be valid unless it is in writing and is signed by each party to this Agreement.

C. No Waiver. The waiver of any term or condition of this Agreement by any party shall not be construed as a waiver of any subsequent breach or failure of the same term or condition, or a waiver of any other term or condition of this Agreement.

D. Applicable Law. This Agreement shall be governed by, and be construed in accordance with, the laws of the State of North Carolina, without giving effect to procedural rules or legal principles respecting conflicts of laws.

E. Headings. Section and paragraph titles and headings herein contained are inserted only for convenience and are not intended to be construed as a part of this Agreement or as a limitation upon the scope of the particular portion of this Agreement to which they refer.

F. Counterparts. This Agreement may be executed in multiple counterparts, the combination of which shall constitute a single Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed by their authorized representatives, by authority duly given, all on or as of the date first above written.

WAYNE COUNTY PUBLIC SCHOOLS

By: _____,
A Duly Authorized
Representative of Wayne County Public Schools

CITY OF GOLDSBORO

By: , *City Manager*
A Duly Authorized
Representative of the City of Goldsboro

CITY OF GOLDSBORO
AGENDA MEMORANDUM
NOVEMBER 16, 2015 COUNCIL MEETING

SUBJECT: Approval of Lease for Multi Sports Complex

BACKGROUND: The City of Goldsboro proposes the development of the 62.35 acre site located off of Oak Forest Road as a multisport complex for sports including soccer, football and lacrosse. The completed project will include a combination of up to eight artificial and natural turf fields, sports lighting, and spectator seating for up to 500, restrooms and parking. The construction will consist of grading, installation of the fields and construction of the amenities. The proposed site is ideal due to its topography, proximity to the base gate and local services (hotels and restaurants).

DISCUSSION: The city has been discussing the terms and conditions of the lease with the US Air Force. As compensation for the 20 year lease with opportunities to extend in 10 year increments, the city has agreed to build a 2,500 sq. feet addition to the SJAFB fitness center and to also provide use of the multi sports facility for recreational use and sports programming for the Air Force Base and community.

**The city is expecting to receive a revised lease from the Air Force addressing city comments prior to Monday's City Council meeting.

RECOMMENDATION: Authorize the Mayor to enter into an agreement with the United States Air Force to lease and construct a Multi Sports Complex, subject to staff approval of the language and terminology of the lease.

Date: 11/12/15


Randy Guthrie, Assistant City Manager

Date: 11-12-15


Scott Stevens, City Manager

Departmental Monthly Reports October 2015

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

Human Resources Management Department

MONTHLY REPORT – OCTOBER 2015

Prepared by: Pamela C. Leake

The Human Resources Department advertised six vacancies this month and processed 219 applications. 75 notifications were sent to applicants not selected for an interview, and 14 letters were sent to applicants interviewed but not selected for employment. 10 new hires came on board this month (5 full-time and 5 part-time). There were eight reductions in force: six resignations (one HR Technician, three Police Officers, and two part-time technicians) and two retirements: Sanitation Superintendent and Sr. Planning Technician. Total employment for the month was **484** (410 full-time employees and 74 part-time employees).

Supervisors are completing annual evaluations for the period ending September 30, 2015. 280 evaluations were completed as of October 31.

The Personal Injury and Vehicle Accident Committees did not meet this month. Cases will resume in November.

OSHA consultants from the NC Department of Labor visited the Fire and Police Departments on October 27. They completed Phase 2 of the consultative health services visit and evaluated the City's safety and health policies. Recommendations and items for corrective action were sent to the Safety Coordinator, and he has followed up with respective departments regarding the status of items requiring attention. A punch list of items for Streetscape paving and marking has been given to TA Loving and they hope to be finished by the end of November.

This month's health beat focused on Breast Cancer. There were 66 clinic visits, which included distribution of flu shots. 215 employees attended the health beat training sessions. 38 employees are currently enrolled in the Diabetes Management Program.

Random Drug Screens	Post-Accident Drug Screens
Non-DOT: 8 tested - All negative 2 Breathalyzers - Both negative	Non-DOT: 1 tested - Negative
Monthly DOT: 8 tested – All negative 2 Breathalyzers – Both negative	DOT: None to report

2015	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg.
Applications	176	84	92	56	140	89	215	201	245	219			152
New Hires	6	5	2	3	0	1	4	2	2	5			3
Separations*	1	3	2	3	4	5	3	5	1	4			3
Vehicle Accidents	1	3	2	0	3	5	3	2	1	4			3
Workers Compensation	2	1	2	1	2	1	4	3	3	3			2
2014	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg.
Applications	214	49	80	75	115	46	78	50	209	57	71	59	92
New Hires	3	4	1	2	0	2	4	0	2	2	3	1	2
Separations*	2	1	7	2	5	1	2	4	1	3	5	7	3
Vehicle Accidents	2	3	0	0	2	2	3	0	2	4	4	1	2
Workers Compensation	4	4	1	2	4	1	0	3	1	4	5	2	3

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

Community Affairs Department

Monthly Report – October 2015

Prepared By: *J. LaTerrie Ward*

- The Community Affairs Commission meeting was held on October 13, 2015. The next scheduled commission meeting is Tuesday, November 10, 2015 at 7:00 p.m.
- The Community Affairs Department is currently accepting ads for the 2015 Martin Luther King, Jr. Holiday Celebration Souvenir Booklet. Advertisement forms can be picked up in the Community Affairs office or found on the City website on the Community Affairs page. Deadline for advertisements is November 30, 2015. Tickets will be available December 1st.
- Community Affairs received (17) complaints; (8) housing and (9) consumer. The alleged violations by citizens under the Minimum Housing Code included: air conditioner out of service, windows painted shut, rotting door, plumbing and mold. Consumer concerns were assistance with utility bills, Duke Power's failure to connect power, assistance with funeral arrangements, and food assistance. All complaints were submitted through the 311GIS system or to the appropriate City Department for resolution or designated community/state resources.
- The Mayor's Committee for Persons with Disabilities Awards Luncheon was held on Thursday, October 15, 2015, 12:00 noon at Herman Park Center. Rev. Doug Seymour, Blended Hands Fellowship, was the speaker. The following awards were presented: Employer of the Year – Ollie's Bargain Outlet, Employee of the Year – Mark Langston (Family Y), Mayor's Trophy – John Chance (Wayne Opportunity Center) and Mayor's Committee Member of the Year - Ms. Beverly Ham.
- The Mayor's Youth Council traveled to Winston-Salem, NC and participated in the State Service Learning Conference on October 9-11th. Youth councils from across the state collaborated to learn about leadership and worked to provide service to others.
- Members also volunteered at the following events:
 - Prepared bag lunches (sandwiches, chips, fruit, desert, and water) for First Christian Church's "Last Saturday Supper" project for the homeless.
 - Volunteered at Kids FEST for the Wayne County Health Department

2015 Complaints	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Housing	4	5	4	1	0	8	12	9	3	8			5
Consumer	9	4	2	6	3	5	8	8	8	9			6
2014 Complaints	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Housing	1	6	5	3	3	8	4	4	2	6	3	10	5
Consumer	7	4	7	5	9	11	14	16	8	14	20	15	11

Mayor's Committee for Persons With Disabilities -2015	Expenses	1,689.91
	Revenue	2,610.52
Account Balance		4,404.91
Mayor's Committee for Persons With Disabilities - 2014	Expenses	2,426.60
	Revenue	3,711.00



Monthly Report-October 2015

Prepared by: Sherry Archibald, Director

- The Eighth Annual Performing Arts Series continued with the family fun performance of the Passing Zone. Professional comedians and jugglers took the stage with torches and chainsaws.
- The Dynamic Souful Sound & the Wayne County Fire Princess Pageant returned to the Paramount stage.
- The Chamber of Commerce and the Wayne Education Network hosted Dancing Stars of Wayne County as their annual fundraising drive.
- Paramount staff met for their quarterly staff meeting.
- Curtis Media Group hosted their annual Bras for a Cause event raising funds for breast cancer awareness.
- The Paramount Theatre Foundation hosted East Carolina University's Theatre Dance performance and will welcome them back in April for a Friends of the Paramount event.
- The Paramount provided a double feature movie night for the Halloween season.
- Paramount Director, Sherry Archibald, participated in the conference call meeting with South Arts and nine other cohorts for the Dance Touring Initiative grant. South Arts works with agencies across 13 states to provide resources to presenters that support their mission in the arts. The grant is supporting staff travel and education in the art of dance; ensuring a broader audience. It also supplements the fee for a professional dance company to perform.
- Paramount staff promoted the annual series through local media outlets and provided presentations to civic groups including Kiwanis Club and Key Club. Mrs. Archibald also attended several Chamber of Commerce ribbon cuttings to include TownPlace Suites, InJoy and First South Bank. She attended the Downtown Promotions Committee meeting and Paramount Theatre Foundation meeting.
- On behalf of the City of Goldsboro, Paramount staff coordinated the US Air Force Heritage Brass band in collaboration with several organizations such as Military Affairs Committee, Veterans & Patriots Coalition, Veteran Services and United Services Organization. Over 400 attended the free event.
- Mrs. Archibald will be overseeing the management of the Goldsboro Event Center and began interviewing candidates for a part-time Events Manager. She is also interviewing for additional technicians at the Paramount.
- Expenses for month of October - **\$ 39,446.09**
Details: Labor - \$27,072.09 /Operational Expenses - \$12,374.50
Receipts for the month of October- **\$ 10,049.13**
Details: Rentals -\$4,925. /Tickets-\$5,035.98/Concession-\$ 88.15

	Jan-15	Feb-15	Mar-15	April-15	May-15	June-15	July-15	Aug-15	Sept-15	Oct-15	Nov-15	Dec-15	Average 2015
Exp	\$37,576	\$27,538	\$28,845	\$33,676	\$36,042	\$19,185	\$47,527	\$23,912	\$30,854	\$39,446	\$	\$	\$32,460
Rev	\$8,629	\$23,770	\$8,113	\$14,308	\$16,500	\$9,806	\$15,877	\$5,253	\$6,037	\$10,049	\$	\$	\$11,834
	Jan-14	Feb-14	Mar-14	April-14	May-14	June-14	July-14	Aug-14	Sept-14	Oct-14	Nov-14	Dec-14	Average 2014
Exp	\$28,140	\$24,840	\$31,931	\$33,362	\$33,089	\$17,883	\$33,437	\$20,252	\$29,363	\$45,275	\$31,523	\$34,460	\$30,296
Rev	\$12,303	\$6,573	\$12,502	\$5,991	\$15,849	\$9,196	\$24,446	\$10,448	\$11,033	\$16,963	\$8,784	\$24,728	\$13,234

Goldsboro Inspections Department
Monthly Report – Oct 2015
Prepared By: Allen Anderson

The valuation of all building permits issued during the month of October totaled \$9,797,587. Two (2) of these permits were new residential single family dwellings at a valuation of \$400,000.

The valuation of all miscellaneous (Mechanical, gas, insulation, electrical, plumbing, fire, sprinkler, pool, tank, demolition, signs, business inspection, & itinerant merchant) permits issued during this time period totaled \$1,222,364.

All permit fees collected for the month totaled \$49,095.12. Of the permit fees collected for the month \$3,465 was collected in technology fees. Plan review fees collected during the month totaled \$1,650.

The Inspectors did a total of 503 inspections for the month. During the month of October seven (7) business inspections were completed. A total of 265 permits were issued for the month. Fifty (50) plan reviews were completed for October. We now have a total of 232 residential structures in the Minimum Housing Process and 17 commercial structures in the Demolition by Neglect Process.

2015	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Permit Valuation													
All Buildings (millions)	\$2	\$1	\$8	\$4	\$8	\$3	\$5	\$12	\$4	\$10			\$6
Residential (thousands)	\$432	\$256	\$468	\$742	\$1,230	\$1,273	\$444	\$199	\$612	\$400			\$606
Miscellaneous**(millions)	\$2	\$2	\$2	\$2	\$1	\$2	\$2	\$4	\$1	\$1			\$2
Permit Fees (thousands)	\$35	\$36	\$40	\$41	\$49	\$31	\$68	\$51	\$28	\$49			\$43
Inspections (total)	456	427	698	569	570	547	552	595	556	503			547
Permits Issued (total)	267	213	300	305	315	333	334	264	279	265			288
Plan Reviews Completed	66	57	65	65	64	58	70	58	64	50			62
Minimum Housing in Process	215	225	228	230	240	244	250	228	232	232			232
2014	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	AVG
Permit Valuation													
All Buildings (millions)	\$1	\$12	\$2	\$3	\$9	\$10	\$9	\$11	\$7	\$5	\$2	\$3	\$6
Residential (thousands)	\$420	\$1,038	\$496	\$1,186	\$1,985	\$628	\$230	\$935	\$1,036	\$160	\$590	\$656	\$780
Miscellaneous**(millions)	\$2	\$2	\$1	\$2	\$2	\$3	\$5	\$1	\$3	\$2	\$2	\$1	\$2
Permit Fees (thousands)	\$28	\$42	\$35	\$41	\$168	\$355	\$63	\$79	\$51	\$66	\$31	\$41	\$83
Inspections (total)	517	510	579	587	569	604	594	559	499	613	360	470	538
Permits Issued (total)	233	247	261	295	341	339	272	259	263	248	190	227	265
Plan Reviews Completed	21	49	52	96	74	83	57	52	44	49	58	61	58
Minimum Housing in Process	216	230	230	212	218	205	207	207	210	216	207	221	215

October 2015

Prepared By: Julie Metz, Director

Current Projects Staff Worked On Over the Month Include:

- TIGER V Grant Reports & Closeout
- Event Center Improvements
- Wayfinding Signage System and Design Study: To be presented to Council in December, 2015
- Parking & Traffic Analysis Study RFQ Development
- Preparation of Main Street Conference 2016 to be held downtown March 16-18, 2016
- Leadership Wayne Grant/Participation Project Preparation for Entrance to John Street Parking Lot
- Planning for Center Street Ribbon Cutting
- DGDC Main Street Conference Fundraising Event – Butter Ball
- Finalizing Center Street Amenities (Chess/Checker Sets, Banners, Holiday Decorations, WiFi, Speakers & Music)
- Design Guidelines Update
- SmART Grant Project
- Quote Board Project

Downtown Events that Staff Administered or Assisted During the Month:

- Downtown Creep Crawl: Bar & Restaurant Crawl had over 75 participants, October 30 from 8 to 12pm
- Thriller Night: Thriller Dance Flash Mob Conducted by Dancing Butterfly and Legacy Dance Project that drew over 1,000 attendees, October 30 from 6:30 to 7:30 pm
- Art Installation Ceremony: Dedication of Public Art, October 16 at 12 pm.
- Banner Artist Ceremony: Officially Acknowledged the Young Artists that Contributed to the Designs of the New Banners, October 2 at the Arts Council at 5:30 pm.
- Taste of Wayne County: Held on Center Street October 10.

Upcoming Events Staff is Preparing For:

- Center Street Ribbon Cutting Event: November 2 from 4 to 6 pm.
- Selfie with the Elfie: A Downtown Retail Promotion, December 1 to December 23.
- Lights Up: Downtown's Official Holiday Event, November 24 from 5 to 8pm.
- Shop the Block: A Downtown Retail Promotion Event, December 4 and 5.
- Santa Stumble: Bar & Restaurant Crawl, December 12 from 8 to 12 pm.
- Community Action Day: Volunteers Spruce Up Downtown, November 7 from 9 am to 12 pm.
- Butter Ball: A DGDC Event to Help Raise Funds to Assist City with NC Main Street Conference. Tickets are \$35 per person or \$60 per couple. November 25 from 8 to 11 pm, Terrace Room.
- Trolley Rides: Free Seasonal Trolley Rides Up and Down Center Street. Tuesday Evenings in December from 6 to 8pm, including December 1, 8, 15 and 22.
- Downtown Briefing to SJAFCB Key Spouses Group: November 9 from 11 am to 12:30 pm in Terrace Room.
- Design Guidelines Information Session: A Presentation on the Draft Design Guidelines to Downtown Property & Business Owners, November 12, 2015 from 9 to 10 am.

Buildings Purchased During Month: 206 E. Mulberry Street & 205 W. Walnut Street

Businesses Opened Over the Month or Are Planning to Open Soon:

- Chiropractic Advantage at 206 E. Mulberry Street in January 2016.
- Everett, Womble & Lawrence at 203 N. William Street in January 2016.
- Eclectic Peach at 224 N. Center Street in November 2015.
- Ed's Southern Food & Spirits Expansion: 101 N. Center Street, December 5, 2015.

Other Activities or Projects that Occurred:

- The DGDC Board and Downtown Staff held their Annual Planning Retreat October 15 and 16, 2015.
- A new version of the NC Historic Tax Credits was approved. Goldsboro projects will be eligible for a 35% credit (15% State and 20% Federal).
- The TIGER V Grant Project Team had our Monthly FTA Review Meeting October 1 and had no issues.

Information Technology

Monthly Report – October, 2015

Prepared by: Scott Williams

- Upgraded Banner Financial and HR to the latest version.
- Setup a new CWA (Customer Web Access) server with the latest encryption level.
- One staff member attended a Citrix Boot Camp to learn the latest version that we will be moving to in the Spring.
- One staff member accepted to Leadership Wayne class of 2015-2016.
- Installed a new firewall at the water plant.
- Assisted Public Works with a fiber repair.
- Repaired one VM Host server due to system board failure. Plan to replace in the next three months.
- Replaced tow server hard drives; no data lost due to redundant systems being in place.
- Completed setup of free public Wi-Fi for downtown.
- Completed the setup of speakers/music for downtown.
- Completed move of all City web sites to the new server used for www.goldsboronc.gov
- Installed two additional credit card machines in the water department to expedite transactions.

2015	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Tickets Opened	305	291	359	311	271	303	319	310	387	416			327
Tickets Closed	350	276	343	290	261	281	317	284	322	431			316

2014	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Tickets Opened	363	337	275	266	305	362	353	327	394	460	271	335	338
Tickets Closed	353	267	269	329	286	378	359	317	392	446	321	286	338

Monthly Highlights

- ✓ **Building & Traffic:** Designed LED retrofit for Center St Inductive Lights - \$100 vs original \$400 replay plus energy savings
- ✓ **Building & Traffic:** Submitted LED retrofit plan for all City owned lighting - potential to save \$10k annually.
- ✓ **Building & Traffic:** 70+ misc items supporting IT (CAT-6 runs), Paramount, DGDC (Center St, Chili Cook-off)
- ✓ **Streets & Storm:** Graded / Maintained 0.6 miles of City's dirt streets
- ✓ **Streets & Storm:** Supported various Center Street projects including building pedestal for plane relocation.

Departments		2015												AVG
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Distribution & Collections	Utility Line Maint (1000-ft)	5.3	4.7	7.3	5.7	21.8	11.8	9.2	11.9	8.9	6.7			9.3
	Lines Camera'd (1000-ft)	2.0	0.6	4.7	15.2	6.3	1.5	4.2	5.3	7.1	9.7			5.7
	Water Repairs	16	25	13	13	19	21	16	12	20	14			16.9
	Sewer Repairs	2	8	2	2	2	4	4	4	17	10			5.5
	Hydrants Replaced/Fixed	0	1	7	28	7	1	3	75	59	48			22.9
	Meter Install/Changed	70	90	105	102	112	96	45	36	81	97			83.4
Bldg Maint.	Radio, Electrical, Bldg	71	127	142	162	121	134	113	118	96	119			120.3
	Sign Repairs	113	59	82	45	96	76	82	70	62	58			74.3
Garage	Total Work Orders	252	234	195	236	221	294	310	298	252	286			257.8
	Total Fuel Cost (x1000)	\$ 63	\$ 45	\$ 45	\$ 46	\$ 85	\$ 55	\$ 64	\$ 57	\$ 53	\$ 59			57.2
Refuse / Recycle	Refuse (x1000 tons)	0.9	0.6	0.9	0.9	1.0	0.8	1.0	0.9	0.9	1.0			0.9
	Recyclables (tons)	89	89	125	105	113	88	108	105	51	52			92.5
	Leaf-n-Limbs (x1000 tons)	0.6	0.5	0.9	1.0	0.9	0.8	0.9	0.8	0.7	0.9			0.8
Cemetery Funerals		4	5	3	4	3	3	4	5	10	4			4.5
Streets & Stormwater	Utility Cut Repairs	1	0	16	9	2	15	12	11	25	20			11.1
	Pot Hole Repairs	98	7	84	54	74	48	30	16	36	34			48.1
	Streets Swept (miles)							159	210	105	205			169.7
	ROW Mowing (ac)	0	0	0	22.8	45.0	19.0	42.0	40.5	42.0	0.0			21.1
	City-Owned Lots Mowing	0	0	0	62	131	127	97	127	66	102			71.2
2014														
Distribution & Collections	Utility Line Maint (1000-ft)	4.5	7.6	9.7	18.7	15.1	8.3	14.5	14.5	8.3	14.2	7.5	4.0	10.6
	Lines Camera'd (1000-ft)	Metric for Lines Camera'd not recorded in 2014												
	Water Repairs	7	13	8	8	6	14	7	4	7	13	7	15	9.1
	Sewer Repairs	2	5	3	3	4	2	8	3	4	2	2	2	3.3
	Hydrants Replaced/Fixed	5	5	16	19	11	28	23	2	10	12	21	25	14.8
	Meter Install/Changed	84	74	28	102	114	56	170	109	75	57	59	75	83.6
Bldg Maint.	Radio, Electrical, Bldg	43	87	108	92	57	82	104	101	131	97	44	98	87.0
	Sign Repairs	62	42	108	90	47	76	70	56	45	66	21	82	63.8
Garage	Total Work Orders	236	253	266	233	314	173	288	244	226	258	277	206	247.8
	Total Fuel Cost (x1000)	\$ 93	\$ 77	\$ 89	\$ 80	\$ 105	\$ 86	\$ 104	\$ 95	\$ 88	\$ 87	\$ 81	\$ 79	88.6
Refuse / Recycle	Refuse (x1000 tons)	0.9	0.8	1.0	1.2	0.9	1.0	0.9	0.9	0.9	1.3	0.7	2	1.0
	Recyclables (tons)	113	103	59	101	107	102	106	106	118	94	88	134	102.6
	Leaf-n-Limbs (x1000 tons)	0.6	0.6	0.6	0.9	0.9	0.8	1.0	0.8	0.9	1.0	1.0	1.52	0.9
Cemetery Funerals		10	7	9	6	11	8	4	2	3	5	5	6	6.3
Streets & Stormwater	Utility Cut Repairs	0	3	0	18	34	34	12	17	18	21	4	15	14.7
	Pot Hole Repairs	51	72	96	50	22	50	13	17	28	9	6	45	38.3
	Streets Swept (miles)	Metric for miles of Streets Swept not recorded in 2014												
	ROW Mowing (ac)	0	0	0	14.0	24.5	29.5	38.5	27.0	28.7	21.0	2.0	0.0	15.4
	City-Owned Lots Mowing	0	0	0	20	70	44	88	81	38	56	33	0	35.8

Finance Department
Monthly Report - October 2015

Prepared by: Kaye Scott, Finance Director

FY 2015-16

GENERAL FUND

		Actual FY '14-15	Adjusted Budget FY '15-16	Actual to Date FY '15-16	YTD % Collected
Revenues					
Tax Revenues		\$ 2,507,366	\$ 15,723,437	\$ 4,116,439	26.18%
License & Permits		213,056	357,600	146,556	40.98%
Revenue Other Agencies		5,340,150	15,905,613	5,410,582	34.02%
Charges for Services		1,500,191	4,568,956	1,508,086	33.01%
Capital Returns		38,347	6,659,912	1,948,594	29.26%
Miscellaneous Revenues		54,284	1,051,000	351,329	33.43%
FB Withdrawal/PO Appropriation			1,707,089		
Total		\$ 9,653,395	\$ 45,973,607	\$ 13,481,586	29.32%
Departmental Expenditures					
Mayor/Council		\$ 186,358	\$ 426,348	\$ 126,230	29.61%
City Manager		376,331	1,042,842	432,014	41.43%
Human Resources Management		188,419	635,867	210,289	33.07%
Community Affairs		75,679	200,550	61,390	30.61%
Paramount Theater		128,349	412,644	141,704	34.34%
Inspections		222,723	773,921	262,219	33.88%
Downtown Development		93,897	342,054	116,936	34.19%
Information Technology		342,880	1,025,458	306,280	29.87%
Public Works - Adm.		152,443	452,262	145,943	32.27%
Garage		791,001	2,085,848	729,867	34.99%
Garage Credits		(471,431)	(1,550,000)	(460,962)	29.74%
Building & Traffic Maint.		164,776	527,056	191,040	36.25%
Cemetery		117,943	322,049	111,163	34.52%
Finance		367,680	1,243,706	342,525	27.54%
Office Supplies Credits		(3,586)	(9,000)	(1,855)	20.61%
Planning & Redevelopment		576,402	1,844,676	317,130	17.19%
Postage Credits		(6,981)	(30,000)	(5,740)	19.13%
Streets & Storms - General		667,650	1,518,434	506,302	33.34%
Streets & Storms - Utilities		244,602	636,200	245,963	38.66%
Street Paving		0	480,656	68,155	14.18%
Sanitation		1,005,697	3,268,315	1,212,538	37.10%
Engineering		267,232	1,371,339	285,918	20.85%
Fire Department		2,359,532	5,916,144	2,139,460	36.16%
Police Department		3,018,750	9,205,663	2,681,466	29.13%
Animal Control			0	0	0.00%
Special Expense Fees		988,980	10,376,100	3,471,260	33.45%
Parks & Recreation		805,430	2,702,053	927,660	34.33%
Golf Course		291,993	752,422	271,615	36.10%
Total		\$ 12,952,748	\$ 45,973,607	\$ 14,836,510	32.27%

UTILITY FUND						
			Actual	Adjusted Budget	Actual to Date	YTD %
Revenues			FY '14-15	FY '15-16	FY '15-16	Collected
Charges for Services			\$ 5,083,524	\$ 15,355,100	\$ 5,235,935	34.10%
Capital Returns			5,974	8,700	3,478	39.98%
Miscellaneous Revenues			73,272	767,000	88,781	11.58%
FB Withdrawal/PO Appropriation			\$ -	\$ 2,624,881		0.00%
Total			\$ 5,162,770	\$ 18,755,681	\$ 5,328,194	28.41%
			Actual	Adjusted Budget	Actual to Date	YTD %
Departmental Expenditures			FY '14-15	FY '15-16	FY '15-16	Collected
Distribution & Collections			\$ 773,439	\$ 2,957,062	\$ 699,032	23.64%
Water Treatment Plant			1,451,154	5,900,478	1,956,805	33.16%
Water Reclamation Plant			1,600,229	8,315,253	1,759,344	21.16%
UF - Capital			217,220	673,681	344,273	51.10%
Compost Facility			207,431	909,207	229,433	25.23%
Total			\$ 4,249,472	\$ 18,755,681	\$ 4,988,887	26.60%
DOWNTOWN DISTRICT FUND						
			Actual	Adjusted Budget	Actual to Date	YTD %
Revenues			FY '14-15	FY '15-16	FY '15-16	Collected
Tax Revenues			\$ 12,258	\$ 71,698	\$ 12,629	17.61%
Capital Revenue			14	25	50	200.00%
FB Withdrawal/PO Appropriation				72,808		
Total			12,272	144,531	12,679	8.77%
			Actual	Adjusted Budget	Actual to Date	YTD %
Departmental Expenditures			FY '14-15	FY '15-16	FY '15-16	Spent
Downtown District			\$ 34,378	\$ 144,531	\$ 60,630	41.95%
Total			\$ 34,378	\$ 144,531	\$ 60,630	41.95%
OCCUPANCY TAX FUND						
			Actual	Adjusted Budget	Actual to Date	YTD %
Revenues			FY '14-15	FY '15-16	FY '15-16	Collected
Occupancy Tax/Civic Center			\$ 112,174	\$ 275,000	\$ 122,855	44.67%
Occupancy Tax/Travel & Tourism			112,174	275,000	122,855	44.67%
Capital Returns/Misc./Property Sale			\$ 665,133	\$ 200	\$ 9,311	0.00%
FB Withdrawal/PO Appropriation			\$ -	\$ 27,350		
Total			\$ 889,481	\$ 577,550	\$ 255,021	44.16%
			Actual	Adjusted Budget	Actual to Date	YTD %
Departmental Expenditures			FY '14-15	FY '15-16	FY '15-16	Collected
Civic Center			\$ 461,479	\$ 302,500	\$ 289,906	95.84%
Travel & Tourism			125,021	275,050	130,992	47.62%
Total			\$ 586,500	\$ 577,550	\$ 420,898	72.88%

PLANNING DEPARTMENT

MONTHLY REPORT – OCTOBER, 2015

Prepared by: Sally Johnson

General Tasks

During the month of October, the Planning staff served as liaison with the Planning Commission, Historic District Commission, Technical Coordinating Committee and Transportation Advisory Committee. In addition to reviewing and signing off on all commercial and residential building and sign permits, the staff has continued to prepare for upcoming meetings and has overseen contracted projects for the MTP Update, Greenway planning, a multi-use path, wayfinding signage and downtown design. On-going projects include preparation of transportation-related documents, analysis of upcoming case files and oversight of contracted tree cutting and lot mowing work. Code enforcement staff scheduled 150 hours for Community Service workers who have completed litter pick-up at a number of specified locations during the month of October.

2015

Planning Commission	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
Rezoning, CUP, Site Plans, Bd. Of Adj. and Subdivisions	4	4	4	9	0	1	4	6	3	10			45	4.5
Historic District Commission														
Certificates of Appropriateness	1	1 4 In-House	1 In-House	4 In-House	5 In-House	8 In-House	4 In-House	2/5 In-House	1/3 In-House	0/1 In-House			40	4
Code Enforcement														
Grass Cutting	0	0	0	9/\$600	83/\$4,715	42/\$625	83/\$4,585	49/\$2,840	62/\$4125	67/\$3635			394/\$21,125	39
Repeat Offenders	0	0	0	8	38	34	79	47	58	46			310	31
Junk Vehicles Tagged/Towed	2/0	4/0	2/0	0/0	0/0	0/0	0/0	0/0	2/0	20/4			33/4	3
Illegal Signs Removed	150	150	75	30	150	20	5	5	40	50			635	64

2014

Planning Commission	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
Rezoning, CUP, Site Plans, Bd. of Adj. and Subdivisions	8	8	6	3	2	5	8	5	4	7	0	0	56	5.0
Historic District Commission														
Certificates of Appropriateness	2	1	3	8	1	1	0	1	1	2	4	0	25	2.1
Code Enforcement														
Grass Cutting/Cost	0	0	0	24/\$1,470	47/\$2,675	85/\$5280	103/\$6020	99/\$6422	83/\$5,070	55/\$3155	14/\$1035	0	510/\$31,127	37
Repeat Offenders	0	0	0	23	41	68	91	92	59	50	10	0	342	31
Junk Vehicles Tagged/Towed	0	4/3	8/2	8/2	17/3	11/0	15/3	12/1	8/0	7/0	5/0	8/4	91/16	8/1
Illegal Signs Removed	0	17	52	25	50	50	12	20	20	20	200	0	446	37

**ENGINEERING DEPARTMENT
MONTHLY REPORT - OCTOBER 2015**

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

Stoney Creek Sanitary Sewer Outfall Rehabilitation Project

- NCDENR issued final approval of the engineering report on March 2, 2015;
- NCDENR is reviewing the plans and specifications.

Stoney Creek Stream Enhancement – Phase II

- Fluvial Solutions, Inc. submitted the low bid of \$285,140.00 on September 28, 2015;
- A preconstruction conference was held on October 23rd and a notice to proceed date is scheduled for November 30, 2015.

Berkeley Boulevard Widening Project

- NCDOT has contracted with Fred Smith Company of Raleigh, NC;
- Work has started and the intermediate completion date is June 2016;
- The final completion date is December 2016.

New Hope Road Multi-Use Path

- Staff has completed revisions and updates based on the project being phased as approved by NCDOT;
- Staff will present a supplemental agreement to City Council in November that will reflect the revised construction date and the additional FHWA/NCDOT funding committed to the project.

2015 Bituminous Resurfacing Project

- City Council awarded the resurfacing project to Barnhill Contracting Company on September 8, 2015 for \$478,261.00;
- A preconstruction conference was held October 13th and a notice to proceed date is scheduled for November 9, 2015.

2015 Priority Sewer Rehabilitation Project – Phase 2

- City Council awarded the project to Herring-Rivenbark, Inc. on March 16, 2015 for \$1,304,613.50;
- A preconstruction conference was held on May 14th with a notice to proceed date of June 8, 2015;
- Phase II construction is underway and scheduled for completion on December 8, 2015.

2015 Priority Sewer Rehabilitation Project – Phase 3

- Staff negotiated an engineering services contract with McKim and Creed to collect data for an additional 39,000 LF of sewer line and develop recommendations for future rehabilitation projects;
- Staff negotiated an engineering design services contract with McKim and Creed;
- McKim and Creed is currently developing plans and specifications for a construction project to be let for bids in early 2016.

Balsam Place Sanitary Sewer Improvement Project

- Keen Plumbing Company submitted the low bid of \$123,472.00 on September 28th for construction of a 10-inch sanitary sewer line along Balsam Place from Amherst Road to the terminus of Balsam Place;
- A preconstruction conference was held on October 12th and a notice to proceed date is scheduled for November 2, 2015.

TIGER Grant Projects

- Center Street Streetscape:
 - Northbound side opened for traffic;
 - Landscaping completed;
 - Paving and striping completed;
 - Ribbon cutting ceremony scheduled for November 2, 2015.

Goldsboro Country Club Project

- Engineering and building construction evaluation under way for proposed renovations;
- Interior work ongoing;
- Exterior demolition ongoing;
- Tennis court irrigation complete.

WA Foster Center Project

- Contractor has installed the building foundation, walls, roof trusses, roofing panels, storm drainage, water and sewer lines, and graded the access roads off John Street and House Street;
- Project is on schedule.

Police Station Evidence/Storage Facility Project

- The building project is currently under evaluation by an architect;
- A building design contract is projected to be presented to City Council on November 16, 2015.

Gateway Bus Parking at Public Works Complex Project

- Engineering staff provided design layout;
- Staff is reviewing options for the final design of the project.

Best Management Practices (BMPs) Inspections

- Approximately 220 BMPs have been approved and 162 BMPs have been constructed to date;
- All BMP inspections have been completed through the month October.

Goldsboro Fire Department Monthly Report – October 2015

Report Prepared By: Gary Whaley GW/CL

Fire Prevention and Outreach

- October 3rd – Fire Prevention Activity – New Greenleaf Church of Christ Community Day
- October 5th – Fire Prevention Activity – Bright Beginnings Christian Center
- October 6th – Fire Prevention Activity – Faith Christian Academy
- October 7th – Fire Prevention Activity – School Street Elementary School
- October 7th – Fire Prevention Activity – Wayne Country Day School
- October 8th - Fire Prevention Activity – Wages
- October 9th - Fire Prevention Activity – Wayne Christian School
- October 9th - Fire Prevention Activity – Carver Heights Elementary School
- October 12th - Fire Prevention Activity – Happy Days Daycare
- October 12th - Fire Prevention Activity – Station 5 Tour
- October 13th – Participated at the Think Pink Breast Cancer Awareness Walk
- October 14th - Fire Prevention Activity – Kids R Us Day Care
- October 14th – Fire Prevention Activity – Station 1 Tour
- October 15th - Fire Prevention Activity – Small World Daycare
- October 15th - Fire Prevention Activity – Station 1 Tour
- October 21st - Fire Prevention Activity – Protestant Pre School & Kindergarten
- October 21st - Fire Prevention Activity – Station 1 Tour
- October 22nd - Fire Prevention Activity – Wayne Community College Child Care Center
- October 22nd – Participated in the Career Fair at YMCA
- October 22nd - Fire Prevention Activity – The Lord’s Table Fall Festival
- October 23rd - Fire Prevention Activity – St. Mary’s School
- October 24th – Fire Prevention Activity – Kids Fest – Berkeley Mall
- October 24th – Fire Prevention Activity – Adamsville Baptist Church
- October 28th – Fire Prevention Activity – First Baptist Church Trunk or Treat Event
- October 29th – Fire Prevention Activity – Station 2 Tour
- October 29th – Fire Prevention Activity – Edgewood School
- October 29th – Fire Prevention Activity – Rebuilding Broken Places Christian Academy & Child Care Center
- October 30th - Fire Prevention Activity – Daniels United Methodist Church Fall Event

**October is Fire Prevention month and this year’s saying was
“Hear the Beep when you Sleep. Every bedroom needs a working smoke alarm.”**

Working Structure Fires

- 10/2 – 510 S. George St
- 10/3 – 2493 S US 117 HWY
- 10/18 – 1718 Edgerton St.
- 10/20 – 513 E. Chestnut St.
- 10/21 – 200 Beale St Apt. A

- 10/24 – 611 N. William St.
- 10/26 – 2101 N. William St.

Working Vehicle Fires

- 10/12 – 1402 E. Ash St.
- 10/17 – 138 S. Marion Dr.
- 10/21 – 400 Woodrow St.
- 10/28 – 1009 Slaughter St.

2015	Jan.	Feb.	Mar.	Apr.	May	Jun.	July	Aug.	Sept.	Oct.	Nov.	Dec.	Avg.
Total Incidents:	202	210	196	179	187	224	207	181	227	199			201
Structure Fires:	8	5	6	9	6	6	5	7	1	7			6
EMS Calls:	67	70	91	73	68	75	85	70	91	76			77
Vehicle Accidents:	40	33	28	31	25	48	28	28	40	35			34
Fire Alarms:	39	46	29	34	40	52	50	31	53	36			41
Other:	48	56	42	32	48	43	39	45	42	45			44
Training Hours:	2018	2029	2257	1820	1586	1839	1787	2266	2093	2018			1971
Safety Car Seat Checks:	13	9	12	13	11	4	3	9	12	15			10
Inspections:	41	56	154	115	123	84	124	74	62	57			89
2014	Jan.	Feb.	Mar.	Apr.	May	Jun.	July	Aug.	Sept.	Oct.	Nov.	Dec.	Avg.
Total Incidents:	164	161	173	174	172	168	187	178	164	177	188	207	176
Structure Fires:	6	10	9	8	4	10	11	2	4	6	2	12	7
EMS Calls:	48	49	66	59	68	61	70	59	68	64	54	69	61
Vehicle Accidents:	25	28	31	37	29	28	37	28	24	51	46	55	35
Fire Alarms:	41	28	27	33	37	27	35	37	50	36	44	33	36
Other:	44	46	40	37	34	42	34	52	18	20	42	38	37
Training Hours:	1467	1843	1755	1992	1643	1910	1718	1372	1678	1561	1483	1122	1628
Safety Car Seat Checks:	7	21	14	17	20	21	6	24	18	13	23	15	17
Inspections:	92	102	190	149	90	58	112	65	131	73	54	55	98

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

Goldsboro Police Department Monthly Report -October 2015

Report Prepared by: Michael D. West MDW/KB

Total UCR offenses (homicide, rape, robbery, assault, burglary, motor vehicle theft and arson for October 2015 were 289 compared to 276 for September 2015.

Property with an estimated value of \$188,605 was reported stolen while property with an estimated value of \$59,999 was recovered.

Officers arrested 195 people and 455 citations were issued during the month. There were 39 drug -related charges.

There were 1 report(s) of assault on an officer.

Revenue collected for October 2015 included:

Police Reports	\$211.00
Fingerprints	\$100.00

UCR COMPARISON & TREND													
2015	Jan	Feb	Mar	Apr	May	Jun	July	Aug.	Sept	Oct	Nov	Dec	AVG
OFFENSE													
Homicide	0	0	0	1	0	1	0	3	1	2			0.8
Rape(&attempts)	0	0	2	0	0	0	0	0	0	0			0.2
Robbery	7	3	4	5	2	7	6	4	4	12			5.4
Aggravated Assault	21	10	26	13	23	45	31	55	21	40			28.5
Simple Assault	36	20	38	31	43	47	46	41	35	32			36.9
Breaking & Entering	34	22	27	49	49	57	43	35	51	60			42.7
Larceny	127	91	124	120	159	134	173	147	159	135			136.9
Motor Vehicle Theft	5	7	0	8	6	6	15	11	5	7			7.0
Arson	0	0	0	0	0	0	0	0	0	1			0.1
TOTALS	230	153	221	227	282	297	314	296	276	289			258.5
2014	Jan	Feb	Mar	Apr	May	Jun	July	Aug.	Sept	Oct	Nov	Dec	AVG
OFFENSE													
Homicide	1	0	0	0	1	0	1	0	1	1	0	1	0.5
Rape(&attempts)	0	1	0	0	0	0	0	0	0	0	0	0	0.1
Robbery	13	2	5	11	5	2	7	6	10	5	5	4	6.3
Aggravated Assault	7	10	16	22	13	20	24	24	25	45	42	11	21.6
Simple Assault	25	25	28	24	28	34	17	31	38	40	32	29	29.3
Breaking & Entering	40	27	43	45	57	32	29	49	36	37	32	36	38.6
Larceny	136	99	139	152	168	127	138	144	114	163	142	149	139.3
Motor Vehicle Theft	6	3	4	4	13	16	6	9	10	9	6	5	7.6
Arson	0	0	1	0	1	0	2	1	1	0	6	0	1.0
TOTALS	228	167	236	258	286	231	224	264	235	300	265	235	244.1

[illegible]

Public Utilities Department Monthly Report- October 2015

Report prepared by: Karen Brashear

Water Reclamation Facility

The Water Reclamation Facility operations are proceeding smoothly. All of the city's 26 pump stations are operating well with no problems to report.

Water Treatment Plant

The Water Treatment Plant operations are proceeding smoothly.

Compost Facility

One hundred eighty four cubic yards of compost/mulch was sold in October 2015. The Compost Facility is running smoothly. One of the compost agitators has been shipped to the factory and is currently being rehabilitated.

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

2015 MGD	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Monthly Average
Water	4.315	4.659	4.280	4.367	5.579	5.401	5.276	5.106	4.909	4.676			4.857
Sewer	11.94	10.39	13.13	12.08	11.79	8.41	7.63	6.79	7.23	9.21			9.86
CY Compost	159	64	469	1032	665	429	286	498	400	184			419

2014 MGD	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Monthly Average
Water	4.586	4.629	4.449	4.467	4.953	5.176	5.023	4.862	4.803	4.629	4.328	4.208	4.694
Sewer	9.75	10.37	11.19	9.51	13.10	8.17	8.20	11.57	11.17	8.49	6.71	8.76	9.75
CY Compost	246	198	471	763	976	521	516	143	281	309	129	245	400



Travel & Tourism Department Monthly Report – October 2015

Prepared by: Betsy Rosemann, Director

- The TTO (Travel & Tourism Office) fulfilled 56 inquiries for the month of October.
- 210 promotional items for family reunions and visitors were distributed.
- County-wide hotel occupancy increased .8% for August, bringing the total occupancy to 59.0%.
- Total hotel revenue generated in August was \$1,661,072 which was a 10.6% increase over 2014.
- Susan Kelly, Editor from Our State magazine, was a guest speaker for an October 7th luncheon hosted by Wayne Community College Foundation. After the event Betsy Rosemann took Mrs. Kelly on a tour of Goldsboro. Points of interest were the Paramount Theatre, the Veteran's Memorial, Union Station and the historic downtown area.
- A ribbon cutting for the new Town Place Suites by Marriott was held on October 8th. The gathering was well attended by the tourism office, County Commissioners, Mayor, City Council and area business leaders.
- The 2015 USTA NC State Singles Championship, held on October 9th – 11th was a tremendous success. Approximately, 460 players competed in the 3 day event. 48 tennis courts were utilized throughout Wayne County and Greene County. Players visited area shops and restaurants during their stay. Economic impact of the event exceeded \$200,000.
- On October 15th, Goldsboro Wayne County Travel & Tourism hosted the NC Coast Host Quarterly Meeting at the Best Western Plus.
- Betsy attended Business After Hours at the Hampton Inn on the evening of October 15th.
- The Wayne County Chamber of Commerce hosted a Leadership Luncheon held at Lane Tree on October 22nd. Betsy attended the event.
- Betsy traveled to New Bern on October 29th to participate in a meeting of the North Carolina Festivals and Events education committee. Betsy is the committee chair.
- Advertising placed in October:
 - News & Observer Online Banner ad – Run for the Fallen, hosted by SJAFB

Occupancy Tax Collections YTD

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD	Average
2015	\$45,481	\$55,400	\$55,811	\$61,412	\$61,028	\$63,983	\$60,865	\$59,833					\$463,813	\$57,976
2014	\$55,941	\$49,095	\$42,148	\$49,886	\$54,001	\$37,148	\$77,739	\$55,459	\$53,322	\$43,632	\$41,980	\$33,130	\$593,481	\$49,457
2013	\$44,097	\$53,434	\$37,271	\$55,984	\$59,385	\$55,999	\$50,239	\$49,618	\$45,554	\$63,415	\$37,729	\$20,824	\$573,549	\$47,796
2012	\$56,022	\$62,755	\$23,972	\$87,818	\$65,304	\$55,674	\$51,793	\$55,809	\$49,572	\$44,528	\$44,086	\$36,851	\$634,184	\$52,849