

1. Agenda Packet

Documents:

[APRIL 3, 2018 AGENDA PACKET.PDF](#)

2. Meeting Materials



Photos will be [POSTED ON FLICKR](#).

Documents:

[AFTER ACTION MEMORANDUM.PDF](#)

[APRIL 2018 CALENDAR.PDF](#)

AGENDA



**CITY OF LENOIR
CITY COUNCIL MEETING
CITY/COUNTY CHAMBERS
905 WEST AVENUE
TUESDAY, APRIL 3, 2018
6:00 P.M.**



I. CALL TO ORDER

- A. Moment of Silence & Pledge of Allegiance
- B. Special Recognition; Fair Housing Month: Mayor Gibbons will present a proclamation to Ms. Lauren Hart, Catawba Valley Realtors Association, proclaiming the month of April as "Fair Housing Month" throughout the City of Lenoir and Caldwell County.
- C. Annual Report; Police Department: Scott Brown, Chief of Police, will present the Department's Annual Report for FY2017 to City Council.

II. MATTERS SCHEDULED FOR PUBLIC HEARINGS

III. CONSENT AGENDA ITEMS

- A. Minutes: Approval of the minutes of the City Council Meeting of Tuesday, March 20, 2018 as submitted.
- B. Tax Fund Releases: Approval of the submitted Tax Fund Releases for April 2018 in accordance with N.C.G.S. 105-381.
- C. Bid Award; J.E. Broyhill Park Improvements Project: Staff recommends that Council award the low bid of \$68,956.06 to Roy Hall Construction for a new Restroom Facility at the J. E. Broyhill Park.

IV. REQUESTS AND PETITIONS OF CITIZENS

V. REPORTS OF BOARDS AND COMMISSIONS

VI. REPORT AND RECOMMENDATIONS OF THE CITY MANAGER

- A. Items of Information
 - 1. The Foothills Regional Airport Authority will meet on Monday, April 4 at noon.
 - 2. A Cruise-In will be held on Saturday, April 7 beginning at 4:00 p.m. in downtown Lenoir.
 - 3. The City/County Services Committee will meet on Monday, April 9 at 11:45 a.m.
 - 4. The Caldwell County Economic Development Commission will meet on Tuesday, April 10 at 8:00 a.m.
 - 5. The ABC Board will meet on Thursday, April 12 at 2:00 p.m. at Lenoir Store #1 located at 115 ABC Court.
 - 6. The NCDOT's Annual Litter Sweep Campaign begins on Saturday, April 14 and ends on Saturday, April 28. Citizens are encouraged to participate.

7. The Parks and Recreation Advisory Board will meet on Monday, April 16 at 6:00 p.m. at the LHS Auditorium.
8. The Sanitation Division's Annual Spring Trash Bash Week will be held the week of April 16 through 20. The City of Lenoir is also conducting a contest to encourage residents and businesses to help keep Lenoir Litter Free. Additional information is available online at www.cityoflenoir.com.

B. Items for Council Action

VII. REPORT AND RECOMMENDATIONS OF THE CITY ATTORNEY

VIII. REPORT AND RECOMMENDATIONS OF THE MAYOR

- A. Notifications; Authorities, Boards & Commissions: Mayor Gibbons will announce a vacancy currently exists on the Lenoir Planning Board due to the resignation of Mattie Patterson and also on the Parks and Recreation Advisory Board due to the resignation of Lemuel Patterson. Mayor Gibbons will further announce the following Board Re-Appointments for consideration of approval at the April 17, 2018 City Council Meeting.

Lenoir Business Advisory Board

Barbara Weiller

Board of Adjustments

James Bradshaw

Mac Martin

Tim Scobie

IX. REPORT AND RECOMMENDATIONS OF COUNCILMEMBERS

- A. Closed Session: Pursuant to N.C.G.S. §143-318.11(a), (5), City Council will enter into closed session to a property acquisition.

X. ADJOURNMENT



CITY MANAGER
SCOTT E. HILDEBRAN

CITY OF LENOIR
NORTH CAROLINA

MAYOR
JOSEPH L. GIBBONS

CITY COUNCIL
J. T. BEAL
T. H. PERDUE
J. I. PERKINS
T. J. ROHR
D. F. STEVENS
C. D. THOMAS
B. K. WILLIS

PROCLAMATION

FAIR HOUSING MONTH

WHEREAS, April 11, 2018 marks the 50th anniversary of the passage of the U.S. Fair Housing Law, Title VIII of the Civil Rights Act of 1968, as amended, which enunciates a national policy of Fair Housing without regard to race, color, creed, national origin, sex, familial status, and handicap, and encourages fair housing opportunities for all citizens; and

WHEREAS, the Catawba Valley Association of Realtors is committed to highlighting the Fair Housing Law, Title VIII of the Civil Rights Act of 1968, by continuing to address discrimination in our community, supporting programs that will educate the public about the right to equal housing opportunities, and planning partnership efforts with other organizations to help assure every American of their right to fair housing.

NOW, THEREFORE, I, Joseph L. Gibbons, Mayor of the City of Lenoir, North Carolina, and on behalf of the Lenoir City Council, do hereby resolve that April 2018, being *Fair Housing Month*, begins a year-long commemoration of the U.S. Fair Housing Law in the City of Lenoir and urge all citizens to wholeheartedly recognize this celebration throughout the year.

Adopted this the 3rd day of April, 2018.

SEAL

Joseph L. Gibbons, Mayor

ATTEST:

Shirley M. Cannon, City Clerk



LENOIR POLICE

2017

ANNUAL REPORT



www.cityoflenoir.com

R. Scott Brown, Chief of Police

828-757-2156 (office)

sbrown@ci.lenoir.nc.us**Couby L. Stilwell, Criminal Investigations Division Commander**

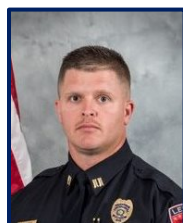
828-757-2104 (office)

cstilwell@ci.lenoir.nc.us**A. Brent Phelps, Support Services Division Commander**

828-757-0471 (office)

bphelps@ci.lenoir.nc.us**Andy Wilson, Patrol Division Commander**

828-757-2125 (office)

awilson@ci.lenoir.nc.us

Communications Center**24/7**

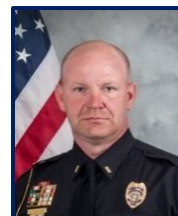
Non-Emergency 828-757-2100

Emergency 911

Records Section**M-F 8:00 AM - 5:00 PM**

828-757-2147

828-757-2103 (fax)

LT Chris Robinson**Patrol – A Platoon Commander****828-757-2150**crobinson@ci.lenoir.nc.us**LT Jody Herman****Patrol – B Platoon Commander****828-757-2148**jherman@ci.lenoir.nc.us**LT Chris Mills****Community Services – C Platoon Commander****828-757-2144**cmills@ci.lenoir.nc.us**LT Mark Barlowe****Criminal Investigations****828-757-2115**mbarlowe@ci.lenoir.nc.us**LT Brian Smith****Training Coordinator****828-757-2155**bsmith@ci.lenoir.nc.us

From the Office of the Chief of Police

R. Scott Brown

I am proud to present this Annual Report on behalf of the dedicated men and women of the Lenoir Police Department. We hope you find the information to be informative and beneficial.

Our department continues to look for ways to improve our overall service to the community. Our core principles of Courage, Character, and Accountability guide our decision-making as we work to combat crime and enhance the safety and quality of life in the City of Lenoir. We are committed to quality training and effective enforcement, active involvement in community projects and business development, and working with other agencies in a combined effort to provide a safe and stable environment for all who live, work, and play in our city. Our leadership team has remained vigilant in allocating resources as effectively and efficiently as possible, while our bi-weekly C.O.R.E. meetings allow us to discuss the most significant current issues. We are trying to work smarter in everything we do.

As you review this report, I hope you recognize not only a theme of working smarter, but also of working harder. Our Command Staff, like our City Administration, is committed to providing our people with the highest possible level of support, both personally and professionally, and this commitment is generating tremendous results. Believing in our people and giving them the training, tools, and backing to be the best they can be is important in our profession and makes great performance and accountability much easier to achieve. Our people are free to think and be creative in attacking crime issues in our city and the data shows this approach is working.

The following are some highlights from this report:

- Part I Property Crime – Down 6% from 2016
 - o Breaking & Entering – Down 7% from 2016
 - o Auto Larceny – Down 4% from 2016
 - o Overall Community Crime – Down 12% from 2016
 - o Arrests for Community Crime – Down 15% from 2016
- Traffic Enforcement
 - o Citations – Down 11% from 2016
 - o Warning Citations – Up 5% from 2016
 - o Personal Injury Crashes – Down 20% from 2016
 - o Overall Crashes – Down 1% from 2016
 - o 2 Fatalities – 2 Passengers and 1 Driver
- Investigations
 - o Recovered Property – \$ 218,622 was recovered in 2017
 - o Drug Seizures - \$ 66,321 was recovered in 2017
 - o Medicine Drop
 - Permanent Box – 453 pounds
 - 4 Off-Site Events – 21 pounds

- Communications

- o Police Service Calls – 25,062 – Up 5% from 2016
- o Processed CAD Calls – 43,213 - Down 3% from 2016
- o Officer Initiated Activities – 26,263 - Down 9% from 2016

The men and women of the Lenoir Police Department are proud to be a part of the City of Lenoir and will continue to work hard to provide the highest standard of law enforcement and customer service to its citizens. We recognize the budgetary challenges the City faces and commit ourselves to being good stewards of the taxpayers' money while never sacrificing the high level of character and professionalism expected and deserved by our community. We thank you for the opportunity to serve and look forward to another successful year.

Please feel free to contact me or any member of my staff at any time. We understand public safety takes more than professional law enforcement – it takes a community.



COURAGE ~ CHARACTER ~ ACCOUNTABILITY

Highlights for the Year 2017

Support Services:

- Telecommunicators were recognized during National Telecommunicators Appreciation Week.
- The following supervisory promotions took place throughout the year: Sherry Felts as Records Supervisor and Jackie Kerley to Communications Director.
- Lieutenant Dwayne Pruitt retired with 30 years under the Local Government Retirement System.
- A number of tour groups were accommodated throughout the year.
- The department held an annual National Night Out event in Downtown Lenoir, offering a night of free food, games, informational booths, and prizes.
- Communications Director Jackie Kerley was voted Employee of the Year by the employees.
- The department received a number of donations throughout the year: a canine/feline microchip scanner for public use was donated by the Caldwell Animal Rescue group. Vested Interest in K9s donated bullet/stab protective vests for canines Axel, Mato and Cerik. CPA Veteran Harvey Dancy passed away and left a significant monetary donation to the department.
- Department members assisted with Applicant Oral Boards within and outside the department, as well as worked with Interns and served as Mentors for students throughout the year.
- Members of the department participated in bi-weekly **C.O.R.E.** meetings, leading to a number of operations geared toward the prevention and/or reduction of specific criminal activity throughout the city.
- Members of the department participated in the review and revision of multiple department policies and City Ordinances. One key example is the adoption of a False Alarm Ordinance. This ordinance is intended to reduce unnecessary police response to repeated false alarms, thereby reducing risk and waste and improving the efficiency of police operations and allocation of limited resources.
- Chief Scott Brown continued to serve in the following capacities: NC League of Municipalities Police Chief's Advisory Council; member of the Board of Directors for Caldwell Hospice and Palliative Care; member of the Robin's Nest Children's Advocacy Center Board of Directors; member of the Caldwell Community College Emergency Services Advisory Council, Caldwell County Dangerous Dogs Appeals Board, NCACP Alarm Committee, and the Caldwell County Schools Crisis Management Team.
- Captain Brent Phelps continued to serve as Chair on the Shelter Home of Caldwell County Board of Directors, Regional Representative for the NC FBI National Academy Associates, as well as the Domestic Preparedness Region 8 Team, Caldwell County Incident Management Response Team and Lenoir Customer Service Design Team.

Criminal Investigations Division:

- The following employee received the Advanced Law Enforcement Certificate from NC Criminal Justice Training and Standards Commission: Thai Lee.
- The following employee received the Intermediate Law Enforcement Certificate from NC Criminal Justice Training and Standards Commission: Martin Crisp.
- The following supervisory promotions took place throughout the year: Mark Barlowe to Lieutenant and Patrick Moser to Sergeant.
- Members participated and/or assisted with the Robin's Nest Children's Advocacy Center board meetings, multi-disciplinary team meetings, Crime Stoppers golf tournament, Toys for Tots, Project Lazarus, Cops in Shops, Internship, Task Force, fundraising, training, and other events throughout the year.
- 2 Operation Medicine Drops were conducted at CVS Pharmacy throughout the year. 8 pounds were collected in April and 13 pounds were collected in October. In addition, a drop box was on-hand at a HHS football game in September and at NNO in October, but no medicine was turned in at either of these events. The permanent medicine drop box in the lobby took in 453 pounds.
- Members participated and/or assisted with the Lenoir/Caldwell County Crime Stoppers coordination and fundraising efforts.
- Sergeant Greg Snider received the Top Gun Award for best In-Service Firearms score. The Criminal Investigations Division received the honor of holding the trophy for best Division Score.
- Lieutenant Mark Barlowe served on the Caldwell County Child Protection/Child Fatality Prevention Team.
- Sergeant Eddie Keefer served as a non-voting member of the ABC Board.
- Captain Couby Stilwell served on the Robin's Nest Multi-Disciplinary Team and continued his roles as Coordinator for the Lenoir / Caldwell County Crime Stoppers and Co-Coordinator for the Caldwell County Project Lazarus Coalition. Records Secretary Brooklyn Coffey served as Crime Stoppers Secretary. Lieutenant Mark Barlowe and Telecommunicator Shelly Hartley served as Crime Stoppers Associate Board Members.

Patrol Division:

- The following supervisory promotion(s) took place: John Gibson to Sergeant and Joseph Hamrick to Corporal.
- The following employees received the Advanced Law Enforcement Certificate from NC Criminal Justice Training and Standards Commission: Nathaneal Blache and Scott Kanupp.
- The following employees received the Intermediate Law Enforcement Certificate from NC Criminal Justice Training and Standards Commission: Marshall Ruppard, Joseph Hamrick, Mark Coffey, Justin Reid, John Gibson and Jennifer Gonzales.
- Lieutenant Daryl Cornett retired with 20 years under the Local Government Retirement System.
- Sergeant Chris Bumgarner was voted Officer of the Year by members of the department.
- The following employees were presented with Medals of Valor for their heroism, courage, and bravery shown during 2 separate life-threatening incidents in 2017: Marcus Hartley, Derek Brown, Joseph Hamrick, Stella Coffey, and Jorge Jarquin; Brett Ingram and Brandon MacLeod.
- The 12th Annual 10-week Citizens Canine Academy was conducted with 19 participants.
- Members of the department conducted the 12th Annual Citizens Police Academy with 25 participants. The program was extended back to its original 8 week curriculum (due to participant feedback) from 2016's 6 week program.
- The department participated in the Caldwell County Task Force Multi-Agency Enforcement Initiative that was conducted throughout the city and county. Campaigns were coordinated through the Governor's Highway Safety Program and included Seat Belt Enforcement, Booze-It & Lose-It, and Click-It or Ticket.
- Captain Andy Wilson served on the Caldwell County Mental Health Work Group, Caldwell County Schools Crisis Management Team, Caldwell County Local Emergency Planning Council, as well as Board Member of the Caldwell Council on Adolescent Health and Communities in Schools.

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MISSION STATEMENT

It is the mission of the Lenoir Police Department to work in partnership with the community to anticipate, define, and meet the needs of our city in the areas of public safety, community well-being, and law enforcement.

VISION STATEMENT

It is the vision of the Lenoir Police Department to continue our pursuit of excellence by providing the highest quality of police services, enhancing public safety, and improving the quality of life for future generations.

CORE VALUES AND PRINCIPLES

We, as members of the Lenoir Police Department, believe in the **Core Values** of:

- **Mutual Respect** of the unique qualities of each individual who contributes to the overall well-being of our department and the community we serve;
- **Integrity and Ethical Behavior**, serving all people with honesty, compassion, and respect;
- **Open Partnership** between the police and the community;
- **Public Service** to be responsive, courteous, and effective;
- **Professionalism** by staying current with new trends and standards in the field of law enforcement;

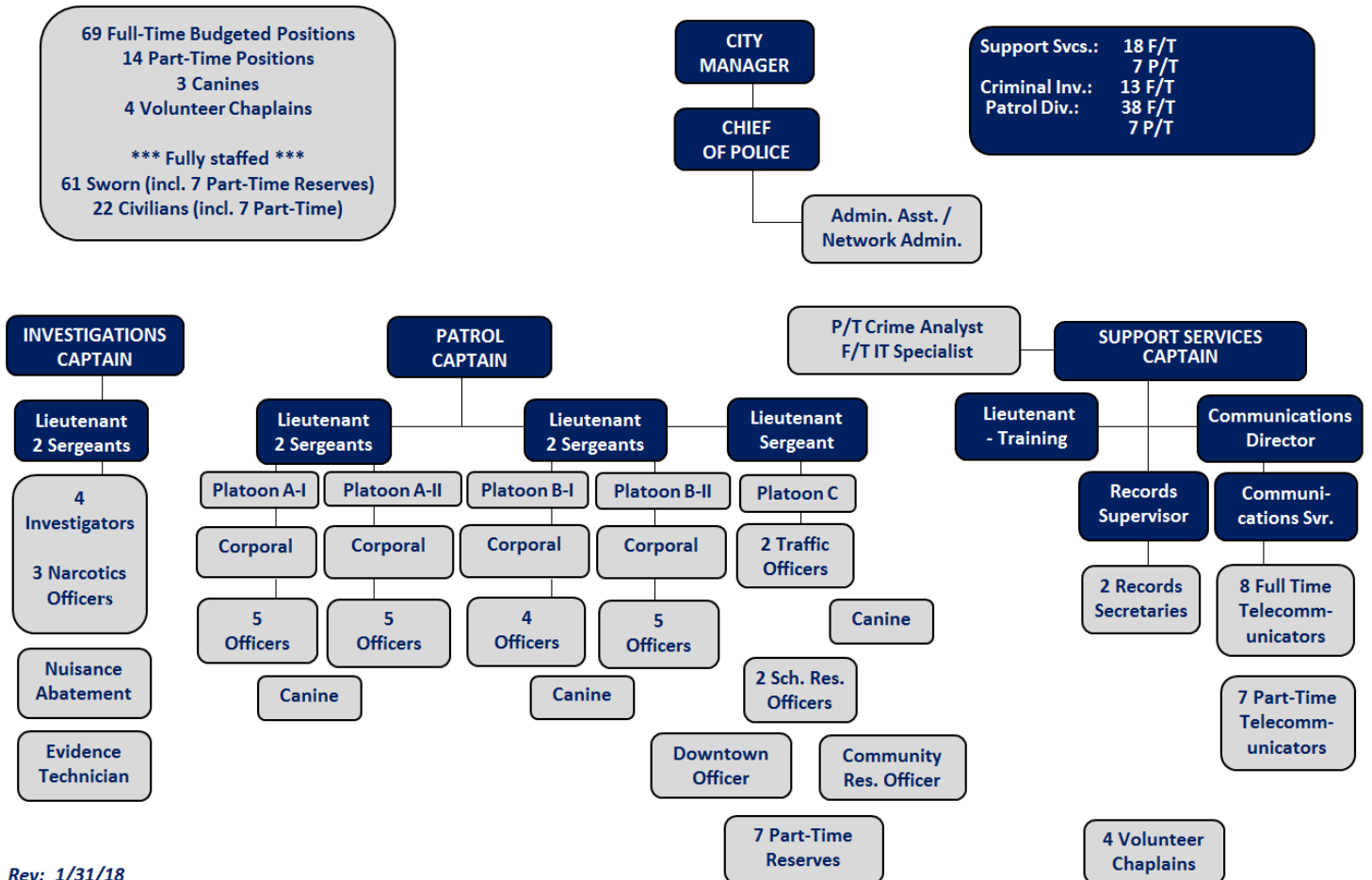
We, as members of the Lenoir Police Department, exercise the **Core Principles** of:

- **Courage** to do what is morally and legally solid, despite fear of criticism, retribution, or physical injury;
- **Character** to serve first, then lead, in a fair, honest, and ethical manner;
- **Accountability** in holding ourselves and our colleagues to an unimpeachable standard of professional behavior and service.

SERVICE ~ JUSTICE ~ FUNDAMENTAL FAIRNESS



Organizational Structure



Rev: 1/31/18

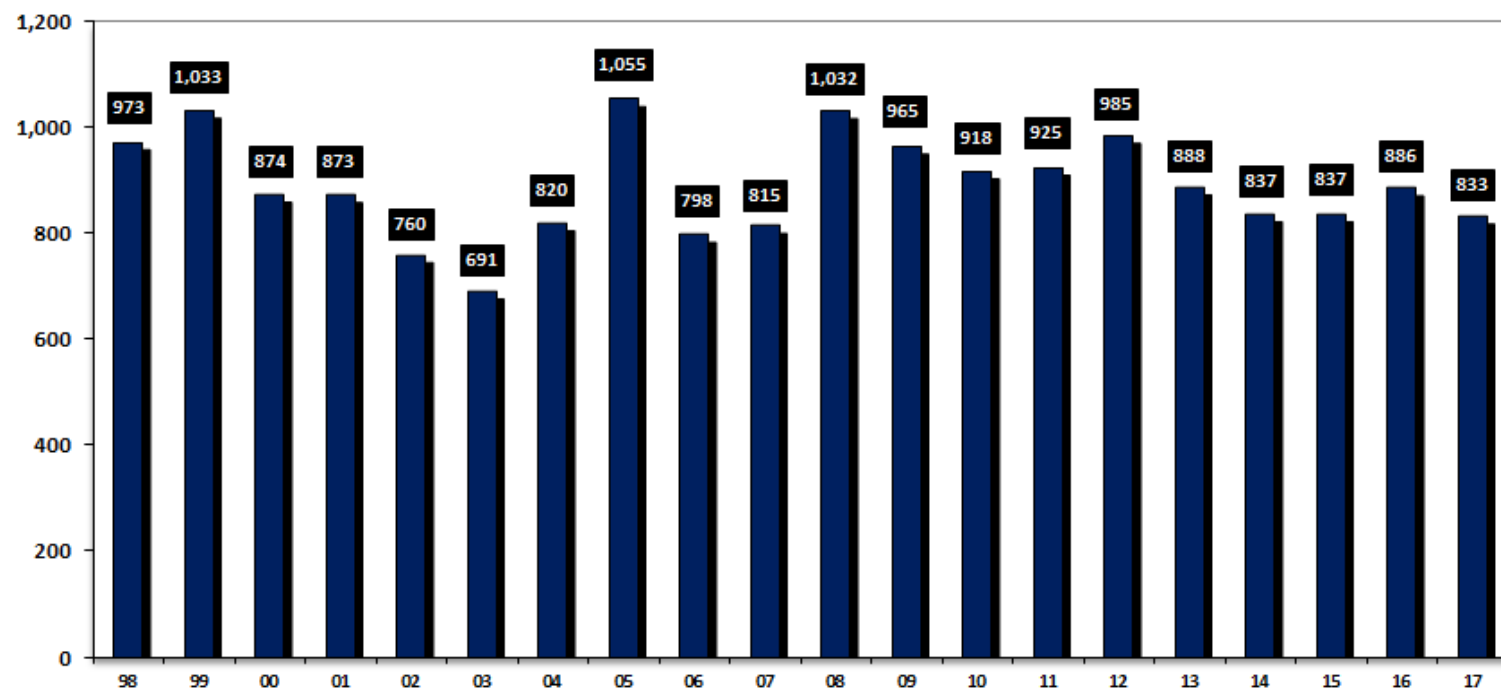
Support Services	
Chief	1
Captain	1
Lieutenant/Training Coordinator	1
Administrative Assistant / Network Admin.	1
IT Specialist (Full-Time)	1
Communications Director	1
Communications Supervisor	1
Communications Personnel	8
Communications (Part-Time)	6
Records Supervisor	1
Records Specialists	2
Crime Analyst (Part-Time)	1
Full-Time Civilians (15) and Sworn Officers (3):	18
Part-Time Civilians:	7
Volunteer Chaplains:	4

Investigations	
Captain	1
Investigations Lieutenant	1
Investigations Sergeants	2
Investigators	6
Nuisance Abatement Investigator	1
Narcotics / VICE Investigators	2
Full-Time Sworn Investigators:	13

Patrol Division	
Captain	1
Patrol Lieutenants	3
Patrol Sergeants	5
Patrol Corporals	4
Patrol Officers	22
School and Community Resource Officers ¹	3
Auxiliary / Reserve Officers (Part-Time)	7
Full-Time Sworn Officers:	38
Part-Time Sworn Auxiliary / Reserve Officers:	7
Canines (Axel, Mato, Cerik):	3

Total Full-Time Positions (15 Civilians, 54 Sworn Officers):	69
Total Part-Time Positions (7 Civilians, 7 Sworn Officers):	14
Canines:	3
Volunteer Chaplains:	4

¹ High School SRO partnership position's salary and benefits are paid by the School System. Beginning school year 08/09, Middle School SRO position's salary and benefits was funded at 100%.

Part 1 Crimes 1998 through 2017

Part 1 Crime Comparison – Violent Crimes

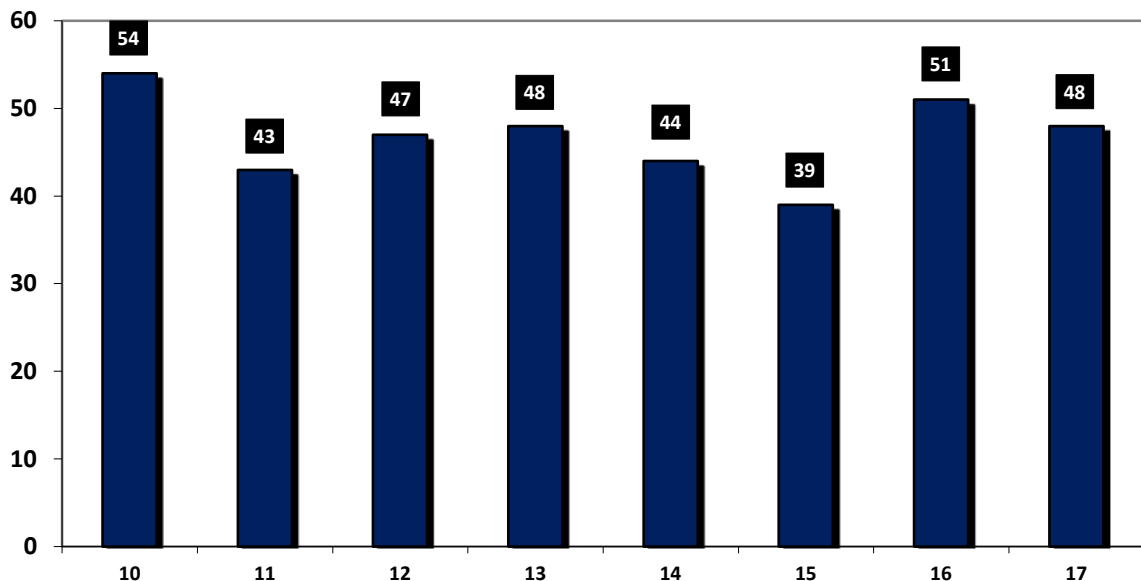
Cities and states review “Part 1 Crimes” in determining the rise and fall in the crime rates nationally. Uniform Crime Reporting standards work to compare cities and states in a standard way. The crimes captured under the “Part 1 Crimes” category are those used for national comparison.

“Part 1 Crimes” is inclusive of two separate break downs of the following categories: violent crimes and property crimes. Numbers for the last four years for violent crimes are depicted in the table and graph below.

Violent Crimes	2014	2015	2016	2017	% Change
Murder	1	2	1	0	-100%
Forcible Rape	1	3	0	2	NC
Robbery	13	12	13	13 ²	0%
Aggravated Assault	29	22	37	33	-11
Total	44	39	51	48	-6%

The percentage of change is a comparison of the numbers from the year 2016 to the year 2017 only. During the year of 2017, violent crimes as a whole decreased by 6 percent from the previous year.

Part 1 Violent Crimes 2010 through 2017



² Robbery analysis consists of 1 attempted armed robbery, 5 armed robberies and 7 common law robberies.

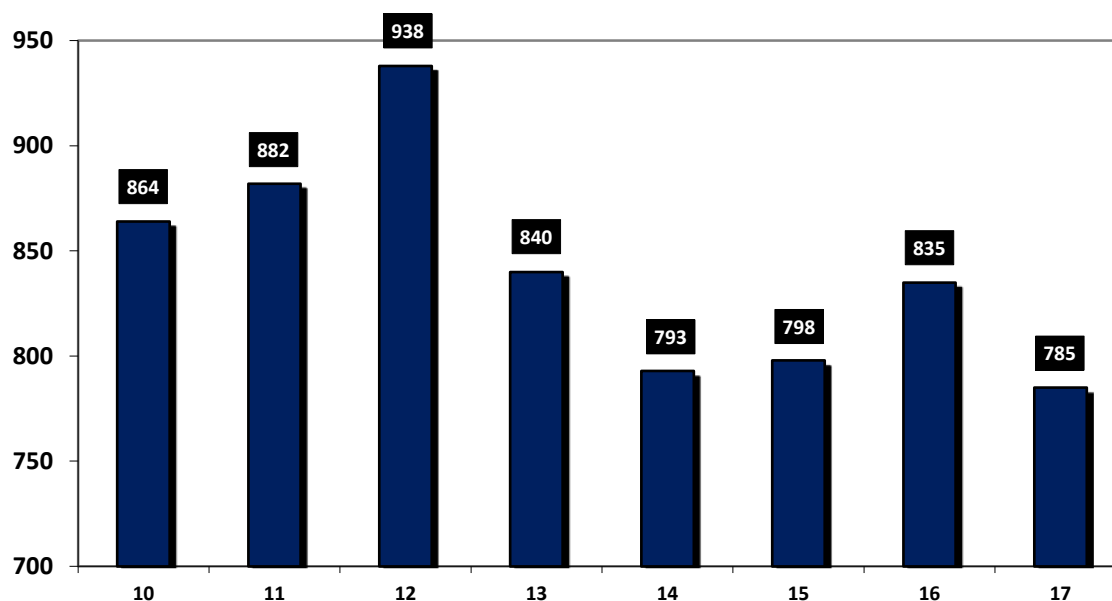
Part 1 Crime Comparison – Property Crimes

Property Crimes	2014	2015	2016	2017	% Change
Breaking and Entering	211	171	161	150	-7%
Larceny	548	589	623	588 ³	-6%
Motor Vehicle Theft	31	37	48	46	-4%
Arson	3	1	3	1	-67%
Total	793	798	835	785	-6%

The percentage of change is a comparison of the numbers from the year 2016 to the year 2017 only. During the year of 2017, property crimes as a whole decreased by 6% over the previous year.

Larceny Breakdown	2014	2015	2016	2017
Breaking & Entering to Auto with Larceny	79	109	127	110
B & E to Coin Operated Machines	2	7	8	9
Larceny of Auto Parts or Accessories	31	36	19	38
Thefts from Buildings or Businesses	57	73	116	94
All Other Larcenies	379	364	353	337 ⁴

Part 1 Property Crimes 2010 through 2017



³ This number includes 110 breaking and entering to an auto with larceny for the year 2017, a 13% decrease over last year's figure of 127.

⁴ This number includes 194 shoplifting and 394 all other larcenies.

Support Services

The Support Services Division is comprised of the Chief of Police, Division Captain, Training Lieutenant, Administrative Assistant, Communications Director, one Telecommunication Supervisor, eight full-time and six part-time Tele-communicators, a Records Supervisor, two full-time Support Specialists, a full-time IT Specialist, a part-time Crime Analyst, and four volunteer Chaplains.

The Support Services Division handles the 911 Emergency Communications Center responsible for:

- 24/7/365 Service
- Computer Aided Dispatch (CAD)
- State Division of Criminal Information (DCI)
- National Crime Information Center (NCIC)
- Mobile Communications Systems



Police Chaplains sent 3 officers and their wives on a 3-day Law Enforcement Officer Retreat at the Billy Graham Training Center in Asheville, Oct. 2017 (DET. Snider, MPO Blache, PO Gragg-not pictured)

The Division is also responsible for all data entry into the Records Management System, the upkeep of the P2C, Facebook, Next Door, CJLeads, Everbridge Mass Notification System, Power DMS, and LINX systems, department website, as well as retrieval of crash reports via the DMV TraCS website, crime analysis, mapping, information sharing, workstation and mobile computer systems management, personnel and applicant processing, employee payroll and budget management, tracking of extra duty and off duty security details, Chaplain program and employee development.

All training for department employees is handled and coordinated through this division. The Training Lieutenant is responsible for:

- 12,000 average training hours per year
- Field Training and Evaluation Program
- Employee Mentorship Program
- Recruitment
- Background Investigations
- Basic Law Enforcement Training Liaison

Communications Center

Telephone Calls Received	2014	2015	2016	2017
Telephone Calls Received ⁵	39,492	*	37,264	37,258
9-1-1 Emergency Calls	4,186	*	5,155	5,041
Processed CAD Calls ⁶	44,725	48,302	44,539	43,213
Processed CAD Calls	2014	2015	2016	2017
Police Service Calls	24,742	24,143	23,810	25,062
Property Checks	17,767	21,367	15,961	14,872
Call Follow-ups	615	642	949	967
Code 5s	1,463	1,913	3,606	2,718
Utility Calls	138	237	213	189
Total Processed CAD Calls	44,725	48,302	44,539	43,213

Property Checks are conducted for businesses and residences that have a need for increased security. They are usually 30 days or less and are generally unoccupied.

Code 5 calls are foot patrols in specified areas for purposes of crime prevention.

CAD calls processed during 2017 represent the data entry, radio call dispatch and telephone interactivity responsibilities for the personnel assigned to the Communications function for the department. Often, Telecommunicators are processing multiple calls for service at the same time. They play a vital role to the citizens of Lenoir and members of the department.

* *The number of telephone calls received and 9-1-1 emergency calls from June – December 2015 were unavailable due to a new phone system and not yet having the ECATS System Software to pull numbers.*

NexGen 911 Project

The department completed its efforts on a joint emergency communications upgrade project with Caldwell County. As part of the project, the City of Lenoir's Communications Center became an official "Back-Up Public Safety Answering Point" (PSAP) for Caldwell County Emergency Communications. The project consisted of a complete upgrade of all equipment in both centers. The majority of the project was funded through a \$1.6 million grant from the NC-911 Board. The project upgraded the equipment in both centers, so the citizens of Lenoir and Caldwell County will not experience any interruption in service if a major problem was to occur at either PSAP location. This helps to provide sustainability for the Communications Center, as the equipment will be funded by the 911 board when it reaches end of life. Phase I replaced the phone systems at each location. Phase II replaced the flooring and added new furniture for both centers. Phase III added new radio consoles and upgraded the Records Management and Computer Aided Dispatch systems to the newest versions for both centers. Both the City and County Communications Centers are currently undergoing quarterly training on the new system.

⁵ Spawned calls from the County 9-1-1 Center are not reflected in these numbers. It should be noted that the reduction in telephone calls are most likely attributed to the department doing a better job at disseminating office phone numbers through the use of business cards, email, P2C, Facebook, webpage, etc.

⁶ CAD is an acronym for Computer Aided Dispatch.

Patrol Field Operations

The Patrol Field Operations is the “backbone” of the department and is the largest, most visible. This Division is made up of a Captain, three Lieutenants, five Sergeants, four Corporals, twenty-five Officers, three canines, and seven part-time reserve officers. There are two Patrol Platoons, ADAM and BAKER, with two Squads on each that work 12-hour shifts and rotate every 28 days between days and nights, as well as a Community Services Platoon that is primarily responsible for Traffic Enforcement, Traffic Crash Investigations and Reconstruction, Traffic Calming and Safety Projects, Highway Interdiction, School-Based Programs and D.A.R.E. Training, Community Resource and Crime Prevention, and Downtown Parking Enforcement. Other responsibilities that fall under this Division include:

- 24/7/365 Service
- Calls for Service / First Responders
- Proactive and Preventative Patrols
- Call Follow-ups
- Customer Service Visitations
- Canine Activity
- Bicycle Unit
- Explorers Post
- Traffic Control
- Warrant Service
- Business and Neighborhood Checks
- Assistance to Other Agencies
- Special Response Team
- Honor Guard Detail
- Case Investigations
- Part-Time and Reserve Officer Program

The Officers work in partnership with many local organizations to include Communities in Schools, the Chamber of Commerce / Economic Development, West End Community, Lenoir Housing Authority, Community Management Corporation, McLeod Center, UNC Healthcare, United Way, LEOs, Shelter Home, Robin’s Nest Child Advocacy Center, Hospice, Soup Kitchen, Take 25 Initiative, Governor’s Highway Safety Initiative, Foothills Radio Broadcasting, and the county’s televised broadcast station. Additionally, they play a large role in raising money for the Special Olympics, Crime Stoppers, Explorers Post, DARE, Christmas for Children, and Book Bags for Kids (a program to help purchase school items for children-in-need).

A number of programs and opportunities are available throughout the year for the public:

- Citizens Police Academy
- National Night Out
- Child Restraint
- Community Watch
- Self-Defense
- Facility Tours
- Security Checks
- Safety Fairs
- Citizens Canine Academy
- Bicycle Safety
- Identity Theft & Internet Security
- Crimes Against the Elderly
- Internship
- Gang Awareness
- Child Safety & Free Identification Kit
- Community Walks / Meetings

The Officers of the Lenoir Police Department are striving to do their duties to the letter of the law; they are working diligently to make Lenoir’s citizens and visitors feel safe and better informed.

Patrol Field Operations

Patrol Field Operations	2014	2015	2016	2017
Drug-Related Arrests by Patrol Officers	297	315	353	378
Alcohol-Related Arrests by Patrol Officers	248	182	110	155 ⁷
Assistance to Other Agencies	243	253	473	478
Illegal Narcotics Seized	\$22,881	\$35,216	\$292,521	\$109,351
Cash & Property Seized	\$25,838	\$34,258	\$37,127	\$89,421
Vehicles Seized	\$31,860	\$55,000	\$1,100	\$32,557
Stolen Property Recovered by Patrol Officers	*	*	\$72,584	\$85,374
Officer Initiated Activity	2014	2015	2016	2017
Property Checks	17,767	21,367	15,961	14,872
Call Follow-ups	615	642	949	967
Code 5s	1,463	1,913	3,606	2,718
Self-Initiated Traffic Stops	6,432	4,989	5,628	5,050
Suspicious Vehicles	2,016	1,933	1,844	1,618
Suspicious Persons	660	564	555	742
Field Contacts	217	167	165	296
Calls for Service	2014	2015	2016	2017
Warrants Served	2,577	2,102	1,872	1,837
Response to Alarms (Burglar, Banks, Holdups)	1,708	1,764	1,878	1,720
Stranded Motorist Assists	831	721	716	748
Domestic Disputes	791	825	881	1,001
Civil Disputes / Disturbances	415	432	671	580
Traffic Accidents Investigated	1,017	1,203	1,159	1,153
Checking Suspicious Person and Vehicles	1,410	1,347	3,008	4,102
Animal Complaints / Dogs at Large	462	380	405	426
Loud Music / Loud Noise Complaints	256	234	191	207
Larcenies	548	589	623	588
Shots Fired / Armed Subject Responses	19	15	27	27
Robbery Responses	17	11	14	11
All other calls for service	14,691	14,520	12,365	12,662
Total Calls for Service	24,742	24,143	23,810	25,062

* Stolen property recovered by Patrol Officers for the years 2014-2015 was not captured.

Involuntary Commitments	2014	2015	2016	2017
	111	104	93	122

⁷ This figure includes 39 DWI arrests in 2017 compared to 43 reported in 2016, 70 reported in 2015, and 82 in 2014.

Enforcement Activity by Race

January – December 2017

Activity	White – Total	Black – Total	Other – Total	White - %	Black - %	Other - %	Total
On View	624	139	4	81%	18%	1%	767
Order for Arrest	605	161	4	79%	21%	0%	770
Warrant for Arrest	491	119	4	80%	19%	1%	614
Summons	279	80	1	78%	22%	.002%	360
True Bill	79	15	0	84%	16%	NC	94
Juvenile Court Summons	0	0	0	NC	NC	NC	0
Total Arrests	2,078	514	13	80%	20%	0%	2,605
Traffic Stops	3,979	669	34	85%	14%	.007% or 1%	4,682
Use of Force	40	17	0	70%	30%	NC	57

Overdoses, Suicides and Unattended Deaths

January – December 2017	Total
Overdoses - Accidental	35
Attempted Suicides (20 of which were with Prescription Medication)	24
Suicides	1
Other Deaths (Includes both Unattended and Medically Attended) ⁸	30
Naloxone Use (15 saved / 3 dead)	18

⁸ Of the 30 deaths, 3 of them occurred due to opioid overdoses.

Canine Activities

Canine Activities	2014	2015	2016	2017
Total Tracks	31	23	29	16
Tracks Leading to Apprehension	10	8	8	6
Total Building Searches	12	27	28	20
Total Narcotics Searches	123	192	141	207
Total Narcotics Seized (<i>Street Value</i>)	\$ 57,639	\$ 114,602	\$ 39,313	\$ 341,807
U.S. Currency Seized	\$ 1,203	\$ 31,017	\$ 37,123	\$ 25,012
Call Outs from Home / Demos	2 / 23	9 / 23	1 / 21	1 / 31

Extra Duty Activities

Officers are regularly involved in activities that are in addition to their regularly assigned responsibilities and outside of their current work schedules. The majority of these activities consist of peacekeeping missions that are funded through private parties. Examples include security for public housing facilities, fairgrounds events, and other operations that pose potential security risks for the sponsors. Our partnerships with the various organizations that pay for off-duty police services are critical to the overall management of police activities and resources.

Without their assistance, our on-duty staff would often be overwhelmed with calls for service.

Month	# of Projects 2014	# of Projects 2015	# of Projects 2016	# of Projects 2017	Man-Hours Involved 2014	Man-Hours Involved 2015	Man-Hours Involved 2016	Man-Hours Involved 2017
Jan	39	40	62	53	314.00	328.00	407.00	399.00
Feb	55	38	43	45	308.00	325.00	319.00	339.00
Mar	65	54	56	45	343.00	470.00	399.00	375.00
Apr	45	50	54	49	265.00	429.00	355.00	387.00
May	47	51	56	50	263.50	426.00	456.00	458.00
Jun	53	49	55	49	290.00	440.00	438.00	387.00
Jul	53	59	60	39	291.00	463.00	415.00	198.00
Aug	53	54	54	39	290.00	503.00	451.00	201.00
Sep	40	44	57	39	235.00	322.00	458.00	263.00
Oct	49	67	53	35	282.00	465.00	402.00	203.00
Nov	50	52	48	32	296.00	430.00	371.00	180.00
Dec	34	58	42	27	192.00	395.00	335.00	165.00
Total	600	622	646	502	3,526.50	5,102.00	4,926.00	3,634.00

Our numbers decreased this year in total projects and total hours. The most significant factor was that in July, Community Management, which includes Stonewall, Woodcrest, and Caldwell Gardens; changed the method that they used to schedule off-duty hours for their properties. We also did not have any Brushy Mountain projects, which in the past; created a large number of hours worked in an off-duty capacity. We anticipate these hours to increase in 2018, due to the increased scheduling as of the first quarter of 2018.

Various events are not included in the numbers above due to being paid by the city. Other special projects were the BBQ festival, Halloween neighborhood patrol, NC State Fair, Governor's Highway Safety Program, bait car, marathon races, Holiday Shield, Downtown Christmas festival and parade.

* It should be noted that the 3,634 figure for man hours is the equivalent of 1.66 full-time officers working regular duty schedule for one year.

Incident and Arrest Comparison for Community Crimes

Incident Comparison for Community Crimes	2014	2015	2016	2017
Aggravated Assault	29	22	38	33
Arson	3	1	3	1
Breaking and Entering	211	171	161	150
Breaking & Entering to Auto with Larceny	79	109	127	110
Damage to Personal & Real Property	166	168	173	166
Forgery & Uttering	6	4	5	11
Identity Fraud	9	14	10	9
Larceny	469	480	494	478
Motor Vehicle Theft	31	37	48	46
Murder	1	2	0	0
Obtaining Property or Money by False Pretense	42	50	52	51
Rape	1	3	1	2
Robbery	13	12	13	13
Sexual Assault	15	28	30	36
Total Incident Comparison for Community Crimes	1,075	1,101	1,155	1,106

Arrest Comparison for Community Crimes	2014	2015	2016	2017
Aggravated Assault	34	47	59	69
Arson	0	1	1	1
Breaking and Entering	45	35	95	51
Breaking & Entering to Auto with Larceny	8	11	19	10
Damage to Personal & Real Property	92	77	106	106
Forgery & Uttering	85	8	17	20
Identity Fraud	1	5	4	4
Larceny	350	340	374	318
Motor Vehicle Theft	7	9	9	8
Murder	1	2	0	0
Obtaining Property or Money by False Pretense	56	26	45	33
Rape	1	2	1	0
Robbery	5	9	5	2
Sexual Assault	8	5	7	9
Total Arrest Comparison for Community Crimes	693	577	742	631

Summary of Charges

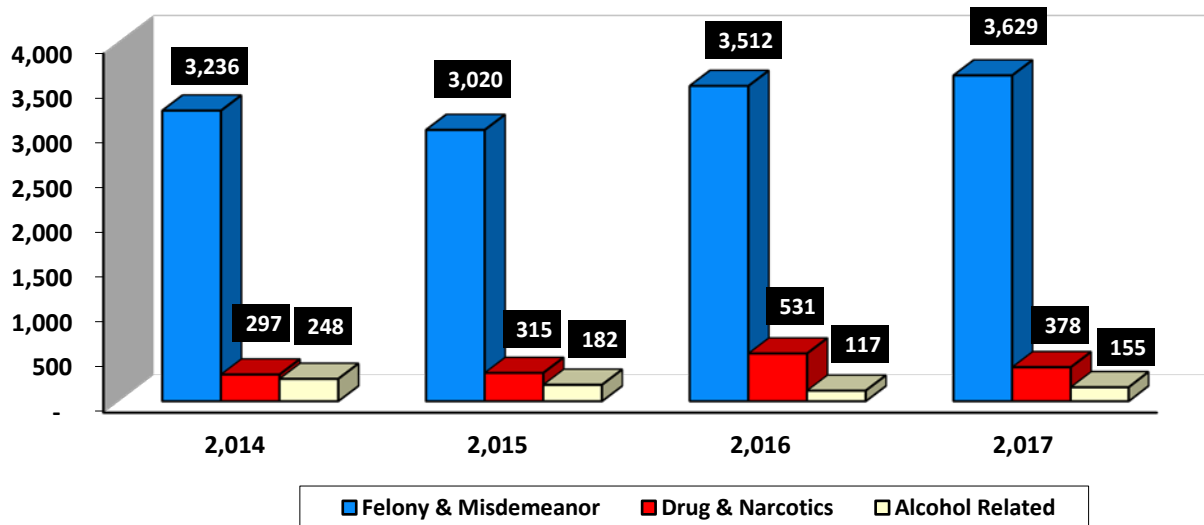
Adult Arrest Charges	2014	2015	2016	2017
Total Felony and Misdemeanor	3,236	3,020	3,512	3,629
Drug / Narcotics	297	315	531	378
Alcohol Related	248	182	117	155

Drug / Narcotics and Alcohol Related charges have been broken down separately to reflect these specific charges and have been included in the totals reported for Felony and Misdemeanor charges (consists of charges made by both Patrol Officers and Detectives).

Juvenile Arrest Charges ⁹	2014	2015	2016	2017
Total Juvenile Arrest Charges	15	10	10	7

Traffic Charges	2014	2015	2016	2017
Total Traffic Related Citation Charges	3,701	3,071	3,794	3,370
Total Warning Ticket Citations ¹⁰	1,524	1,368	1,383	1,455

Adult Arrests



⁹ Includes juveniles less than 16 years of age.

¹⁰ Warning Tickets are non-punitive and are given as a courtesy by officers for minor infractions. They are not reportable to the Criminal Justice System.

Drug Violation Charges

Drug Violation Charges	2014	2015	2016	2017
Conspiring to Sell, Deliver or Traffic Controlled Substance	1	12	2	1
Delivering Schedule IV Controlled Substance	10	5	0	0
Inhaling Fumes for Purpose of Intoxication	0	1	1	2
Maintaining a Vehicle or Dwelling for Controlled Substance	47	30	28	20
Manufacturing Controlled Substance	18	9	10	10
Manuf., Selling, Delivering, and/or Possessing C/S on/near Playground	0	1	0	3
Possessing a Controlled Substance on a Penal Institution	5	2	7	2
Possessing and/or Distributing a Chemical Precursor	2	0	4	0
Possession of Drug Paraphernalia	133	146	155	168
Possession of Methamphetamine	21	23	39	56
Possession of Schedule I Controlled Substance	1	2	2	4
Possession of Schedule II Controlled Substance	33	45	47	42
Possession of Schedule III Controlled Substance	7	5	3	2
Possession of Schedule IV Controlled Substance	26	31	34	27
Possession of Schedule V Controlled Substance	1	1	0	1
Possession of Schedule VI Controlled Substance	63	58	64	77
Possession w/ Intent to Manuf./Sell and/or Deliver C/S	28	30	60	34
Possession w/ Intent to Sell or Deliver C/S 1000ft. of School	2	0	1	3
Practitioner / Other Dispensing a Controlled Substance	0	0	0	0
Sell or Delivery of Controlled Substance	25	17	6	7
Trafficking Controlled Substance	13	19	15	8
Total Drug Violation Charges¹¹	436	437	478	467



Traffic Officer Nathaneal Blache and K9 Cerik at Caldwell Opportunities (Mar. 2017)

¹¹ Adult drug violation charges reflect both citations and arrest charges made by Patrol Officers and Investigators for individuals 16 years and older.

Alcohol Related Violation Charges

Alcohol Related Violation Charges	2014	2015	2016	2017
Aiding and Abetting Driving While Impaired	0	1	0	0
Allowing Consumption of Alcohol without a Permit	0	2	1	1
Consuming Alcoholic Beverage on a Public Roadway	0	0	1	2
Consuming at an Off Premise Establishment	2	3	0	1
Consuming by an Underage Person	15	12	4	3
Consuming in a City Park and/or Public Roadway	2	2	1	1
Consuming While Driving	0	0	0	0
Driving After Consuming Sufficient Amount of Alcohol	0	0	3	0
Driving While Impaired	82	70	43	39
Drunk and Disruptive	34	28	20	21
Habitual Impaired Driving	1	0	0	0
Hold Until Sober	98	46	33	52
Manufacturing Liquor without a Permit	0	0	0	0
Open Container in a Vehicle	3	6	3	2
Possess/Consume Alcohol on Unauthorized Premises	0	0	1	2
Possess/Purchase Alcohol to Underage Person	0	0	0	0
Possess/Purchase Malt Beverage or Unfortified Wine to Underage Person	0	1	0	1
Possess/Purchase Spirituous Liquor or Fortified Wine to Underage Person	0	0	0	0
Possess/Sale Non Taxed Alcoholic Beverage	0	1	0	0
Possession of an Open Container in a Vehicle	0	0	2	0
Public Consumption	0	0	0	0
Public Consumption After Prohibited	0	0	0	0
Sell Alcohol <21 Years	2	9	0	0
Sell/Give Fort. Wine & Spirituous Liq. or Mixed Bev. to Underage Person	0	0	0	0
Sell/Give Unfortified Wine and/or Malt Beverage to an Underage Person	5	4	0	0
Sell/Possess Equipment or Ingredients to Manufacture Alcohol	0	0	0	0
Transporting an Open Container After Consuming	0	0	1	2
Total Alcohol Related Violation Charges¹²	244	186	113	127

¹² Adult alcohol related violation charges reflect both citations and arrest charges made by Patrol Officers and Investigators for individuals 16 years and older.

Traffic Crash Summary

Traffic Crashes	2014	2015	2016	2017	% Change
Crashes with Injuries	154	202	164	131	-20%
Crashes with Property Damage Only	863	1,001	995	1,022	3%
Total Traffic Crashes	1,017	1,203	1,159	1,153	-1%

Crashes w/ Fatalities, Pedestrians and Hit & Runs¹³	2014	2015	2016	2017	% Change
Crashes with Fatality	1	1	3	2	-33%
Crashes with Pedestrians Injured	5	13	8	8	0%
Hit and Runs	135	161	155	163	5%

There were 2 fatalities for the year 2017; they are listed below:

Month	Location of the Fatality	Parties Involved	Fatality
August	Valway Rd	1 Passenger Car	1 Driver, 1 Passenger
December	Wilkesboro Blvd	1 Logging Truck / 1 Truck	1 Passenger

Total property damage for all crashes over last 4 years	2014	2015	2016	2017
	\$2,460,360	\$3,148,794	\$3,494,888	\$3,089,780

Top 5 Crash Locations in 2017		Top 5 Contributing Circumstances	
Blowing Rock Blvd / Hospital Ave	28	Improper Backing	204
Blowing Rock Blvd / Seehorn	16	Failure to Reduce Speed	174
Morganton Blvd / Fairview Dr	14	Inattention	150
Blowing Rock / Greenhaven / Nuway	13	Failed to Yield Right of Way	131
Wilkesboro / Tremont Park	12	Improper Lane Change	67

¹³ These traffic crashes are included in the numbers in the table above.

Parking Tickets

Parking Tickets	2014	2015	2016	2017
Parking Tickets Issued	753	503	409	390
Handicap Tickets Issued	9	9	2	2
Total Parking Tickets	762	512	411	392

During 2017, Parking Enforcement issued 392 parking citations. During that same period, 313 were paid to the department.

Records Deposits Made to General Fund

Deposits¹⁴	2014	2015	2016	2017
General Fund	\$ 685	\$ 753	\$ 720	\$ 940
Parking Fines and Misc.	\$ 3,735	\$ 2,872	\$ 2,110	\$ 2,685
Total Deposits	\$ 4,420	\$ 3,625	\$ 2,830	\$ 3,625

During 2017, there were no parking permits sold nor wheel locks installed.

The number of outstanding parking tickets since the year 2015 is 109, which amounts to \$2,415 in unpaid fines due to the City of Lenoir. The city implemented an ordinance in 2013 that charges late fees for unpaid parking tickets. After 90 days, the debt that is owed is turned over to a collection process.

Effective November 22, 2016, City Council adopted a fee of \$5 for every applicant and/or non-criminal fingerprinting service. The amount garnered \$560 for 2017 and is included in the table above.

Administrative Activities

Administrative Activities	2014	2015	2016	2017
Backgrounds Performed	32	20	32	13
ABC Permits	14	17	17	23

There was no weapon permits or taxi cab activity noted for 2017. Five (5) wrecker inspections were performed; two (2) Solicitor/Peddler permits and one (1) Picketing Permit was issued for the year 2017.

¹⁴ General Funds is comprised of all fees collected for report copies, audio/video recordings, and RMS/CAD queries. Parking Fines is comprised of all fees collected for parking tickets, wheel locks, and parking permits.

Criminal Investigations

The Investigations Division is comprised of one Captain, one Lieutenant, two Sergeants, five General Case Investigators, two Narcotics / VICE Investigators, one Investigator assigned to nuisance abatement, and one Investigator assigned to Evidence. The section also has a fully trained and certified Polygraph Examiner who utilizes in-house equipment for tests related to Lenoir Police criminal and pre-employment investigations, as well as investigative requests by outside agencies.

Investigators specialize in white collar crime, cyber-crime, property crime, crimes against persons, sex crimes and narcotics crime. Many investigations are lengthy and time consuming and force investigators to manage heavy caseloads with sometimes minimal resources. Over the past year, Lenoir Police Investigators have worked closely with numerous agencies to meet the obligations and responsibilities of their assignment, including:

- Federal Bureau of Investigation
- United States Secret Service
- United States Postal Inspector's Office
- United States Immigrations and Customs Enforcement Agency
- United States Attorney General's Office
- North Carolina State Bureau of Investigation
- North Carolina Army National Guard
- Homeland Security Investigations
- As well as several other local, state and federal agencies

Investigators were heavily involved in organizations and groups throughout the City of Lenoir during the year in an effort to improve the quality of life for its citizens. Investigators were routinely involved with:

- Caldwell County Department of Social Services
- Caldwell County Shelter Home
- 25th Judicial District Habitual Felon Task Force
- Caldwell County Child Protection / Child Fatality Prevention Team
- Juvenile Justice Council
- North Carolina Information Sharing and Analysis Center (NC ISAAC)
- Lenoir / Caldwell County Crime Stoppers
- Caldwell County Police Executives Association
- Robin's Nest Child Advocacy Center
- Regional Organized Crime Information Center
- Money Laundering Task Force
- Toys for Tots
- As well as several other civic, school and church based organizations

Investigators and Patrol Officers work together to address criminal activity within the City of Lenoir. They continue to work toward effective communication both inside the agency and with the citizens. They regularly coordinate with local media to recognize important crime trends and implications, as well as offer ideas for preventing future incidents.

Case Assignments

Case Assignment Statistics	2014	2015	2016	2017
Cases Cleared by Arrest ¹⁵	60	74	108	212
Cases Cleared Exceptionally ¹⁶	86	99	120	175
Cases Cleared Leads Exhausted ¹⁷	281	424	339	437
Cases Cleared ¹⁸	55	62	156	148
Active Cases ¹⁹	68	62	44	154
Cases Determined to be Unfounded ²⁰	94	94	103	58
Total Cases	644	815	870	1,184

Case Assignment Statistics include both Patrol Officers and Investigators; whereas, the Investigations Division Activity consists only of activities captured by the Detectives.

Investigations Division Activity	2014	2015	2016	2017
Arrests	26	55	27	42
Recovered Property	\$ 107,986	\$ 184,424	\$ 866,794	\$ 218,622
Polygraph Examinations Given	5	4	0	9

It should be noted that Evidence took in 3,001 items during the year and disposed of 25 items. The total number of items in evidence inventory as of 12/31/17 is 35,528.

Nuisance Abatement Cases

Nuisance Abatement continues to be a priority for us. We have started assigning these cases to more officers to work. It is our belief that the more people we have working on this, the greater impact it will have on our city.

Assignment Statistics	Active	Closed	Total
Junk & Debris	5	111	116
Miscellaneous	0	21	21
Abandoned / Junk Vehicles	4	98	102
Tall Grass / Vegetation	2	171	173
Graffiti	0	0	0
Health & Safety	0	7	7
Total Cases	11	408	419

Of the 408 closed cases, 47 were city abated, 320 were owner abated, 12 were referred to housing, and 29 were unfounded. 991 Citations were written for code ordinance violations for the year 2017.

¹⁵ Cleared resulting in the arrest of an offender to include those arrests made by Patrol Officers and agencies outside of the department; the number of arrests/charges under Investigation Division Activity table are those directly made by department investigators.

¹⁶ Cleared by one of the following: 1) death of the offender; 2) victim refused to cooperate; 3) prosecution declined; 4) extradition declined; 5) cleared by locating (missing person or runaway only); or 6) cases transferred to another agency due to location of incident.

¹⁷ Indicates the case will no longer be investigated. The case has not been solved, but it has been determined that further investigation is not merited.

¹⁸ Indicates the case has been cleared (solved). To solve a case, it has been determined that no crime was actually committed or the identity of the offender has been established. These include: 1) Pending Indictments; 2) Indictments Issued but not served; 3) Warrants issued but not served; or 4) Juvenile Petitions issued but not served.

¹⁹ Leads are still being developed.

²⁰ The reported crime did not occur.

Narcotics Investigations

During the year 2017, the Narcotics Unit opened 98 cases involving local, state and federal agencies. Officers assist agencies in various counties, providing support in undercover roles, surveillance, search warrant executions, and buy-bust operations. In turn, officers from outside Lenoir provide assistance and support whenever needed for investigations inside Lenoir.

Narcotics Officers attend annual training to stay abreast of current trends and strategies in combating drug trafficking. They also receive training to assist them in identifying gangs and gang members, as well as strategies to prevent gangs from getting a strong hold in our area.

The Lenoir Police Department Narcotics Officers engage in joint drug task force operations targeting significant drug traffickers and work closely with Homeland Security. Defendants have been prosecuted federally in connection with these types of investigations.

Narcotics Officer Activity	2014	2015	2016	2017
Arrests / Charges	59 / 135	64 / 120	74 / 99	27 / 57
Arrests / Charges while Assisting other Agencies	0 / 0	0 / 0	0 / 0	0
Illegal Narcotics Seized	\$66,123	\$441,265	\$193,764	\$66,321
Illegal Narcotics Seized while Assisting other Agencies	\$478,235	\$3,787,233	0	\$1,470
Cash & Property Seized	\$43,242	\$318,004	\$10,669	\$60,926
Cash & Property Seized while Assisting other Agencies	\$1,667	\$197,735	0	\$345
Vehicle Seizures	3	0	0	0
Total Assists / Joint Investigations	14	17	1	3
Search Warrants	*	*	*	14
Cases Opened / Initiated	129	97	135	98
Cases Opened / Initiated Assisting Other Agencies	*	*	*	3

Narcotics Confiscated Amounts

For the Year	Cocaine Powder (GR)	Crack Cocaine (GR)	Marijuana (GR)	Marijuana Plants (plant)	Meth (GR)	Prescription Medication (DU)	Heroin (GR)	Bath Salts (GR)	MDMA ²¹ (GR)	LSD (DU)
2014	51.6	97.1	731.5	0	195.6	558	4.7	-	12	0
2015	3,254	117.6	2,309	9	318.8	596	1.5	-	-	0
2016	28.3	210.8	777.3	0	1,339.6	273.2	24.8	0	145	501
2017	57.7	210	769.6	5	665.8	1709	2.5	3	1	.05

Narcotics Confiscated Amounts are from Lenoir Police Department only and **include both Narcotics and Patrol Officers**. No outside agency assists were included in these numbers.

²¹ MDMA (methylenedioxymethamphetamine), better known by the street name of Ecstasy or Molly.

Crime Stoppers Activities

Crime Stoppers Statistics	2014	2015	2016	2017
Calls Received	322	350	344	401
Total Arrests / Charges	24 / 74	13 / 36	26 / 73	21 / 53
Illegal Narcotics Recovered	\$11,884	\$141,233	\$156	\$2,808
Stolen Property Recovered	\$114,518	\$3,300	\$11,600	\$15,900
Rewards Paid	18 / \$3,300	9 / \$1,300	16 / \$3,400	19 / \$2,325
Crime of the Week Press ²²	68	22	7	26

The Lenoir Police Department Investigations Division houses the Lenoir / Caldwell Crime Stoppers Coordinator position. It is the Coordinator's responsibility to make sure that the information from informants is relevant to the solving the case(s) and amply rewarded for their assistance. The Coordinator is also responsible for keeping statistics and ensuring the organization runs in a successful manner.

- Lenoir / Caldwell County Crime Stoppers attended the North Carolina State Crime Stoppers annual Conference held in Boone, North Carolina.
- Lenoir / Caldwell County Crime Stoppers held their annual fundraising golf tournament in May at Lenoir Golf Club.
- Lenoir / Caldwell County Crime Stoppers instructed a program during the annual "Citizen's Police Academy" in May held at the Lenoir Police Department.
- Lenoir / Caldwell County Crime Stoppers attended "National Night Out Against Crime" in downtown Lenoir in October.
- Lenoir / Caldwell County Crime Stoppers sent representatives to attend the North Carolina State Crime Stoppers Association Board meetings.
- Lenoir / Caldwell County Crime Stoppers have one Board Member currently sitting on the North Carolina State Crime Stoppers Association Board.
- Lenoir / Caldwell County Crime Stoppers gave out candy at the Lenoir Downtown Halloween event in October.
- Department members who served in various capacities for the Lenoir / Caldwell County Crime Stoppers during 2017 include: Couby Stilwell as Coordinator and Brooklyn Coffey as Secretary, and Mark Barlowe, Rick Shehan, and Shelly Hartley as Associate Board Members.

²² Crime of the Week Press only captures Lenoir Police Department activity.

School and Community Resource

The School Resource Officer (SRO) fulfills three primary roles within their school community. The first role established is that of a police officer, with a mission of keeping order on campus, with the legal authority to arrest if required. These aspects of the officer's role are important, for without order, learning cannot take place. In the event of criminal activity on campus, the SRO's ability to intervene immediately can in some cases make the difference between life and death. Secondly, the officer is a resource to teachers in areas of law enforcement that have classroom applications, such as traffic laws, drug laws and law related educational topics. Finally, the officer can and does play the role of counselor and can frequently use their network of contacts with other school and community resources to help address various social problems faced by students.

The School Resource Officer Program for the City of Lenoir had its beginning in the fall of 1994, when the Lenoir Police Department formed a community partnership with Hibriten High School. This partnership utilized police officers that were assigned to the patrol district in which Hibriten High School was located, to patrol the campus on foot during peak activity times, as other calls for service permitted.

In August of 1995, this partnership expanded to encompass the Caldwell County Board of Education, which joined the police department with joint financing of a full-time School Resource Officer for Hibriten High School. During the 2008/2009 school year, the Caldwell County Board of Education agreed to pick up 100% of the financing for the School Resource Officer at William Lenoir Middle School, with D.A.R.E. (for elementary students) being picked up by a newly created "Community Resource Officer" position paid through the police department. Responsibilities of the SROs include: investigation of criminal activities and incidents; enforcement of laws; traffic control; campus parking permit control; teaching law related education; coordinating the security for school events; interacting with faculty and students to promote mutual respect between the school and law enforcement; and providing counseling for personal, scholastic, family, or law related problems.

The School Resource Officer for **Hibriten High School (HHS)** is **Brandon MacLeod**. Officer MacLeod instructed Constitutional / Case Law with 40 students in Civics classes, initiated 2 lock-down drills, assisted with 3 fire drills, created 12 Incident Action Plans for football events, issued 155 parking passes, referred 2 students to administration for disciplinary action, assisted with numerous student conferences with school counselors, held several parent conferences, investigated numerous crimes, and conducted traffic enforcement on campus to educate student drivers. **Officer MacLeod** received 12 traffic complaints and 8 Crime Stopper tips. He also completed First Line Supervision and serves on the Multicultural Committee. This committee was created to promote and educate students about different cultures within the school. The School Resource Officer for **William Lenoir Middle School (WLMS)** for the first part of the year was **John Gibson**; the second half, **Mitchell Foust**. **Officer Gibson** instructed 198 seventh grade students in the D.A.R.E. curriculum. **Officer Foust** instructed roughly 600 sixth, seventh and eighth grade students in a Cyber Safety Class. There were 30 reports filed at William Lenoir Middle School. Officers Gibson and Foust also served as members of the Student Services Team, conducted lock-down training with staff, conducted 2 drills, and performed numerous counseling sessions with parents and verbal coaching with WLMS students. In addition, **Officer Foust** is assigned as the SRO for **Horizons Elementary School** that relocated in 2016 from Hudson to the former William Lenoir Middle School site. At Horizons, they provide approximately 2 hours of daily duty at the school. 18 reports were filed at **Horizons Elementary School**.

The **Community Resource Officer** for the year was **Scott Kanupp**, who taught D.A.R.E. to 305 fifth grade students in the city's 6 elementary schools along with 6 graduation /pizza parties for those students. He is also the "SRO" for the 5 elementary schools in the city, assisting with numerous counseling sessions with parents and verbal coaching with principals and elementary students. He filed 11 reports for school incidents and participated in 35 community events for the year. In addition, Officer Kanupp was involved in 2 medicine drop campaigns, 2 community walks, 3 "Coffee with a Cop" events, 8 neighborhood watch programs, 1 Active Shooter Drill held at Davenport school, 2 church safety/security meetings, 1 building security meeting and 24 radio spots. He also attended 3 events as a board member of the N.C. DARE Officer Association

Members of the Community Resource Platoon assisted in a number of events and organizations throughout the year to include: Fire/Life Safety, Take-a-Kid Fishing, Rotary Christmas Festival, Golfing Tournaments for D.A.R.E., Book Bags for Kids, Careers in Focus, Governor's Highway Safety Initiatives, Safe Kids, Bike Safety, CUFFS,

Special Olympics, Community in Schools, Crisis Management Team, Child Safe Seat Checks, Crime Prevention programs, Job Fairs, Safety Classes, School Events, Lockdown Drills, Child Identification, Downtown Events, TV and Radio Spotlights, and Building Tours.

DA.R.E. Program

The D.A.R.E. Program (Drug Abuse Resistance Education) of the Lenoir Police Department completed its 27th year in 2017. In 2013, the D.A.R.E. Curriculum was implemented at Hibriten High School and back at William Lenoir Middle School. Caldwell County is one of the few counties to offer the D.A.R.E. Program in all three elementary, middle and high school curriculums.

Lenoir Police Explorers Post

The Lenoir Police Department is home to Explorer Post 246, sponsored through the Boy Scouts of America. The purpose of the program is to introduce young adults age 14-20 to various aspects of law enforcement. Explorers attend bi-monthly meetings where they participate in training conducted by sworn law enforcement officers. In return, Explorers provide services to the department and the city during community activities and public events.

The purpose of the Post is to familiarize Explorers with methods and attitudes of law enforcement. Not all Law Enforcement Explorers are interested in law enforcement as a career, but the training they receive in leadership and responsibility will help prepare them for any profession.

The Post is supervised by police officers and support staff called advisors. The Head Advisor is Officer **Brandon** MacLeod. Co-Advisors are Communications Supervisor **Danielle** Gainey and Detective **Drew** Greene. Ranking Explorer members include a Lieutenant, First Sergeant and Sergeant.



2017 Recruitment Ad (designed by our very own, PTL Jen Gonzales)

Training

This report should serve to document and describe the department's in-service educational activity by providing a detailed list of training conducted and the hours involved:

Communications/Records:	320 contact hours
<i>Bloodborne Pathogens</i>	
<i>DCI Certifications</i>	
<i>Haz-Mat Training</i>	
<i>Security Awareness Training</i>	
Incident Command System:	115 contact hours
<i>FEMA ICS-0100</i>	
<i>FEMA ICS-0200</i>	
<i>FEMA ICS-0700</i>	
<i>FEMA ICS-0800</i>	
<i>OSHA – General Industry</i>	
Instructor Training:	214 contact hours
<i>In-Service Training Coordinator</i>	
<i>General Instructor Update Training</i>	
<i>Stop Sticks Train the Trainer</i>	
<i>TASER Instructor Certification</i>	
<i>Veterans CIT Instructor Training</i>	
Criminal Investigations:	611 contact hours
<i>Advanced Interview & Interrogation</i>	
<i>Bank Secrecy Act Seminar</i>	
<i>Basic Narcotics Investigations</i>	
<i>Burglary and Property Crime</i>	
<i>Child Death Investigation</i>	
<i>Child Abuse Symposium</i>	
<i>Death Investigations</i>	
<i>Financial Crimes Investigations</i>	
<i>General Criminal Investigations</i>	
<i>NCHIA Homicide Investigators Conference</i>	
<i>NC Homicide Investigators Conference</i>	
<i>Police Law Institute</i>	
<i>Project No Rest Conference</i>	
K-9 Training:	496 contact hours
<i>K-9 In-Service</i>	
<i>NAPWDA Certification</i>	
<i>USLECA Certification</i>	
Field Training and Orientation:	2,640 contact hours
<i>Johnathan Greene, Yongla Lo,</i>	
<i>Christian Lynn, Nick Hudson,</i>	
<i>Kelsey Nichols</i>	
Patrol Training:	5,796 contact hours
<i>Advanced Roadside Impaired Driving</i>	
<i>Annual Report Review</i>	
<i>ASP Baton Certification</i>	
<i>Basic Law Enforcement Training</i>	

Beanbag Certification
Body Worn Cameras
Career Survival Social Networking
City Ordinances
CJ Leads
Community Police and Problem Solving
Criminal Discovery Upload for LEO Agency
Crisis De-escalation
Crisis Intervention Certification
Crowd Management Training
Data Driven Approach to Crime
Documenting the Use of Force
Driver Training
Eyewitness Identification Reform Act
Field Training Officer Training
Firearms For Female Officers
Firearms Qualification/Classroom/Squad
Improving Decision Making Skills
Intoximeter Certification
Intoximeter Re-Certification
Intro to Community Policing
Intro to Traffic Crash Investigations
Juvenile/Minority Sensitivity Training
Law Enforcement Intelligence Update
Leading Your Community
Legal Update Training
Lidar Operator Certification
LINX Training
Mentoring
Naloxone Training
Narcotics Identification for Patrol
NCACP Body Worn Cameras
NCACP President's Task Force Forum
OC Spray Certification
Physical Fitness Training
Physical Fitness Assessments
Polaris Ranger Familiarization
Policy Review
Positively Impacting Today's Youth
Project Accord
Protecting Victims of Domestic Violence
Protecting Officers from Suicide
Self Defense for Female Officers
Speed Measuring Instrument Operator
Speed Measuring Instrument Recert
Speed Measuring Checkoffs
Standardized Field Sobriety Testing
Stop Stick Training
Storm Spotting
Surviving Verbal Conflict
Tactical Patrol Vehicle Use of Cover
TASER Certification
TASER Update Training
Truckers Against Trafficking for LEO
UTV Training E-Course
Youth Protection Training

School Related: <i>NC DARE In-service Training</i> <i>NCASRO Training Conference</i>	88 contact hours
Special Response Team Training: <i>In-service Training</i> <i>Rural Surveillance for LEO</i> <i>Tactical Man Tracking Level I</i> <i>Tactical Man Tracking Level II</i>	1,254 contact hours
Supervision and Management: <i>Command Institute for Executives</i> <i>Criminal Justice Standards Workshop</i> <i>First Line Supervision</i> <i>GCC Grant Writing Workshop</i> <i>Leadership Development for LEO Managers</i> <i>Managing Police Discipline</i> <i>Supervisor Leadership Institute for LEO</i>	428 contact hours
Non-specific: <i>Armors Course Rem 700</i> <i>Armors Course Rem 870</i> <i>CPR Recertification</i>	76 contact hours
Structured Training Hours Received Department Wide:	12,038 total hours

Professional Certificates

In order to recognize the level of competence of law enforcement officers serving governmental agencies within the state, to foster increased interest in college education and professional law enforcement training programs, and to attract highly qualified individuals into a law enforcement career, the North Carolina Criminal Justice Education and Training Standards Commission established the Law Enforcement Officers' Professional Certificate Program. This program is a method by which dedicated officers may receive statewide and nationwide recognition for education, professional training and on-the-job experience.

The Lenoir Police Department currently has thirty-five officers who have received either their Intermediate or Advanced Law Enforcement Certificate, which on a percentage is 73% of the 48 current full-time sworn officers in the department. This percentage of Officer Certification earns the City of Lenoir a 7% discount on law enforcement liability insurance. Through continued education, training and retention of our existing employees, we hope to increase this number each year.

**LENOIR CITY COUNCIL
TUESDAY, MARCH 20, 2018
6:00 P.M.**

PRESENT: Mayor Gibbons presiding. Councilmembers present were Beal, Perdue, Perkins, Rohr, Stevens, Thomas and Willis. Also in attendance were City Manager Hildebran, City Attorney Blair and City Clerk Cannon.

I. CALL TO ORDER

- A. The meeting was opened by a moment of silence followed by the Pledge of Allegiance led by Mayor Gibbons.

**UPDATE; CITY COUNCIL, STAFF &
FAMILY MEMBERS:**

- B. On behalf of City Council, Mayor Gibbons asked everyone to keep Shirley Cannon, City Clerk, and her husband Rex in their thoughts and prayers as Rex continues to recover from recent surgery.

Mayor Gibbons also asked everyone to continue to remember Janet Conway, Todd Perdue's mother, and Lisa Rohr, spouse of Councilman Rohr, as they continue to recover from their recent illnesses.

**SPECIAL RECOGNITION; MERLIN
AND JUDY PERRY:**

- C. On behalf of City Council, Mayor Gibbons honored Merlin and Judy Perry for their work in Caldwell County Pathways by presenting a proclamation naming the Big Loop portion of the Lenoir Greenway as the "Perry Trail".

A copy of the proclamation is hereby incorporated into these minutes by reference. (Refer to pages 79-80).

Mayor Pro-Tem Willis unveiled the sign that will be placed on this section of the Greenway and a map was also displayed outlining the Big Loop section.

Mayor Gibbons stated Mr. Perry, a founding member of Caldwell County Pathways, has been involved in nearly every sidewalk, bicycle plan, greenway or pathway in Caldwell County for over twenty-years. He further commended Mr. Perry for all the great things he and Judy have done for the community over the years.

Former County Commissioner Ron Beane also congratulated Mr. and Mrs. Perry for this well-deserved honor and stated the world needs more people like the Perry's because their integrity, commitment and purpose makes the world a better place.

Mr. Rick Rash, Caldwell County Pathways, congratulated Mr. and Mrs. Perry and presented them with a plaque displaying a picture of them riding their

bikes on the Greenway. He also recognized members of Caldwell County Pathways that were in the audience.

Mr. Perry thanked Tony Deal, Rich Rash, and three former County Commissioners for their help in Pathways obtaining their 501(c)(3) non-profit status when Pathways was formed several years ago. Mr. Perry also encouraged everyone to keep giving and thanked City Council, the City of Lenoir, the citizens and Caldwell County for this honor and recognition.

**SPECIAL RECOGNITION; LENOIR
FIRE DEPARTMENT:**

- D. On behalf of City Council, Mayor Gibbons recognized the Lenoir Fire Department who was honored as this year's "Main Street Champions" at the recent North Carolina Main Street conference held in Clayton, North Carolina.

Fire Chief Ken Hair stated this was a great honor for the Fire Department and thanked the nominating committee for the recognition. Chief Hair shared that Chief Kenny Nelson, Scott Brawley, Cody McCarraher and he attended the event on behalf of the Fire Department.

**SPECIAL RECOGNITION; FINANCE
DEPARTMENT:**

- E. On behalf of City Council, Mayor Gibbons congratulated Donna Bean, Finance Director, and the Finance Department Staff for receiving the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) for the City's most recent comprehensive annual financial report.

Mayor Gibbons commended Director Bean and Staff for all of their hard work in achieving this award. The City of Lenoir has received this award for over thirty years.

II. MATTERS SCHEDULED FOR PUBLIC HEARINGS

**REZONING REQUEST; SOUTHEAST CORNER
OF ELIZABETH ST. & VALMEAD ST.:**

- A. A public hearing was held to consider a rezoning request for property located at the southeast corner of Elizabeth Street and Valmead Street, west of Valmead Elementary School, NCPIN#284-074-7741 to be rezoned from R-9 (Multi-Family Residential) to I-2 (Heavy Industrial) in order to house a Caldwell County EMS Base. The Planning Board and City Staff recommends approval of the Rezoning and adoption of the following Consistency Statement: The proposed zoning map amendment is consistent with the adopted Comprehensive Plan because it facilitates the provision of public service facilities to support future growth in an area that is already served by existing infrastructure. The proposed amendment is reasonable and in the public interest because it allows for construction of an EMS base in an industrially-zoned property, while maintaining requirements for adequate buffering and setbacks

to surrounding residential properties.

Mayor Gibbons opened the public hearing to receive public comments regarding the rezoning request.

Jenny Wheelock, Planning Director, came forward and said the property, a vacant lot, was recently purchased by Caldwell County and the request was to re-zone the property to accommodate an EMS base. Ms. Wheelock explained typically they would not choose to extend heavy industrial districts, but this property was contiguous and meets good planning principals.

There being no further public participation, Mayor Gibbons closed the public hearing and asked Council for action.

Upon a motion by Councilmember Rohr, Council voted 7 to 0 to approve the rezoning request for property located at the southeast corner of Elizabeth Street and Valmead Street, west of Valmead Elementary School, NCPIN#284-074-7741 to be rezoned from R-9 (Multi-Family Residential) to I-2 (Heavy Industrial) in order to house a Caldwell County EMS Base and the Consistency Statement as described above and as recommended by Planning Staff and the Planning Board.

III. CONSENT AGENDA ITEMS

A. Upon a recommendation by City Manager Hildebran, the following Consent Agenda items were submitted for approval:

1. Minutes: Approval of minutes of the City Council Meeting of Tuesday, March 6, 2018 as submitted.
2. Minutes: Approval of minutes of the Committee of the Whole Meeting of Tuesday, February 27, 2018 as submitted.

Upon a motion by Councilmember Perdue, Council voted 7 to 0 to approve the above listed items on the Consent Agenda as recommended by City Manager Hildebran.

IV. REQUESTS AND PETITIONS OF CITIZENS

V. REPORTS OF BOARDS AND COMMISSIONS

FY2018 ACTION PLAN & UNIFOUR HOME CONSORTIUM PLAN:

- A. Rick Oxford, Plan Administrator, Western Piedmont Council of Governments, held the first of two public meetings to receive public comments regarding the proposed FY2018 Action Plan of the City of Lenoir and the Unifour HOME Consortium as part of the five-year Consolidated Plan. This plan, as required by the U.S. Department of Housing and Urban Development (DHUD), outlines goals and action plans of the City of Lenoir and the Unifour HOME Consortium and its use of

Community Development Block Grant (CDBG) and HOME funds for fiscal year 2018, beginning July 1, 2018 and ending June 30, 2019. The City of Lenoir serves as the Lead Entity for the Unifour Consortium.

Mr. Oxford stated he has not received notification from HUD regarding funding for the upcoming year, but he anticipates receiving \$980,000 in HOME funds and \$132,000 for the CDBG. However, he stated this figure may be reduced based on the number of applications they received. He noted \$106,000 of the CDBG funds will go toward improvements on the Greenway and pointed out this money may be used for crosswalks, signage, construction, design, or survey engineering. Last year, the HOME program received \$749,000 plus \$230,000 from Program Income of which \$467,000 was spent on down payment assistance, \$112,000 on CHDO's, \$335,000 on Multi-Family Housing and \$74,000 in Administration costs.

Mr. Oxford stated the program assisted around 3,000 first-time homebuyers last year throughout the four county-wide area and about one-fourth of those applications were in Caldwell County. Mr. Oxford reported the second public meeting would be held following notification of the amount of funding to be awarded by HUD.

Mayor Gibbons thanked him for the good report.

VI. REPORT AND RECOMMENDATIONS OF THE CITY MANAGER

A. Items of Information

PLANNING

BOARD: 1. The Planning Board will meet on Monday, March 26 at 5:30 p.m.

EMPLOYEE RECOGNITION

BANQUET: 2. The annual Employee Recognition Banquet will be held on Monday, March 26 at 6:00 p.m. at the J. E. Broyhill Civic Center.

COMMITTEE OF THE

WHOLE: 3. The Committee of the Whole will meet on Tuesday, March 27 at City Hall, Third Floor, former Council Chambers.

FOOTHILLS REGIONAL AIRPORT

AUTHORITY: 4. The Foothills Regional Airport Authority will meet on Wednesday, April 4 at noon.

HOLIDAY

CLOSING: 5. City offices will be closed on Friday, March 30 in observance of Good Friday.

B. ITEMS FOR COUNCIL ACTION

LENOIR BICYCLE

PLAN: 1. City Staff recommends approval of the Lenoir Bicycle Plan which is funded through a matching grant from the NCDOT Division of Bicycle and Pedestrian Safety and is

intended to be a companion plan to the Lenoir Pedestrian Plan that was funded through the same grant program and adopted in 2014. Note: As the City Council considers the potential feasibility for modifying one-way streets into two-way streets downtown, some proposed routes may change.

A copy of the draft plan is available on the City's website at www.cityoflenoir.com.

Planning Director Wheelock came forward and said the Planning Board endorsed the Plan at their last meeting and requested Council adopt the Plan as submitted. Ms. Wheelock explained adoption of the plan would assist the City with grant applications.

Director Wheelock referred to the top twelve recommendations from public input and reported the majority were to connect the proposed bicycle lanes to the Greenway. Ms. Wheelock mentioned Staff was currently reviewing areas where the bicycle plan can be implemented at a lower cost.

Upon a motion by Mayor Pro-Tem Willis, Council voted 7 to 0 to adopt the Lenoir Bicycle Plan as presented and as recommended by Planning Staff and the Planning Board.

VII. REPORT AND RECOMMENDATIONS OF THE CITY ATTORNEY

VIII. REPORT AND RECOMMENDATIONS OF THE MAYOR

BOARD RE-APPOINTMENTS:

- A. Mayor Gibbons presented the following list of individuals for consideration of re-appointment to serve on the City's Authorities/Boards/Commissions. Notifications of these re-appointments was announce at the February 20 City Council meeting.

Planning Board

Tim Scobie 4-year term

Lenoir Tourism Development Authority

Dana Clark and Glenda Wilson 4-year terms

Lenoir Business Advisory Board

Terese Almquist 2-year term

Parks and Recreation Advisory Board

Scott Barnett and Erik Rabinowitz 2-year terms

Upon a motion by Mayor Pro-Tem Willis, Council voted 7 to 0 to approve the above list of Board re-appointments as presented and as recommended by Mayor Gibbons.

UPCOMING

EVENTS: B. Mayor Gibbons shared the Google Gravity Games are scheduled for Saturday, April 28 from 9:30 a.m. – 3:00 p.m. in downtown Lenoir. Parks and Recreation's Annual Easter

Egg Hunt will be held on Saturday, March 24 from 10:00 a.m. – 2:00 p.m. at Mulberry Recreation Center. Also, the City of Lenoir will be promoting #LitterFreeLenoirNC by having a contest to encourage residents and businesses to keep Lenoir, NC litter free on Monday, April 16. Additional information is available on the City's website at www.cityoflenoir.com.

IX. REPORT AND RECOMMENDATIONS OF COUNCILMEMBERS

UPDATE; NATIONAL LEAGUE OF CITIES CONGRESSIONAL CITY CONFERENCE:

- A. Mayor Pro-Tem Willis stated City Manager Scott Hildebran and he recently attended the National League of Congressional Cities Conference in Washington, DC, where they had the opportunity to lobby with representatives of the North Carolina League of Municipalities, Senator Richard Burr and Congressman Mark Meadows. Mr. Willis shared there is going to be a big push for 5G Communication Technology in the next couple of years and they also heard a lot about streamlining the process for federal government and grant applications.

Mr. Willis expressed his appreciation for the City allowing him to attend this event.

X. ADJOURNMENT

- A. There being no further business, the meeting was adjourned at 6:45 p.m.

Shirley M. Cannon, City Clerk

Joseph L. Gibbons, Mayor



CITY MANAGER
SCOTT E. HILDEBRAN

CITY OF LENOIR
NORTH CAROLINA

MAYOR
JOSEPH L. GIBBONS

CITY COUNCIL
J. T. BEAL
T. H. PERDUE
J. I. PERKINS
T. J. ROHR
D. F. STEVENS
C. D. THOMAS
B. K. WILLIS

CITY OF LENOIR
PROCLAMATION

HONORING MERLIN AND JUDY PERRY

WHEREAS, Merlin and Judy Perry, residents of the City of Lenoir, have been very active in service to the community and Caldwell County for many years; and

WHEREAS, Merlin and Judy Perry in particular have been dedicated stewards for safe walking and biking trails in Caldwell County; and

WHEREAS, in 2000, Merlin and Judy Perry were among a group of citizens that participated in a visioning process for bikeways, pathways, and multi-purpose trails in Caldwell County, convened under then County Commissioner Ron Beane, which resulted in the creation of a Master Plan for pathways in Caldwell County; and

WHEREAS, in 2001 the County Commissioners appointed a 21-member committee called Caldwell County Pathways, with **Merlin Perry** as a founding member and the organization's first chair; and

WHEREAS, since its inception in 2001, Merlin Perry has been an active member of the Caldwell County Pathways Board, with his wife **Judy Perry** serving by his side in various key positions, facilitating trail projects for 17 years; and

WHEREAS, from 2005-2013, Merlin Perry served on the Lenoir City Council, where as an elected official, he continued his ardent support for trail development and active transportation in Caldwell County, serving as the City's representative on the MPO; and

WHEREAS, Merlin Perry has continued to serve in advisory capacity to the Lenoir City Council as a member of the Lenoir Planning Board since January 2015; and

WHEREAS, Merlin Perry has participated in virtually every planning effort that related to sidewalks, bikeways, pathways, and greenways in Caldwell County for the past 20 years, including the Collettsville Trail, Lenoir Pedestrian Plan, the Lenoir Bicycle Plan, the Pathways Master Plan, and the Overmountain Victory National Historic Trail Lenoir to Morganton Master Plan, as well as being a board member of Friends of Wilsons Creek and the NC Rail Trails Board; and



WHEREAS, Merlin Perry was instrumental in the successful “rail-banking” of a 3.9 mile corridor of discontinued rail right-of-way in 2016, successfully navigating the complex, 4 year process of establishing an interim trail use for the property through the Surface Transportation Board in Washington, DC; and

WHEREAS, though his work with Caldwell County Pathways, **Merlin Perry** has raised money, obtained easements, and advocated for approximately 10 miles of completed greenway projects in Caldwell County, including projects in Lenoir, Hudson, and Happy Valley; and

WHEREAS, Merlin’s wife **Judy Perry** has actively participated in and supported Merlin in his steadfast dedication to the development of trails in Caldwell County, as well as being an active trail user herself; and

WHEREAS, Merlin and Judy Perry can often be seen biking on the Lenoir Greenway off of Powell Road, which is located in close proximity to their home; and

NOW THEREFORE, I, Joseph L. Gibbons, in my official capacity as Mayor of the City of Lenoir, and on behalf of the Lenoir City Council, and all the citizens, do proudly proclaim that the “Big Loop” of the Lenoir Greenway on Powell Road be officially named as

“The Perry Trail”

In honor of Mr. and Mrs. Perry’s devotion to the community and their dedication, hard work, and perseverance to the development of bikeways, pathways, and multi-purpose trails in Lenoir and Caldwell County.

This the 20th day of March, 2018.

SEAL

Joseph L. Gibbons, Mayor

CITY OF LENOIR
COUNCIL ACTION FORM

I. Agenda Item:

Request to approve Tax Releases and Refunds for April, 2018 in accordance with G.S. 105-381.

II. Background Information:

Please see attached schedules.

III. Staff Recommendation:

Approved recommendation as requested.

IV. Reviewed by:

City Attorney:

Finance Director: *Donna Bean*

Public Works/Public Utilities Director:

Planning Director:

Recreation Director:

Tax Releases and Refunds				
April 2018				
Tax Releases				
Tax Payer	REF #	Tax Year	Amount	Reason
Lenoir Retail I, LLC	09118 1 20	2017	10,766.74	Property Tax Commission decision - Revaluation - Amount will be refunded upon approval - see attached
Tax Refunds				
Tax Payer	REF #	Tax Year	Amount	Reason
Superior Properties of Hickory LLC	#9139	2016	314.95	Overpayment
Jeffrey and Barbara Helton	#24047	2017	261.33	Overpayment
Wells Fargo Bank	#50849	2008	244.97	Release penalty and interest totaling due to closing issue

STATE OF NORTH CAROLINA
COUNTY OF WAKE

BEFORE THE PROPERTY TAX COMMISSION

ORDER

The following property is under appeal to the Property Tax Commission from a decision of the Caldwell County Board of Equalization and Review for 2017.

The County taxing officials and the property owner reached an agreement satisfactory to both concerning the value of the subject property, and notified the Commission of the terms of the agreement.
This Order closes our file relative to the appeal.

Name: Lenoir Retail I, LLC

17 PTC 0098

Description
09118 1 20

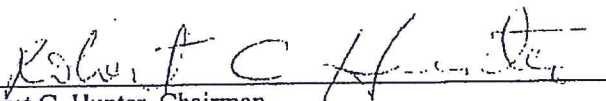
Present Value
\$7,776,700

New Value
\$5,991,800

IT IS THEREFORE ORDERED AND DECREED that the Caldwell County taxing officials adjust the valuation of the subject property as herein provided and enter said adjusted valuation in the tax records of Caldwell County as of January 1, 2017.



NORTH CAROLINA PROPERTY TAX COMMISSION


Robert C. Hunter, Chairman

Vice Chairman Wheeler and Commission Members Peaslee, Guess, and Penny concur.

ENTERED: 3/14/18

ATTEST:


Stephen W. Pelfrey, Commission Secretary

Copies of this Order provided to:

Mr. Charles E. Raynal, IV
Parker Poe Adams & Bernstein
P. O. Box 389
Raleigh, NC 27602-0389

Mr. Monty Woods – Caldwell
County Assessor

Mr. David Lackey – Caldwell
County Attorney

The interest for the refund is 5% a year. Since we have 3 months of interest counting March. Then take $5/12 = .416667$. Multiply that times 3. $3 \times .416667 = 1.250001$. That should be multiplied towards the refund.

CITY OF LENOIR
COUNCIL ACTION FORM

I. Agenda Item:

Request to approve bid to Roy Hall Construction of Lenoir, NC for a new Restroom Facility at J.E. Broyhill Park in the amount of \$68,956.06

II. Background Information:

This is part of the improvement plan at the park and is being funded with CDBG funds.

Bids: Roy Hall Construction \$68,956.06

Gary Dean Cornell \$71,830.72

Seagle Construction \$86,820.00

III. Staff Recommendation:

Staff recommends to approval the bid to Roy Hall Construction in the amount of \$68,956.06

IV. Reviewed by:

City Attorney:

Finance Director:

Public Works/Public Utilities Director:

Planning Director:

Recreation Director: Kenny Story

CITY OF LENOIR SITE CDBG PROGRAM

Sealed bids for the **J. E. Broyhill Park Bathroom Construction** will be received by **Community Development Office of City of Lenoir at 1:00 p.m. March 23, 2018 in the 3rd Floor Conference Room at the Lenoir City Hall, 801 West Avenue NE, Lenoir, NC** and then publicly opened and read aloud.

The project consist of construction of a 384 Square Foot Public Bathroom Facility. The public bathroom facility will have three separate family bathrooms and a storage / utility room. Project will consist of a three family restrooms on a concrete slab with a monolithically pour.

The new facility will be built with split faced grey 8-inch block on the outside and standard grey 8-inch block on the interior walls; the structure will be 23 foot 8 inches by 16 foot, with a mechanical cavity in behind the restrooms. Solid steel doors will be used for all entrances. Commercial grade handicap toilets with automatic flush valves and cast-iron sink will be used along with hand dryers in each restroom. All sweat and water tie in will be made at taps furnished by owner not more than 15 feet from outside wall of building. The concrete slab will be of 3000 or greater psi with fiber, with floor drains in each restroom area. The eaves will be constructed of cedar wood to match existing picnic shelters as close as possible. The building will be equipped with (1) two-hundred-amp electrical service, which can be used for future need of power in the park. All lights will be LED and installed for all restrooms, utility area and outside. The facility will have an on demand hot water heater and a hose bib located in the mechanical area of restrooms. The roof shall be 3-v colored metal roofing to match picnic shelter. All finish grade and asphalt to concrete slab Shell will be furnished by owner.

All work must be in compliance with City of Lenoir and Caldwell County Building Code as well as ADA standards.

The successful bidder shall be required to furnish evidence of liability insurance of at least \$100,000 and bodily insurance of at least \$300,000. The Contractor must have Workman Compensation insurance on all employees. Contract will require contractor compliance with Davis Bacon Wage requirements. Each bidder must be appropriately licensed as a Contractor in the State of North Carolina as provided in General Statutes Chapter 87.

All building, plumbing and electrical subcontractors must be properly licensed under the North Carolina State Laws governing their respective trades at the time of submitting the bids.

The City reserves the right to waive any informalities or reject any or all bids. The City reserves the right to award a contract to the lowest responsive, responsible bidder.

This Community Development Block Grant (CDBG) project will utilize CDBG funds for the total project cost. The City of Lenoir is an Equal Opportunity

Employer, promotes Fair Housing and encourages small, minority, physically handicapped and women's businesses to submit bids. Each bidder shall make positive efforts to use small and minority owned business enterprises on this project.

Final payment will be made upon completion and acceptance of work. A certificate of compliance issued by the County Building Inspector must be in our possession before final payment is released.

No bids may be withdrawn after the scheduled closing time for the receipt of bids for a period of thirty (30) days. The Community Development Office of the City of Lenoir reserves the right to waive informalities.

Any questions may be directed to the Community Development Office at the following numbers:

Kenny Story (828) 612-7410

Rick Oxford (828) 485-4245 or (828) 578-8763

Announcements – Authorities/Boards/Commissions

Board Vacancies

Lenoir Planning Board

Parks and Recreation Advisory Board

Board Re-Appointments (to be re-appointed at the April 17 City Council Meeting)

Lenoir Business Advisory Board

Barbara Weiller

Board of Adjustments

James Bradshaw

Mac Martin

Tim Scobie

CITY OF LENOIR

AFTER ACTION MEMO

To: Department Heads/Division Superintendents

From: Scott Hildebran, City Manager

Date: Monday, April 9, 2018

Subject: Action taken by City Council on Tuesday, April 3, 2018.
Review all information to ensure that your department maintains
action taken by City Council.

- ✓ City Council approved the minutes of the City Council Meeting of Tuesday, March 20, 2018 as submitted.
- ✓ City Council approved the submitted Tax Fund Releases for April 2018 in accordance with N.C.G.S. 105-381 as submitted.
- ✓ City Council awarded the low bid of \$68,956.06 to Roy Hall Construction for a new Restroom Facility at the J.E. Broyhill Park.
- ✓ On behalf of City Council, Mayor Joe Gibbons presented a proclamation to Ms. Lauren Hart, Catawba Valley Realtors Association, proclaiming the month of April as "Fair Housing Month" throughout the City of Lenoir and Caldwell County.
- ✓ Scott Brown, Chief of Police, presented an overview of the Department's Annual Report for FY2017. Highlights include property crime dropped 6%, violent crime decreased 6%, the Communication Center answered over 37,000 calls, of which over 5,000 were 911 calls and processed over 43,000 CAD calls. Chief Brown pointed out the Department's biggest challenge is recruitment and mentioned they have four (4) vacancies. He encouraged anyone that was interested in working for a progressive and professional law enforcement agency to apply. Chief Brown proudly stated the Lenoir Police Department was recognized by the National Council for Home Safety and Security Safest Cities Organization. Lenoir is ranked the 4th safest among cities with populations of 16,000-20,000 residents; the 26th safest City by violent crime index; and the 40th safest City by property crime index. Chief Brown emphasized he was very proud to display the National Council for Home Safety and Security Safest Cities' seal on the Department's website and Facebook pages. The full report is available online at www.cityoflenoir.com.
- ✓ Mayor Gibbons announced for the general public a vacancy currently exists on the Lenoir Planning Board due to the resignation of Mattie Patterson and also on the Parks and Recreation Advisory Board due to the resignation of Lemuel Patterson. Mayor Gibbons further announced the following list of individuals will be considered for re-appointment to serve on the City's Authorities/Boards/Commissions at the April 17 City Council Meeting:

Lenoir Business Advisory Board
Barbara Weiller

Board of Adjustments

James Bradshaw

Mac Martin

Tim Scobie

Note: Mayor Gibbons also stated two (2) vacancies exist on the Board of Adjustments due to the resignations of Mattie Patterson and Merlin Perry. Mr. Perry will continue to serve as a member of the Planning Board. It was noted the members of the Planning Board serve on the Board of Adjustments.

- ✓ Pursuant to N.C.G.S. §143-318.11(a), (5), City Council entered into closed session to discuss a property acquisition.
- ✓ The following events for the month of March were highlighted:
 - The Foothills Regional Airport Authority will meet on Wednesday, April 4 at noon.
 - The City/County Services Committee will meet on Monday, April 9 at 11:45 a.m.
 - The Caldwell County Economic Development Commission will meet on Tuesday, April 10 at 8:00 a.m.
 - The ABC Board will meet on Thursday, April 12 at 2:00 p.m. at Lenoir Store #1 located at 115 ABC Court.
 - The NCDOT's Annual Litter Sweep Campaign begins on Saturday, April 14 and ends on Saturday, April 28. Citizens are encouraged to participate.
 - The Parks and Recreation Advisory Board will meet on Monday, April 16 at 6:00 p.m. at the LHS Auditorium.
 - The Sanitation Division's Annual Spring Trash Bash Week will be held the week of April 16 through 20. The City of Lenoir is also conducting a contest to encourage residents and businesses to help keep Lenoir Litter Free. Additional information is available online at www.cityoflenoir.com.
 - Mayor Gibbons reported the annual Mayor's Prayer Breakfast is scheduled for Thursday, May 3 at 8:00 a.m. at First Baptist Church located at 304 Main Street NW in downtown Lenoir. Mr. John Cooper, owner of Mast General Store, is the guest speaker. Tickets are \$10.00 and available at City Hall.



April 2018



Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3 6:00 p.m. City Council	4 9:00 a.m. Staff Mtg. Noon - Foothills Regional Airport Authority	5	6	7 4:00 p.m. Cruise-In
8	9 11:45 a.m. City/County Services Committee	10 8:00 a.m. EDC	11	12 2:00 p.m. ABC Board 6:00 p.m. Lenoir Business Adv. Board	13	14 NCDOT's Annual Litter Sweep Campaign Begins
15	16 Spring Trash Bash Wk. 6:00 p.m. Recreation Advisory Board (LHS Auditorium)	17 6:00 p.m. City Council	18 9:00 a.m. Staff Mtg.	19	20 Spring Trash Bash Ends	21 8:00 a.m. Bootlegger 100 Bike Race
22	23 5:30 p.m. Planning Board	24 8:30 a.m. Committee of the Whole	25	26	27	28 9:30 a.m. - 3:00 p.m. Google Gravity Games (Downtown) NCDOT Litter S. Ends
29	30					
Notes for May						
The annual Mayor's Prayer Breakfast will be held on Thursday, May 3 at First Baptist Church						
City offices will be closed on Monday, May 28 in observance of Memorial Day.						

City of Lenoir
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757-2200 / 757-2162 fax

Joseph L. Gibbons, Mayor
Scott E. Hildebran, City Manager
Shirley M. Cannon, City Clerk