

**AGENDA
CITY OF LENOIR
COMMITTEE OF THE WHOLE
801 WEST AVENUE
TUESDAY, AUGUST 27, 2019
8:30 A.M.**

I. CALL TO ORDER

II. CITIZEN COMMENT

III. COMMITTEE ITEMS

A. Public Utilities/Public Works

B. Public Works Director Jared Wright

1. Update; Freese and Nichols, Inc.

2. Update; Sanitation Study

IV. Community Development

A. Lenoir Tourism Development Authority: The Lenoir Tourism Development Authority met on Tuesday, August 8. Minutes of the July 18, 2019 meeting are submitted as information. Kaylynn Horn, Economic Development Director, will present a report of current activities.

B. Lenoir Business Advisory Board: The Lenoir Business Advisory Board cancelled their meeting of Tuesday, August 8. The next meeting will be held on Tuesday, September 12 at 6:00 p.m. at City Hall. Kaylynn Horn, Economic Development Director, will present a report of current activities.

C. Planning Board: The Planning Board is scheduled to meet on Monday, August 26. Planning Director Jenny Wheelock will present a report of current projects.

1. Update; Stormwater Notice of Violation

2. Flood Damage Prevention Ordinance

D. Parks & Recreation Advisory Board: The Parks & Recreation Advisory Board met on Monday, August 19. Minutes of the meeting are submitted as information. Kenny Story, Recreation Director, will present a report of current activities.

V. FINANCE & ADMINISTRATION

A. Financial Summary – Finance Director Donna Bean

B. Update; Unity Park-Educational Pavilion (in conjunction w/Appalachian State)
- City Manager Hildebran

C. Update; Public Communications – Public Information Officer Joshua
Harris

VI. PUBLIC SAFETY

A. Police Department – Chief Brent Phelps

1. Update; Alarm Ordinance

B. Fire Department – Chief Ken Hair

VII. OTHER

A. September Calendar

VIII. ADJOURN

Lenoir Tourism Development Authority
Minutes July 18, 2019

Members Present	Members Absent	Ex-Officio Present	Ex-Officio Absent	Guests
Dana Clark	Rose Noakes	Donna Bean	Joan Coffey	Kyle Case
Angela Johnson	Keith Nordan	Mayor Gibbons		Lauren McKinney
Matt Underwood		Joshua Harris		Bryan Moore
Glenda Wilson		Scott Hildebran		Hannah Williams
		Kaylynn Horn		

Chair Dr. Dana Clark called the meeting to order.

Approval of Minutes

Upon a motion from Matt Underwood, seconded by Glenda Wilson the June 20, 2019 minutes were unanimously approved.

Introductions

Dr. Dana Clark introduced two new Board members. Summer Combs, General Manager of the Hampton Inn and Brenda Floyd, Director, J. E. Broyhill Civic Center Service and Catering.

Financials

Finance Director Donna Bean presented the financial report for the LTDA which included a balance of \$178,681.70, with \$104,698.38 in revenues and \$74,738.08 in expenditures. The total remaining obligations as of 6/30/19 is \$65,004.54. (see attached)

Social Media Bid Consideration

Matt Underwood gave an overview of the proposals made by Compass Media and WordJack, both would be 12 month contracts and the costs would be split between the LTDA and the Caldwell Chamber of Commerce.

Matt Underwood made a motion to accept the proposal with WordJack for the one year contract Optimizer Pro Program (\$950/month) and client-funded media spend (\$400/month) split with Caldwell Chamber of Commerce, seconded by Angela Johnson, which was voted

upon and passed unanimously.

Blackberry Updates

Bryan Moore stated the festival had strong attendance; the Blackberry pageant was large with participants from all over. Bryan thanked the Public Works Department and all volunteers for their help.

Other Business

Reminder: Grant requests are due twice a year, June 30th and December 31st.

Next meeting will be held Thursday, August 8th at 4:00pm.



Recreation Administrative Offices (828)757-2165 - Fax (828)758-1315

Martin Luther King Center (828)757-2170

Lenoir Aquatic & Fitness Center (828)757-2196

Mulberry Recreation Center (828)757-2165

www.cityoflenoir.com/parks

Recreation Advisory Board Meeting

Minutes

Monday, August 19, 2019

The Recreation Advisory Board met at the Optimist Park Clubhouse at 6:00pm.

Members present for this meeting were: Schonna Banner, Darrell Lipford, Rick Pierce, and James Robertson.

City staff members present were: Kenny Story and Maria Swanson.

Absences included: Scott Barnett, Michael Dineen, Erik Rabinowitz, and Crissy Thomas, Ex-Officio.

Members were welcomed by Kenny Story.

Minutes from the April 15, 2019 meeting were reviewed. Motion made to approve minutes made by Robertson, second by Lipford. Motion carried.

Director's Report

- The Parks and Rec Facilities will be closed on Monday, September 2nd for Labor Day.
- The Arts Council Annual Sculpture Celebration will be on Saturday, September 7th at the Broyhill Walking Park
- We had a new event at Mulberry Rec this year. The End of School Blast. There were games, food trucks, live music and several city vehicles (SWAT vehicle, police cars, trash truck, etc) were there for the kids to look at and explore. The event was well attended.
- Spring Baseball/Softball season went well. Our 15U Baseball team won the district tournament and traveled to Smithfield, NC in July to play in the state tournament
- Summer basketball league also went well this year. We had 6 teams for the JH Jones League (increase from 4 teams last year) and 5 teams for the Middle/High School League.
- Summer Camp was held at MLK Center in July with 35 kids participating.
- LAFC held their annual Firecracker 5k/10k/Fun Run on June 29th. There were 85 runners who participated.
- July 4th event at Mulberry was a great success. We had a good turnout. We used a new company for fireworks this year out of TN and had many positive comments from citizens about the show.
- The Community Music Festival was held at MLK Center on July 27th.
- Harambee Week was great! Positive citizen comments were heard regarding all events during the week. The recognition banquet this year honored several city employees.
- Another new event for this year was the Back to School Splash Bash held at the Aquatic and Fitness Center. Around 200 people attended, enjoying water relay games, a diving contest, door prizes, and a school supply give away.
- Fall Youth Baseball/Softball registration ended on August 9th. Teams practice will start in the next few days.
- LYSA registration is going on until September 6th and games will begin mid-September
- We have had lots of shelter and indoor rentals at Mulberry this summer. The clubhouse is being used almost every weekend for rentals.

- The J.E Broyhill Park is complete with the exception of adding a few more cameras. The re-opening/dedication of the park was held on July 3rd. The park is being used by the whole community. People are using the shelters and basketball courts on a daily basis.
- Work on the Optimist Park is continuing. The playground and new lighting are complete. One shelter is complete and the second one will be complete once the roofing is delivered and installed. The parking lot should be paved in the next few weeks and permanent corn hole boards have been ordered.
- Outdoor pool attendance has been down this year due to the issues with the water slides. The health department, due to changes in their rules/regulations and safety guidelines, would not approve the slides to be open until the slides meet the new regulations. Engineer plans/drawings, paperwork, etc have now been approved by the state to begin the work to make the needed changes. These issues and changes will be done after the pool is closed for the season. These repairs will cost approximately \$10,000
- Two HVAC units were replaced at LAFC
- Gutters at MLK Center were replaced and tennis court repairs will start this week.
- We are looking at grant money to do some work/improvements to the LHS Auditorium, LHS Gym, and Mack Cook Stadium.
- We are also looking at another PARTF grant for the Soccer Complex to add a playground and shelter.
- Caldwell Community College's softball team will be using the Optimist field for their practices and games. The field has to meet NCAA standards for the college team to play and CCTI is helping with the expenses to bring the field to NCAA standards.

New Business

No new business

Old Business

The hiking/foot trail at LAFC is in need of being remarked. Eric asked and was given permission to mark the trail at the April meeting. He was not in attendance at this meeting to give an update on this.

There being no further business to discuss, the meeting was adjourned at 7:15pm

The next advisory board meeting will be held on Monday, September 16, 2019

Minutes submitted by: Maria Swanson

July 2019 Communications Report

By Joshua Harris, Public Information Officer

8/19/2019



LENOIR
NORTH CAROLINA

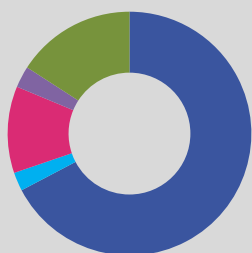
CONTENT CREATION

News Releases	Photos	Videos	Radio Spots	Social Posts	Notify Me	Q&A	eSign
5	198	2	2	206	19	18	3

PUBLIC ENGAGEMENT

New Followers

992



Facebook Twitter Instagram
eNews City Alerts

Social Reach

109,691

Facebook **99,864**
Twitter **8,996**

Video Views

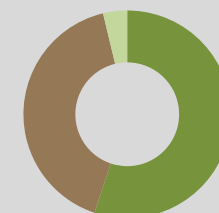
1,486

Facebook **1,454**
YouTube **32**

Website Views

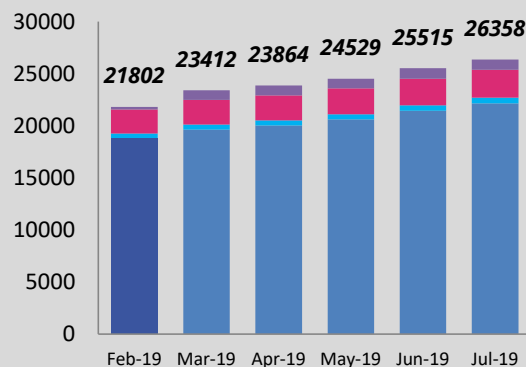
32,938

Top Pages
1 payonline
2 july4th
3 payment-options
4 lafc
5 jobs
6 waterservice
7 police

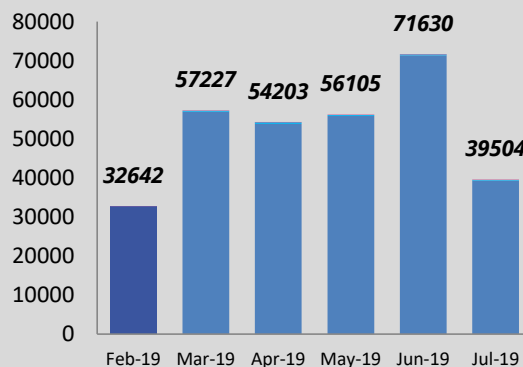


Mobile
Desktop
Tablet

Total Followers



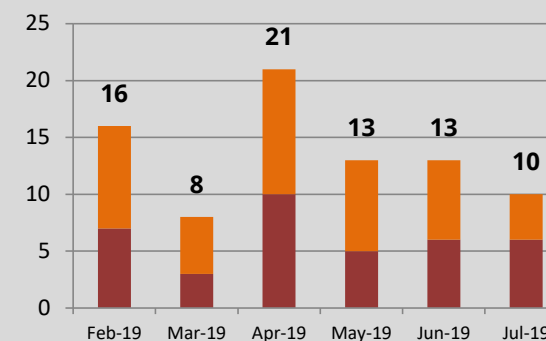
Social Engagement



Media Coverage **10**

Papers 6

Web 4





Top Facebook

Reach: The number of people who saw the post on their feed

Engagements: Reactions, comments, shares, photo/video views, and clicks

Total Facebook Followers

22,148

Lenoir Police Department Like Page

Published by Police Dept [?] · July 24 at 8:27 PM ·

Citizens who have a desire to begin basic obedience instruction with their dogs may be interested in this free course. Instructors are prepared to work "one on one" with handlers to address specific problems related to obedience. Applications may be picked up at our office at 1035 West Avenue NW, Lenoir NC 28645 or printed directly from <http://bit.ly/2ZaVodL>

2019 Canine Academy

Teach your furry friend some basic obedience commands from our resident canine experts!

Sep. 5 - Oct. 10
Th. 6 - 7 pm

Applicants must be 16 or older or accompanied by guardian and subject to background check and signed release of liability

No dogs under 6 months of age are accepted

Dogs must have current vaccinations & receiving flea & tick treatments

No overly aggressive dogs will be accepted

Training requires chain slip collars, approved leashes, & reward treats

Deadline to apply is 8/26/19. More info & application at www.cityoflenoir.com/180/Citizens-Canine-Academy

11,476 People Reached 1,311 Engagements [Boost Post](#)

You and 101 others 47 Comments 135 Shares

City of Lenoir Fire Department Like Page

Published by City of Lenoir Fire Dept [?] · July 21 at 1:33 PM ·

Please join Lenoir Fire in sending our most sincere and heartfelt condolences to the family of Retired Fire Chief Sam Williams!!

Chief Williams, the first paid fire chief for the City of Lenoir, was definitely a strong firefighter that helped shape Lenoir Fire and many of the firefighters into what we are today. Chief Williams loved the fire service and still held a gleam in his eyes when remembering his days of fighting fire, even up into his last week at hospice! Chief Williams will be remembered as the tough smoke-eater that wouldn't accept any less than your best. May we all strive to carry on the legacy that he has left behind!

Rest easy, Chief, in your Heavenly Firehouse!!



10,436 People Reached 3,732 Engagements [Boost Post](#)

322 62 Comments 73 Shares

City of Lenoir, NC Government Like Page

Published by Joshua Harris [?] · July 12 ·

We've made a lot of improvements at J.E. Broyhill Park. Stop by, grill some burgers, and play some ball! Last week, staff held a ribbon cutting for the park. Councilwoman Crissy Thomas and Councilmen Ike Perkins and Ben Willis played some one-on-one, or was it one-on-two?



6,290 People Reached 2,204 Engagements [Boost Post](#)

125 7 Comments 13 Shares

	Paid	Organic
Reach		11,476
Engagements		1,311
Comments		47
Shares		135

	Paid	Organic
Reach		10,436
Engagements		3,732
Comments		62
Shares		73

	Paid	Organic
Reach		6,290
Engagements		2,204
Comments		7
Shares		13



Top Tweets

Impressions: Times people saw this Tweet on Twitter

Engagements: Times people interacted with this Tweet

Total Twitter Followers

552

Downtown Lenoir, NC @DowntownLenoir

It's looking like a beautiful day for the NC Blackberry Festival! The festival opens at 5pm today and 9am tomorrow! Read more at <http://www.ncblackberryfestival.com> @ Downtown Lenoir <https://www.instagram.com/p/Bz0ycwxb3o/?igshid=n2lxuynjf30u> ...



Reach a bigger audience

Impressions	514
Total engagements	16
Link clicks	8
Likes	4
Retweets	3
Profile clicks	1



City of Lenoir, NC @CityofLenoir

Last week, the Street Division paved the access trail that connects Wilson Athletic Park to the greenway. The access trail is Americans with Disabilities Act (ADA) accessible and provides another connection to the greenway system. Read more at <http://bit.ly/2XiGwNK> . pic.twitter.com/VRb9BJynR7



Reach a bigger audience

Impressions	507
Total engagements	19
Media engagements	8
Likes	4
Link clicks	3
Detail expands	2
Profile clicks	2



City of Lenoir, NC @CityofLenoir

Come to Mulberry Rec Thursday at 5:00 pm for the July 4th Celebration. Fireworks will start around 9:30 pm. Thursday's garbage will be collected Wednesday. City Hall, MLK Jr. Center, and Mulberry Rec will be closed. The Aquatic Center will be open from 10 am to 5 pm. pic.twitter.com/AtyaZFcwly

Impressions	487
Total engagements	11
Media engagements	8
Detail expands	2
Profile clicks	1

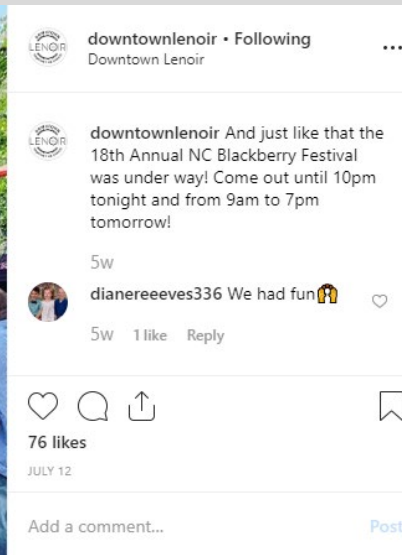


Top Instagram

Likes: The number of people who liked the post on their feed

Total Instagram Followers

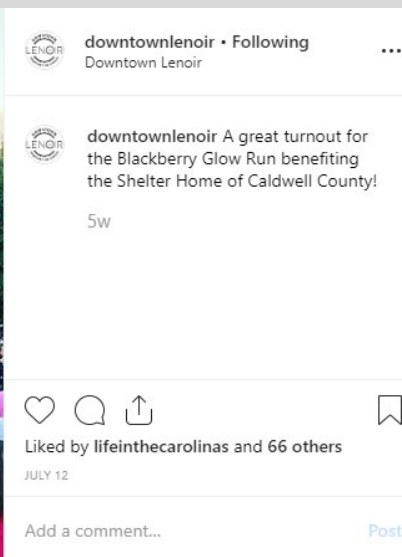
2,679



Likes

76

Comments



Likes

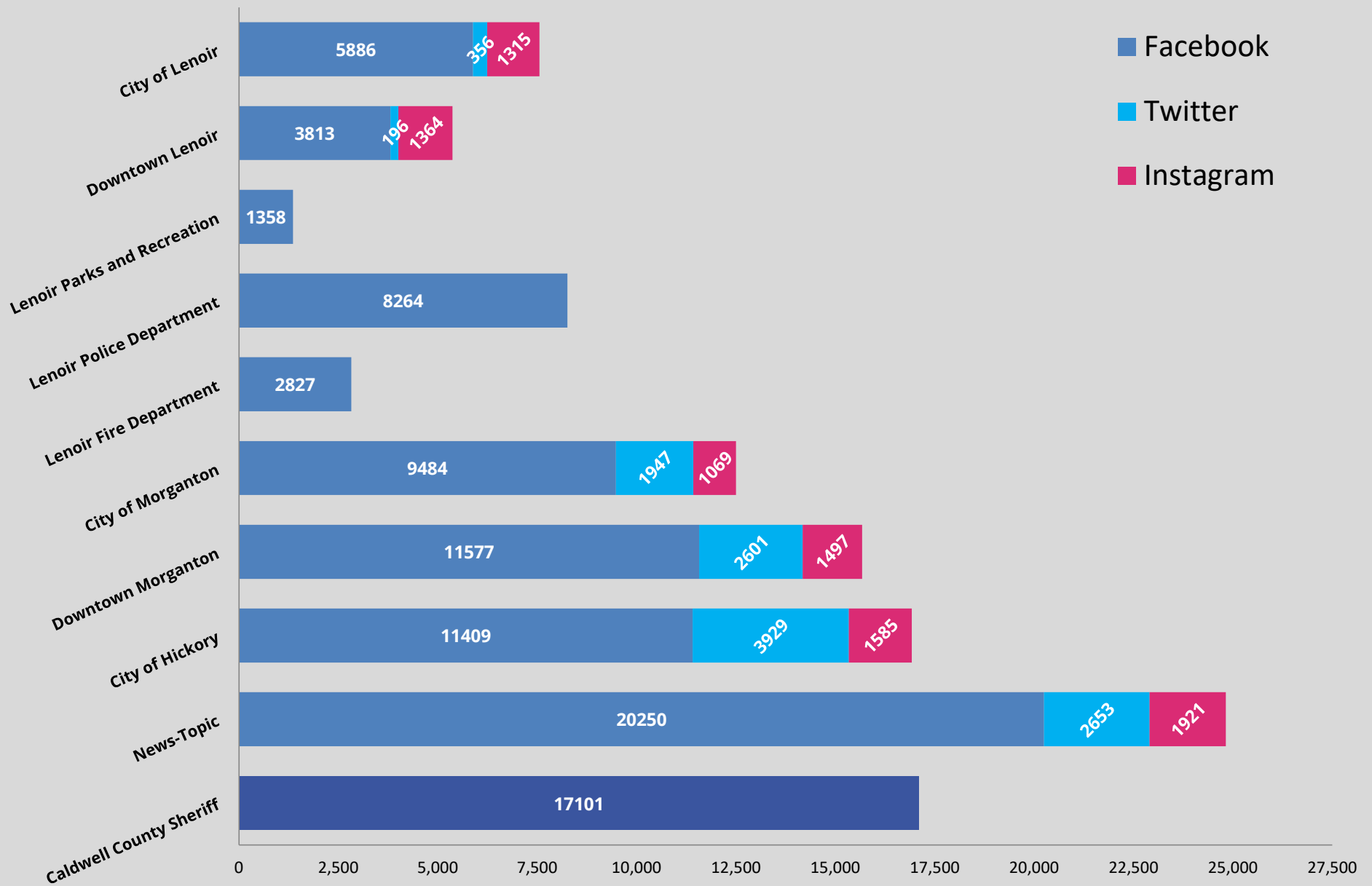
67

Comments



Social Comparison

The chart below compares Lenoir's social accounts with surrounding organizations.





Questions from the public

18

Fireworks were great. I just wonder why they did do many low ones where anyone who was farther away could hardly see.

You guys have to buy this old lenoir fire department truck restore it and keep it for the parades and stuff

I am a empayee at at Walmart.witness many stealing a there.

The bill pay option is not available. When will this be fixed? I work the same hours the office is open, so I am unable to pay in person.

My father is late on his water bill. I have been trying to pay his bill online for the past two days via the online bill pay option but keep receiving the r

I have a drain underground going across my yard that is connected to a drain that is under the street. My yard is starting to cave in because the dra

My concern addresses the appearance of 224 Sharon Ave.

The cover to the water meter at my residence is in the driveway, and apparently someone has driven over it and it is broken and needs to be repla

Can you please send us a travel guide for your area and surrounding areas

Murphy Oil USA did not receive the 2019 Property Tax bills. Can we still take a 2% discount if paid by July 31st?

I am inquiring about two tax bills for our Hardee's location at 670 Morganton Blvd.

The ditches down warren pl nw need to be cleaned out.

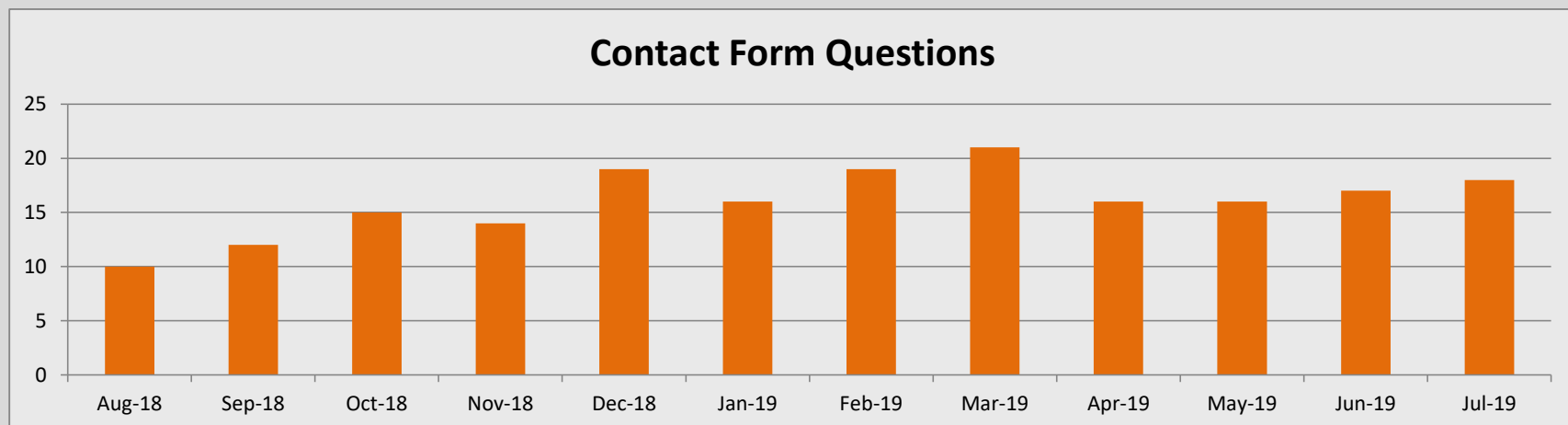
Could you check the stoplights at the intersections of Morganton Blvd and westview st and at Morganton Blvd and mulberry st.

I have a complaint about the grounds at 502 Mulberry St. Lenoir. This residence has an overgrown yard with unsightly weeds

I have some yard waste at the curb that I would like picked up. It is tree branches that I have broken down, and stacked neatly.

The drain from my downspout to the street seems to be clogged and I was told to contact you first to see if it is part of the city line or not.

If I want to start a small business out of my home, what license or permit is needed? And where or who do I get it from?



September 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 City Offices Closed in Observance of Labor Day	3 6:00 p.m. City Council	4 9:00 a.m. Staff Mtg.	5	6	7 9:00 a.m. Sculpture Celebration (J.E. Broy. Walking Pk.) 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 4:00 p.m. Tourism Brd. 6:00 p.m. Lenoir Bus. Advisory Board	13	14 NCDOT Fall Litter Sweep Begins
15	16 Annual Trash Bash Week Begins 6:00 p.m. Parks & Recreation Adv. Board	17 6:00 p.m. City Council	18 9:00 a.m. Staff Mtg.		20 Trash Bash Week Ends	21
22	23 5:30 p.m. Planning Board	24 8:30 a.m. Committee of the Whole	25 Noon - Airport Authority	26	27	28 NCDOT Fall Litter Sweep Ends
29	30					
Notes for October National Night Out is scheduled on Tuesday, October 1 from 6:00 p.m. - 9:00 p.m. in downtown Lenoir. This event is sponsored by the Lenoir Police Department. The Smoking in the Foothills Barbeque Festival will be held October 18 & 19 in downtown.						