



AGENDA

**CITY OF LENOIR
CITY COUNCIL MEETING
905 WEST AVENUE
TUESDAY, NOVEMBER 3, 2020
6:00 P.M.**



I. CALL TO ORDER

- A. Moment of Silence & Pledge of Allegiance
- B. Special Recognition: On behalf of City Council, Mayor Gibbons will present a proclamation to Ms. Lisa Caviness, Public Relations and Marketing Specialist, Caldwell Hospice & Palliative Care, proclaiming the month of November 2020 as National Hospice and Palliative Care Month throughout the City of Lenoir.

II. MATTERS SCHEDULED FOR PUBLIC HEARINGS

III. CONSENT AGENDA ITEMS

- A. Minutes: Approval of the minutes of the City Council meeting of Tuesday, October 20, 2020 as submitted.
- B. Minutes: Approval of the minutes of the Committee of the Whole meeting of Tuesday, October 27, 2020 as submitted.
- C. Proclamation; Giving Tuesday: Approval of a proclamation proclaiming Tuesday, December 1, 2020 as “*#Giving Tuesday*” throughout the City of Lenoir. **Note:** #Giving Tuesday is a global giving movement that has been built by individuals, families, organizations, businesses and communities in all 50 states and in countries around the world. Giving Tuesday inspires people to take collective action to improve their communities, give back in better, smarter ways to the charities and causes they believe in, and help create a better world. Additional information may be found at www.givingtuesday.org.
- D. Proclamation; National Hospice and Palliative Care Month, November 2020: Approval of a proclamation proclaiming the month of November 2020 as National Hospice and Palliative Care Month throughout the City of Lenoir.

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. City offices will be closed on Wednesday, November 11 in observance of Veterans Day and also on Thursday, November 26 & Friday, November 27 in observance of Thanksgiving.

2. A Veterans Day Memorial Service will be held on Wednesday, November 11 at the Veterans Plaza on the square.
3. The Lenoir Business Advisory Board will conduct a virtual meeting on Thursday, November 12 at 6:00 p.m.
4. In lieu of “Light up Lenoir, a large Christmas Tree will be placed on the downtown square by the City of Lenoir. Also, the Hope Shines Brightly Holiday Light Show begins on Friday, November 20 from 6:00 p.m. – 10:00 p.m. on the square and will continue until January.
5. The City Council meeting of Tuesday, November 17 has been cancelled and the Committee of the Whole will also not meet in November.
6. The annual Luminary Display at Blue Ridge Memorial Park will be held on Friday, December 11 from 6:00 p.m. – 10:00 p.m. with a rain date of Friday, December 18.

B. Items for Council Action

VII. REPORT AND RECOMMENDATIONS OF THE CITY ATTORNEY

VIII. REPORT AND RECOMMENDATIONS OF THE MAYOR

- A. Board Announcement; Parks & Recreation Advisory Board: Mayor Gibbons will recommend to Council that Schonna Banner be re-appointed to serve a two-year term on the Parks and Recreation Advisory Board. **Note:** This re-appointment was announced at the October 20 City Council meeting.

IX. REPORT AND RECOMMENDATIONS OF COUNCIL MEMBERS

X. ADJOURNMENT



National Hospice and Palliative Care Month – November 2020

PROCLAMATION

WHEREAS, for more than 40 years, hospice has helped provide comfort and dignity to millions of people, allowing them to spend their final months at home, surrounded by their loved ones;

WHEREAS, the hospice model involves an interdisciplinary, team-oriented approach to treatment, including expert medical care, quality symptom control, and comprehensive pain management as a foundation of care;

WHEREAS, beyond providing physical treatment, hospice attends to the patient's emotional, spiritual and family needs, and provides family services like respite care and bereavement counseling;

WHEREAS, palliative care delivers expertise to improve quality of life and relief from pain, can be provided at any time during an illness, and hospices are some of the best providers of community-based palliative care;

WHEREAS, in an increasingly fragmented and broken health care system, hospice is one of the few sectors that demonstrates how health care can – and should – work at its best for its patient;

WHEREAS, every year 1.5 million Americans living with life-limiting illness, and their families, received care from the nation's hospice programs in communities throughout the United States;

WHEREAS, hospice and palliative care organizations are advocates and educators about advance care planning that help individuals make decisions about the care they want;

WHEREAS, the Centers for Medicare and Medicaid Services have pledged to put patients first in all of its programs – including hospice – ensuring a coordinated and patient-led approach to care, protecting patient choice and access to individualized services based on a patient's unique care needs and wishes.

NOW, THEREFORE, be it resolved that I, by virtue of the authority vested in me by the City of Lenoir, North Carolina, do hereby proclaim November 2020 as **National Hospice and Palliative Care Month** and encourage citizens to increase their understanding and awareness of care at the end of life, discuss their end of life wishes with their families, and observe this month with appropriate activities and programs.

IN WITNESS WHEREOF, I have hereunto set my hand this 3rd day of November, 2020 and caused this seal to be affixed.

SEAL

Joseph L. Gibbons, Mayor

**LENOIR CITY COUNCIL
TUESDAY, OCTOBER 20, 2020
6:00 P.M.**

PRESENT: Mayor Joe Gibbons presiding. Councilmembers present were Jonathan Beal, Mayor Pro-Tem Crissy Thomas, Ike Perkins, Ralph Prestwood, David Stevens, and City Manager Scott Hildebran. Fire Chief Ken Hair, Public Utilities Director Radford Thomas and Communications Director Joshua Harris were also in attendance at the meeting.

VIA TELECONFERENCE:

Participating via teleconference were Councilmembers Todd Perdue, Ben Willis, City Attorney T.J. Rohr and City Clerk Shirley Cannon.

Department Directors participating via teleconference were Finance Director Donna Bean, Recreation Director Kenny Story, Planning Director Jenny Wheelock, Economic Development Director Kaylynn Horn, and Public Works Director Jared Wright. Also via teleconference was Garrett Stell, News Topic.

I. CALL TO ORDER

- A. The meeting was opened by a moment of silence followed by the Pledge of Allegiance as led by Mayor Gibbons.
- B. Mayor Gibbons asked that everyone continue to pray for our leaders across the state, nation, and community as they strive to handle issues caused by the pandemic and try to keep everyone safe. He also asked everyone to continue to remember the families who have the COVID-19 virus as well as the families that have lost loved ones. Mayor Gibbons also reminded everyone to continue following the important protocols established for the COVID-19 virus which are wear a mask, practice social distancing and wash your hands.

**SPECIAL RECOGNITION;
ROGER BARLOW:**

- C. On behalf of City Council, Mayor Gibbons presented a resolution and a framed key to the City to Roger Barlow, Assistant Chief of Fire Prevention/Fire Inspector, in honor and recognition of his 31 years of dedicated and outstanding service to the City of Lenoir and its citizens. Mayor Gibbons further expressed everyone's appreciation to Chief Barlow for his many achievements during his career with the Lenoir Fire Department.

A copy of the resolution is hereby incorporated into these minutes by reference. (Refer to page 193).

Fire Chief Ken Hair also commended Chief Barlow and presented him with a retirement watch and a shadow box containing his badge, a Fire Department coin, his shield and ribbons. He also presented Chief Barlow with a framed U.S. flag that flew over Fire Station No. 1 on July 31, 2020 in his honor. Chief

Hair stated it was a tradition of the Department to fly a flag over the station where an employee worked to be presented to them upon their retirement. He remarked that Chief Barlow was always equitable and fair to everyone and stated his position (enforcement) was the toughest job at the Fire Department.

Mayor Gibbons, along with Chief Hair, congratulated Chief Barlow for all he has accomplished during his tenure with the Fire Department.

SPECIAL RECOGNITION;

JEFFERY HAYES: B. On behalf of City Council, Mayor Gibbons presented a resolution and a framed key to the City to Jeffery “Jeff” Hayes, Chief Operator, Water Treatment Plant, in recognition of 36 years of dedicated and outstanding service to the City of Lenoir and its citizens.

A copy of the resolution is hereby incorporated into these minutes by reference. (Refer to page 194).

Mayor Gibbons stated the City was proud of his service and he also thanked former Public Utilities Director Buddy Edmisten who was present in the audience.

Public Utilities Director Radford Thomas also commented that Jeff’s dedication has meant so much to the Department and to its success. Director Thomas stated it was an absolute pleasure to work with Jeff.

II. MATTERS SCHEDULED FOR PUBLIC HEARINGS

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 the minutes of the City Council meeting of Tuesday, October 6, 2020 as submitted.
2. Minutes: Approval of the closed session minutes of the City Council meeting of Tuesday, October 6, 2020 as reviewed by the City Attorney, City Manager, and City Council.

Upon a motion by Councilmember Stevens, 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

**AMENDMENTS; FY2019 AND
FY2020 ACTION PLANS:**

- A. Rick Oxford, Plan Administrator, Western Piedmont Council of Governments, held a public hearing to receive public input and comments in order to amend the FY2019 and FY2020 Action Plans for the City of Lenoir.

The following four (4) items were submitted to Council for their consideration of approval:

AMENDMENT #2; 2019 CONSORTIUM HOME

- PROGRAM:** 1. Approval of Amendment #2, to the 2019 Unifour Consortium HOME Program, Capital Project Budget Ordinance in the amount of (\$90,079.00) in order to reduce and amend the budget ordinance as submitted.

A copy of the capital project budget ordinance is hereby incorporated into these minutes by reference. (Refer to pages 195-196).

Mr. Oxford explained each amendment and reiterated what the funds would be used for.

**AMENDMENT #1, 2020 UNIFOUR CONSORTIUM
HOME PROGRAM:**

2. Approval of Amendment #1, to the 2020 Unifour Consortium HOME Program, Capital Project Budget Ordinance, in the amount of \$75,000.00 in order to amend and increase the Capital Project Budget Ordinance as recommended by Rick Oxford, Plan Administrator.

A copy of the Capital Project Budget Ordinance is hereby incorporated into these minutes by reference. (Refer to pages 197-198).

Mr. Oxford stated the \$75,000.00 would result in an additional line item.

**AMENDMENT #2, FY 2019 COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) & CDBG CORONAVIRUS FUNDS:**

3. Approval of Amendment #2, Capital Project Budget Ordinance, to amend and increase the FY2019 Community Development Block Grant (CDBG) funds and the CDBG Funds-CV Coronavirus Funds for additional funding in the amount of \$88,397.00 for a cumulative amount of \$310,330.00 as submitted.

A copy of the capital project budget ordinance is hereby incorporated into these minutes by reference. (Refer to pages 199-200).

Mr. Oxford explained the second round of coronavirus funding would be used to increase the FY2019 CDBG funds with the purpose of assisting families with low to moderate income for with rent and mortgage payment as well as assist with supplies/operation of the Yokefellow Food Pantry.

Mayor Pro-Tem Thomas stated it was great to support non-profits and Yokefellow.

She asked how this information would be shared with citizens.

Mr. Oxford stated by using flyers, telephone calls, and local newspapers. Communications Director Harris will also record a public service announcement to be aired on the radio.

**SUP-RECEIPIENT AGREEMENT #2;
YOKEFELLOW, INC. & CITY OF LENOIR:**

4. Approval of the Sub-Recipient Agreement #2 between the City of Lenoir and Yokefellow, Inc.: Approval of the Sub-Recipient Agreement #2 between the City of Lenoir and Yokefellow, Inc. as it relates to the expenditure of Community Development Block Grant Funds CARES ACT CDBG-CV Covid-19 Funds (RY20-19 extending to June 30, 2021) as submitted. Note: The purpose of the agreement is to allow Yokefellow, Inc. to oversee COVID-19 mortgage/rental assistance programs and provide funds to assist with supplies/operation of their Food Pantry as related to COVID-19 as submitted.

A copy of the agreement is hereby incorporated into these minutes by reference. (Refer to pages 201-212).

Upon a motion by Mayor Pro-Tem Thomas, Council voted 7 to 0 to approve items 1, 2, 3 and 4 as described above and as recommended by Rick Oxford, Plan Administrator, WPCOG.

VI. REPORT AND RECOMMENDATIONS OF THE CITY MANAGER

A. Items of Information

FALL LEAF COLLECTION:

1. Fall leaf collection began on Monday, October 12 and ends on January 31, 2021. Each street will receive three (3) collections during this three month period.

PLANNING

- BOARD:** 2. The Planning Board will conduct a virtual meeting on Monday, October 26 at 5:30 p.m.

COMMITTEE OF THE

- WHOLE:** 3. The Committee of the Whole will meet on Tuesday, October 27 at 8:30 a.m.

FOOTHILLS REGIONAL AIRPORT

AUTHORITY:

4. The Foothills Regional Airport Authority will conduct a virtual meeting on Wednesday, October 28 at noon.

CITY/COUNTY SERVICES

COMMITTEE:

5. The City/County Services Committee will meet conduct a virtual meeting on Monday, November 9 at noon.

EDC: 6. The Caldwell County Economic Development Commission (EDC) will conduct a virtual meeting on Tuesday, November 10 at 8:30 a.m.

HOLIDAY

CLOSING: 7. City offices will be closed on Wednesday, November 11 in observance of Veterans Day. American Legion Post 29 will conduct a ceremony at the Veterans Plaza beginning at 11:00 a.m.

ABC BOARD:

8. The ABC Board will conduct a virtual meeting on Thursday, November 12 at noon.

LENOIR BUSINESS ADVISORY

BOARD: 9. The Lenoir Business Advisory Board will conduct a virtual meeting on Thursday, November 12 at 6:00 p.m.

MEETING CANCELLATIONS:

10. The City Council meeting of Tuesday, November 17 has been cancelled and the Committee of the Whole will also not meet in November.

HOLIDAY

CLOSINGS:

11. City offices will be closed on Thursday, November 26 and Friday, November 27 in observance of Thanksgiving.

CANCELLED; TURKEY

TUESDAY:

12. Councilmember Perkins announced that the annual Turkey Tuesday event has been cancelled for this year due to the pandemic.

B. ITEMS FOR COUNCIL ACTION

VII. REPORT AND RECOMMENDATIONS OF THE CITY ATTORNEY

VIII. REPORT AND RECOMMENDATIONS OF THE MAYOR

**BOARD ANNOUNCEMENT; PARKS &
RECREATION ADV. BOARD:**

A. Mayor Gibbons announced for the general public that Schonna Banner will be recommended for consideration of re-appointment to the City's Parks and Recreation Advisory Board at the November 3 Council meeting.

IX. REPORT AND RECOMMENDATIONS OF COUNCIL MEMBERS

**COMMENDED; BEN
LIDDY:**

B. Councilmember Ben Willis commended Ben Liddy, Senior IT Specialist, City of Lenoir, and City IT Staff for their assistance in working on certain areas around the City in order to provide Wi-Fi to students that currently do not have access to it. Councilmember Willis also

mentioned that North Carolina Technology has also recognized the City of Lenoir for providing this service. Their mission is to foster growth and champion innovation in North Carolina's tech sector, while providing a voice for the tech community.

X. ADJOURNMENT

A. There being no further business, the meeting was adjourned at 6:40 p.m.

Shirley M. Cannon, City Clerk

Joseph L. Gibbons, Mayor



RESOLUTION

CITY OF LENOIR

HONORING

ROGER CALVIN BARLOW

WHEREAS, *Roger Calvin Barlow* began his career as a Firefighter with the Lenoir Fire Department on July 1, 1978 separating his first appointment on June 8, 1990, rehired on August 6, 2002 and was promoted to Fire Inspector on June 5, 2006 and Battalion Chief/Fire Marshal on March 26, 2009 and Assistant Chief/Prevention on May 6, 2018; and

WHEREAS, *Roger Barlow* has announced his retirement effective August 1, 2020 ending 30 years of exemplary service to the citizens of Lenoir and Caldwell County; and

WHEREAS, during his tenure of dedicated service, ***Roger Barlow*** has served with great competence and always contributed positively to the professional development of those around him; and

WHEREAS, during all of his endeavors both in and outside the Fire Department ***Roger Barlow*** has brought honor and respect to himself and the City of Lenoir by his actions and his fair treatment of all persons;

NOW THEREFORE BE IT RESOLVED, that I, Joseph L. Gibbons, Mayor, and on behalf of the Lenoir City Council and all the citizens do hereby wish the very best for ***Roger*** in his retirement and commend him for the example he has set as a dedicated public servant; and

BE IT FURTHER RESOLVED that we extend our sincere appreciation and deep gratitude for his faithful and outstanding service which has contributed to the betterment of our City.

Witness my hand and seal this the 20th day of October, 2020.

SEAL

A handwritten signature in black ink, appearing to read "Joseph L. Gibbons".
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
R. S. PRESTWOOD
D. F. STEVENS
C. D. THOMAS
B. K. WILLIS

***RESOLUTION HONORING
JEFFERY IRVIN "JEFF" HAYES***

WHEREAS, Jeffery Irvin (Jeff) Hayes, began his career as a Water Plant Operator Trainee on August 17, 1984, and was promoted to Chief Water Plant Operator on September 22, 1989; and

WHEREAS, Jeff Hayes, has announced his retirement effective September 1, 2020, ending 36 years of exemplary service to the citizens of Lenoir and Caldwell County; and

WHEREAS, Jeff's operational experience and knowledge of the Water Treatment Plant were key to the success of the two most recent water treatment plant improvements projects completed over the last four years; and

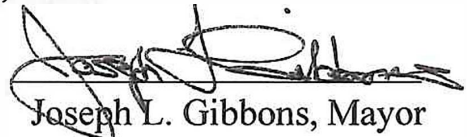
WHEREAS, his leadership skills, commitment and pride in protecting the integrity of the Water Treatment Plant and the distribution system, along with his proven excellence in the quality of the water produced every day, have greatly benefited the community;

NOW THEREFORE BE IT RESOLVED, that I, Joseph L. Gibbons, Mayor, and on behalf of the Lenoir City Council and all the citizens, do hereby wish the very best for *Jeff* in his retirement and commend him for the example he has set as a dedicated public servant; and

BE IT FURTHER RESOLVED, that we extend our sincere appreciation and deep gratitude for his faithful and outstanding service which has contributed to the betterment of our City.

Witness my hand and seal this the 20th day of October, 2020.

SEAL


Joseph L. Gibbons, Mayor

CITY OF LENOIR
AMENDMENT #2 TO THE 2019 UNIFOUR CONSORTIUM HOME PROGRAM
CAPITAL PROJECT BUDGET ORDINANCE

Be it ordained by the City Council of the City of Lenoir that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted.

Section 1. The project authorized is the HOME project described in the work statement contained in the Grant Agreement (#M19-DC370208) between this unit and the United States Department of Housing and Urban Development. This project is more familiarly known as the FY-2019 Unifour Consortium HOME Program (City of Lenoir, is the lead entity).

Section 2. The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant document(s), the rules and regulations of the DHUD and the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete the project:

	CURRENT	REVISED	Change
Revenue from HOME	1,102,000	1,102,000	0
Anticipated Program Income	770,000	679,921	(90,079)
Total Revenues	1,872,000	1,781,921	(90,079)

Section 4. The following amounts are appropriated for the project:

	CURRENT	REVISED	CHANGE
Downpayment Assistance	312,500	312,500	0
Downpayment Assist Program Income	50,000	167,883	117,883
HOME CHDO	407,000	407,000	0
CHDO Operating Expense	80,000	80,000	0
Multi-Family Housing	486,700	257,000	(229,700)
New Construct Hickory	300,000	300,000	0
Program Income Admin	70,500	92,238	21,738
General Program Admin	165,300	165,300	0
Total Expenditures	1,872,000	1,781,921	(90,079)

Section 5. The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the grant

agreement(s) and Federal and State regulations.

Section 6. Funds may be advanced from the General Funds for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7. The Finance Officer is directed to report quarterly on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.

Section 8. The Budget Officer is directed to include a detailed analysis of past and future cost and revenues on this grant project in every budget submission made to this Board.

Section 9. Copies of this grant project ordinance shall be made available to the Budget Officer and the Finance Officer for direction in carrying out this project.

CITY OF LENOIR, NC
CHARTERED
JANUARY 23, 1851

SEAL

Adopted this the 20th day of October, 2020.



Joseph L. Gibbons, Mayor



Shirley M. Cannon, City Clerk

CITY OF LENOIR
 AMENDMENT #1 TO THE 2020 UNIFOUR CONSORTIUM HOME PROGRAM
 CAPITAL PROJECT BUDGET ORDINANCE

Be it ordained by the City Council of the City of Lenoir that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted.

Section 1. The project authorized is the HOME project described in the work statement contained in the Grant Agreement (#M20-DC370208) between this unit and the United States Department of Housing and Urban Development. This project is more familiarly known as the FY-2020 Unifour Consortium HOME Program (City of Lenoir, is the lead entity).

Section 2. The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant document(s), the rules and regulations of the DHUD and the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete the project:

Revenue from HOME Grant

	CURRENT	REVISED	Change
Revenue from HOME Grant	1,145,874	1,145,874	0
Anticipated Program Income	350,000	425,000	75,000
Total Revenues	1,495,874	1,570,874	75,000

Section 4. The following amounts are appropriated for the project:

	Current	Revised	Change
Down Payment Assistance	425,812	483,311	57,499
HOME CHDO	171,881	171,882	1
Multi-Family Housing	384,300	384,300	0
New Construction	307,000	307,000	0
Morganton			
Program Income Admin	35,000	52,500	17,500
General Program Admin	171,881	171,881	0
Total Expenditures	\$1,495,874	\$1,570,874	\$75,000

Section 5. The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the grant agreement(s) and Federal and State regulations.

Section 6. Funds may be advanced from the General Funds for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7. The Finance Officer is directed to report quarterly on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.

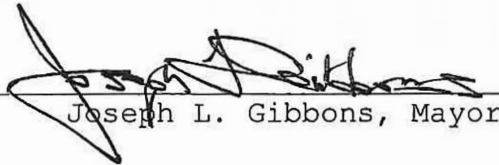
Section 8. The Budget Officer is directed to include a detailed analysis of past and future cost and revenues on this grant project in every budget submission made to this Board.

Section 9. Copies of this grant project ordinance shall be made available to the Budget Officer and the Finance Officer for carrying out this project.

CITY OF LENOIR, NC
CHARTERED
JANUARY 28, 1851

SEAL

Adopted this the 20th day of October, 2020.


Joseph L. Gibbons, Mayor


Shirley M. Cannon, City Clerk

CITY OF LENOIR
AMENDMENT #2 TO THE
2019 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
&
COMMUNITY DEVELOPMENT BLOCK GRANT CORONAVIRUS FUNDS (CDBG-CV)
CAPITAL PROJECT BUDGET ORDINANCE

Be it ordained by the City Council of the City of Lenoir that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted.

Section 1. The project authorized is the Community Development Project described in the work statement contained in the Grant Agreement (#B-19-MC-37-0022) between this unit and the United States Department of Housing and Urban Development. This project is more familiarly known as the FY-2019 CDBG Entitlement Program.

Section 2. The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant document(s), the rules and regulations of the DHUD and the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete the project:

Revenues

	CURRENT	REVISED	CHANGE
CDBG	135,877	135,877	0
CDBG-CV Round 1	86,056	86,056	0
CDBG-CV Round 2		88,397	88,397
Total Revenues	221,933	310,330	88,397

Section 4. The following amounts are appropriated for the project:

Expenditures

	CURRENT	REVISED	CHANGE
Public Facilities	108,702	108,702	0
Program Administration	27,175	27,175	0
Public Services (CDBG-CV)	86,056	174,453	88,397
Total Expenditures	221,933	310,330	88,397

Section 5. The Finance Officer is hereby directed to maintain

within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the grant agreement(s) and Federal and State regulations.

Section 6. Funds may be advanced from the General Funds for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

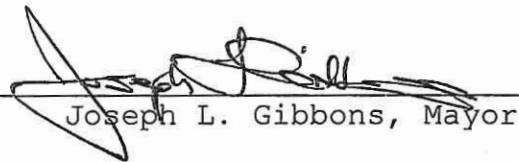
Section 7. The Finance Officer is directed to report quarterly on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.

Section 8. The Budget Officer is directed to include a detailed analysis of past and future cost and revenues on this grant project in every budget submission made to this Board.

Section 9. Copies of this grant project ordinance shall be made available to the Budget Officer and the Finance Officer for direction in carrying out this project.

Adopted this the 20th day of October, 2020.

CITY OF LENOIR
CHARTERED
JANUARY 28, 1851


Joseph L. Gibbons, Mayor

SEAL


Shirley M. Cannon, City Clerk

**Sub-recipient Agreement #2
Between the City of Lenoir and
Caldwell County Yokefellow, INC.
as it relates to the expenditure of
Community Development Block Grant Funds
CARES ACT CDBG-CV Covid19 Funds
(FY 2019 extending to June 30, 2021)**

This sub-recipient agreement is entered into by and between Caldwell County Yokefellow, Inc., located in the State of North Carolina, hereinafter referred to as the "Sub-recipient", and the City of Lenoir, a body corporate and politic located in the State of North Carolina, hereinafter referred to as the "City." This agreement will not become effective until all conditions placed upon the City's funding are satisfied.

WHEREAS, the City has received a Community Development Block Grant (CDBG-CV CARES ACT Covid19 Funding) in the amount of \$88,397 from the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, according to CDBG-CV Block Grant Program Regulations, up to 15% of the total grant award may be expended to support public service activities has been waived for FY 2019 CARES ACT CDBG-CV Funding;
and

WHEREAS, the City Council of the City of Lenoir has approved a Grant Project Budget Ordinance for the Community Development Block Grant Program-CARES ACT-Covid19 CDBG-CV which allocates to the Sub-recipients up to \$88,397 for the purpose of providing public service related to Covid19 to **prevent, prepare for and respond to coronavirus**; and

NOW, THEREFORE, the purpose of this Sub-recipient Agreement is to memorialize the terms and conditions of acceptance of assistance given by the City to the Sub-recipient.

ARTICLE ONE - RESPONSIBILITIES OF THE SUB-RECIPIENT

I. Statement of Work

Sub-recipient shall assist qualified low & moderate income households by paying for Rent Payments, and Mortgage Payments for a maximum of up to six (6) consecutive months per household. **Applicant households must be residents of the City Limits of Lenoir and behind in their Rent or Mortgage** Households maximum amount of assistance may be established by the City.

Funds may be used by the sub-recipient to purchase food for the Yokefellow Food Pantry, purchase needed equipment and operating expense for the purpose of providing public service related to Covid19 to **prevent, prepare for and respond to coronavirus**.

Caldwell County Yokefellow, Inc. shall submit request to purchase food, purchase equipment and operating expenses related to Covid 19 to the Community Development Office for approval.

The Community Development Block Grant Covid19 (CDBG-CV) CARES ACT, funds identified in this agreement will be used for **Prevent, Prepare and Respond** to Covid19.

II. Proposed Payment Procedures and Reports

The City of Lenoir will provide initial funds in the amount of \$10,000 to Sub-recipient to start the program. Once the \$10,000 is used Caldwell County Yokefellow, Inc. of may request additional funds to use pay Rent Payments and Mortgage Payments. Sub-recipient will use these funds to pay REASONABLE Rent Payments and Mortgage Payments for qualified households located in the City of Lenoir City Limits that are behind in their payments as far back as March 2020. Funds can pay for a total of up to six (6) consecutive rent or mortgage payments as far back as March 2020. **The first allowable rent or mortgage payment could be for the March, 2020.** Deposit Fees are not allowable. All payments for more than one month must be for consecutive months.

Sub-recipient may request additional funds from the City as the initial funding is spent. Total available amount of funding for public services is \$79,558. Along with each request for additional funds, Sub-recipient must attach a copy of the proper documentation listed above that documents how previous funds were used.

All requests for additional funds must be submitted by June 30, 2021, unless a written request for an extension is submitted and approved by the City.

Sub-recipient may charge a 10% service delivery cost for all bills paid. Service delivery cost, may not to exceed \$8,839.

Sub-recipient will provide the City of Lenoir with proper documentation stating the:

- Name
- Address
- Number in Household
- Household Demographics,
- Amount of Rent Payment(s) or Mortgage Payment(s)
- Reason for Need of Assistance (**Respond to Covid 19**)
- Dates of Rent Payment(s) or Mortgage Payment(s) Paid
- Evidence of Payment
- Evidence of Income Verification
- Proof of Purchase of Food or Equipment
- Proof of Operating Expense

The Sub-recipient shall keep all records necessary for the City to meet its federal program and reporting requirements described in ARTICLE TWO below. Sub-recipient will keep and maintain or will cause to be maintained at the Sub-recipient's expense and in accordance with generally accepted accounting principles, proper and accurate books, records and accounts in connection with any services, materials, provided in connection with the Project. Sub-recipient will provide in a timely fashion and upon reasonable advance notice, such financial information in such form as the City may reasonably request to demonstrate compliance by the Sub-recipient with any low-income housing restrictions or to facilitate any periodic reporting that the City may be required to make as a part of the program of which these funds are involved. The Sub-recipient shall allow the City to inspect all records pertaining to the Project at reasonable times during regular business hours. The Sub-recipient also agrees that it will supply such financial records, information and verifications that may be requested by the City.

Duplication of Benefits: Sub-recipient shall not carry out any of the activities under this agreement in a manner that results in a prohibited duplication of benefits as defined by Section 312 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 USC 5155) and described in Appropriations Act. Sub-recipient must comply with HUD's requirements for duplication of benefits, imposed by Federal Register notice on the City of Lenoir. Sub-recipient shall carry out the activities under this agreement in compliance with the City of Lenoir's procedures to prevent duplication of benefits. Sub-recipient shall ensure that no other federal funds are used for paying Rents, Mortgages, Food Pantry Purchases, Equipment Purchases or Operating Expenses. Before paying a cost with this federal assistance, the recipient must check to see that the assistance will not cause a duplication of benefits, meaning that the cost has not or will not be paid by another source. Yokefellow must insure that beneficiaries do not receive duplication of benefits or must reimburse the City for any amount that are duplication of benefits.

A. Uniform Administrative Requirements.
See Exhibit A.

B. Affordability.
The Sub-recipient shall document how the project benefits low-income families. Documentation shall be kept on record for three years past the date of the closeout of this program.

C. Requests for Disbursements.

As compensation for the Sub-recipient's services, the City agrees to provide the Sub-recipient an initial payment of up to \$10,000. The Sub-recipient may request additional funds as the initial funding is used. Maximum amount of grant is \$88,397 which includes 10% of this funding for service delivery cost.

D. Reversion of Assets.

Upon expiration of this agreement, the Sub-recipient must transfer to the City any unexpended City funds on hand and any accounts receivable attributable to the use of City funds.

E. Other Program Requirements.

See Exhibit A

F. Conditions for Religious Organizations.

Where applicable, the conditions prescribed by HUD for the use of CDBG-CV funds by religious organizations shall be followed according to 24 CFR 570.200(j).

G. Indemnification.

The Sub-recipient agrees to defend, indemnify, and hold harmless City of Lenoir from all loss, liability, claims or expense (including reasonable attorney's fees) arising from bodily injury, including death, to any person or persons or property damage caused in whole or in part by the negligence or misconduct of the Sub-recipient or his/her subcontractors, agents and employees, except to the extent same are caused by the negligence or willful misconduct of City of Lenoir. It is the intent of this section to require the Sub-recipient to indemnify City of Lenoir to the extent permitted under North Carolina law. Nothing in this section is intended to affect or abrogate the City's sovereign immunity defenses.

III. Other Program Requirements or Special Conditions

Attachment A is incorporated as part of the contract by reference.

ARTICLE TWO - RESPONSIBILITIES OF THE CITY

- (1) The City shall monitor the Sub-recipient to ensure that it is completing the activities in a timely manner and in accordance with applicable Federal regulations.
- (2) The City shall provide timely information and technical assistance necessary to assist the Sub-recipient.
- (3) The City shall provide up to \$88,397 in CDBG-CV funds when the Sub-recipient presents appropriately documented requests for funds.
- (4) The City shall document activities undertaken with the funds, the location of those activities, amount of CDBG-CV funds budgeted and expended, and provisions under Subpart C under which it is eligible (24 CFR 570.204(a) and 570.207(b)(3)(iii)).
- (5) The City shall document how the activities undertaken with its CDBG-CV funds benefit low and moderate, income persons:
 - A. Show the total cost of the activity, including both CDBG-CV funds;
 - B. Comply with 24 CFR 570.505 regarding any change of use of real property acquired or improved with CDBG-CV assistance.
 - C. Prepare fair housing and equal opportunity records containing:

1. Documentation of actions undertaken to meet the requirements of 24 CFR 570.607(b) which implements Section 3 of the Housing Development Act of 1968, as amended (12 U.S.C. 1701U) relative to the hiring and training of low and moderate income persons and the use of local businesses.
- D. Data indicating the racial/ethnic character of each business entity receiving a contract or subcontract of \$25,000 or more paid, with CDBG-CV funds, data indicating which of those entities are minority or women's businesses, the amount of the contract, and documentation of the Sub-recipient's affirmative steps to assure that minority business and women's business enterprises have an equal opportunity to obtain or compete for contracts and subcontracts as sources of supplies, equipment, services and construction.
- IV. Demonstrate that activities meet National Objectives: low and moderate income benefits (24 CFR 570.208(a)(1) or(4)) (24 CFR 570.506 (b)(5)).

ARTICLE THREE - GRANT TERMS

The \$88,397 in CDBG-CV funds will have the following security provisions:
This contract is until June 30, 2021. All receipts must be presented in order to be reimbursed.

Term:

The services of the Sub-recipient shall begin on October 20, 2020, and unless sooner terminated by mutual consent or as hereinafter provided, shall be provided until June 30, 2021; provided that Sub-recipient shall have the right to terminate this Agreement for services upon thirty (30) days' notice in writing to the City, and the City shall have the right to terminate this Agreement upon ten (10) days' notice in writing to the Sub-recipient. This Agreement is subject to the availability of funds to purchase the specified services and may be terminated at any time if such funds become unavailable. Services Related to Covid19 can go back for March 2020.

ARTICLE FOUR - PROGRAM INCOME

- I. Program income is defined as the gross income received by the City or the Sub-recipient directly generated by the use of CDBG-CV funds. It is not anticipated that this project will NOT generate any program income. However, should any income be generated, it shall be recorded by the Sub-recipient and reported to the City (24 CFR 570.504 (a)). Any program income shall be disbursed before any additional CDBG-CV funds are withdrawn from the U.S. Treasury for the same purposes that generated the program income to begin with (24 CFR 570.500 (a)(1)(v) 04(c)).

- II. Any program income generated shall be returned to the City and be used to support CDBG-CV-eligible activities.

ARTICLE FIVE - AUDIT

- A. Each party agrees that any duly authorized representative of the City, the U.S. Department of HUD, the Comptroller General of the United States, and the City shall, at all reasonable times, have access to and the right to inspect, copy, audit, and examine all of the books, records, and other documents relating to the grant and the fulfillment of this agreement for a period of three years following the completion of all closeout procedures respecting the CDBG-CV funds, and the final settlement and conclusion of all issues arising out of this project.

Notwithstanding anything herein to the contrary, the parties hereto acknowledge the due execution of this Agreement between the Sub-recipient and the City and agree that any conflict between the provisions, requirements, duties or obligations shall be in favor of this agreement.

ARTICLE SIX- RELATIONSHIP OF PARTIES

The Sub-recipient shall operate as an independent contractor, and the City shall not be responsible for any of the Sub-recipient's acts or omissions. The Sub-recipients shall not be treated as an employee with respect to the services performed hereunder for federal or state tax, unemployment or workers' compensation purposes. The Sub-recipient agrees that neither federal, nor state, nor payroll tax of any kind shall be withheld or paid by the City on behalf of the Sub-recipient or the employees of the Sub-recipient. The Sub-recipient further agrees that the Sub-recipient is fully responsible for the payment of any and all taxes arising from the payment of monies under this Agreement. The Sub-recipient shall not be treated as an employee with respect to the services performed hereunder for purposes of eligibility for, or participation in, any employee pension, health, or other fringe benefit plan of the City. The City shall not be liable to the Sub-recipient for any expenses paid or incurred by the Sub-recipients unless otherwise agreed in writing. The Sub-recipient shall supply, at his sole expense, all equipment, tools, materials, and supplies required to provide the contracted services unless otherwise agreed in writing. The Sub-recipients shall comply with all federal, state and local laws regarding business permits, certificates and licenses that may be required to carry out the, services to be performed under this Agreement. The Sub-recipient shall insure that all personnel engaged in work under this Agreement shall be fully qualified and shall be authorized under state and local law to perform the services under this Agreement.

A. NON-ASSIGNMENT

The Sub-recipient shall not assign any of its rights or obligations hereunder, including rights to payments, to any other party without the prior written consent of the City.

B. ENTIRE AGREEMENT

The Sub-recipient and the City agree that this document constitutes the entire agreement between the two parties and may only be modified by a written mutual agreement signed by the parties.

C. GOVERNING LAW

Both parties agree that the laws of the State of North Carolina shall govern this Agreement.

D. WAIVER

Failure of the City to enforce, at any time, any of the provisions of this Agreement, or to request at any time performance by Sub-recipient of any of the provisions hereof, shall in no way be construed to be a waiver.

ARTICLE SEVEN - SUSPENSION AND TERMINATION

- I. Failure to perform on the part of either party to this agreement shall be the basis for default. In the event of the default, the non-defaulting party shall deliver a notice of default by hand delivery or by certified mail to the party in default, and said defaulting party shall have 60 days to cure the default. In the event that the Sub-recipient is found to be in default, and fails to cure under the provisions of Article III, then the City may withhold funding. In the event that the City is found to be in default, and fails to cure said default under the provisions of Article III, the Sub-recipient shall be entitled to reimbursement from the City for funds expended in reliance upon this agreement.
- II. This sub-recipient agreement constitutes a legally enforceable contract and shall be governed by and construed in accordance with the laws of the State of North Carolina.

IN WITNESS WHEREOF, the parties, by and through their Authorized agents, have hereunder set their hands and seal, all as of the day and year first above written.

Accepted:

SUB-RECIPIENT

By: _____

Title: _____

Date: _____

ATTEST:

The City of Lenoir

By: _____

Title: _____

Date: _____

ATTEST:

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

_____ Finance Director

EXHIBIT A

OTHER PROGRAM REQUIREMENTS

The Contractor, Engineer or Sub-recipient must also follow the requirements list below in completing its activities.

1. Section 109 of the Act--24 CFR 570.602;

This section requires that no person in the United States shall on the ground of race, color, national origin, age, or handicapped status be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any program or activity funded in whole or in part with community development funds make available pursuant to the Act.

2. Labor Standards--24 CFR 570.603;

Section 110 of the Act requires that all laborers and mechanics employed by contractors or subcontractors on construction work financed in whole or in part with assistance received under the Act shall be paid wages at rates not less than those prevailing on similar

construction in the locality as determined by the Secretary of Labor in accordance with the Davis-Bacon Act, as amended.

3. Environmental Review--24 CFR 570.604;

The Environmental Review (2019) for has been completed and is on file in the City of Lenoir Community Development Office, Lenoir, NC.

4. Employment and Contracting opportunities--24 CFR 570.607;

The Sub-recipient shall comply with Executive Order 11246, as amend by Executive Order 12086, and regulations issued pursuant thereto which provide that no person shall be discriminated against on the basis of race, color, religion, sex, or national origin in all phases of employment during the performance of Federal or federally assisted construction contracts. Contractors and subcontractors shall take affirmative action to, ensure fair treatment in employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay, or other forms of compensation and selection for training and apprenticeship. Section 3 of the Housing and Urban Development Act of 1968 requires, to the greatest extent feasible opportunities for training and employment by given to low and moderate income persons residing within the City of Lenoir. The Act also states that contracts for work in connection with federally-funded projects be awarded to eligible businesses which are located in, or owned insubstantial part by persons residing in the City.

5. Uniform Administrative Requirements and Cost Principles--24 CFR 570.610;The Sub-recipient shall comply with the policies, guidelines and requirements of sections 1-20 of 24 CFR Part 85 and OMB Circulars A-87 and A-128 as implemented in 24 CFR Part 44. The OMB Circulars describe federal rules that must be followed when CDBG-CV funded activities are carried out.

6. Conflict of Interest--24 CFR 570.611;

No employee, officer, or agent of the grantee or sub-grantee shall participate in selection, or in award or administration of a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when an employee, officer, agent, member of his/her immediate family, partner, or organization which employs or is about to employ, any of the above, has a financial or other interest in the firm selected for the award.

7. Executive Order 12372--Intergovernmental Review of Federal Programs--24

CFR 570.612.

The Executive Order 12372 applies only where the use of loan funds will involve the planning and construction of water or sewer facilities. If such facilities will be planned and constructed with City funds, the Sub-recipient must initiate the Executive Order review process.

8. Conditions for Religious Organizations.

Where applicable, the conditions prescribed by HUD for the use of CDBG-CV funds by religious organizations shall be followed according to 24 CFR 570.200(j).

9. Clause for Suspension and Termination.

This agreement may be suspended or terminated if the Sub-recipient materially fails to comply with any term of the award (24 CFR 85.43). This agreement may also be terminate for convenience of either party (24 CFR 85.44).

10. Reversion of Assets.

Any unexpended CDBG-CV funds shall be paid back to the City should the Sub-recipients default on the agreement. The funds shall be used for an eligible use as defined by Federal guidelines, regulations and statutes at that time.

11. Federal Provisions

Reporting Requirements:

In accordance with 24 CFR 85.36(i)(7), the City and Contractor will comply with all requirements and regulations pertaining to reporting, specifically those parts listed under 24 CFR 85.40 and 24 CFR 85.41.

Patent Rights:

In accordance with 24 CFR 85. 36(i)(8), the City and Contractor will comply with all requirements and regulations pertaining to patent rights with respect to any discovery or invention which arises or is invented in the course of or under such contract.

Copyrights:

The United States Department of Housing and Urban Development reserves a royalty free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and, to

authorize others to use for Federal Government purposes: (a) the copyright in any work developed under a grant, sub-grant, or contract under a grant or sub-grant; and (b) any rights of copyright to which a grantee, sub-grantee or a contractor purchases ownership with grant support.

Record Retention and Access to Pertinent Information:

In accordance with 24 CFR 85.36(i)(II), the City shall retain all pertinent books, documents, papers and records pertaining to this contract in accordance with 24 CFB, 85.42 for a period of three years after the date of final payment and all other pending matter are closed. All accounts and records shall be maintained, including personal property and financial records, adequate to identify and account for all costs pertaining to the Contract and such other records as may be deemed necessary to assure proper accounting for all project funds, both Federal and non-Federal shares.

In accordance with 24 CFR 85.36(i)(IO), the Contractor, and his subcontractor, if any, shall retain all pertinent books, documents, papers and records involving transactions relating to this contract for three years from the date of final payment under this contract. The Contractor shall make such records available to the City, the Comptroller General of the United States, the U.S. Department of Housing and Urban Development, or their duly authorized representatives, for the purpose of making audit, 'examination, excerpts and transcriptions.

In accordance with 24 CFR 85.36(e), the Contractor will take all necessary affirmative steps to assure that minority firms, women's business enterprises, and labor surplus area firms are used when possible.

The periods of access and examination described above, for records, which related to litigation or the settlement of claims arising out of the performance of this contract, or costs and expenses of this contract as to which exception has been take by the City, the Comptroller General of the United States, the U.S. Department of Housing and Urban Development, or their duly authorized representatives, shall continue until such litigation, claims, or exceptions have been disposed of.

12. Relocation:

The contractor must comply with the Uniform Relocation Act (49 CFR Part 24).

13. Debarred and Suspended Parties:

**COMMITTEE OF THE WHOLE
CITY HALL, THIRD FLOOR
TUESDAY, OCTOBER 27, 2020
8:30 A.M.**

PRESENT: Committee members, Joe Gibbons, Jonathan Beal, Ike Perkins, Todd Perdue, Ralph Prestwood, David Stevens and Ben Willis.

ABSENT: Mayor Pro-Tem Crissy Thomas and City Clerk Shirley Cannon.

STAFF PRESENT: City Manager Scott Hildebran.

VIA TELECONFERENCE:

Participating via teleconference were Fire Chief Ken Hair, Finance Director Donna Bean, Police Chief Brent Phelps, Recreation Director Kenny Story, Main Street Director Kaylynn Horn, Planning Director Jenny Wheelock, Public Utilities Director Radford Thomas, and Public Works Director Jared Wright.

I. CALL TO ORDER

A. Mayor Joe Gibbons welcomed everyone and called the meeting to order.

II. CITIZEN COMMENT PERIOD

III. COMMITTEE ITEMS

- A. Planning Board: The Planning Board conducted a virtual meeting on Monday, October 27. Planning Director Jenny Wheelock reported the Board is currently working on the 160D ordinance which will be submitted to City Council in December or January for their consideration of approval.
- B. Public Utilities: Public Utilities Director Radford Thomas reported on the following items:
1. Meter Replacement Project – Crews are working in several areas from the middle of town outward. Also, Staff will be notifying residents regarding the meter replacement schedule by placing door hangars and knocking on doors. The installation process takes around 35 to 45 minutes plus to make sure the meter is activated to the software network. Staff is currently working in residential neighborhoods as the larger meters for businesses take additional time to install.
 2. Update; Biosolids Project – Project is going well. Staff is waiting for the delivery of the conveyor system as the shipment has been held up due to shipping delays caused by COVID-19.
 3. Staff is currently waiting on the engineering design for the Smith Crossroads project.
 4. An application requesting funding for the Finley Avenue project will be sent to the state in December. Also, assessment grant funds are being used for work on the Brownfields Project.

5. Director Thomas reported on the cleanup of the Virginia Street project. The City will solicit bids for the cleanup project and submit to City Council to award the low bid on December 1 for the cleanup project and to finish environmental testing.

B. Public Works: Public Works Director Jared Wright reported on the following items:

1. Update; Circle Drive, Roadway & Curb Repairs Proposed Project: Director Wright stated that Staff responded to comments from a resident of Circle Drive located in the Lower Creek Area regarding excessive asphalt cracking and a deteriorating roadway surface on this street. This area was previously investigated by Staff for similar concerns, but during the site visit on September 28, it was determined that repairs should be expedited due to rapid degradation of the street travel lanes and adjacent curb and gutter.

Director Wright reported the estimated cost of the repair for the 150 linear feet of roadway is approximately \$35,000.00. He further stated the need to repair this section of Circle Drive is not immediate or urgent, but pointed out the roadway will continue to deteriorate until a permanent repair is completed. In addition, Director Wright shared the street is located right on the Greenway, but the suggested repairs won't impact the creek bank. Also, he shared that poor roadway drainage, as a result of the presence of cracked asphalt and curb settlement, will continue to impact the street subgrade and expand the problem areas on this street.

2. Update; Hospital Avenue R-O-W's: Director Wright reported the North Carolina Department of Transportation (NCDOT) has approved the City moving forward with the right-of-way acquisitions for the Hospital Avenue Sidewalk Project. A meeting with representatives of NCDOT will be held this week at City Hall.
3. Update; Paving Schedule: Director Wright stated that Mulberry Street will be paved today along with Greenhaven and Industrial Court. He commended the Building Maintenance staff for their efforts in the installation of the new LED lights in City facilities which will result in minimal cost savings to the City. He further stated, as a Duke Energy customer, the City will receive rebates up to 75-90 percent of the cost of the fixtures.
4. Greenway/Trails: In addition to building the northern connector loop at Wilson Field, we have prioritized paving the existing gravel sections from Sherlee Street to Severt Circle and through the Mulberry Recreation Center property (from Optimist Park to the Waterlife property line). We will also pave the new section of Over Mountain Victory Trail (OVT) from the depot on College Avenue to Morganton Boulevard.
5. The annual Luminary Display will be held on Friday, December 11 from 6:00 p.m. – 10:00 p.m. at Blue Ridge Memorial Park. The City will be using LED candles this year which eliminates the need for a number of volunteers to light the luminaries. He stated Staff has been testing the lights and commented they look like natural candles.

6. Director Wright reported Staff solicited bids from contractors for the pruning of the trees located downtown, but only one bid was received out of eight requests. Staff will continue to work on getting additional bids for this project.
7. Sanitation Update: Director Wright reported that routes have been finalized, but navigators are still riding with the operators as they learn the turns for their routes.
8. Brush Pickup: Director Wright reported that brush pickup has gone well and Staff is currently picking up yard waste on Wednesdays and part of Thursdays. If possible, they may transition to picking up the waste on regular pickup days. Also, Director Wright mentioned that leaf season began last week and will run through the end of January. All streets will receive three leaf pickups over this three month period.
9. Downtown Survey: Director Wright reported he and Economic Director Kaylynn Horn distributed a survey pertaining to garbage collection resulting in a lot of feedback from customers. He stated the City appreciated all of the comments.

Next, Director Wright reported on the following statistics:

- 700 carts delivered to addresses that were missed during initial delivery due to addressing problems
- 524 additional carts (+\$5/month) to 415 customers (some requested more than one additional cart)
- 256 addresses with invalid accounts (36 have been set up to an account so far)
- 306 new accounts where solid waste fee has been added to existing utility account (these should have been paying solid waste fee)
- 56 new special pick-ups (total of 72)

A brief discussion was held regarding overflow trash. Director Wright explained residents could schedule a bulk pickup with the Sanitation Department or they have the option to purchase additional carts. It was noted the Department could not pick up any containers that has overflow. The lid to the garbage cart has to be closed.

IV. COMMUNITY DEVELOPMENT

- A. The Lenoir Business Advisory Board (LBAB): The Lenoir Business Advisory Board (LBAB) conducted a virtual meeting on Thursday, October 8. Minutes from the September 10 meeting were submitted as information. Director Horn reported Staff is currently interviewing for the Main Street Coordinator position and the City has received around 25+ applications from qualified applicants including a few applications from out of state.

Director Horn stated Staff is currently organizing the “Hope Shines Brightly” Christmas event which includes a very large Christmas tree to be placed on the downtown plaza which will be dedicated to schools and teachers along with the annual light show that has several new features added this year.

The Mandem Syndicate Barber Shop has opened and other new businesses will be opening soon. The Moonjoy Meadery will host a grand opening on Saturday, October 31 at 11:00 a.m. In addition, Director Horn reported that several downtown properties have changed

ownership.

In addition, Director Horn shared the National Main Street NPS Grant has three (3) property owners interested in applying. Also, the new wayfinding signage is in the final design phase.

Next, Director Horn reported the Lenoir Tourism Development Authority (LTDA) met jointly with the Chamber of Commerce on Friday, October 9 to discuss collaborating on marketing projects and grant opportunities. She further shared that the Count on Me NC is a public health initiative that empowers visitors, guests and businesses to help keep everyone safe from COVID-19 by following the protocols.

Director Horn also mentioned the branding picnic tables have been delivered. As information, City Manager Hildebran stated the center portion of the former Lenoir Mall has been purchased.

- B. Parks and Recreation Advisory Board: The Parks and Recreation Board met on Monday, October 19 at the Mulberry Recreation Center. Minutes of the meeting are submitted as information. Director Story stated the facilities were currently still closed due to the increasing number of COVID-19 cases, but when they reopen, it will be with limited capacity. He mentioned the following:
- HVAC system in the Multi-purpose Room #1 at Mulberry Center has been replaced.
 - Shelters and playgrounds are being used but not overcrowded.
 - The Lenoir Youth Soccer Association is using Mack Cook Stadium with no issues.
 - The girls' Softball Clinic for ages 6-12 was well received with 30 participants.
 - Continuing to work with the Western Piedmont Council of Governments (WPCOG) regarding funding for repairs to the former Lenoir High School (LHS).
(Refer to the attached minutes for additional information).

C. Financial and Administration

1. September Financial Summary: Finance Director Donna Bean reviewed the Financial Summary as of September 30, 2020. The over/under balance in the General Fund is \$11,582,571.02, Downtown District (\$16,974.76), and Water & Sewer Fund \$228,486.59. Director Bean reported the General Fund is on track for revenues and sales tax is up over 8% percent for August and over 9% percent for the fiscal year.

Next, Director Bean shared that expenditures have increased over last year due to the purchase of capital items, repairs and the resiliency study that is being conducted for the Utility Department.

(A copy of the September financial summary is attached to these minutes as information).

2. Holiday Bonus

Director Bean requested that Council consider approving a \$250.00 holiday bonus for all full-time employees. She stated the City has experienced savings regarding lapsed

salaries and insurance savings. City Manager Hildebran remarked employees really appreciate the bonus which Council has approved for the past several years. Director Bean further clarified if revenue projections maintain, the recommended 3% salary increase will be given to employees beginning January 1, 2021.

Director Bean also stated that, following approval, the bonuses will be distributed to employees on Wednesday, November 25.

Motion

Upon a motion by Councilmember Perdue, Council voted 6 to 0 to approve the \$250.00 holiday bonus for all full-time employees as presented by Finance Director Bean.

- D. Update; Public Communications: A copy of the September 2020 Communications Report was presented to Council as information.

As information, there were 5 news releases, 3 photos, 3 videos, 1 radio spot, 88 social posts, 16 notify me requests, 27 questions & answers and 4 e-sign ups. The website experienced 33,643 views and reached 62,866 people via Facebook and Twitter. Also, there were 260 new followers and 1,570 video views.

Director Harris stated he shares the City's job openings on Social Media and encouraged Department Heads to send him the information to post. Also, he mentioned there were several forms online that citizens may download and submit. Next, Director Harris reported that Foothills Radio is under new ownership and they are not allowing the same number of Public Service Announcements as before. Currently, any announcements may air only one or two times per week. In addition, he reported that flyers listing information regarding the available COVID-19 funding for delinquent water and sewer bills will be distributed to residents via door hangers.

V. PUBLIC SAFETY

A. Police Department

1. Update: Police Chief Brent Phelps expressed appreciation to Public Works Director Jared Wright and Staff for improving the parking lot at the Police Department. He also mentioned the Department is in the process of hiring additional officers plus completing their annual training. Also, Chief Phelps reported that two Sergeants recently completed De-escalation training in Boone and in turn, they will train all of the other officers.

Chief Phelps also reported City Manager Hildebran and he recently completed four (4) Equity Advocate Certification courses through Lenoir Rhyne University.

Chief Phelps led a discussion regarding issues caused by the pandemic. The Police Department has cancelled their annual Christmas party, but they will be providing meals for officers on each shift. City Manager Hildebran shared that Governor Cooper has sent out a model ordinance, but Mayor Gibbons and Council were in favor of leaving the current protocols in place (10 attendees at an indoor meeting and 25 at an outside event).

Chief Phelps reported that businesses were given prior guidelines to go by for the virus. He shared the Department has received a few calls about individuals not wearing masks, but pointed out the Police Department would not intervene unless there was a dispute where an individual would not leave a business after being asked too. They would be charged with trespassing he said.

Chief Phelps further related the Department is prepared and has a plan in place for Election Day and additional officers would be on standby. He shared that he met with the Board of Election Staff members and gave them information regarding what the Police Department would do should an incident occur.

Next, Chief Phelps reported that City Council will be participating in a firearms and decision making training course provided by Troysgate on Tuesday, November 24. Chief Phelps mentioned that he along with several Staff members will be participating in the event and that Kara Fohner, Lenoir News-Topic, has completed the training. He stated it was very beneficial training.

Motion

Upon a motion by Councilmember Stevens, Council voted 6 to 0 to approve this official meeting to be held by City Council on Tuesday, November 24 beginning at 9:00 a.m. for the purpose of participating in the Troysgate firearms and decision making training course.

B. Fire Department

1. **Update: Quarterly Report:** Chief Hair reviewed the quarterly report for July, August and September. Staff participated in 4,904 training hours, conducted 75 inspections and participated in 1 fire prevention education program. The Department also responded to 337 total incidents. He stated there were five (5) less structure fires and medical calls have decreased from 410 to 69.

A copy of the report is attached to these minutes as information.

Chief Hair also reported the new LED building lights will be cost effective, He also shared the Department hired two part-time firefighters and is currently fully staffed. Chief Hair stated that eleven firefighters successfully completed an 80-hour course and all are now certified as a Fire Fighter 3.

Chief Hair mentioned the Department is prepared for the upcoming storm in Thursday's forecast that is predicting 2 to 3 inches of rain and a lot of flooding. Also, he mentioned that everyone is taking precautions to stay safe during this pandemic.

VI. OTHER

- A. **November Calendar:** By consensus of the Council, the calendar for the month of November was approved listing various committee meetings.

VII. Adjourn:

There being no further business; the meeting was adjourned at 10:10 a.m.

Attachments

Memorandum for Circle Drive Repair Project
Recreation Board Minutes
September Financial Statement
Fire Department Quarterly Report September
Communications Report



City of Lenoir
Financial Summary
As of 9/30/2020



General Fund					
	2020-2021 Budget	9/30/2020	% of Budget	Change from Previous Year	9/30/2019
Total Revenue	\$ 17,830,516.00	\$ 15,981,288.73	90%	\$ 378,356.61	\$ 15,602,932.12
Expenditures	\$ 17,830,516.00	\$ 4,398,717.71	25%	\$ (424,363.22)	\$ 4,823,080.93
Over/Under	\$ -	\$ 11,582,571.02		\$ 802,719.83	\$ 10,779,851.19

Downtown District					
	2020-2021 Budget	9/30/2020	% of Budget	Change from Previous Year	9/30/2019
Revenues	\$ 183,738.00	\$ 23,401.35	13%	\$ 23,115.18	\$ 286.17
Expenditures	\$ 183,738.00	\$ 40,376.11	22%	\$ (10,333.18)	\$ 50,709.29
Over/Under	\$ -	\$ (16,974.76)		\$ 33,448.36	\$ (50,423.12)

Water/Sewer Fund					
	2020-2021 Budget	9/30/2020	% of Budget	Change from Previous Year	9/30/2019
Revenues	\$ 8,581,300.00	\$ 2,422,955.28	28%	\$ (49,918.36)	\$ 2,472,873.64
Expenditures	\$ 8,581,300.00	\$ 2,194,468.69	26%	\$ 507,426.08	\$ 1,687,042.61
Over/Under	\$ -	\$ 228,486.59		\$ (557,344.44)	\$ 785,831.03

TO: Scott Hildebran, City Manager
FROM: Ken Hair, Fire Chief
DATE: October 6, 2020
RE: Fire Department Report for July, August, and September 2020

TRAINING AND FIRE PREVENTION:

Training Hours	4,904
Inspections	75
Fire Prevention Education Programs	1

INCIDENT REPORTS BY TYPE SITUATION FOUND: Total Incidents

Fire, structure	2
Fire, vehicle and heavy equipment	1
Fire, brush or grass	4
Fire, trash	2
Fire, other	2
Medical call	69
EMS lift assist	11
Assist Invalid, lift assist	0
10-50, PI	24
10-50, no PI	23
Rescue call	10
Service call, public	73
Cover in assignment	3
Hazardous condition, other, power lines down	20
Hazardous material or spill	8
False alarm, sprinkler malfunction	2
False alarm, smoke or carbon monoxide detector malfunction	41
False alarm, alarm sounded, no fire	14
False alarm, malicious	1
False alarm, other	27
Severe weather or natural disaster, other	0

TOTAL INCIDENTS 337

RESPONSES BY DISTRICTS:

<u>HQ's</u>	<u>STA. 2</u>	<u>STA. 3</u>
194	101	42

City of Lenoir
Public Works Department



DEPARTMENT MEMORANDUM

DATE: October 01, 2020

Mr. Scott Hildebran, City Manager
Ms. Donna Bean, Finance Director
Mr. Tracy Huffman, Street Superintendent

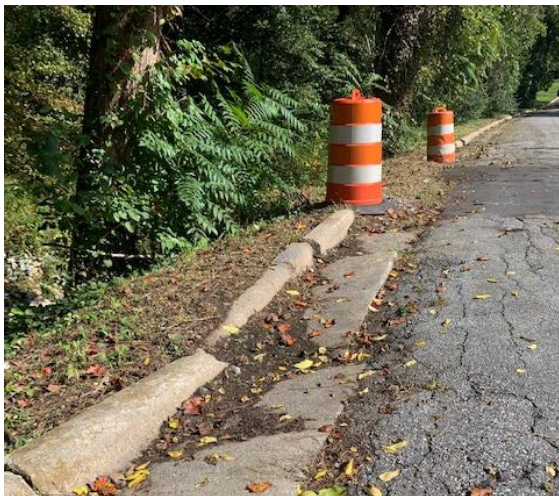
RE: Circle Drive – Roadway and Curb Repairs

On September 28, 2020, Public Works Department staff responded to comments from a resident of Circle Drive (Lower Creek area) regarding excessive asphalt cracking and a deteriorating roadway surface on this street. This area was previously investigated by staff for similar concerns, but during the site visit on September 28th it was determined that repairs should be expedited due to rapid degradation of the street travel lanes and adjacent curb and gutter.

Circle Drive (9-30-20)



Based on staff observations, it appears that the northern travel lane of the roadway and curbing are settling due to subgrade failure. It should be noted that this section of Circle Drive is perched directly above a large, unnamed tributary of Zack's Fork Creek. There was no evidence of stream bank or slope failure impacting the stream channel. With the absence of visible slope failure in the stream channel, it appears that subgrade issues are limited to the roadway so repairs should not impact the stream channel or require extensive environmental permitting.



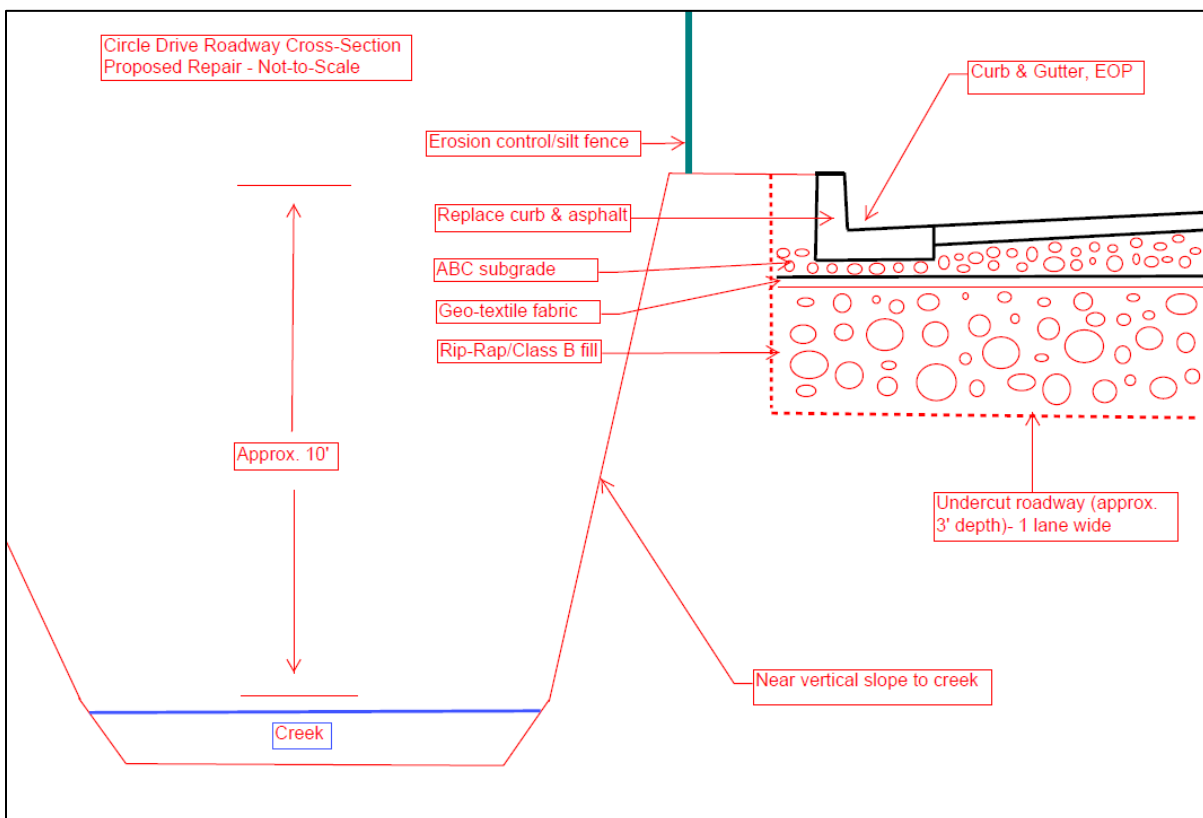
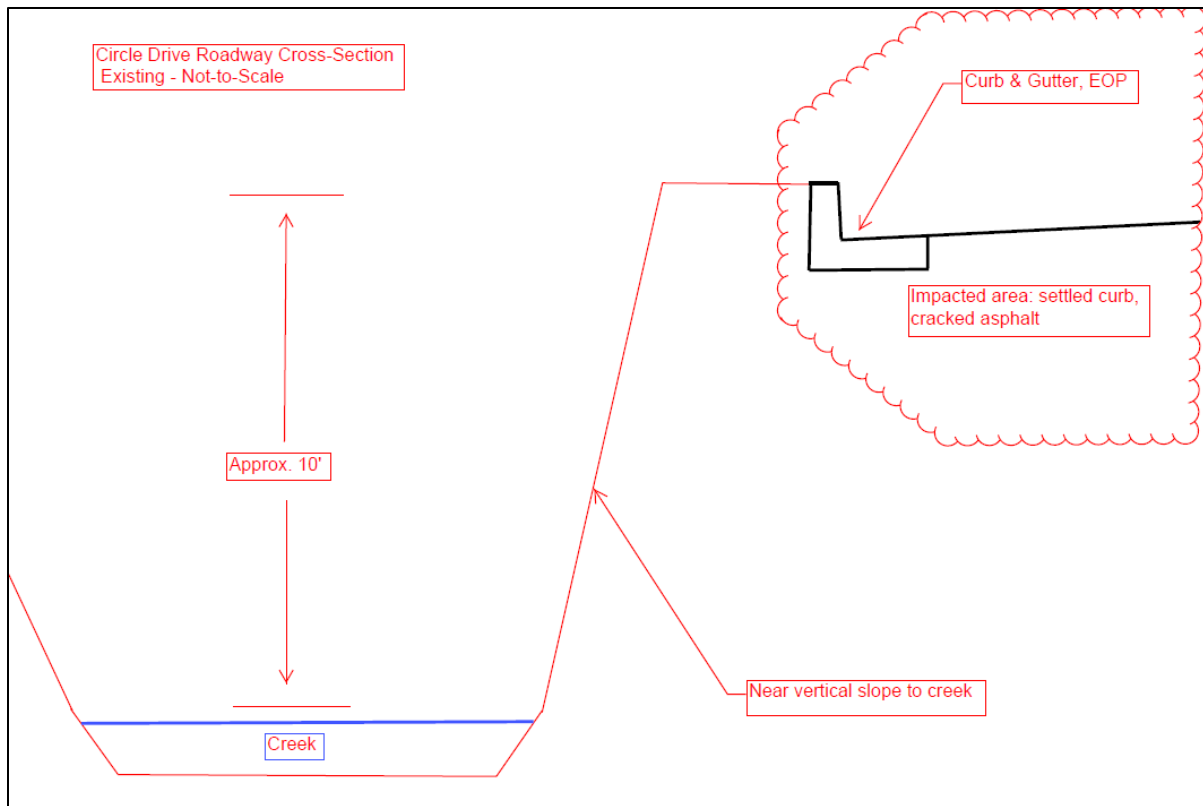
Photos showing significant asphalt cracking and curb settlement

At the time of initial investigation (~2019), staff considered a repair method incorporating gabion baskets, or large wire baskets filled with rip-rap stone, into the creek bank to provide subgrade stabilization, however this repair method was extremely expensive and would require significant impacts to the stream bank.



Gabion basket wall construction – Photo Credit- Warner Construction

Following the September 28th site visit, since the compromised subgrade appears to be limited to the roadway and curb/gutter, Public Works staff has proposed a repair method similar to the gabion basket method shown above, but without wire baskets, stream impacts, and excessive excavation. The proposal, as shown on the sketch below, includes removal of asphalt and curb in the northern travel lane for a distant of approximately one hundred fifty (150) linear feet, followed by significant undercut to remove the compromised soil, then backfilling using a combination of heavy aggregate, geo-textile fabric, and light aggregate. The combination of aggregate and fabric should stabilize the subgrade and provide a bridging effect for any poor soils below the undercut area.



Public Works staff estimates this repair to cost approximately \$35,000.00. The need to repair this section of Circle Drive is not immediate or dire, however the roadway will deteriorate until a permanent repair is completed. Poor roadway drainage, as a result of the presence of cracked asphalt and curb settlement, will continue to impact the street subgrade and expand the problem areas on this street.

Respectfully submitted,

City of Lenoir
Public Works Department

A handwritten signature in blue ink, appearing to read "Jared", with a stylized flourish at the end.

JARED WRIGHT
Public Works Director



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, October 19, 2020

The Recreation Advisory Board met at the Mulberry Recreation Center at 6:00pm.

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

City staff members present were: Kenny Story and Maria Swanson

Absences included: Michael Dineen, Darrell Lipford, Erik Rabinowitz and Crissy Thomas, Ex-Officio

Members were welcomed by Scott Barnett.

Minutes from the September 2020 meeting were reviewed. Motion made to approve minutes made by Pierce, second by Robinson. Motion carried.

Director's Report

- We had planned to reopen the facilities this week but as positive COVID cases began to rise, we decided to hold off. At this time we are undecided about our reopening date. When we do reopen it will be limited capacity. We are still working on plans to reopen facilities
- Shelters and Playgrounds are open and being used a lot but not overcrowded.
- HVAC system in Multipurpose Room #1 at Mulberry Rec has been replaced.
- LYSA Force is going well with no issues at Mack Cook on the weekends.
- The girls' softball clinic for ages 6-12 was well received with 30 participants.
- The boy's baseball clinic was cancelled because of low registration turnout.
- We are still waiting to make a decision on Winter Basketball and Wrestling. There is a high possibility that wrestling will be cancelled but at this time we are hoping to be able to offer basketball.
- We have new signs up at the Optimist Park fields and are installing 4x4 post and yellow chains to keep cars off the fields, walking path and grassy areas.
- The rise in positive COVID cases has caused us to cancel more events. These are: 9k Nocturnal Run at LAFC, Halloween Festival at MLK, Treat or Treating in Downtown, Christmas Parade, Light Up Lenoir, Holiday Film at Old Lenoir High School, Santa Claus is Coming to Town at MLK.
- We will still have the Light show in Downtown and a 1000 light Christmas tree. These will be on display from November 20th through January 4th.

New Business

- There was no new business to discuss.

Old Business

- No Old business was discussed.

There being no further business to discuss, the meeting was adjourned.

The next advisory board meeting will be held on Monday, February, 15, 2021

Minutes submitted by: Maria Swanson

September 2020 Communication Report

By Joshua Harris, Director, Communication & Public Information 10/14/2020



LENOIR
NORTH CAROLINA

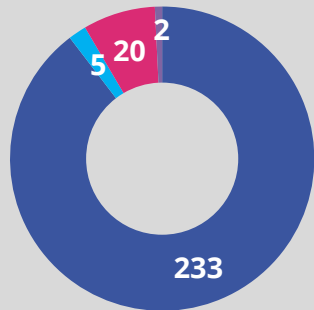
CONTENT CREATION

News Releases	Photos	Videos	Radio Spots	Social Posts	Notify Me	Q&A	eSign
5	3	3	1	88	16	27	4

PUBLIC ENGAGEMENT

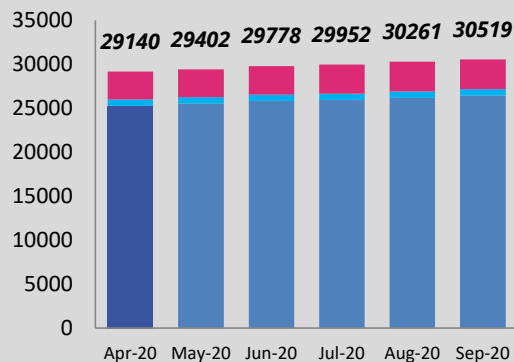
New Followers

260



Facebook Instagram Twitter City Alerts

Total Followers



Social Reach

62,866

Facebook 59,066

Twitter 3,568

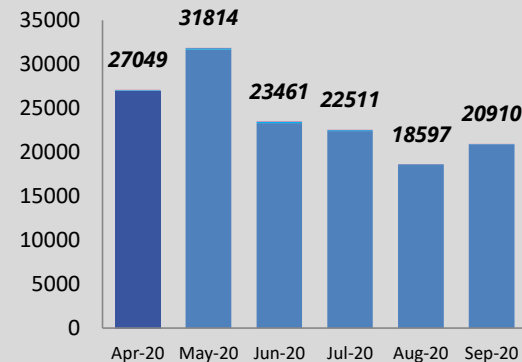
Video Views

1,570

Facebook 1,515

YouTube 55

Social Engagement

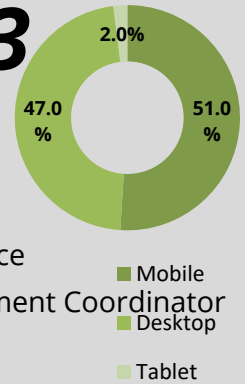


Website Views

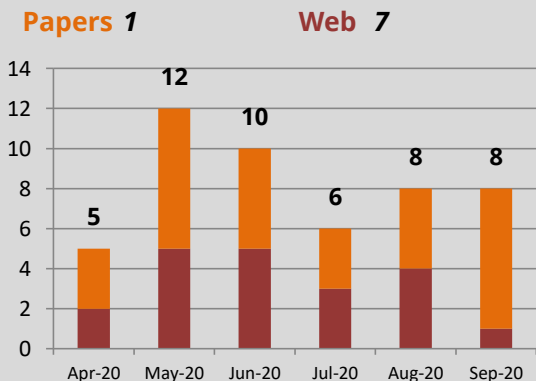
33,643

Top Pages

- 1 Payment Options
- 2 Jobs
- 3 Water & Sewer Service
- 4 Community Engagement Coordinator
- 5 Garbage Collection
- 6 Police
- 7 Parks & Recreation



Media Coverage





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

26,406

Last Month 26,173

Gain **233**

Lenoir Police Department
September 18 at 11:39 AM · 🌐

Fact Statement for Immediate Release

Date / Time:
September 18, 2020 / 11:00 am

Circumstance:
Human Trafficking

LPD PR 09/18/2020 (image)

Breotta Pringle



30,656
People Reached

7,272
Engagements

[Boost Post](#)

👍👎🗨️ 192

108 Comments 356 Shares

	Paid	Organic	Rate
Reach		30,656	
Engagements		7,272	24%
> Comments		108	
> Shares		356	

City of Lenoir Fire Department
September 7 · 🌐

Lenoir Fire would like to wish one of our own well wishes and prayers for safety as he takes a huge step in his life and joins the Army Reserves. Firefighter **Dakota Davis** will be leaving tomorrow for basic training and will be gone for some time. We appreciate your willingness to serve our Country and wish you nothing but the best Dakota. God speed!



5,038
People Reached

1,329
Engagements

[Boost Post](#)

👍👎🗨️ You and 314 others

54 Comments 8 Shares

	Paid	Organic	Rate
Reach		5,038	
Engagements		1,329	26%
> Comments		54	
> Shares		8	

Lenoir Parks and Recreation
September 9 · 🌐

Free One Day Softball Clinic for girls ages 6-12. Call Mulberry Rec at 828-757-2165 to register. Limited to 30 participants.

FREE Girls Softball Clinic
For Ages: 6-12

Wednesday, September 30th
6:00pm-8:00pm
Lenoir Optimist Park Softball Field

Clinicians:
Scott Triplett, Head Coach Caldwell Cobras
Caldwell Cobras Staff & Players

Interested girls need to pre-register by calling 757-2165 (M-F: 8:30am-4:00pm)

Participants will need to wear a facemask/covering onto the field plus bring their personal bat, glove, helmet and water.

Covid-19 guidelines will be followed

Clinic is sponsored by
Caldwell Community College Cobras
Softball Team
Lenoir Parks & Recreation Department

2,001
People Reached

66
Engagements

[Boost Post](#)

👍 1

15 Shares

	Paid	Organic	Rate
Reach		2,001	
Engagements		66	3%
> Comments			
> Shares		15	



Top Tweets

Impressions: Times people saw this Tweet on Twitter

Engagements: Times people interacted with this Tweet

Total Twitter Followers

730

Last Month

725

Gain

5

City of Lenoir, NC @CityofLenoir

The City recognizes that the COVID-19 pandemic has created financial hardships for some of our residential utility customers. In an effort to help those customers to bring their balances up to date, the City will offer payment plans. Read more at <https://bit.ly/32KdW7M>.



Reach a bigger audience

Impressions 414

Total engagements 8

Retweets 3

Link clicks 3

Likes 1

Detail expands 1

City of Lenoir, NC @CityofLenoir

City of Lenoir residents can keep backyard chickens as long as they apply for and receive a permit, but backyard roosters aren't very welcome. City of Lenoir Code allows for up to four backyard chicken hens. Read more at <https://bit.ly/2ZOGIDD>. pic.twitter.com/suZNprG0BP



Reach a bigger audience

Get more engagements by promoting this Tweet!

Impressions 336

Media views 53

Total engagements 8

Likes 4

Link clicks 2

Retweets 1

Media engagements 1



Downtown Lenoir, NC @DowntownLenoir

September 2020: Together We Create Newsletter -

<https://mailchi.mp/782c9ee223a6/downtownchris-tmas-6462874> ...

pic.twitter.com/8hvBur9Su1

Impressions 70

Total engagements 2

Likes 1

Link clicks 1



Top Instagram

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

Total Instagram Followers

3,383

Last Month 3,363

Gain **20**



Likes

73

Comments

n/a



Likes

39

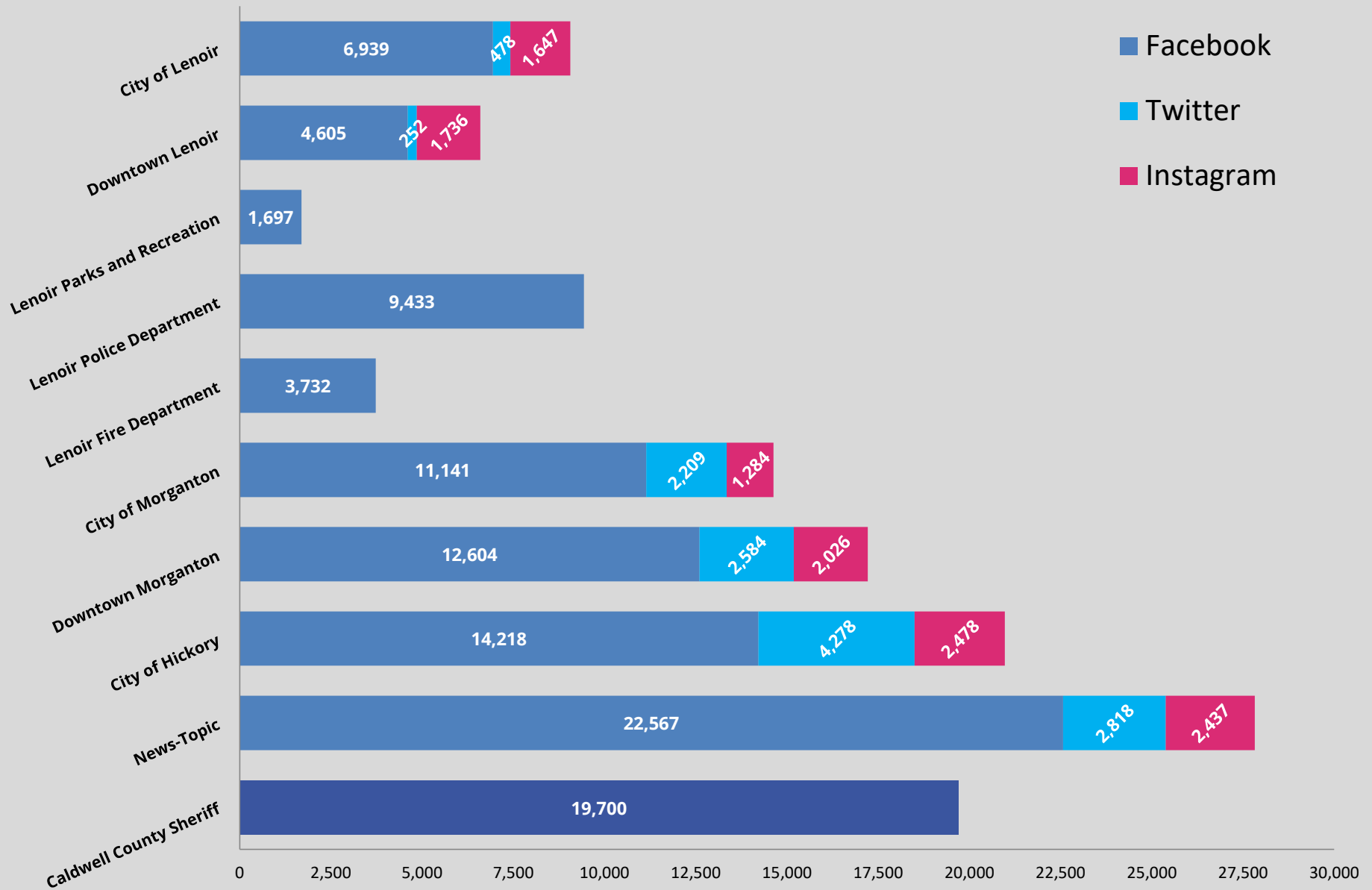
Comments

1



Social Comparison

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





Questions and Requests

27

Bulk Garbage 52
Garbage Pickup 48
Cart Issue 44
Extra Cart 44

Is it allowed to dispose of grey water onto the roadways in the city limits?

Lighthouse of Lenoir, the parsonage has received a trash cart free of charge, but church has not.

trying to figure out if y'all still have the cruise ins

Is the aquatic center going to reopen for exercise classes?

I was wondering if the car show was this evening?

When will I get my garbage cart?

I would like to unsubscribe from all Lenoir city calls. I keep getting calls even though I do not live there.

do y'all people read and keep up with the CDC? If so, why is Wilson's Creek closed??????

I would like to receive more information about possibly doing an internship with the Lenoir Police Department.

Abandoned property. Overgrown with shurbs, weeds and grass. Frequent drug addicts & homeless people staying on property littering, leaving b

I would like to let someone know that the left turning light at the intersection of Morganton Blvd. and Southwest Blvd won't turn green.

I can't get a hold of any number on the web site. I have a question regarding a neighbor's house

Is there a reason only the trash on 1 side of seehorn st was picked up today? My can hasn't been touched.

I would like to speak with Dana Clark, chair of the Lenoir Tourism Development Authority.

call to report dirty water

I am interested in starting a recovery group for women. Do I need to get permission from the city to start the group?

somebody needs to go to work at the county offices

Tree and yard debris have been cut and staged by the mailbox, making mail delivery difficult.

I have tree branches we to be picked up.

Someone in the Kentwood area has a rooster. I hear it when I walk and hear it down on Westview. It's very loud.

We are moving and need to cancel our trash service as well as our automatic draft from our checking acc't

Want to know if I could pay my water bill on the 14th of October

Old Miller Hill Grocery located at intersection of Virginia St and Fairview Drive SW has overgrown kudzu and presents a hazard for turn-around of

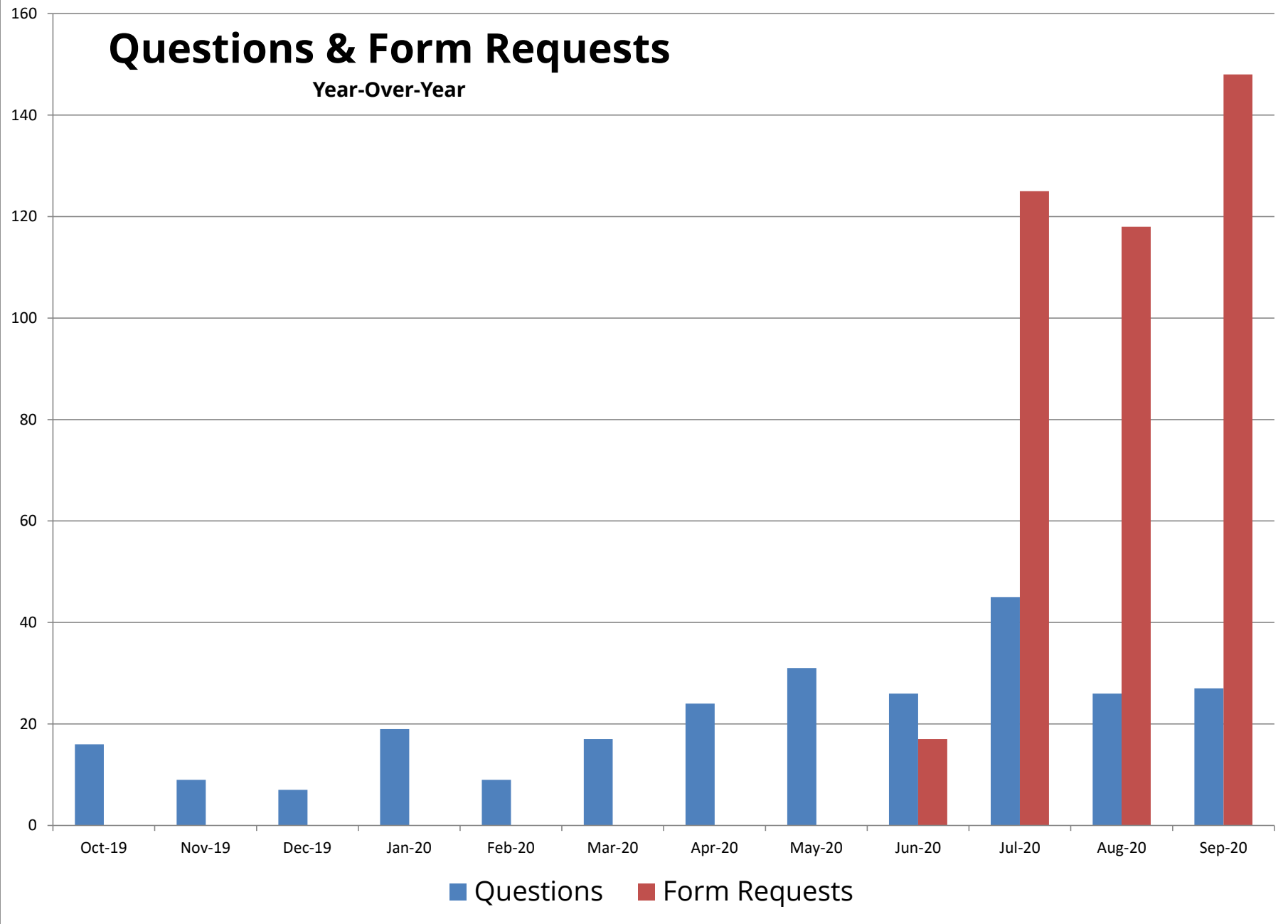
This page is pretending to be the "Town" of Lenoir and is posting ugly political posts.

Could the small road of Johnson St in Whitnel be paved.

What are the operating hours of the Lenoir, Greenway?

Questions & Form Requests

Year-Over-Year





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
R. S. PRESTWOOD
D. F. STEVENS
C. D. THOMAS
B. K. WILLIS

PROCLAMATION

#GIVING TUESDAY

WHEREAS, Giving Tuesday was established as a national day of giving on the Tuesday following Thanksgiving; and

WHEREAS, Giving Tuesday is a celebration of philanthropy and volunteerism where people give whatever they are able to give; and

WHEREAS, Giving Tuesday is a day where citizens work together to share commitments, rally for favorite causes, build a stronger community, and think about other people; and

WHEREAS, it is fitting and proper on Giving Tuesday and on every day to recognize the tremendous impact of philanthropy, volunteerism, and community service in the City of Lenoir and Caldwell County; and

WHEREAS, Giving Tuesday is an opportunity to encourage citizens to serve others throughout this holiday season and during other times of the year.

NOW, THEREFORE, I, Joseph L. Gibbons, Mayor of the City of Lenoir, North Carolina, and on behalf of the Lenoir City Council, do hereby proclaim Tuesday, December 1, 2020 as ***"Giving Tuesday"*** throughout the City of Lenoir and Caldwell County and encourage all citizens to join together to give back to the community in any way that is personally meaningful.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Lenoir to be affixed this 3rd day of November 2020.

SEAL

Joseph L. Gibbons, Mayor

ATTEST:

Shirley M. Cannon, City Clerk



Board Re-Appointment

Schonna Banner Parks & Recreation Advisory Board 2-year term

*This re-appointment was announced at the October 20 City Council meeting.