

**AGENDA
CITY OF LENOIR
COMMITTEE OF THE WHOLE
801 WEST AVENUE
TUESDAY, JUNE 22, 2021
8:30 A.M.**

- I. CALL TO ORDER
- II. SPECIAL RECOGNITION – Golden Ticket Recipient –Joshua Harris, Customer Service Team
- III. CITIZEN COMMENT
- IV. COMMITTEE ITEMS
 - A. Update; Public Utilities – Public Utilities Director Radford Thomas
 - B. Update; Public Works – Public Works Director Jared Wright
- V. COMMUNITY DEVELOPMENT
 - A. Lenoir Tourism Development Authority: The Lenoir Tourism Development Authority met on Thursday, May 13. Minutes of the meeting will be submitted. Donna Bean, Finance Director, will present a report of current projects.
 - B. Lenoir Business Advisory Board: The Lenoir Business Advisory Board will meet on Thursday, July 8 at 6:00 p.m. Minutes of the May 13 meeting are submitted as information. Matthew Anthony, Main Street & Event Coordinator, will present a report of current projects.
 - C. Planning Board: The Planning Board will meet on Monday, June 28 at 5:30 p.m. Planning Director Jenny Wheelock will present updates on current projects.
 - D. Parks & Recreation Advisory Board: The Parks & Recreation Advisory Board did not meet in June. The next meeting will be held on Monday, August 16 at 6:00 p.m. at Mulberry Recreation Center. Kenny Story, Recreation Director, will present updates on current activities.
 - 1. July 4th Fireworks Permit Authorization
- VI. FINANCE & ADMINISTRATION
 - A. Update – Finance Director Donna Bean
 - 1. Amendment #2; 2020 Unifour Consortium HOME Program Capital Project Budget Ordinance in the amount of \$621,774.55

2. May Financial Summary

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

1. May Communication Report

VII. PUBLIC SAFETY

A. Update; Police Department – Police Chief Brent Phelps

B. Update; Fire Department –Chief Ken Hair

VIII. OTHER

A. July Calendar

B. Closed Session: Pursuant to N.C.G.S. §143-318.11(6), City Council will enter into closed session to discuss personnel.

IX. ADJOURN

Lenoir Business Advisory Board Meeting

Meeting Minutes

5/13/2021

Meeting Attendance

Board Members PRESENT	Board Members ABSENT	Ex-Officio Members PRESENT	Ex-Officio Members ABSENT
1. Mark Transou- Chair	1. Grey Scheer	1. Joe Gibbons	1. Ike Perkins
2. Sean Williams	2. John Moore	2. Scott Hildebran	2. Crissy Thomas
3. Dana Clark	3. Kimmie Rogers		
4. Jennifer Indicott	4. Tim Biddix		
5. Darin McKinney	5. Patrick Longano		
6. Glenda Wilson	6.		
7. Gonzalo Vazquez			
8. Margaret Forney			
9. Matt Underwood			
10.			
11.			
12.			

Staff Members PRESENT	
1. Kaylynn Horn	
2. Lauren McKinney	
3. Matthew Anthony	

Mark Transou called the meeting to order.

Approval of Minutes

Upon a motion from Matt Underwood, seconded by Dana Clark the March 11, 2021 and April 8, 2021 minutes were unanimously approved.

Report from Grants Committee

Dana Clark reported the committee has one request for 819 Harper Ave SW, owned by Steven & Jamie Stewart. The applicant has asked for \$5000.00 of grant funding. The grants committee would like to recommend approval for this grant.

Upon a motion from Mark Transou to approve the grant of \$5000.00 for 819 Harper Ave SW. All were in favor, non-opposed.

Insights and Background on LBAB and Lenoir Main Street

Kaylynn Horn gave a presentation on The Main Street Four Point Approach.

- o Promotion, Economic Vitality, Organization and Design.

Lenoir Main Street Committee Update

- o Cruise-In
- o Lenoir Legends

- o Caldwell County Farmers Market
- o The Bootlegger 100 postponed until 2022
- o Southern Sundown-8/21
- o Tattoo Festival- September 2021

Updates from Mayor Gibbons and City Manager Scott Hildebran

- Scott Hildebran gave a presentation on completed and upcoming projects for private and public investments for year 2020. These included new businesses and residential, updates, and Greenway extension.

Meeting adjourned.



Lenoir Fire Department

602 Harper Avenue, N.W.
Lenoir, North Carolina 28645



Fire Marshal
Christopher W. Jacobs
(828) 757-2193
(828) 394-1206 Fax
cjacobs@ci.lenoir.nc.us

Lenoir Fire Department
(828) 757-2190

Ref: Fireworks Display

Date: July 4th, 2021

Due to some changes in the North Carolina law, fireworks displays are now required to be approved by the County Board of Commissioners and/or City Council. This change came in effect February 1, 2010, and the approval must be granted prior to a permit being issued by the Fire Marshal's Office. I have attached a copy of General Statute 14-413. I am acquiring copies of one (1) application packet for fireworks display inside the City of Lenoir. The date of the display is July 4th, 2021 and conducted by Pyro Shows, Inc. for City of Lenoir Parks & Recreation. The display is located at Lenoir Optimist Park located at 701 Mulberry St SW, Lenoir NC, 28645. The General Statute requires that the County/City ensures proof of insurance prior to providing approval. A copy of the insurance certificate is provided in the packet provided by Pyro Shows. I have required that the information be submitted by each applicant that is required by the North Carolina Fire Code and this office will conduct the necessary inspections of these sites prior to the display. I would respectfully request that this fireworks display be placed on the next agenda for consideration by the City Council. It is my understanding that most Counties/Cities are placing these items on the consent agenda once the insurance certificate has been verified. As always, if I can be of any further assistance in this matter, please do not hesitate to contact me.

A handwritten signature in black ink, appearing to read "Chris Jacobs", with a long horizontal line extending to the right.

Chris Jacobs
City of Lenoir Fire Marshal
Phone# 828-757-2193
Email: cjacobs@ci.lenoir.nc.us

Article 54.

Sale, etc., of Pyrotechnics.

§ 14-410. Manufacture, sale and use of pyrotechnics prohibited; exceptions; license required; sale to persons under the age of 16 prohibited.

(a) Except as otherwise provided in this section, it shall be unlawful for any individual, firm, partnership or corporation to manufacture, purchase, sell, deal in, transport, possess, receive, advertise, use, handle, exhibit, or discharge any pyrotechnics of any description whatsoever within the State of North Carolina.

(a1) It shall be permissible for pyrotechnics to be exhibited, used, handled, manufactured, or discharged within the State, provided all of the following apply:

- (1) The exhibition, use, or discharge is at a concert or public exhibition.
- (2) All individuals who exhibit, use, handle, or discharge pyrotechnics in connection with a concert or public exhibition have completed the training and licensing required under Article 82A of Chapter 58 of the General Statutes. The display operator or proximate audience display operator, as required under Article 82A of Chapter 58 of the General Statutes, must be present at the concert or public exhibition and must personally direct all aspects of exhibiting, using, handling, or discharging the pyrotechnics. Notwithstanding this subdivision, the display operator for the University of North Carolina School of the Arts may appoint an on-site representative to supervise any performances that include a proximate audience display subsequent to the opening performance, provided that the representative (i) is a minimum of 21 years of age and (ii) is properly trained in the safe discharge of proximate audience displays.
- (3) The display operator has secured written authority under G.S. 14-413 from the board of county commissioners of the county, or the city if authorized under G.S. 14-413(a1), in which the pyrotechnics are to be exhibited, used or discharged. Written authority from the board of commissioners or city is not required under this subdivision for a concert or public exhibition provided the display operator has secured written authority from (i) The University of North Carolina or the University of North Carolina at Chapel Hill under G.S. 14-413, and pyrotechnics are exhibited on lands or buildings in Orange County owned by The University of North Carolina or the University of North Carolina at Chapel Hill, (ii) the University of North Carolina School of the Arts and pyrotechnics are exhibited on lands or in buildings owned by the State and used by the University of North Carolina School of the Arts, or (iii) The University of North Carolina or North Carolina State University under G.S. 14-413, and pyrotechnics are exhibited on lands or buildings in Wake County owned by The University of North Carolina or North Carolina State University.

(a2) Notwithstanding any provision of this section, it shall not be unlawful for a common carrier to receive, transport, and deliver pyrotechnics in the regular course of its business.

(a3) The requirements of this section apply to G.S. 14-413(b) and G.S. 14-413(c).

(a4) It shall be permissible for pyrotechnics to be exhibited, used, handled, manufactured, or discharged within the State as a special effect by a production company, as defined in G.S. 105-164.30(185), for a motion picture production, if the motion picture set is closed to the public or is separated from the public by a minimum distance of 500 feet.

CITY OF LENOIR As Amended 6-22-21
 AMENDMENT #2 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	1,145,605	(269.00)
Anticipated Program Income	425,000	1,047,043.55	622,043.55
Total Revenues	1,570,874	2,192,648.55	621,774.55

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

	Current	Revised	Change
Down Payment Assistance	483,311	1,009,007.55	525,696.55
HOME CHDO	171,882	171,882	0.00
Multi-Family Housing	384,300	384,072	(228.00)
New Construction	307,000	307,000	0.00
Morganton			
Program Income Admin	52,500	148,806	96,306.00
General Program Admin	171,881	171,881	0.00
Total Expenditures	\$1,570,874	\$2,192,648.55	621,774.55

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 _____ day of _____, 2021.

Mayor

Clerk



City of Lenoir
Financial Summary
As of 5/31/2021



General Fund					
	2020-2021 Budget	5/31/2021	% of Budget	Change from Previous Year	5/31/2020
Total Revenue	\$ 18,644,570.98	\$ 17,682,320.47	95%	\$ 517,261.77	\$ 17,165,058.70
COVID-19- Revenue	\$ 314,054.98	\$ 314,054.98	100%		
Revenue Net of COVID	\$ 18,330,516.00	\$ 17,368,265.49	95%	\$ 203,206.79	\$ 17,165,058.70
Expenditures	\$ 18,644,570.98	\$ 15,248,651.58	82%	\$ (607,132.36)	\$ 15,855,783.94
COVID-19 Expenditures	\$ 314,054.98	\$ 314,054.98	100%		
Expenditures Net of COVID	\$ 18,330,516.00	\$ 14,934,596.60	81%	\$ (921,187.34)	\$ 15,855,783.94
Over/Under Net of COVID	\$ -	\$ 2,433,668.89		\$ 1,124,394.13	\$ 1,309,274.76
Downtown District					
	2020-2021 Budget	5/31/2021	% of Budget	Change from Previous Year	5/31/2020
Total Revenue	\$ 191,938.00	\$ 191,291.90	100%	\$ 10,091.05	\$ 181,200.85
COVID-19- Revenue	\$ 8,200.00	\$ 8,200.00	100%		
Revenue Net of COVID	\$ 183,738.00	\$ 183,091.90	100%	\$ 1,891.05	\$ 181,200.85
Expenditures	\$ 191,938.00	\$ 138,514.60	72%	\$ (30,675.19)	\$ 169,189.79
COVID-19 Expenditures	\$ 8,200.00	\$ 8,200.00	100%		
Expenditures Net of COVID	\$ 183,738.00	\$ 130,314.60	71%	\$ (38,875.19)	\$ 169,189.79
Over/Under Net of COVID	\$ -	\$ 52,777.30		\$ 40,766.24	\$ 12,011.06
Water/Sewer Fund					
	2020-2021 Budget	5/31/2021	% of Budget	Change from Previous Year	5/31/2020
Revenues	\$ 8,606,700.00	\$ 8,700,007.40	101%	\$ 63,684.93	\$ 8,636,322.47
COVID-19- Revenue	\$ 25,400.00	\$ 25,400.00	100%		
Revenue Net of COVID	\$ 8,581,300.00	\$ 8,674,607.40	101%	\$ 38,284.93	\$ 8,636,322.47
Expenditures	\$ 8,606,700.00	\$ 7,197,916.37	84%	\$ 17,086.23	\$ 7,180,830.14
COVID-19 Expenditures	\$ 25,400.00	\$ 25,400.00	100%		
Expenditures Net of COVID	\$ 8,581,300.00	\$ 7,172,516.37	84%	\$ (8,313.77)	\$ 7,180,830.14
Over/Under Net of COVID	\$ -	\$ 1,502,091.03		\$ 46,598.70	\$ 1,455,492.33

May 2021 Communication Report

By Joshua Harris, Director, Communication & Public Information 6/7/2021

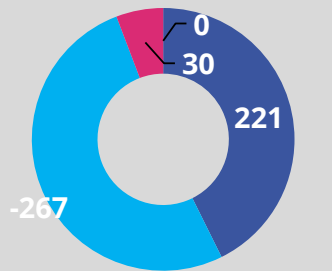
CONTENT CREATION

News Releases	Photos	Videos	Radio Spots	Social Posts	Notify Me	Q&A	eSign
9	100	7		114	31	21	5

PUBLIC ENGAGEMENT

New Followers

-16



Facebook Twitter
Instagram City Alerts

Social Reach

87,378

Facebook 83,560
Twitter 3,335

Video Views

2,844

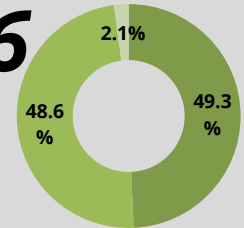
Facebook 2,457
YouTube 387

Website Views

35,166

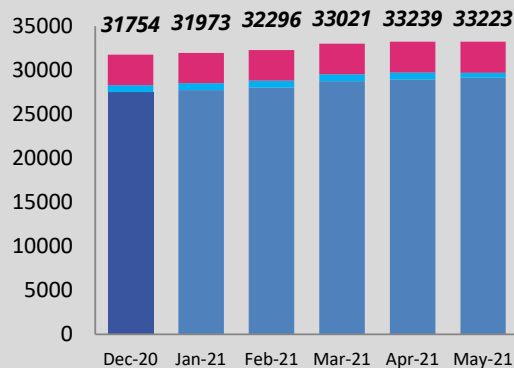
Top Pages

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

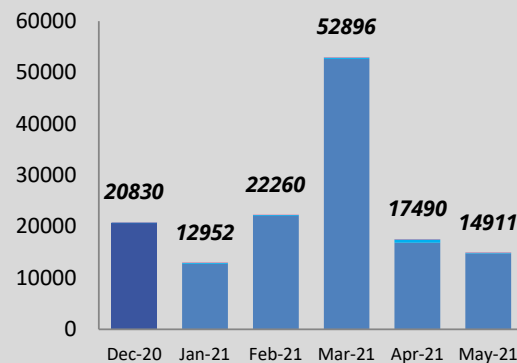


Mobile
Desktop
Tablet

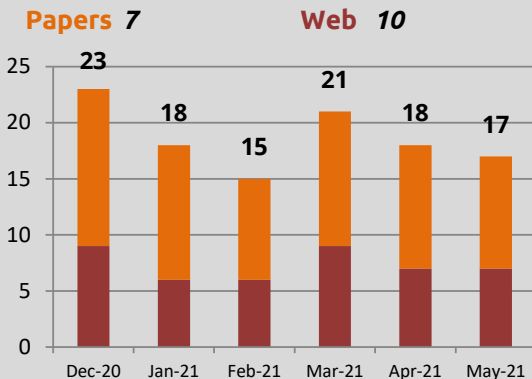
Total Followers



Social Engagement



Media Coverage **17**





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

29,159

Last Month 28,938

Gain 221

City of Lenoir Police Department
Published by CI Div · May 20 at 1:47 PM ·

With heavy hearts, the Lenoir Police Department mourns the passing of retired K9 Cerik, K9 Cerik was the youngest K9 to ever certify with Lenoir PD, and he served faithfully from 2012 until his well-earned retirement in 2019. In retirement, K9 Cerik lived with his handler, SGT Nathaneal Blache and family. K9 Cerik passed peacefully with his handler and other friends by his side on 05/12/2021. Please keep SGT Blache and his family in your thoughts and prayers.



44,327
People Reached

5,592
Engagements

Boost Post

836

110 Comments 208 Shares

	Paid	Organic	Rate
Reach		44,327	
Engagements		5,592	13%
> Comments		110	
> Shares		208	

City of Lenoir Fire Department
Published by Tucker Price · May 5 ·

Pictures from a possible structure fire this evening that turned out to be an outdoor trash can on fire. Thanks to the employees of Harbor Freight taking quick action with their fire extinguishers as well as a quick response from first due units the fire did not progress any worse. A possibly bad situation mitigated before it got any worse.
"Pre arrivals photos courtesy of Jeanne Bell"



18,922
People Reached

4,546
Engagements

Boost Post

You and 204 others

19 Comments 148 Shares

	Paid	Organic	Rate
Reach		18,922	
Engagements		4,546	24%
> Comments		19	
> Shares		148	

City of Lenoir, NC Government
Published by Joshua Harris · May 24 at 5:01 PM ·

Congratulations to Officer Brandon MacLeod on being promoted to Sergeant with the City of Lenoir Police Department. Sgt. MacLeod has served as Patrol Officer, Master Patrol Officer, Traffic Officer, School Resource Officer, and a Police Corporal. MacLeod has also served as the lead advisor the department's Police Explorer Post. "Please join me in congratulating Sergeant MacLeod on his new promotion within our agency," Chief Brent Phelps said.



9,130
People Reached

1,478
Engagements

Boost Post

237

60 Comments 19 Shares

	Paid	Organic	Rate
Reach		9,130	
Engagements		1,478	16%
> Comments		60	
> Shares		19	



Top Tweets

Impressions: Times people saw this Tweet on Twitter

Engagements: Times people interacted with this Tweet

Total Twitter Followers

526

Last Month 793 Gain -267



City of Lenoir, NC @CityofLenoir

Congratulations to Officer Brandon MacLeod on being promoted to Sergeant with the City of Lenoir Police Department. Sgt. MacLeod has served as Patrol Officer, Master Patrol Officer, Traffic Officer, School Resource Officer, and a Police Corporal. pic.twitter.com/NwdsvAebm8

Impressions	420
Total engagements	3
Media engagements	1
Likes	1
Detail expands	1



City of Lenoir, NC @CityofLenoir

Mayor Joe Gibbons, Councilman Ike Perkins, and other community leaders gathered in @DowntownLenoir today to pray on the #NationalDayofPrayer. The theme was 2 Corinthians 3:17, "Now the Lord is the Spirit, and where the Spirit of the Lord is, there is freedom." @NatlPrayer pic.twitter.com/mUOOk92AYM

Impressions	240
Total engagements	18
Media engagements	12
Likes	3
Detail expands	2
Profile clicks	1



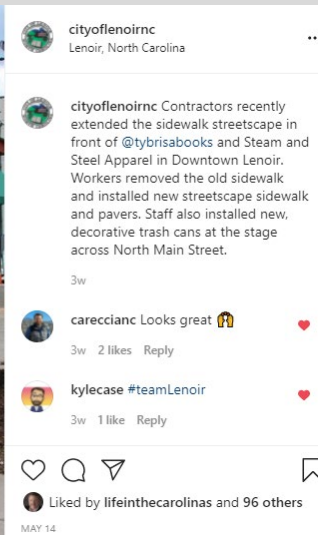
Top Instagram

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

Total Instagram Followers

3,538

Last Month 3,508 Gain 30



Likes 97
Comments 4

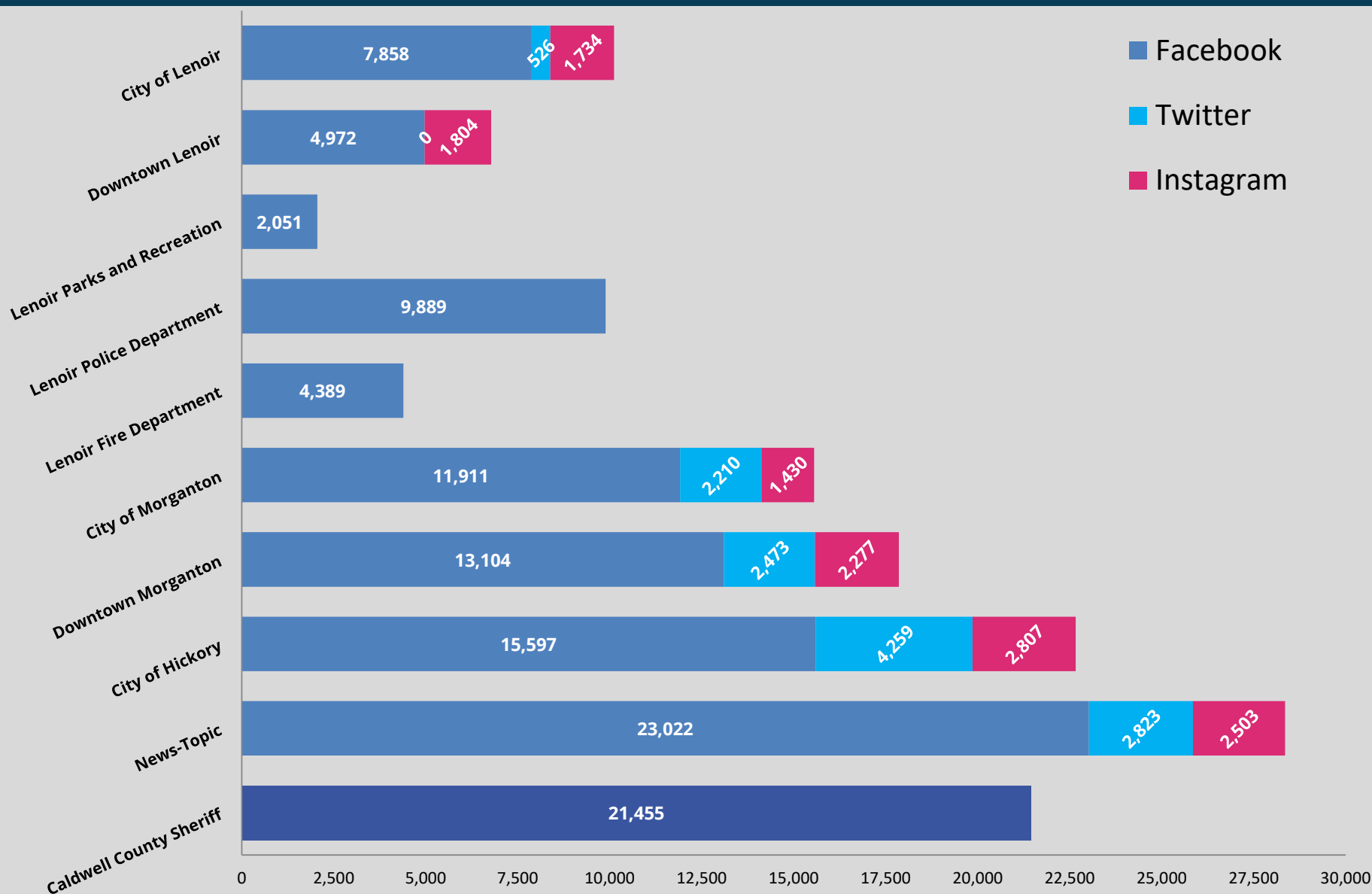


Likes 85
Comments 4



Social Comparison

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





Questions and Form Requests

21

Bulk Garbage 55

Garbage Pickup 16

Cart Issue 2

Extra Cart 18

Payment Plan

Records Request

Total Requests 91

There are a couple pit holes on our road that could be fixed plz. The whole road honestly needs repaving

I live in the Cedar Rock Community and wanted to report unsafe drivers around here

There is a fire hydrant in the lower parking lot of Hibriten High School that does not work.

Green yard waste container was not emptied on Wednesday.

I am wanting to set up at the downtown farmers market. I paint on wood. Scenes sometimes add a Script

I need a trash can please. Mine broke. I tried to fill out the form. No luck, I don't have an account number. 1106 Plaza St NW Lenoir, NC 28645

Be advised that the street signs at the corner of Woodhaven and Poplar are missing

I am wanting to move to Lenoir to be closer to my sisters. I am interested in the new ones off lower creek rd

tree limbs are obstructing street lights on Middle St and Middle St and Briarwood St corner intersect.

I am having to go to court for my landlord. He has had us living in an unliveable home for almost 2 years now with black mold

Traffic light takes way too long to change if attempting to turn left. Intersection of Harrisburg Dr sw and Morganton blvd in lenoir

Do you have a printed map, brochure or tourist guide to send me to Spain?

This is the place directly in front of Bakers Waste Equipment in Whitnel area. The grass is super high since noone is ever there and it is getting ridiculo

Once again, my green waste collection bin was not emptied on Wednesday. 2303 Briarwood St SW

Hello, I was hoping to inquire about an "Adopt a Street" program within the city of Lenoir? Is there a program like that set up?

Gate was locked at the aquatic center

I'm trying to get someone to go over beside the library to cut the ivy back off the sidewalk and the tree.

I had ordered a Veterans plaque for memorial day and wanted to see if it was installed

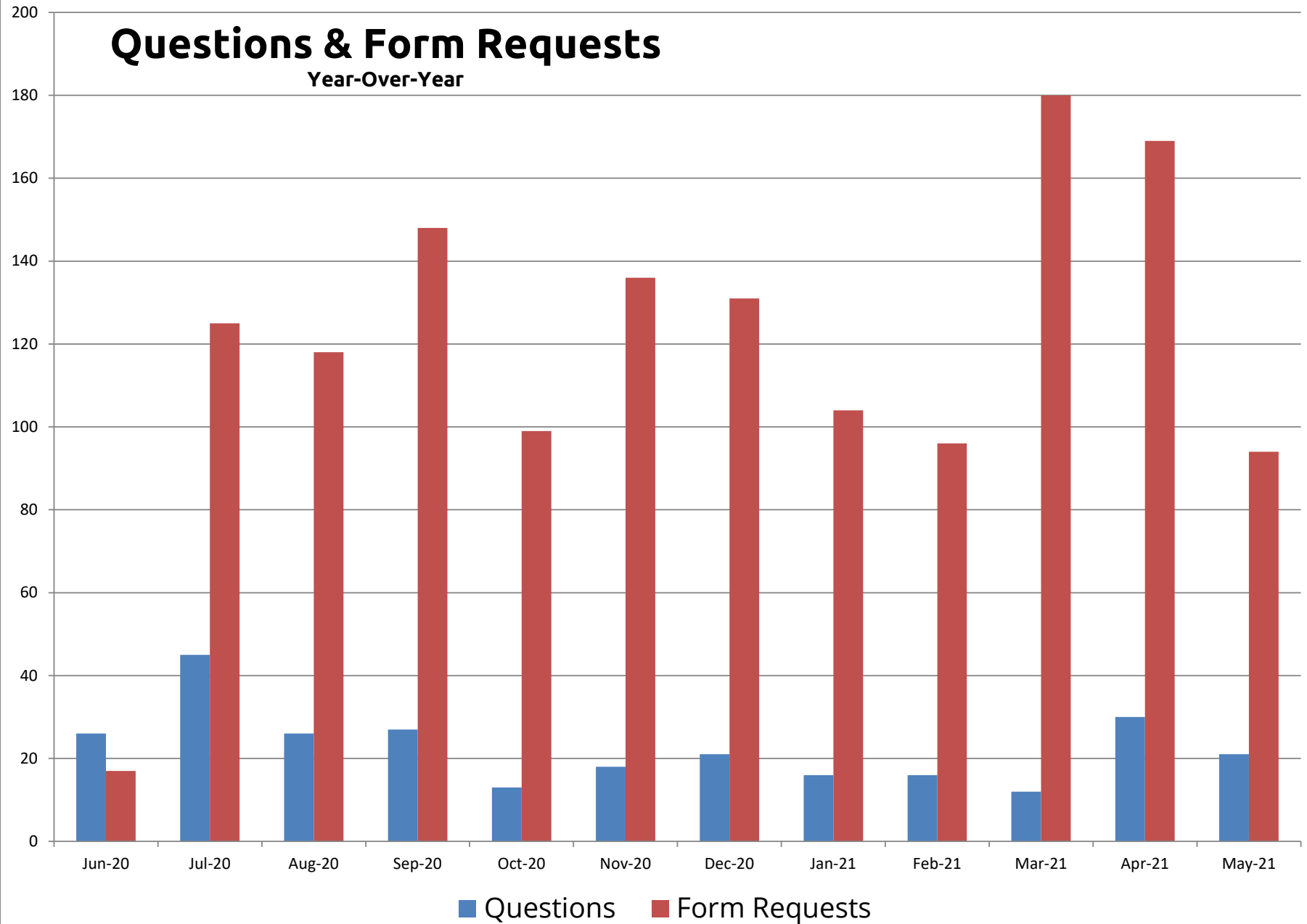
I called yesterday. I am trying to check on some pavers.

Will there be a Memorial Day ceremony on square Monday?

5085 Hwy 90, I saw a man and woman walking up into the woods with back packs on.

Questions & Form Requests

Year-Over-Year





July 2021



Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4 9:30 p.m. Fireworks Display (Optimist Park) *No vendors available	5 City Offices Closed in observance of Independence Day!	6 Cancelled-City Council Meeting	7	8 6:00 p.m. Lenoir Business Adv. Board	9 7:00 p.m. Kids in America Band (Downtown Square)	10
11	12 Noon -City/County Services Committee	13 8:00 a.m. EDC	14	15 2:00 p.m. ABC Board	16	17
18	19	20 6:00 p.m. City Council	21 9:00 a.m. Staff Meeting	22	23	24 6:30 p.m. Bring Back the Music Annual Event (MLK Center)
25	26 5:30 p.m. Planning Board	27 Cancelled-Committee of the Whole	28	29	30	31
		Notes for August				

City of Lenoir
P.O. Box 958
Lenoir, N.C. 28645
www.cityoflenoir.com
757-2200 / 757-2162 fax

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