

**COMMITTEE OF THE WHOLE
CITY HALL, THIRD FLOOR
TUESDAY, AUGUST 24, 2021
8:30 A.M.**

PRESENT: Committee members, Mayor Joe Gibbons, Mayor Pro-Tem Crissy Thomas, Ike Perkins, Ralph Prestwood, David Stevens and Ben Willis.

VIA TELECONFERENCE:

Participating via teleconference was Councilmember Todd Perdue.

ABSENT: Councilmember Jonathan Beal.

STAFF PRESENT: City Manager Scott Hildebran, Planning Administrative Assistant Lauren Hartley and Communications Director Joshua Harris.

DEPARTMENT DIRECTORS:

Fire Chief Ken Hair, Recreation Director Kenny Story, Main Street Event Coordinator Kaylynn Horn, Planning Director Jenny Wheelock, Fire Chief Ken Hair, Police Chief Brent Phelps, Public Utilities Director Radford Thomas, Public Works Director Jared Wright and Communications Director Joshua Harris. Carmen Boone, *News-Topic*, was also in attendance.

I. CALL TO ORDER

A. Mayor Pro-Tem Crissy Thomas welcomed everyone and called the meeting to order.

II. CITIZEN COMMENT PERIOD

III. COMMITTEE ITEMS

A. Public Utilities: Public Utilities Director Radford Thomas reported on the following items:

- The Metering Project is in its final stages with a few installs left. This project is expected to stay within budget.
- The City will receive bids this Fall for the first phase of the Crossroads Sewer Replacement project on the Lenoir Golf Course.
- Studies:
 - Interconnection Project
 - Phase 1 for the Whitnel Waterline Replacements
 - EPA assessment grant; this will end September 30th
 - Copper Lead Study

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

- The Streets Division will be prepping for paving this fall. They plan to pave around 13 streets. We are anticipating a price increase for liquid asphalt in early 2022, so we will

attempt to pave approximately 75% of streets planned for FY21-22 during the Fall paving season.

- Plans are being finalized for construction on Hotel Street. A few last-minute drainage questions came up during final design, and Street Division crews have performed camera investigation on the existing drainage lines. The property required for this street is now owned by the City of Lenoir.
- Progress is being made for right-of-way acquisition on the Hospital Avenue Sidewalk Project. Several questions have come up from property owners along the corridor, but most are being handled through 'special provision documents' that include protection of existing landscape features during construction, etc.
- The Sanitation and Vehicle Services Division(s) has several positions open to be filled.
- The Cemeteries Division has reported a delay in deliveries from our granite supplier. These granite slabs are used as bases for flat, bronze markers. The delay may extend into early 2022.

IV. COMMUNITY DEVELOPMENT

A. Lenoir Tourism Development Authority (LTDA): The Lenoir Tourism Development Authority (LTDA) did not meet but plans to schedule a meeting for the month of September.

B. The Lenoir Business Advisory Board (LBAB) conducted a virtual meeting on June 10, 2021 and minutes were approved. Kaylynn Horn, Economic Development Director, gave the following report:

- New property owners and businesses are moving locations Downtown.
- The 4440 Ranch and Cattle Company is opening a location in Downtown this fall.
- Downtown Events:
 - Cruise In
 - Summer concert- This was the last concert for the season and was well attended.
 - Southern Sundown- This event had around 100 runners participate.
 - The Tattoo Gathering will be held September 3-5th.

B. Planning Board: The Planning Board cancelled its meeting of Monday, August 23. The next meeting will be held on Monday, September 27 at 5:30 p.m.

- The Comprehensive Plan update will be submitted by the end of the year.
- The Planning Department Code Enforcement has done sign sweeps and will monitor during the election season.

C. Parks & Recreation Advisory Board: The Recreation Advisory Board met on August 16 at 6:00 p.m. and minutes were approved. Kenny Story, Recreation Director, presented the following report:

- The Fall Baseball season has started at the Mulberry Recreation Center.
- CCC&TI Women's Softball has started practice at the Optimist Park.
- The Martin Luther King Center has held 3 events, which were all well attended.

- The tunnel located at the Greenway between Days Inn and taco Bell has been painted to cover graffiti and help with future damage.
- Renovations continue at Lenoir High School Auditorium.
- The Rotary is raising money to held light up Mack Cook Stadium.
- The Sculpture Celebration will be held Saturday, September 11 at the T.H. Walking Park.
- Appalachian State University is offering a baseball clinic at the Mulberry Recreation Center for ages 6-14 year old.

D. Financial and Administration

1. Finance Director Donna Bean reviewed the Financial Summary as of July 31, 2021 and stated the City is in good financial shape. The over/under balance in the General Fund is \$1,928,861.94, Downtown District \$854.18, and Water & Sewer Fund \$441,884.79.

A copy of the July financial summary is attached to these minutes as information.

Director Bean stated the Downtown District's balance has decreased due to no events being held.

- E. Public Communications: A copy of the July 2021 Communications Report was presented to Council as information.

There were 8 news releases, 50 photos, 5 videos, 2 podcasts/radio, 90 social posts, 21 notify me requests, 26 questions & answers, and 8 e-sign ups. The website experienced 45,694 views and reached 54,682 people via Facebook and Twitter. Also, there were 236 new followers and 6,245 video views.

V. PUBLIC SAFETY

A. Police Department

1. Update; Police Department: Police Chief Brent Phelps reported on the following items.

- Officers will be stationed at all schools this week for the first week back.
- All staff positions are full at this time.
- The k9 Academy will be held in September. All sessions are held outside with a max of 10 people.
- The second quarter report was provided to Council.

2. Update; Fire Department: Fire Chief Ken Hair presented the following report:

- Ken Hair thanked everyone for the condolences on the loss of his father.
- The second quarter report was provided to Council.
- Highlights of major events:
 - Three members within the department received promotions and one new hire.
 - Department personnel participated in a total of 4,500 hours of training.

- Firefighter's participated in the City of Lenoir's Litter Sweep.
- Firefighters participated in a clean-up project at the creek beside of Greenway.
- On June 1, all fire station facilities fully opened back up to the public under provisions.
- Medical and Service calls were up from the 2020 quarterly report.
- The Fire Marshall performed a total of 109 fire code inspections on businesses within the Lenoir City limits and had 31 fire investigations.
- In June, two trucks were purchased to be utilized as future QRV's costing a total of \$84,574.00.

VI. OTHER

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

VII. Adjourn:

There being no further business; the meeting was adjourned.

Attachments

July Financial Summary

July Communication Report

*Minutes prepared by Lauren Hartley, Planning Administrative Assistant.



**City of Lenoir
Financial Summary
As of 7/31/2021**



General Fund					
	2021-2022 Budget	7/31/2021	% of Budget	Change from Previous Year	7/31/2020
Total Revenue	\$ 18,594,890.00	\$ 4,743,692.75	26%	\$ 932,644.64	\$ 3,811,048.11
Expenditures	\$ 18,594,890.00	\$ 2,814,830.81	15%	\$ 1,248,957.50	\$ 1,565,873.31
Over/Under	\$ -	\$ 1,928,861.94		\$ (316,312.86)	\$ 2,245,174.80
Downtown District					
	2021-2022 Budget	7/31/2021	% of Budget	Change from Previous Year	7/31/2020
Revenues	\$ 184,638.00	\$ 14,949.43	8%	\$ 461.29	\$ 14,488.14
Expenditures	\$ 184,638.00	\$ 14,095.25	8%	\$ 4,631.53	\$ 9,463.72
Over/Under	\$ -	\$ 854.18		\$ (4,170.24)	\$ 5,024.42
Water/Sewer Fund					
	2021-2022 Budget	7/31/2021	% of Budget	Change from Previous Year	7/31/2020
Revenues	\$ 9,629,744.00	\$ 895,549.10	9%	\$ 58,077.31	\$ 837,471.79
Expenditures	\$ 9,629,744.00	\$ 453,664.31	5%	\$ (103,534.58)	\$ 557,198.89
Over/Under	\$ -	\$ 441,884.79		\$ 161,611.89	\$ 280,272.90

Minutes-Committee of the Whole Meeting
Tuesday, August 24, 2021

July 2021 Communication Report

By Joshua Harris, Director, Communication & Public Information 8/9/2021

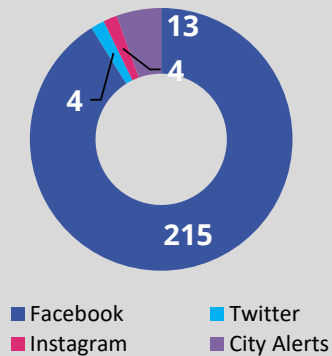
CONTENT CREATION

News Releases	Photos	Videos	Podcasts/Radio	Social Posts	Notify Me	Q&A	eSign
8	50	5	2	90	21	26	8

PUBLIC ENGAGEMENT

New Followers

236



Social Reach

54,682

Facebook	51,757	
Twitter	2,834	

Video Views

6,245

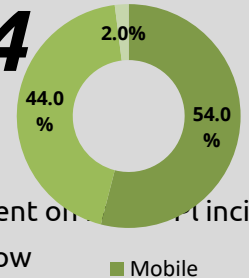
Facebook	5,560
YouTube	685

Website Views

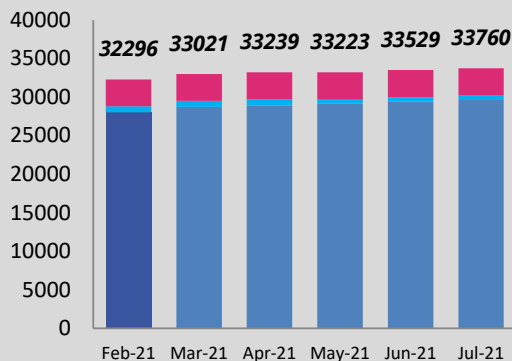
45,694

Top Pages

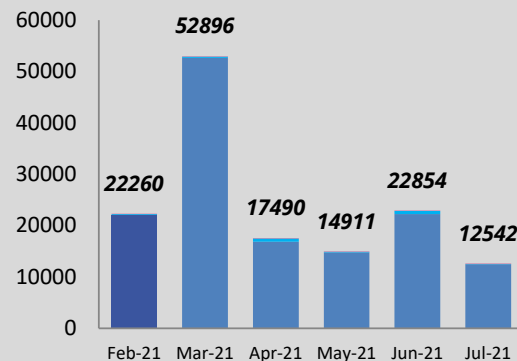
- 1 Payment Options
- 2 Police release statement on [unclear] inci
- 3 July 4th Fireworks Show
- 4 Jobs
- 5 LAFC Secretary Job
- 6 Water & Sewer Service
- 7 LAFC



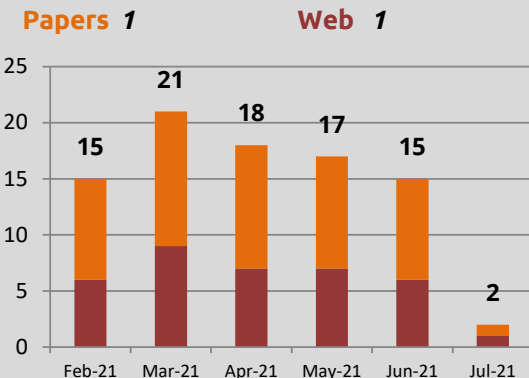
Total Followers



Social Engagement



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

29,647

Last Month 29,432

Gain 215

City of Lenoir Fire Department
Published by Joshua Harris · July 23 at 11:10 AM ·

Lenoir Fire would like to extend our most sincere and heartfelt condolences to the families of Retired Chief Bill Murray and Retired Captain Billy White. Both Chief Murray and Captain White passed about 12 hours apart yesterday due to nonrelated health issues. These two men were valued members of our department and will be forever missed!! Rest Easy Brothers!!




8,624 People Reached 1,456 Engagements

Boost Post

331 Reactions 78 Comments 47 Shares

Like Comment Share

	Paid	Organic	Rate
Reach		8,624	
Engagements		1,456	17%
> Comments		78	
> Shares		47	

City of Lenoir Police Department
Published by Aide Decamp · July 29 at 1:46 PM ·

We are pleased to announce that we plan to host a Canine Academy this year. We have uploaded a fillable adobe form that you can complete and email back to us at lenoirpolice@gmail.com. You can also fax the completed form to 828-394-1231 or drop it in our curbside drop-box located at 1035 West Ave. This is a 7 week class that meets every Thursday night from 6 - 7 PM. Application deadline is 8/26/2021. Classes begin Sept. 2nd. Please visit our webpage for more info.
<https://www.cityoflenoir.com/180/Citizens-Canine-Academy>

2021 Canine Academy

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

Sep. 2 - Oct. 7
Th. 6 - 7 pm

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

No dogs under 6 months of age are accepted

No overly aggressive dogs will be accepted

Dogs must have current vaccinations & receiving flea & tick-treatments

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

Deadline to apply is 8/26/21. More info & application at www.cityoflenoir.com (programs) Citizens Canine Academy

7,411 People Reached 601 Engagements +2.5x Higher Distribution Score

Boost Post

70 Reactions 28 Comments 39 Shares

	Paid	Organic	Rate
Reach		7,411	
Engagements		601	8%
> Comments		28	
> Shares		39	

Downtown Lenoir
Published by Matthew Anthony · July 2 ·

Just a reminder.... Tomorrow the Farmers Market will be from 7am-2pm in the 902 Harper Ave parking lot.

Also, the first Cruise-In is tomorrow from 3-7pm. Please be aware of Downtown street closures. The map below highlights where the street closures will be. Come out and enjoy as the streets are lined with classic cars and be sure to support our local shops and restaurants as you stroll around Downtown.

#domoreinlenoir Lenoir Cruisers City of Lenoir, NC Government



4,523 People Reached 188 Engagements +12.6x Higher Distribution Score

Boost Post

17 Reactions 30 Shares

	Paid	Organic	Rate
Reach		4,523	
Engagements		188	4%
> Comments			
> Shares		30	



Top Tweets

Impressions: Times people saw this Tweet on Twitter

Engagements: Times people interacted with this Tweet

Total Twitter Followers

541

Last Month 537 Gain 4



City of Lenoir, NC @CityofLenoir

Head to the MLK Jr. Center tomorrow night and enjoy the free Bring Back the Music Jazz concert. Lexxi, Groove Masters Band, and Reggie Graves and Jazz Theory will perform starting at 6:30 pm. Food truck on site and free COVID vaccines available. Bring a comfy chair or blanket pic.twitter.com/xUkBHWSDxm

Impressions	301
Total engagements	13
Media engagements	11
Retweets	1
Likes	1



City of Lenoir, NC @CityofLenoir

Main Street Attendant Darren Bryant took the Billy Goat vacuum for a test spin yesterday in Downtown Lenoir. The Billy Goat is a heavy-duty, gas powered vacuum. It can pick up grass, leaves, and litter and even cans and bottles. pic.twitter.com/zFS5dnNraZ

Impressions	297
Total engagements	12
Media engagements	7
Likes	4
Profile clicks	1

City of Lenoir, NC @CityofLenoir

Staff with the NC Cooperative Extension Caldwell County Center recently took some aerial video of Unity Park & Community Gardens and the new Blue Bell Apartments under construction on College Avenue in Downtown Lenoir. Check it out at <https://youtu.be/AMWnByo783Q> .

Impressions	284
Total engagements	4
Link clicks	4



Top Instagram

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

Total Instagram Followers

3,564

Last Month 3,560

Gain

4

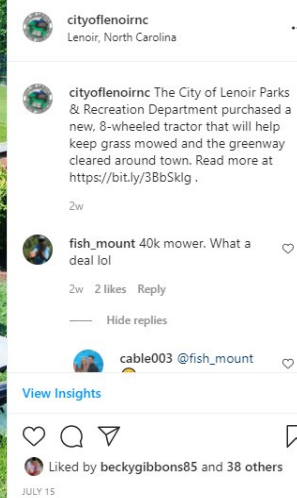


Likes

30

Comments

1



Likes

39

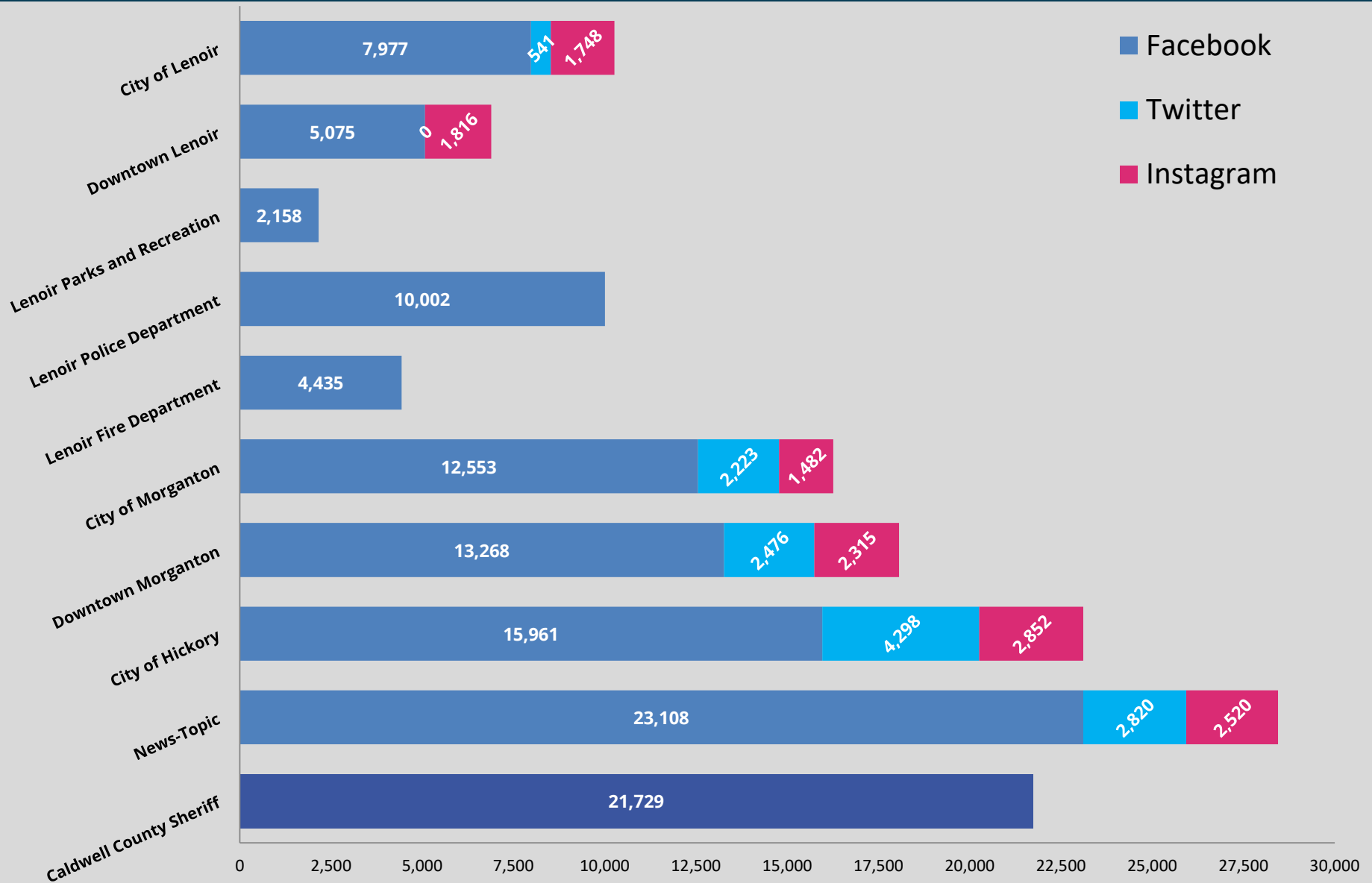
Comments

3



Social Comparison

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





Questions and Form Requests

26

Bulk Garbage 44

Garbage Pickup 22

Cart Issue 4

Extra Cart 21

Payment Plan

Records Request

Total Requests 91

I own some property and want to update the address for my tax bills

I just got the message saying possible water leak how can we find out since we can't hear water run

just had a quick question for you, this is the fourth of july weekend, why are there no flags flying downtown

Ditches are never cleaned and therefore are overflowing into road when rains and banks are hardly mowed

I have some concerns about the ways things are being handled with public facilities, with the swimming pool

You have a hold on my fl drivers license I paid the fine 3 weeks ago of 310.00 county clerk said there was nothing else pending it was dismissed but the hold

I would like to be added to your list of City alerts

submitted a request for a veterans tile back in November 2020, wondering how long that takes to be processed

Public records for [person]

calling about a residential reroofing project, building code requirements for space decking

Hole in road and underneath looks washed out.

I just moved into a home on 7/12, and the house already has two grey trash cans. One of them is severely damaged at the bottom

Money was stolen from my wallet and it was about a grand because it was the most of my stimulus check and I reported to the SunTrust that my debit card

Bestway in Lenoir has 2 garbage pick ups a week. Tuesday and Thursday usually. Neither of which have been picked up

Code violation. Building occurring in violation of code. Unpermitted building.

I am trying to understand the public swim schedule. It appears that the slides are always closed

can y'all find out why North Main Street water is so low right now?

I made a call about trash not getting picked up . you guys came got trash. but when I came home from work Friday my trash can was gone .

Street lights not working

On our street, people are taking their home and making apartment out of their home

Empty house that looks like it should be condemned ... someone is living in it.

Water back on. High pressure evenings and nights, but real low in mornings.

Street light not working

I am contacting you to inform you that, we noticed P O Box is incorrect on the tax bill received.

The Greenway parking lot off of Sherlee street often contains a large group of teens simply hanging out there playing music.

