



AGENDA
CITY OF LENOIR
CITY COUNCIL MEETING
905 WEST AVENUE
TUESDAY, OCTOBER 3, 2023
6:00 P.M.



I. CALL TO ORDER

- A. Moment of Silence & Pledge of Allegiance
- B. Update: Restart Program: Jason Powell, Director of Caldwell County Restart, will present information to City Council regarding the program.

II. MATTERS SCHEDULED FOR PUBLIC HEARINGS

III. CONSENT AGENDA ITEMS

- A. Minutes: Approval of the minutes of the City Council Meeting of Tuesday, September 19, 2023 as submitted.
- B. Minutes: Approval of the minutes of the Committee of the Whole Meeting of Tuesday, September 26, 2023 as submitted.
- C. RFQ Based-Selection of Engineering Services; Stormwater Planning: Based upon our review, Staff recommends approval to negotiate a service agreement with Freese and Nichols of Charlotte, NC for the engineering services required for the execution and administration of the Stormwater Planning project based upon the final approval of the funding for the project by the Division of Water Infrastructure (DWI) as submitted.
- D. Capital Project Budget Ordinance; Stormwater Planning Grant: Approval to adopt the Capital Project Budget Ordinance for the Stormwater Planning Grant in the amount of \$248,640 as submitted.
- E. Revised Capital Project Budget Ordinance; T.H. Broyhill Walking Park: Staff requests that City Council adopt the revision of the Capital Project Budget Ordinance for the T.H. Broyhill Walking Park Improvements Capital Project as submitted.
- F. Capital Project Budget Ordinance; AIA Grant-Water Project: Staff requests City Council to adopt the Capital Project Budget Ordinance for the Asset Inventory and Assessment Grant – Water Project in the amount of \$200,000.00 as submitted.
- G. Capital Project Budget Ordinance; AIA Grant-Wastewater Project: Staff requests City Council to adopt the Capital Project Budget Ordinance for the Asset Inventory and Assessment Grant – Wastewater Project in the amount of \$200,000.00 as submitted.
- H. Refuse Truck; Pac Mac Model RL-8: Staff recommends City Council authorize the purchase of the Pac Mac Model RL-8 eight cubic yard rear loading refuse truck at a cost of \$147,947.00 and the utilization of the competitive bidding group purchasing exception as the equipment was bid under the group purchasing program.

IV. REQUESTS AND PETITIONS OF CITIZENS

V. REPORTS OF BOARDS AND COMMISSIONS

VI. REPORT AND RECOMMENDATIONS OF THE CITY MANAGER

A. Items of Information

1. The City/County Services Committee will meet on Monday, October 9 at noon.
2. The Economic Development Advisory Committee will meet on Tuesday, October 10 at 8:15 a.m. at the Foothills Regional Airport Facility.
3. The ABC Board will meet on Thursday, October 12 at 2:00 p.m.
4. The Lenoir Business Advisory Board will meet on Thursday, October 12 at 6:00 p.m. at City Hall, Third Floor.
5. The Parks & Recreation Advisory Board will meet on Monday, October 16 at 6:00 p.m. at Mulberry Recreation Center.
6. One Stop voting begins on Thursday, October 19 through Friday, November 3 from 8:00 a.m. – 5:00 p.m. at the Caldwell County Resource Center (Library) located at 120 Hospital Avenue (former library) and on Saturday, November 4 from 8:00 a.m. – 3:00 p.m.

B. Items for Council Action

1. Night Parking; 600 Block of College Avenue: Staff recommends City Council, as authorized in City Code, Section 11-44. Night Parking, to add the 600 block of College Avenue between Norwood Street and Mulberry Street to City Code, Appendix B, Section 102. Parking prohibited between the hours of 12:00 midnight and 6:00 a.m. Pursuant to City Code, Section 11-34 Signs Required, Staff further recommends authorization for the posting of signs at the discretion of the Public Works Operations Manager.
2. Parking Prohibited; Cliffside Place: Staff recommends City Council, as authorized in City Code, Section 11-43. - Prohibited, to add Cliffside Place from Hibriten Road to the dead-end to City Code, Appendix B, Section 101, - Parking prohibited at all times. Pursuant to City Code, 11-34 Signs Required, Staff further recommends authorization for the posting of signs at the discretion of the Public Works Operations Manager.

VII. REPORT AND RECOMMENDATIONS OF THE CITY ATTORNEY

VIII. REPORT AND RECOMMENDATIONS OF THE MAYOR

IX. REPORT AND RECOMMENDATIONS OF COUNCIL MEMBERS

- A. Closed Session: Pursuant to N.C.G.S. §143-318.11(a)(3), City Council will enter into closed session to discussion pending litigation.

X. ADJOURNMENT

**LENOIR CITY COUNCIL
TUESDAY, SEPTEMBER 19, 2023
6:00 P.M.**

- PRESENT:** Mayor Joe Gibbons presiding. Mayor Pro-Tem Crissy Thomas, Councilmembers present were Jonathan Beal, Kent Greer, Ike Perkins, Ralph Prestwood, and David Stevens, City Manager Scott Hildebran, City Clerk Shirley Cannon and Attorney David Lackey who filled in for City Attorney Timothy Rohr.
- ABSENT:** Councilmember Todd Perdue and City Attorney Timothy Rohr.
- CITY STAFF:** In attendance was Finance Director Donna Bean, Fire Chief Norman Staines, Deputy Fire Chief Kenny Nelson, Police Chief Brent Phelps, Interim Planning Director Ed Evans, Parks & Recreation Director Phil Harper, Public Services Director Radford Thomas, Public Works Operations Manager Jon Hogan, Downtown Event Coordinator Matthew Anthony and Communications Director Joshua Harris.

I. CALL TO ORDER

- A. The meeting was opened by a moment of silence and the pledge of allegiance as led by Mayor Gibbons.

**SPECIAL RECOGNITION;
CONSTITUTION WEEK:**

- B. On behalf of City Council, Mayor Gibbons read and presented a proclamation to Cindy Day, Executive Director of the Caldwell Heritage Museum and Regent of the Daughters of the American Revolution (DAR) Tuckers Barn Chapter, in honor and recognition of "Constitution Week" to be observed the week of September 17 through September 23 in the City of Lenoir. Mayor Gibbons also reported it is the 236th anniversary of the founding of the constitution.

Mayor Gibbons shared a ceremony was held earlier today at the Charters of Freedom on the square with members of the Daughters of the American Revolution and remarked he was proud to celebrate this historic occasion. In addition, Mayor Gibbons thanked the group for all that they continue to do to educate people about the history of our country.

Ms. Day thanked City Council and stated she appreciated Council's support in honoring this important document. She explained the background of how the Constitution was formed and encouraged everyone to study the Constitution. Ms. Day stated the test individuals have to take to become a natural citizen is very hard as they have to know the judicial branches and legislative bodies among other things. She commended Economic Development Director Kaylynn Horn for her considerable knowledge about the Constitution. Ms. Day also gave a brief "test" to City Council about the Constitution by asking how many representatives there were in the United States with Councilmembers giving the correct answer of 435. Ms. Day informed Council that DAR members plan to begin work on the Bill of Rights in December.

II. MATTERS SCHEDULED FOR PUBLIC HEARINGS

III. CONSENT AGENDA ITEMS

- A. Minutes: Approval of the minutes of the City Council Meeting of Tuesday, September 5, 2023 as submitted.
- B. Proclamation; Constitution Week: Approval of a proclamation proclaiming the week of September 17 through 23 as "Constitution Week" throughout the City of Lenoir. (A copy of the proclamation is hereby incorporated into these minutes by reference. Refer to page 251.)
- C. Revised Capital Project Budget Ordinance; Crossroads Sign Capital Project: Approval of a Revised Capital Project Budget Ordinance to authorize activities for the Crossroads Sign Capital Project as submitted. (A copy of the Revised Capital Project Budget Ordinance is hereby incorporated into these minutes by reference. Refer to page 252.)
- D. Resolution; Helping Hands Clinic: Approval of a resolution in honor and recognition of Helping Hands Clinic's 25th Anniversary. (A copy of the resolution is hereby incorporated into these minutes by reference. Refer to page 253.)

Upon a motion by Councilmember Stevens, City Council voted 6 to 0 to adopt items A through D on the Consent Agenda as described above and as recommended by City Manager Hildebran.

IV. REQUESTS AND PETITIONS OF CITIZENS

V. REPORTS OF BOARDS AND COMMISSIONS

VI. REPORT AND RECOMMENDATIONS OF THE CITY MANAGER

- A. Items of Information

NCDOT'S FALL LITTER

- SWEEP:** 1. NCDOT's Fall Litter Sweep began on Saturday, September 16 through Saturday, September 30. Additional information is available online at www.ncdot.gov/littersweep.

EMPLOYEE LITTER

- SWEEP:** 2. The City of Lenoir Employee Litter Sweep will be held on Wednesday, September 27 from 9:00 a.m. until 1:00 p.m.

CANCELLED;

PLANNING BOARD:

3. The Planning Board will not meet in September. The next meeting is scheduled for Monday, October 23 at 5:30 p.m. at the City/County Chambers.

COMMITTEE OF THE

WHOLE:

4. The Committee of the Whole will meet on Tuesday, September 26 at 8:30 a.m. at City Hall, Third Floor Conference Room.

FOOTHILLS REGIONAL

AIRPORT FACILITY:

5. The Foothills Regional Airport Authority will meet on Wednesday, September 27 at noon at the Airport facility.

NATIONAL NIGHT

OUT: 6. The Police Department will host their annual National Night Out on Tuesday, October 3 from 6:00 p.m. - 9:00 p.m. in the downtown area. The public is invited to attend. There will be a number of activities available for families to enjoy.

GATEWAY

SIGN: 7. City Manager Hildebran shared the new gateway sign project would begin in around three weeks and stated representatives of Caldwell Community College & Technical Institute are meeting on Wednesday to execute the easement document to the City of Lenoir for the property where the sign will be located.

B. Items for Council Action

VII. REPORT AND RECOMMENDATIONS OF THE CITY ATTORNEY

VIII. REPORT AND RECOMMENDATIONS OF COUNCILMEMBERS

**UPDATE; SCULPTURE
CELEBRATION:**

A. Councilmember Beal stated the Sculpture Celebration went well and there were 50 artists from around the southeast that participated. He reported around 1,000 people attended and a sponsor donated \$10,000 to be used for award money. Mr. Beal said the sculptors also appreciated all of the efforts made by the City and Staff that helped make the event a success. In addition, he remarked everyone was impressed with how great the downtown area looks.

IX. REPORT AND RECOMMENDATIONS OF THE MAYOR

A. On behalf of City Council, Mayor Gibbons thanked Attorney David Lackey for filling in for City Attorney Timothy Rohr. As information, Mayor Gibbons also reported the DRL Group was currently hosting a meeting at the former LHS Auditorium in order to receive community input regarding their master plan for The Campus.

X. ADJOURNMENT

A. There being no further business, the meeting was adjourned at 6:13 p.m.

Shirley M. Cannon, City Clerk

Joseph L. Gibbons, Mayor



CITY MANAGER
SCOTT E. HILDEBRAN

CITY OF LENOIR
NORTH CAROLINA

MAYOR
JOSEPH L. GIBBONS

CITY COUNCIL
J. T. BEAL
F. KENT GREER
T. H. PERDUE
J. I. PERKINS
R. S. PRESTWOOD
D. F. STEVENS
C. D. THOMAS

PROCLAMATION IN HONOR OF CONSTITUTION WEEK

WHEREAS, The Constitution of the United States of America, the guardian of our liberties, embodies the principles of limited government in a Republic dedicated to rule by law; and

WHEREAS, September 17, 2023 marked the two hundred thirty-sixth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary and to the patriotic celebrations which will commemorate the occasion; and

WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating the week of September 17 through September 23 as Constitution Week.

NOW, THEREFORE, I, Joseph L. Gibbons, Mayor of the City of Lenoir, North Carolina, and on behalf of the Lenoir City Council and all the citizens, do hereby proclaim the week of September 17 through September 23, 2023, as "**Constitution Week**" in the City of Lenoir and urge all citizens to study the Constitution and reflect on the privilege of being an American with all of the rights and responsibilities this privilege affords.

This the 19th Day of September 2023.

SEAL


Joseph L. Gibbons, Mayor

Revised Capital Project Ordinance for the City of Lenoir

Crossroads Sign

BE IT ORDAINED by the City Council Members of the City of Lenoir, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby revised:

Section 1: The project to authorize activities for Crossroads Sign Capital Project to include the expenditure of funds for the design, construction, and project administration for the Crossroads Sign Capital Project. The project will now be funded by the Lenoir Tourism Development Authority (LTDA) and ARPA revenue replacement funding.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

Section 3: The following revised amounts are appropriated for the project:

Description	Original Budget	Revision	Proposed Budget
Crossroads Sign Construction	\$165,000.00	\$341,500.00	\$506,500.00
Total Expenditures	\$165,000.00	\$341,500.00	\$506,500.00

Section 4: The following revenues are anticipated to be available to complete this project:

Description	Original Budget	Revision	Proposed Budget
LTDA Funding	\$165,000.00	\$50,000.00	\$215,000.00
ARPR Revenue Replacement Funding	\$0.00	\$291,500.00	\$291,500.00
Total Expenditures	\$165,000.00	\$341,500.00	\$506,500.00

Section 5: The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the Project Ordinance.

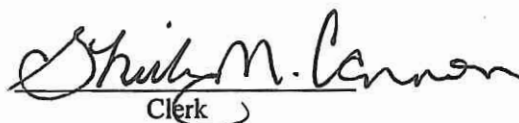
Section 6: The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 3.

Section 7: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board.

Section 8: Copies of this capital project ordinance shall be furnished to the Budget Officer and the Finance Officer for direction in carrying out this project.

Adopted this 19th day of September, 2023.


Mayor


Clerk



CITY MANAGER
SCOTT E. HILDEBRAN

CITY OF LENOIR
NORTH CAROLINA

MAYOR
JOSEPH L. GIBBONS

CITY COUNCIL
J. T. BEAL
F. KENT GREER
T. H. PERDUE
J. I. PERKINS
R. S. PRESTWOOD
D. F. STEVENS
C. D. THOMAS

Helping Hands 25th Anniversary

WHEREAS, in 1998, a group of concerned citizens recognized the need for a resource in Caldwell County for uninsured individuals struggling with medication insecurity and access to healthcare; and

WHEREAS, approximately 20% of residents in Caldwell County were uninsured and, in many cases, forced to choose between paying for medical care and medications and putting food on the table for their families; and

WHEREAS, in acknowledgement that access to healthcare is a human right and to address the growing need in our community, Helping Hands Clinic was founded in August of 1998; and

WHEREAS, the mission of Helping Hands is to improve the health of uninsured adults and empower them to engage in their wellness by providing access to healthcare, health education, and prescription medications at no cost; and

WHEREAS, Helping Hands has grown from a volunteer-driven, two-night per week service to a full-time Clinic and licensed pharmacy with a dedicated team of nine staff in addition to many wonderful volunteers; and

WHEREAS, because wellness is a holistic practice, expanded services including chronic disease management, lab services, dental care, mental health counseling, social work consulting, diabetes and tobacco education, and healthcare navigation are offered onsite at the Clinic; and

WHEREAS, providing consistent access to medication and medical care for both acute and chronic illnesses help avoid unnecessary trips to the emergency room, improve quality of life, reduce the community's cost of care, and support the workforce by keeping people healthy; and

WHEREAS, since its founding, Helping Hands Clinic has provided more than \$300 million in quality healthcare and nearly 350,000 prescriptions to more than 30,000 individuals in Caldwell County;

NOW, THEREFORE, BE IT RESOLVED that I, Joseph L. Gibbons, on behalf of the City of Lenoir City Council and its citizens, do hereby congratulate Helping Hands Clinic on its 25th anniversary and thank the staff and volunteers for their devotion to the health of our community, for providing medical care and prescriptions for the uninsured residents of Caldwell County, and for empowering and encouraging their patients to practice good health. I further recognize that the services at the Clinic are acts of love, compassion, and good will.

THIS, 14th day of September 2023.

SEAL




Joseph L. Gibbons, Mayor



**COMMITTEE OF THE WHOLE
CITY HALL, THIRD FLOOR
TUESDAY, SEPTEMBER 26, 2023**

8:30 A.M.

Present: Mayor Joe Gibbons, Jonathan Beal, Todd Perdue, Ike Perkins, Ralph Prestwood, and David Stevens.

Via Zoom: Mayor Pro-Tem Crissy Thomas and Councilmember Kent Greer.

Staff Present: City Manager Scott Hildebran, City Clerk Shirley Cannon, Finance Director Donna Bean, Public Services Director Radford Thomas, Public Works Operations Manager Jon Hogan, Public Utilities Operations Manager Jeff Church, Interim Planning Director Ed Evans, Downtown Event Coordinator Matthew Anthony, Parks & Recreation Director Phil Harper, Mulberry Center Director Jacob Quoit, Fire Chief Norman Staines, Police Chief Brent Phelps, and Communications Director Joshua Harris.

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

II. Citizen Comments

A. There were no citizen comments presented at this time.

III. Committee Items:

A. Update; Public Services: Radford Thomas, Public Services Director,

1. Engineering Services Agreement; Stormwater Planning: Director Thomas stated the City previously received a grant in the amount of \$248,640 for Stormwater Planning and the City has to do a procurement for the funding. He will submit a recommendation for approval of an Engineering Services Agreement for Stormwater Planning at the October 3 City Council meeting.

In addition, Director Thomas clarified the City received loans for the Lead and Copper evaluation of the City's water lines. He also reported the brownfields project is ongoing and the focus of the application is to address issues.

Director Thomas also gave an update on the status of the old City landfill and questions from the NC Department of Environmental Quality.

B. Update; Public Works/Public Utilities

Public Utilities Operation Manager Jeff Church reported on the following items:

1. **Mueller Meter Project Update:** 9/26/23: Last week there was billing issues that

resulted in an all hands on deck approach from Mueller. They were able to address the issue and the billing took place on Friday afternoon. We are having issues in the field regarding the plunger tip swelling on the cutoff solenoid. Mueller is working through this issue. Currently, a project closeout date is not on the horizon.

2. **Asset Inventory and Assessment Grant (ARPA & SRP): 9/25/23:**
McGill has begun preliminary work on the AIA studies. Work order records are being reviewed and a list of needed City documents is currently being prepared.
3. **Crossroads Sewer Project: 9/25/23:** The original work and punch list work have both been completed except for painting/stripping at Yokefellow donation drop-off entrance. Closeout paperwork is being prepared.
4. **Finley Water Project: 9/25/23:** Plans and specs are being prepared for submittal to DWI by the end of this week, September 25-29, 2023. BLE is preparing a proposal to drill additional borings for the potential water tank location.

7/31/23: City staff, upon the recommendation of McGill Engineering requested a 2-month time extension for all project milestones due to pending geotechnical results and to enable existing conditions plans to be updated before finalizing water line layouts.

Current deadlines are summarized below:

- October 2, 2023: bid and design package submittal (all permits obtained)
- February 1, 2024: bid and design package approval
- June 3, 2024: advertise project, receive bids, submit bid information, and receive authority to award
- July 1, 2024: execute construction contract(s)
- December 31, 2026: receive last reimbursement (statutory, not extendable)

5. **Freeze and Nichols Lead and Copper Inventory Project: 9/13/2023:** FNI presented on public communication requirements of the revisions to the lead and copper rule (LCRR). There is a target date of January 2024 for publishing LCRR communication. Identifying as much service line material as possible to minimize the magnitude of required public communication effort is a high priority.

Action items include:

1. Send Lenoir public communication materials:
 - A copy of FNI's public communication presentation
 - Updated draft field inspection FAQs
 - The LCRR public communication requirements
 - Utility examples of published LCRR communication
2. Schedule a meeting to discuss field inspection progress and the neighborhood representative sampling candidates with Jeff and Derek
 - Conduct field verification (potholing) of service line material for two (2) neighborhoods with similar construction dates
 - Plan for two (2) areas to conduct field verification (potholing) of service line material for neighborhoods with documented work orders

6. Rhodhiss Flashmix Basin Repairs Project: 9/25/23: McGill has been in contact with a potential bidder to identify work to be performed by the City to allow them to bid the project. McGill is also coordinating those clarifications to the bid documents with SKA and developing a bidding schedule.

C. Update; Public Works Operation Manager Jon Hogan gave the following report:

1. **Smith Crossroads Gateway Sign:** Documents have all been signed including the temporary construction and permanent maintenance easement. Construction is about 2 weeks out from beginning. In the next two weeks you should see some vegetation and tree removal within the project footprint.
 2. **LFD Infrastructure Repair (Sinkhole):** Preliminary survey work has been completed. CVET has completed soft digs and survey work for shoring portion. Golden Leaf application was submitted but has been put on hold until first week in October due to an increase in available funding. Originally the grant covered \$250,000. Our resubmittal could possibly see funding up to \$2,000,000. Current construction estimate is \$3,708,366. Project is still on schedule.
 3. **Hospital Avenue Sidewalk Project:** Asplundh has completed tree work, Duke has relocated poles and is currently moving utilities. According to meeting with NCDOT on 9/25 the additional \$1,640,000.00 in LAPP funding was approved. Will work with DOT to update agreement within the EBS portal.
 4. **Greenway; Google Connection, HWY 18 Crossing and PED Counts:** Google has completed stream bank restoration project. Mattern & Craig is working on a bid packet for this Greenway connection which will connect the pedestrian bridge at Google to the future Morganton Blvd Crossing. We will work with NCDOT on prescribed crossing options. Currently Pedestrian counts are being measured at the Lower Creek Trailhead and Quest Trailhead as part of the Midblock Crossing Application.
 5. **Freese and Nichols: 1003 Pennell St. Phase 1 Stormwater:** Documents have been completed to begin Phase 1 which will include a study of the area, historical flood data, current condition analysis, conceptual alternatives and recommendations. I did send the BRIC call for projects but the timeline was too soon for them to submit a decent application. 2024 may be a great opportunity.
- 6. 23-02 N.C. Forest Service Urban and Community Forestry Financial Assistance Award - Tree Canopy Cover Assessment: This is Phase 1 of a 3 Phase Forestry Grant Project**
- **Phase 1** – Canopy cover assessment completed by the forestry service. Current cost is \$6,932.00 with a 50% shared cost of \$3,466.00.
 - **Phase 2-** Using Federal IRA funding we would allow for the Community Forestry/Education Project. Applications for this will need to be applied by 10/1/23. As with the original project we will develop a curriculum with 8th-grade science students and conduct the project in the school year 24/25 using the canopy cover assessment information.

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- **Phase 3** – Using Federal IRA funding, applications are due July of 2025 for a planting grant based on the Phase 2 analysis results with Tree planting and post-tree planting care.

IV. Community Development

- A. Lenoir Tourism Development Authority: The Lenoir Tourism Development Authority (LTDA) met on Thursday, September 7, 2023. Minutes of the August 10 meeting are submitted as information. Donna Bean, Finance Director presented a report of the meeting.

Director Bean stated the LTDA contributed another \$50,000 to the Gateway Sign Project in addition to the \$165,000 they previously gave. She expressed appreciation for all of their support.

- B. Lenoir Business Advisory Board: The Lenoir Business Advisory Board met on Thursday, September 14 at 6:00 p.m. A report of the meeting will be presented.

Matthew Anthony, Downtown Events Coordinator, stated the Brush & Palette Company will have a ribbon cutting ceremony on Saturday, September 30 at 6:00 p.m. He noted they offer art classes to different age groups. In addition, he reported the Board received grant applications for the Harper office building and the Lenoir Service League building.

Upcoming events include the Wood, Fire, Smoke event on Saturday, October 21 from 10:00 a.m. – 7:00 p.m. and the downtown Trick or Treat event on Friday, October 27 from 3:00 p.m. – 6:00 p.m. The Mad Hatters Pumpkin Patch Parade will be held at 3:00 p.m. with the “Run for Your Life” race following the parade. The movie “The Night Before Christmas” will be shown on the downtown stage at 6:30 p.m. Light up Lenoir is scheduled to begin on Thursday, November 16 from 5:00 p.m. – 7:30 p.m. Also, the downtown Carriage Rides will begin in December.

Additional workshops will also be held for people that wish to purchase and decorate a commemorative tile that will be placed on the new clock tower. The tiles are \$75.00 each. The City has purchased some new Christmas decorations for downtown as well.

- C. Planning Board: The Planning Board did not meet in September. Ed Evans, Interim Planning Director presented a report of current projects.

Director Evans shared that Planning Director Hannah Williams will return from maternity leave on Monday, October 23. He stated the City has not yet received plans from Cedar Hills Apartments for their proposed expansion. Cedar Hills is also discussing a road placement, but has not sent any drawings to the City for that project. Director Evans further shared someone has placed a sign on the former Fatz Restaurant property and Staff is working to have it removed. He clarified the Fatz property has not been transferred to another company at this time.

In addition, Director Evans reported that Mavis Tire is not in compliance with their

original plan. He explained they should have constructed a sidewalk where the guardrail is currently placed and pointed out the City would begin issuing penalties on October 1. He clarified the developer left construction of a sidewalk out of the original plans. He mentioned he has talked with Carson Fisher at NCDOT and noted it is the responsibility of Mavis Tire to move the guardrail.

Director Evans further shared that Sunshine Daycare is addressing an easement issue with Blue Ridge Energy and stated they need to have a survey done. The daycare is planning a proposed expansion.

Director Evans updated Council on several projects and reported the Board of Adjustments may have a setback case in Summerhill. He also shared the Grants Management System will not be available at the first of the year and there will be a new application process to apply for grants. Mr. Evans also mentioned he is trying to get a Recreational Trails Program (RTP) moving for the Lenoir Greenway and explained the City requested a one-year extension.

- A. August Financial Summary: Director Bean reviewed the Financial Summary as of August 31, 2023. The over/under balance in the General Fund is \$10,322,991.87, Downtown District (\$15,075.54) and Water & Sewer Fund \$436,943.75.

A copy of the August Financial Summary is attached to these minutes as information.

Director Bean stated current revenues exceeds revenues from last year plus the downtown revenues have increased over last year while expenditures are down.

Also, the water and sewer accounts are on target and are where she anticipated them to be at this time.

- B. Job Reclassification; Public Works: Staff recommends approval of a title change from Maintenance Mechanic to Building Maintenance-Labor Supervisor to better reflect job responsibilities and departmental needs due to succession planning and responsibility changes. The cost of the changes will be \$1,988.00 and will be covered utilizing lapsed salaries.

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

Director Bean stated the individual will supervise smaller crews and the position is consistent with others in the Public Works department. Public Works Operations Manager Jon Hogan reiterated this request is for succession planning and stated their primary focus is to place more effort on leadership training. He further commended the City's Building Maintenance Department and commented they were an extremely talented group.

Motion

Upon a motion by Councilmember Beal, Council voted 6 to 0 to adopt the Job Reclassification for Building Maintenance-Labor Supervisor as described and as recommended by Finance Director Bean.

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- C. City Manager Hildebran congratulated Mayor Gibbons upon being inducted into the Caldwell County Schools Hall of Honor for all of his accomplishments during his tenure of public service to the community. The induction ceremony for Mayor Gibbons and other nominees was held at the J.E. Broyhill Civic Center where the Hall of Honor is located.

Next, Mr. Hildebran advised Council the City has received a letter from Attorney Robert Keller seeking to close H. Lewis Price Street. Mr. Keller stated in the letter he is in favor of closing the street. A brief discussion was held regarding the City's options for the street. Mr. Hildebran is studying the issue.

Note: A dedication ceremony will be held on Thursday, September 28 at 11:00 a.m. at the Economic Development Commission for their grand reopening event.

- D. State Budget: City Manager Hildebran reported the General Assembly finalized adoption of the State 2023-2025 Budget and the Governor has announced he will let the budget move forward without his signature. Mr. Hildebran reported funding was approved for the Lenoir/Valdese Water Connection Project in the amount of \$24,000,000 (\$17,000,000 for the City of Lenoir & \$7,000,000 for the Town of Valdese) along with an additional appropriation of \$2,425,000 for several other projects. He thanked Representative Destin Hall, Senator Dean Proctor, Senator Ralph Hise and Burke legislators Representative Hugh Blackwell and Senator Warren Daniel for all of their time and effort in helping to secure this funding in the proposed budget.

Next, City Manager Hildebran reported work will begin on Monday to replace the windows at City Hall. Also, a ribbon cutting will be scheduled for the new charging stations.

Councilmember Prestwood along with City Council expressed congratulations to Kent Greer upon his promotion to CEO of Fortran Corporation in Hickory.

- E. Update: Public Communications: Joshua Harris, Public Information Officer, presented the Communications Report for the month of August. Director Harris reported there were 5 news releases, 32 photos, 2 videos, 66 social posts, 33 questions & answers and 1 e-sign up. The website's social reach is 48,691 along with 869 video views.

VI. Public Safety

- A. Update: Police Department: Brent Phelps, Police Chief, stated the Department is having an Officer Recognition and Promotion Service at the Fellowship Hall of First Baptist Church at 3:30 p.m. today for the families of the officers.

Chief Phelps also mentioned the Department's National Night Out event is scheduled on Tuesday, October 3 from 6:00 – 9:00 p.m. in the downtown area. He shared they would also be hosting a costume contest for the best dressed police officer for kids under the age of 12.

Next, Chief Phelps explained a parking issue that is occurring in the 600 Block of College Avenue/Norwood Street past Rectory Hill. He stated a few residents from the Oaks apartment complex are parking on the street and one vehicle was left on the street for three weeks. He pointed out the attorney's office located there has limited parking spaces for their clients.

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Chief Phelps stated the first step to address this issue is to place signage for no overnight parking from 11:00 a.m. – 6:00 a.m. at these spaces. In addition, he mentioned residents of Cliffside Place are experiencing the same issue as their street is only 9-feet wide and customers of a garage located there are parking their vehicles on the street causing safety issues for residents and emergency personnel. Chief Phelps stated he would submit a recommendation for these two items for Council's consideration of approval at the October 3rd meeting.

- B. Update; Fire Department: Norman Staines, Fire Chief, stated they are training on the new fire apparatus and currently waiting on equipment. He said they did receive the plaque for the new truck. A ribbon cutting will be held on Friday, October 27 at Fire Station No. 2. City Council is invited to attend a breakfast event and then travel to Mack Cook Stadium to view the new stadium lights.

In addition, Chief Staines reported that although one firefighter resigned, a new hire begins on Monday keeping the department at full staff. He further reported that October is Fire Prevention Month and the department will be participating in activities throughout the month. Also, Chief Staines mentioned that Risk Manager David Coffey is still working on having the clock at Station No. 1 repaired at an estimated cost of \$1,000.00.

VII. OTHER

- A. The October calendar was provided in packet as information listing committee meetings and upcoming events.

VIII. ADJOURN

- A. There being no further business, the meeting was adjourned at 10:08 a.m.

Attachments

August Financial Summary

Job Reclassification - Building Maintenance-Labor Supervisor



City of Lenoir
Financial Summary
As of 8/31/2023



General Fund					
	2023-2024 Budget	8/31/2023	% of Budget	Change from Previous Year	8/31/2022
Total Revenue	\$ 22,066,505.00	\$ 14,106,846.81	64%	\$ 229,196.75	\$ 13,877,650.06
Expenditures	\$ 22,066,505.00	\$ 3,783,854.94	17%	\$ 455,101.40	\$ 3,328,753.54
Over/Under	\$ -	\$ 10,322,991.87		\$ (225,904.65)	\$ 10,548,896.52
Downtown District					
	2023-2024 Budget	8/31/2023	% of Budget	Change from Previous Year	8/31/2022
Revenues	\$ 236,900.00	\$ 19,271.18	8%	\$ 2,032.70	\$ 17,238.48
Expenditures	\$ 236,900.00	\$ 34,346.72	14%	\$ (5,774.91)	\$ 40,121.63
Over/Under	\$ -	\$ (15,075.54)		\$ 7,807.61	\$ (22,883.15)
Water/Sewer Fund					
	2023-2024 Budget	8/31/2023	% of Budget	Change from Previous Year	8/31/2022
Revenues	\$ 10,726,980.00	\$ 1,901,292.90	18%	\$ 47,989.45	\$ 1,853,303.45
Expenditures	\$ 10,726,980.00	\$ 1,464,349.15	14%	\$ 431,439.72	\$ 1,032,909.43
Over/Under	\$ -	\$ 436,943.75		\$ (383,450.27)	\$ 820,394.02

Recommendation <i>Recommendation: Based on input from the Department Heads, staff recommends the following changes.</i> To Be Effective 10/1/2023								
Department	Current Title	Proposed Title	Recommendation	Current Grade	Proposed Grade	Current salary	Proposed salary	Change
Job Responsibilities -Re-Organized - Change Pay Grade								
Public Works	Maintenance Mechanic	Building Maintenance - Labor Supervisor	To reclassify position to plan for succession as well as provide supervision to smaller crews who are working on projects. This is consistent with the staffing of other Public Works departments.	17	18	39,758.00	41,746.00	1,988.00

*Change in salary will be covered by lapsed salaries.

Tuesday, September 26, 2023
Minutes-Committee of the Whole

MAINTENANCE MECHANIC

General Statement of Duties

Performs semi-skilled to skilled trades work in the maintenance and repair of buildings, facilities and equipment.

Distinguishing Features of the Class

An employee in this class performs varied building, facility, and equipment maintenance and repair activities primarily in the construction/carpentry, brick work, painting and plumbing and skilled journey trade level; assists with electrical and HVAC. Work requires judgment and independent initiative and basic to advanced knowledge of trade practices and skills. Employees are subject to working in inside and outside environments, in extreme cold and hot weather, and hazards in the work including exposures to loud noises, vibrations, proximity to moving mechanical parts, electrical current, working in high places, exposure to chemicals, fumes, odors, dusts, mists, gases, and oils. Employee is subject to hazards associated with electrical work including working in both inside and outside environments, in extreme temperatures, and exposure to various hazards such as working at heights, loud noises, vibration, moving mechanical parts, electrical current, chemicals, fumes, odors, dusts, mists, gases, confined spaces, poor ventilation, and oils. Work is performed under general supervision and is reviewed in progress and upon completion for conformance to instructions, codes, and accepted standards.

Duties and Responsibilities

Essential Duties and Tasks

Performs journey level construction trade maintenance and repair work; assembles and repairs office furniture; assists with new construction of bridges, bathroom stalls, shelters, concessions stands, etc.

Repairs, remodels and/or replaces building structures and offices, and performs varied skilled carpentry tasks; hangs, replaces, or repairs walls, cabinets, doors, windows, steps, etc., patches holes; and fabricates or repairs office furniture and cabinets.

Replaces and repairs, windows, doors and door closures, gates and fences, and leaking roofs.

Installs tile, floor coverings, and suspended ceilings, and vinyl siding.

Assists with electrical work; runs conduit and electrical wires; replaces light bulbs, ballasts, switches and outlets; assists with street light repair, ballpark lights and other indoor and out door lights

Performs plumbing work; repairs and maintains plumbing fixtures; unstops drains; installs valves, toilets and urinals; repairs leaks to toilet and kitchen plumbing fixtures.

Paints a variety of surfaces, prepares exterior and interior surfaces, scrapes, applies putty and caulking, replaces sheet rock or repairs holes; uses power washer and solvents on outside walls; may select paint and applies paints, varnishes and stains using variety of rollers, brushes and other painting equipment; cleans equipment; selects and purchases paints, stains and supplies.

Performs renovation work; removes and replaces walls; builds wall frames, doors and windows; and installs sheet rock and applies mud to joints.

Checks heating, air conditioning, and refrigeration equipment for proper operation; monitors filters and temperatures; replace air filters; cleans coils.

Lays brick and blocks; pours cement.

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Minutes-Committee of the Whole

Maintenance Mechanic
Page 2

Assists with set-up and tear down for city events.
Carries out work according to OSHA and city safety procedures.
Performs welding for repair and fabrication on metal fences.
Performs related duties as required.

Recruitment and Selection Guidelines

Knowledge, Skills, and Abilities

Journey level knowledge of the principles and techniques of the various skilled trades required of the position.

Thorough knowledge of the methods, tools, and equipment used in the assigned trades.

Thorough knowledge of safety regulations, occupational hazards and related safety precautions in the work.

Skill in the use and care of assigned tools and equipment.

Ability to diagnose and repair problems and plan and organize appropriate corrective action.

Ability to understand and follow oral and written instructions.

Ability to exercise independent initiative.

Ability to establish and maintain effective working relationships with coworkers, supervisors, and other employees.

Physical Requirements

Must be able to physically perform the basic life functions of climbing, balancing, stooping, kneeling, crouching, reaching, standing walking, pushing, pulling, lifting, grasping, feeling, talking, hearing, and repetitive motions.

Must be able to perform medium to heavy work exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently; and/or up to 20 pounds of force constantly to move objects.

Must possess visual acuity to assemble or fabricate parts close to the eyes; to operate machines such as drills and power saws, to perform skilled trades' tasks of non-repetitive nature, to use measurement devices, and to keep and maintain various records.

Desirable Education and Experience

Graduation from high school, or GED, supplemented by course work in varied technical or trade skills and journey level experience in the assigned building trades; or an equivalent combination of education and experience.

Special Requirement

Possession of a valid North Carolina driver's license.

CITY OF LENOIR
PUBLIC WORKS DEPARTMENT

LABOR SUPERVISOR - BUILDING MAINTENANCE

General Statement of Duties

Performs supervisory and skilled work in directing employees participating in the maintenance and repair of City's buildings, park structures, and various electrical and mechanical systems.

Distinguishing Features of the Class

An employee in this class serves as the labor supervisor over the crew performing varied trades, crafts in the maintenance and repair of City buildings and facilities including electrical and mechanical systems. Work involves making work assignments based on discussion with the Superintendent and Assistant Superintendent and identified priorities, monitors work in progress and inspects completed work for acceptable standards. Employee performs journey level skilled trades work in construction, electrical and plumbing. Employee serves in the absence of the Superintendent and Assistant Superintendent. Considerable independent judgment and initiative are required in the performance of work. The employee is subject to hazards in the work including indoor and outside environmental conditions; significant noise and vibrations; physical conditions such as proximity to moving mechanical parts, electrical current; working in high places, narrow aisles, crawl spaces and areas which could cause claustrophobia; and exposure to high heat, chemicals, oils, fumes, dusts, odors, or poor ventilation. Work may be subject to the final standards of OSHA blood borne pathogens. Tact and courtesy are required in contacts with department heads and employees regarding requests for service and complaints. Work is performed under general supervision and is evaluated through daily conference, observation, comments from service users, and for the effective maintenance of buildings, grounds and equipment in satisfactory condition.

Duties and Responsibilities

Essential Duties and Tasks

- Serves in the absence of the Superintendent and Assistant Superintendent; reviews work orders and determines priorities and makes assignments; handles routine purchasing and personnel issues.
- Meets with Superintendent and Assistant Superintendent each morning and discusses status of work completion and priorities; makes assignments to crew; works with a crew; observes and drives to other sites to monitor work; ensures work is completed effectively, in accordance with safety and other work standards; trains and discusses performance as needed and provides feedback and recommendations to the Superintendent and Assistant Superintendent.
- Participates in interviews for hiring with the Superintendent and Assistant Superintendent and gives input; gives input on budget needs.
- Participates and leads in the maintenance and repair of City office buildings, parks and other facilities; performs carpentry, plumbing, electrical, construction and renovations, and other related skilled trades.
- Performs construction carpentry; builds cabinets, shelves and assembles office furniture;

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Building Maintenance Labor Supervisor
Page 2

- builds structures such as bridges, shelters, bathrooms and stalls, and concession stands; hangs suspended ceilings; installs vinyl siding; hangs sheetrock.
- Performs skilled electrical work; such as re-lamping and repair of lights; runs conduit and electrical wires; repairs motors and pumps, traffic lights and controllers; installs and maintains PA system.
- Performs maintenance on HVAC system and buildings; replaces air filters on HVAC; replaces doors and windows, tile and floor coverings, and paints interior of buildings and outside structures.
- Fabricates metal and welds; builds and repairs gates and fences, trailers and railings.

Additional Duties

- Demolishes old structures.
- Performs related work as required.

Recruitment and Selection Guidelines

Knowledge, Skills and Abilities

- Considerable knowledge of methods, equipment and materials used in the maintenance and repair of office buildings, parks and facilities.
- Considerable knowledge of building trades including carpentry, electrical, and plumbing.
- Considerable knowledge of the occupational hazards and safety precautions involved in the work.
- Working knowledge of the maintenance of vehicles and equipment.
- Working knowledge of building and fire codes.
- Working knowledge of the concepts and philosophy of teamwork and ability to work effectively as part of a team.
- Some knowledge of modern effective supervisory principles and practices including communication, coaching and motivation, and ability to oversee and review work activities of maintenance staff.
- Ability to train workers in proper work techniques and procedures.
- Ability to maintain effective working relationships with other City departments, employees, and the general public.
- Ability to understand and follow oral and written instructions.
- Ability to read and work from blueprints and sketches.
- Ability to establish and maintain effective working relationships with other employees, superiors,
- Ability to use good judgment and to take initiative.
- Ability to keep accurate records and prepare reports.

Physical Requirements

- Must be able to perform basic life functions including climbing, balancing, stooping, kneeling, crouching, crawling, reaching, walking, pushing, pulling, lifting, grasping, feeling, talking, hearing, and repetitive motions.
- Must be able to perform heavy work which may involve exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

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Minutes-Committee of the Whole
Building Maintenance Labor Supervisor

Page 3

- Must have visual acuity to use measuring devices, to assemble or fabricate parts, to read plans and drawings, to perform skilled trades and operate equipment, and to inspect work and determine accuracy and thoroughness.

Desirable Education and Experience

- Graduation from high school or GED and considerable skilled building and grounds maintenance experience, or any equivalent combination of education and experience.

Special Requirement

- Possession of a valid N.C. driver's license.

CITY OF LENOIR
COUNCIL ACTION FORM

I. Agenda Item: Public Services – Stormwater Planning Grant Request for Qualifications for Engineering Services

Background Information: The City submitted an application and has been approved by NCDEQ for \$248,640.00 in Stormwater Planning grant funds that the City plans to utilize to assist with stormwater evaluation and planning in the downtown area and other locations in Lenoir. The City, as a condition of the funding award, is required to solicit Request for Qualifications (RFQ) for the engineering services to execute and administer the stormwater planning project. A copy of the solicitation for these professional services is attached. In an effort to move forward more quickly with this project, we chose to move forward with the RFQ process prior to final funding approval and award by DWI.

The City received proposals from three engineering firms stating their qualifications, experience and references related to the nature of the work that is required for this project. Those responding were:

McGill Associates – Hickory, NC

Mattern & Craig – Hickory, NC

Freese and Nichols – Charlotte, NC

After review, it is clear that all three firms are well qualified based upon their submittals. However after reviewing the proposals with City staff, it is believed that Freese and Nichols is the best qualified firm for the work required for this project at this time.

II. Staff Recommendation: Based upon our review, staff recommends approval to negotiate a service agreement with Freese and Nichols of Charlotte, NC for the engineering services required for the execution and administration of the Stormwater Planning project based upon the final approval of the funding for the project by DWI.

III. Reviewed by:

City Attorney: _____

Finance Director: _____

Public Works/Public Utilities Director:_____

**REQUEST FOR QUALIFICATIONS (RFQ) FOR ENGINEERING SERVICES
STORMWATER PLANNING GRANT PROJECT
CITY OF LENOIR, NORTH CAROLINA**

1.0 INTRODUCTION

The City of Lenoir (City) is requesting Statements of Qualifications from engineering firms to evaluate their professional civil engineering qualifications in accomplishing the subject project in accordance with this Request for Qualifications (RFQ). The City has been approved to receive Stormwater Planning grant funds through the American Recovery Plan Act (ARPA) and State Reserve Program (SRP) funds approved by the State Water Infrastructure Authority (SWIA) and the Division of Water Infrastructure. In the grant application, the City of Lenoir identified three top stormwater system priorities to address that will further position them to better manage and plan for the operations of their city-wide stormwater system.

Priority One: Document and assess our existing MS4, in order to proactively identify and plan repairs and improvements with a capital improvement plan for city-maintained stormwater conveyance.

Priority Two: Lower Creek erosion documentation and mitigation - threatens both private property, public infrastructure, and public and privately maintained bridges.

Priority Three: Inadequate capacity in downtown and surrounding areas with more "hard" stormwater conveyance/piped streams - document and design interventions, including possible daylighting of streams, at key locations that become overwhelmed during even modest storm events.

The selected firm will execute the grant project in a manner that will successfully address these three priorities.

2.0 FORMAT AND CONTENT OF QUALIFICATIONS STATEMENT

Each Statement of Qualifications shall follow the topic outline shown in Sections 2.1 to 2.4. The overall submittal is limited to fifteen (15) 8.5 x 11 written pages, including the cover letter, with a font size no smaller than 11 pt. Failure to comply with these requirements will result in disqualification of the submittal.

2.1 STATEMENT OF SERVICES

The selected consultant will be responsible for the preliminary and design phase which includes the planning, coordination, design, permitting (as required), providing an opinion of probable construction cost, bidding and award phase services as may be required. The selected consultant will also be responsible for providing construction administration and construction observation services as may be required.

2.2 COMPANY INFORMATION

The respondent will provide information concerning: the name of the company(ies) involved; any prime, joint venture, or sub-contractor relationships; key services offered; areas of work responsibilities by company, office location(s) where the work will be performed; company size (number of offices and employees per each office); and brief company history.

2.3 PROPOSED STAFF AND QUALIFICATIONS

The respondent shall provide an organization chart indicating its proposed team organization, key staffing, assigned project roles, and company affiliation. A written narrative shall accompany this chart briefly describing each team member's role, professional certifications, years of experience, background (educational & professional), and qualifications for the work.

2.4 RELEVANT PROJECT EXPERIENCE

The respondent shall provide a list of relevant experience in the planning, design, permitting, bidding, construction administration, and construction observation of stormwater projects of a similar nature. A reference shall accompany each project listing client contact information (name, title, and phone number) along with a project description.

3.0 EVALUATION CRITERIA

The City will consider, but not be limited to, the following evaluation criteria in reviewing the Statements of Qualifications:

- Qualifications of key staff members
- Firm's relevant stormwater planning project experience
- Working knowledge of municipal stormwater infrastructure
- Successful past performance on municipal infrastructure projects
- Other relevant considerations

4.0 ANTICIPATED CITY SCHEDULE

The following is an anticipated schedule and is subject to change without notice.

Selection Process:

- September 21-22, 2023 Selection Process
- Contracting Process by October 4, 2023

5.0 SUBMISSION REQUIREMENTS

Each respondent shall submit **three (3) bound copies and one (1) copy on a flash drive** of its Statement of Qualifications by **11:00 AM on Thursday September 21, 2023** to the address below. Proposals will be opened at this time and at the location stated below in the Public Services building conference room. Submittals received after that date and time will not be considered.

Radford L. Thomas
Public Services Director
City of Lenoir
Post Office Box 958
Lenoir, NC 28645

Physical Address:
City of Lenoir Public Services Building
510 B Greer Circle
Lenoir, NC 28645

6.0 CONTACT INFORMATION

Radford L. Thomas, Public Services Director, is the City's contact for further information. **Please note that any request for information or contact with elected officials of the City of Lenoir regarding this Request for Qualifications will result in disqualification.** Any request for clarification of the Request for Qualifications shall be directed by email only to rlthomas@ci.lenoir.nc.us.

**CITY OF LENOIR
COUNCIL ACTION FORM**

- I. Agenda Item:** Consideration of a Capital Project Budget Ordinance for the Stormwater Planning Grant.
- II. Background Information:** Attached for your consideration is a Capital Project Budget Ordinance to authorize activities for the Stormwater Planning Grant.
- III. Staff Recommendation:** Request City Council to adopt the Capital Project Budget Ordinance for the Stormwater Planning Grant in the amount of \$248,640.

IV. Reviewed By:

City Attorney:

Finance Director: *Donna Bean*

Public Works/Public Utilities Director:

Capital Project Ordinance for the City of Lenoir

Stormwater Planning Grant

BE IT ORDAINED by the City Council Members of the City of Lenoir, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1: The project authorized activities for the Stormwater Planning Grant to include the expenditure of grant funds to identified stormwater system priorities that will further position the City to better manage and plan for the operations of the city-wide stormwater system. The project is to be funded by North Carolina Department of Environmental Quality utilizing American Rescue Plan funding.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

Section 3: The following amounts are appropriated for the project:

Planning	\$ 248,640
Total	\$ 248,640

Section 4: The following revenues are anticipated to be available to complete this project:

State Reserve Funds grant utilizing American Rescue Plan Act (ARPA) Grant	\$ 248,640
Total	\$ 248,640

Section 5: The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the Project Ordinance.

Section 6: The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 3.

Section 7: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board.

Section 8: Copies of this capital project ordinance shall be furnished to the Budget Officer and the Finance Officer for direction in carrying out this project.

Adopted this 3rd day of October, 2023.

Mayor

Clerk

**CITY OF LENOIR
COUNCIL ACTION FORM**

- I. Agenda Item:** Consideration of revisions to the Capital Project Budget Ordinance for the TH Broyhill Walking Park Improvements Capital Project.
- II. Background Information:** Attached for your consideration is a revision to the Capital Project Budget Ordinance to authorize activities for the TH Broyhill Walking Park Improvements Capital Project.
- III. Staff Recommendation:** Staff requests that City Council adopt the revision of the Capital Project Budget Ordinance for the TH Broyhill Walking Park Improvements Capital Project.

IV. Reviewed By:

City Attorney:

Finance Director: *Donna Bean*

Public Works/Public Utilities Director:

Planning Director:

Recreation Director:

Capital Project Ordinance for the City of Lenoir

TH Broyhill Walking Park Improvements

BE IT ORDAINED by the City Council Members of the City of Lenoir, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted as revised:

Section 1: The project to authorize activities for TH Broyhill Walking Park Improvements Capital Project to include the expenditure of funds for the design, construction, and project administration for the TH Broyhill Walking Park Improvement Capital Project. The project is to be funded by a donation from the Broyhill Family Foundation.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

Section 3: The following revised expenditure are appropriated for the project:

Description	Original Budget	Revision	Revised Budget
Broyhill Park Improvements	\$100,000.00	\$100,000.00	\$200,000.00
Total Expenditures	\$100,000.00	\$100,000.00	\$200,000.00

Section 4: The following revised revenues are anticipated to be available to complete this project:

Description	Original Budget	Revision	Revised Budget
Private Donation – Broyhill Family Foundation	\$100,000.00	\$100,000.00	\$200,000.00
Total Revenue	\$100,000.00	\$100,000.00	\$200,000.00

Section 5: The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the Project Ordinance.

Section 6: The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 3.

Section 7: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board.

Section 8: Copies of this capital project ordinance shall be furnished to the Budget Officer and the Finance Officer for direction in carrying out this project.

Adopted this 3rd day of October, 2023.

Mayor

Clerk

**CITY OF LENOIR
COUNCIL ACTION FORM**

- I. Agenda Item:** Consideration of a Capital Project Budget Ordinance for the Asset Inventory and Assessment Grant - Water Project.
- II. Background Information:** Attached for your consideration is a Capital Project Budget Ordinance to authorize activities for the Asset Inventory and Assessment Grant - Water Project to prepare the inventory and assessment of the water system.
- III. Staff Recommendation:** Request City Council to adopt the Capital Project Budget Ordinance for the Asset Inventory and Assessment Grant - Water Project in the amount of \$200,000.00.

IV. Reviewed By:

City Attorney:

Finance Director: *Donna Bean*

Public Works/Public Utilities Director:

Capital Project Ordinance for the City of Lenoir

Asset Inventory and Assessment Grant - Water Project

BE IT ORDAINED by the City Council Members of the City of Lenoir, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1: The project authorized activities for the Asset Inventory and Assessment Grant - Water Project to include the expenditure of grant funds to prepare a detailed inventory and assessment of the entire water system. The project is to be funded by North Carolina Department of Environmental Quality utilizing American Rescue Plan funding.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

Section 3: The following amounts are appropriated for the project:

Inventory and Assessment	\$ 200,000
Total	\$ 200,000

Section 4: The following revenues are anticipated to be available to complete this project:

NCDEQ ARP Grant	\$ 200,000
Total	\$ 200,000

Section 5: The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the Project Ordinance.

Section 6: The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 3.

Section 7: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board.

Section 8: Copies of this capital project ordinance shall be furnished to the Budget Officer and the Finance Officer for direction in carrying out this project.

Adopted this 3rd day of October, 2023.

Mayor

Clerk

**CITY OF LENOIR
COUNCIL ACTION FORM**

- I. Agenda Item:** Consideration of a Capital Project Budget Ordinance for the Asset Inventory and Assessment Grant - Wastewater Project.
- II. Background Information:** Attached for your consideration is a Capital Project Budget Ordinance to authorize activities for the Asset Inventory and Assessment Grant - Wastewater Project to prepare the inventory and assessment of the wastewater system.
- III. Staff Recommendation:** Request City Council to adopt the Capital Project Budget Ordinance for the Asset Inventory and Assessment Grant - Wastewater Project in the amount of \$200,000.00.
- IV. Reviewed By:**
- City Attorney:
- Finance Director: *Donna Bean*
- Public Works/Public Utilities Director:

Capital Project Ordinance for the City of Lenoir

Asset Inventory and Assessment Grant - Wastewater Project

BE IT ORDAINED by the City Council Members of the City of Lenoir, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1: The project authorized activities for the Asset Inventory and Assessment Grant - Wastewater Project to include the expenditure of grant funds to prepare a detailed inventory and assessment of the entire wastewater system. The project is to be funded by North Carolina Department of Environmental Quality utilizing American Rescue Plan funding.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

Section 3: The following amounts are appropriated for the project:

Inventory and Assessment	\$ 200,000
Total	\$ 200,000

Section 4: The following revenues are anticipated to be available to complete this project:

NCDEQ ARP Grant	\$ 200,000
Total	\$ 200,000

Section 5: The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the Project Ordinance.

Section 6: The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 3.

Section 7: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board.

Section 8: Copies of this capital project ordinance shall be furnished to the Budget Officer and the Finance Officer for direction in carrying out this project.

Adopted this 3rd day of October, 2023.

Mayor

Clerk

CITY OF LENOIR COUNCIL

ACTION FORM

- I. **Agenda Item:** Consideration to approve the purchase of a Pac Mac Model RL-8 eight cubic yard rear loading refuse truck.
- II. **Background Information:** Attached for your consideration is a quote for the purchase of a Pac Mac Model RL-8 eight cubic yard rear loading refuse truck for the Public Works department. It is requested for City Council to approve the purchase and the utilization of the competitive bidding group purchasing exception as allowed by the General Statutes (GS 143-129(e)(3)). This vehicle is on the North Carolina Sheriffs' Association (NCSA) contract bid# 24-08-0421. Funding for this purchase was included in the FY 23-24 Budget.
- III. **Staff Recommendation:** Staff recommends City Council authorize the purchase of the Pac Mac Model RL-8 eight cubic yard rear loading refuse truck at a cost of \$147,947.00 and the utilization of the competitive bidding group purchasing exception.
- IV.

Reviewed by:

City Attorney: _____

Finance Director: Donna Bean

**RESOLUTION BY LENOIR CITY COUNCIL AUTHORIZING THE
WAIVER OF THE BIDDING PROCEDURES AND AUTHORIZING THE
PURCHASE OF A REFUSE TRUCK**

WHEREAS, the City Council of Lenoir approves the use of operating funding to purchase a Pac Mac Model RL-8 eight cubic yard rear loading refuse truck.

WHEREAS, the City Council of Lenoir approves the waive the formal bidding procedures as allowed by the General Statutes (GS 143-129(e)(3)). This vehicle is on the North Carolina Sheriffs Association (NCSA) contract bid #24-08-0421.

NOW, THEREFORE, BE IT RESOLVED BY THE LENOIR CITY COUNCIL:

City Council approves the purchase of a refuse truck from Carolina Environmental Systems, Inc. in the amount of \$147,947.00. Funding for this purchase was included in the FY 23-24 Budget.

Adopted this the 3rd day of October, 2023.

SEAL

Joseph L. Gibbons, Mayor

ATTEST:

Shirley M. Cannon, City Clerk

Carolina Environmental Systems, Inc.
306 Pineview Drive, Kernersville, NC 27284
2701 White Horse Road, Greenville, SC 29611
500 Lee Industrial Blvd, Austell, Ga 30168
Phone: 800-239-7796
336-904-0952

QUOTE

September 12, 2023
City of Lenoir
Attention: Mr. Jon Hogan

Dear Jon,

CES appreciates the opportunity to quote you the following via NC Sheriff's Contract #24-08-0421:

One (1) Pac Mac Model RL-8 eight cubic yard rear loading refuse body complete with all standard specifications and with the following optional items:

- Hot shift PTO and pump with overspeed control
- Factory mounting and paint
- Body undercoating
- Factory single cart tipper hydraulics with one (1) Diamondback Products Model 500 cart tipper
- Multi-function rear strobe lights
- CES rear camera system
- Hopper work light
- Shovel and broom holder on passenger side tailgate
- Mud flaps with anti-sail mount in front of rear axle
- One-piece flat body floor (non-trough style)
- Interchangeable packer and slide cylinder
- Emergency stops on curb side
- Fast cycle time system
- Hopper sill extension

All as per the above and mounted on one (1) 2024 Isuzu NRR cab/chassis complete as per the enclosed specifications

Sales Price: \$147,947

FOB: Your Yard

Delivery: Approximate delivery for October 2023, subject to prior sale

We sincerely appreciate the opportunity to submit the above quotation. If we may answer any questions or be of service to you in any way, please do not hesitate to contact us at: 1-800-239-7796.

Sincerely,

Ben Taylor, Carolina Environmental Systems



RL SERIES

RL6, RL8, RL10



RL SERIES HEIGHTENS MUNICIPAL SOLID WASTE INDUSTRY

World class manufacturing combined with cutting-edge technology perfectly crafts a superior product: the Pac-Mac® RL Series. The innovative RL Series is engineered using the most advanced computer modeling systems. The Pac-Mac® RL Series proves that Pac-Mac® is committed to providing the highest quality products in the solid waste industry. Do It Right with Pac-Mac®!



E-PAC-MAC.COM

MANUFACTURED BY HOL-MAC CORPORATION
P.O. BOX 349, BAY SPRINGS, MS 39422 • 601.764.4121



RL SERIES

TECHNICAL DATA AND SPECIFICATIONS:

GENERAL SPECIFICATIONS

MODEL	RL6	RL8	RL10
Capacity	6 cu. yd.	8 cu. yd.	10 cu. yd.
Hopper Capacity	1 cu. yd.	1 cu. yd.	1 cu. yd.
Length (Tailgate Closed)	162 in.	186 in.	210 in.
Body Width	87 in.	87 in.	87 in.
Body Weight (Approximate)	7,235 lbs.	7,680 lbs.	8,120 lbs.
Inside Hopper Width	66.3 in.	66.3 in.	66.3 in.
Frame to Highest Point (Tailgate Closed)	69.5 in.	69.5 in.	69.5 in.
Frame to Highest Point (Tailgate Open)	111.75 in.	111.75 in.	111.75 in.
BODY CONSTRUCTION SPECIFICATIONS	RL6	RL8	RL10
Sidewalls	10 Ga high tensile steel	10 Ga high tensile steel	10 Ga high tensile steel
Floor (Flat Type; No Trough)	7 Ga high tensile steel	7 Ga high tensile steel	7 Ga high tensile steel
Roof	10 Ga high tensile steel	10 Ga high tensile steel	10 Ga high tensile steel
Ejection Panel	10 Ga high tensile steel	10 Ga high tensile steel	10 Ga high tensile steel
Hopper	3/16" T1 steel	3/16" T1 steel	3/16" T1 steel
Packer Face	3/16" T1 steel	3/16" T1 steel	3/16" T1 steel
Slide Panel	3/16" high tensile steel	3/16" high tensile steel	3/16" high tensile steel
Lower Tailgate Sides	3/16" T1 steel	3/16" T1 steel	3/16" T1 steel
Upper Tailgate Sides	10 Ga high tensile steel	10 Ga high tensile steel	10 Ga high tensile steel
Load Sill Below Chassis Frame	1.25 in.	1.25 in.	1.25 in.
Cylinder			
- Ejector	Single stage 4 1/2" bore	2-stage 4 1/2" bore	2-stage 4 1/2" bore
- Tailgate	3 1/2" bore	3 1/2" bore	3 1/2" bore
- Slide	3 1/2" bore	3 1/2" bore	3 1/2" bore
- Packer	3 1/2" bore	3 1/2" bore	3 1/2" bore
Valves			
- Shutoff	ball	ball	ball
- Packing Controls	Sectional spool	Sectional spool	Sectional spool
- Ejector/Tailgate Raise	Sectional spool	Sectional spool	Sectional spool
Performance Specifications	RL6	RL8	RL10
Packing Cycles			
- Complete	16 sec.	16 sec.	16 sec.
- Reload	3 sec.	3 sec.	3 sec.

Maximum Operating Pressure	2,700 psi	2,700 psi	2,700 psi
Gallons Per Minute	12 GPM @ 1,200 RPM	12 GPM @ 1,200 RPM	12 GPM @ 1,200 RPM
Reservoir	30 gallon	30 gallon	30 gallon
Chassis Requirements	RL6	RL8	RL10
Minimum GVWR	17,000 lbs.	19,500 lbs.	21,000 lbs.
Usable CA	84-86 in.	108 in.	134-138 in.
Minimum Afterframe	36 in.	36 in.	36 in.

STANDARD FEATURES:

- Engineered using the most advanced computer modeling and stress analysis systems available.
- Meets or exceeds ANSI standards.
- Durable construction for years of reliable service.
- Integrated tailgate props.
- Automatic latches.
- The industry's highest standard in hydraulic system cleanliness.
- 10 micron return filtration
- Engine speed-up system with overspeed protection
- Driver signal buttons on both sides.
- Hardened steel pins throughout.
- Replaceable hardened bushings in cylinder eyes and packer pivots.
- Single, clear rear strobe.

OPTIONAL EQUIPMENT

- Cart Tipper
- Reaving system (Winch type)
- Dual rear strobes
- Amber strobe(s)
- Smart light strobe system
- Rear view camera system
- Work Lights
- Frame-mounted water cooler
- Frame-mounted tool box

ALL DESIGN, SPECIFICATIONS AND COMPONENTS ARE SUBJECT TO CHANGE AT THE MANUFACTURER'S SOLE DISCRETION AT ANY TIME WITHOUT NOTICE. DATA PUBLISHED HEREIN IS FOR INFORMATION PURPOSES ONLY AND SHALL NOT BE CONSTRUED TO WARRANT SUITABILITY OF THE UNIT FOR ANY PARTICULAR PURPOSE, AS PERFORMANCE MAY VARY WITH THE CONDITIONS ENCOUNTERED. THE ONLY WARRANTY IS OUR STANDARD WRITTEN WARRANTY FOR THIS PRODUCT AT THE TIME OF SHIPMENT.



HOL-MAC CORPORATION
P.O. BOX 349, BAY SPRINGS, MS 39422
601.764.4121



RUSH TRUCK CENTER, MEMPHIS

Garry Bailey | 901-493-9048 | garry.bailey@summittruckgroup.com

HOL-MAC CORP 2024 MODEL 3U254



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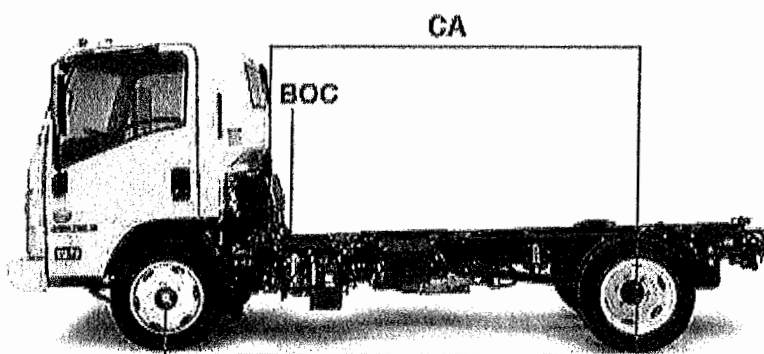


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HOL-MAC CORP 2024 MODEL 3U254 (2024 NRR Cab Chassis, 3U2 132.5"WB, 110"CA, 19,500 GVWR. White, 30 Gallon Stainless Steel In-Rail Fuel Tank with power windows, power door locks and air conditioning

Weight Distribution



Driver/Passenger Weight	350.0 lbs.
Wheelbase (WB)	132.5 inches
Cab-to-Axle (CA)	110 inches
Body Length	
Body Weight	
Back of Cab (BOC)	7.7 inches

** You must fill in body length and weight to enable body and payload weight calculations.

Front Wt.	4,624.10 lbs.	66%
Rear Wt.	2,338.00 lbs.	34%
GVWR	19,500.00 lbs.	
GVW	6,962.10 lbs.	
Remaining Payload Weight	12,537.90 lbs.	

Weight (lbs.)	Front	Rear	Total
Chassis	4,251.00	2,337.00	6,588.00
Chassis Equipment	23.10	1.00	24.10
Subtotal	4,274.10	2,338.00	6,612.10
Driver/Passengers	350.00	0.00	350.00
Body/Body Equipment	0.00	0.00	0.00
Payload	0.00	0.00	0.00
Total	4,624.10	2,338.00	6,962.10
GAWR/GVWR	7,275.00	13,660.00	19,500.00
GCWR			25,500.00

Chassis Equipment:

Code	Item	Center of Gravity	Front Axle	Rear Axle	Total
54	White, 30 Gallon Stainless Steel In-Rail Fuel Tank with power windows, power door locks and air conditioning		0.00 lbs.	0.00 lbs.	0.00 lbs.
IF6	Fire Extinguisher and Triangle Kit mounted in rear organizer on standard cab and under rear seat on crew cab		19.00 lbs.	0.00 lbs.	19.00 lbs.
UZF	Back up alarm		0.00 lbs.	1.00 lbs.	1.00 lbs.
IL9	PTO enable switch and engine idle up switch recommended for PTO and idle applications only		0.10 lbs.	0.00 lbs.	0.10 lbs.
I79	Block heater and oil pan heater with receptacle		4.00 lbs.	0.00 lbs.	4.00 lbs.
I4I	30 Gallon Stainless Steel In-Rail Fuel Tank		0.00 lbs.	0.00 lbs.	0.00 lbs.

Driver/Passengers:

	Center of Gravity	Front Axle	Rear Axle	Total
Driver	front axle	350.00 lbs.	0.00 lbs.	350.0 lbs.

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Standard Equipment Summary

Code	Description
Tires	
I5H	LRR (low rolling resistance)
Engine	
I1B	4HK1-TC, diesel engine 317 CID (5.19L), 215 HP at 2550 RPM: 452 ft.-lb. gross torque at 1850 RPM. 4 cylinder, 16 valve, four cycle, overhead cam, turbocharged, inter-cooled, water cooled EGR valve, direct injection, electronically controlled common rail fuel system, engine cruise control function. Oil level check switch and light. Engine Warning system with audible warning for low oil pressure, high coolant temperature, and low coolant level.
Transmission	
I1W	Aisin A465ld 6-speed automatic transmission, Ratios: 3.742, 2.003, 1.343,
Wheelbase	
IA9	132.5 inches, includes ladder type channel frame. Full C section straight frame 33.5 inches wide. Yield strength 44,000 psi; section modulus 7.20 in3 RBM 316,800 lb./ft./in. per rail. 110"CA
Air Cleaner	
KNX	Dry Paper single element. (Donaldson brand) Air cleaner canister standard with air restriction indicator in the driver's Multi-Information Display (MID).
Alternator	
I2C	140 AMP. with Integral regulator.
Battery	
IX1	Dual 12-Volt maintenance free group 31 750 CCA batteries with threaded posts
Exhaust	
IX7	Single horizontal with DPF/SCR exhaust system
Front Axle	
IZ6	"I"-beam rated at 7,275 lbs. Includes Integral hydraulic power steering. Ratio 18.8-20.9:1.
Front Suspension	
ID8	8440 lbs. Capacity semi elliptical tapered leaf spring. Includes shock absorbers and stabilizer bar
Front Wheels	
IB9	19.5" x 6", 6-hole disc, painted white
Front Tires	
XTN/R3M	225/70R19.5F (12 ply) tubeless Radial, all season
Rear Suspension	
ID9	14,550 lbs. capacity. Semi-elliptical main and auxiliary multi-leaf springs. Includes shock absorbers.
Rear Axle	
ID3	Single-speed, 14,550 lb. capacity with oil lubricated rear wheel bearings.
Ratio	
011	5.571:1
Rear Wheels	
IC1	19.5" x 6", 6-hole disc, painted white
Rear Tires	
YTN/S3M	225/70R19.5F (12 ply) tubeless Radial, all season tread.
Fuel Tank	
I4I	30 Gallon Stainless Steel In-Rail Fuel Tank
Seat	
AQB	Driver seat is reclining high back. Two single occupant fold down seats with tray backs.
Brakes	
K40	Butterfly valve type exhaust brake
IE1	Vacuum + Power Assist; hydraulic 4-wheel disc brakes with 4-channel ABS. Mechanical, transmission mounted parking

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Standard Equipment Summary

Code	Description
	brake. Non-asbestos semi metallic linings are standard.
Air Conditioning	
C60	Air conditioner
Power Windows & Door Locks	
IL0	Yes
Floor Mats	
IQ6	Standard Floor Mats
Model Option	
54	White, 30 Gallon Stainless Steel In-Rail Fuel Tank with power windows, power door locks and air conditioning
Assistance System	
I51	Electronic Vehicle Stability Control (EVSC) Include ASR (Anti-Slip Regulation)
Accessories	
IX2	Rear body dome lamp switch
8RP	AM/FM/CD radio with Aux Input/USB port and Bluetooth RPO

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Warranty

Warranty Limitations: Time or Mileage, Whichever Comes First

	New Truck Warranty	Time in Years	Vehicle Miles
Basic		3	Unlimited
Engine		3	Unlimited
• Transmission • Drive Axle • Driveshaft • Front Axle / Beam • Crossmembers • Flywheel Housing • Clutch Housing		3	Unlimited
Frame Rails		3 5*	Unlimited Unlimited*
Corrosion (Rust Through)		4	Unlimited
Roadside Assistance		3 5†	Unlimited 100,000†
	Emission Warranty	Time in Years	Vehicle Miles
Emission Control System		5	110,000
Emission Performance		5	50,000
GHG Emission		5	50,000
Tires		2	24,000

After 3 years labor and parts coverage is 50% for up to 5 years.

†Tows related to emissions issues may be covered for up to 5 years or 110,000 miles (whichever comes first).

The warranty coverages are determined by the mileage of the vehicle and the number of years from the delivery date. The warranty coverages are limited by whichever occurs first. Please see your authorized Isuzu dealer for warranty details.

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Turning Circle

Specification Summary

Model	3U254
Front Axle	
IZ6	"I"-beam rated at 7,275 lbs. Includes integral hydraulic power steering. Ratio 18.8-20.9:1.
Wheelbase	
IA9	132.5 inches, includes ladder type channel frame. Full C section straight frame 33.5 inches wide. Yield strength 44,000 psi; section modulus 7.20 in ³ RBM 316,800 lb./ft./in. per rail.
Front Wheels	
IB9	19.5" x 6", 6-hole disc, painted white
Front Tires	
XTN/R3M	225/70R19.5F (12 ply) tubeless Radial, all season

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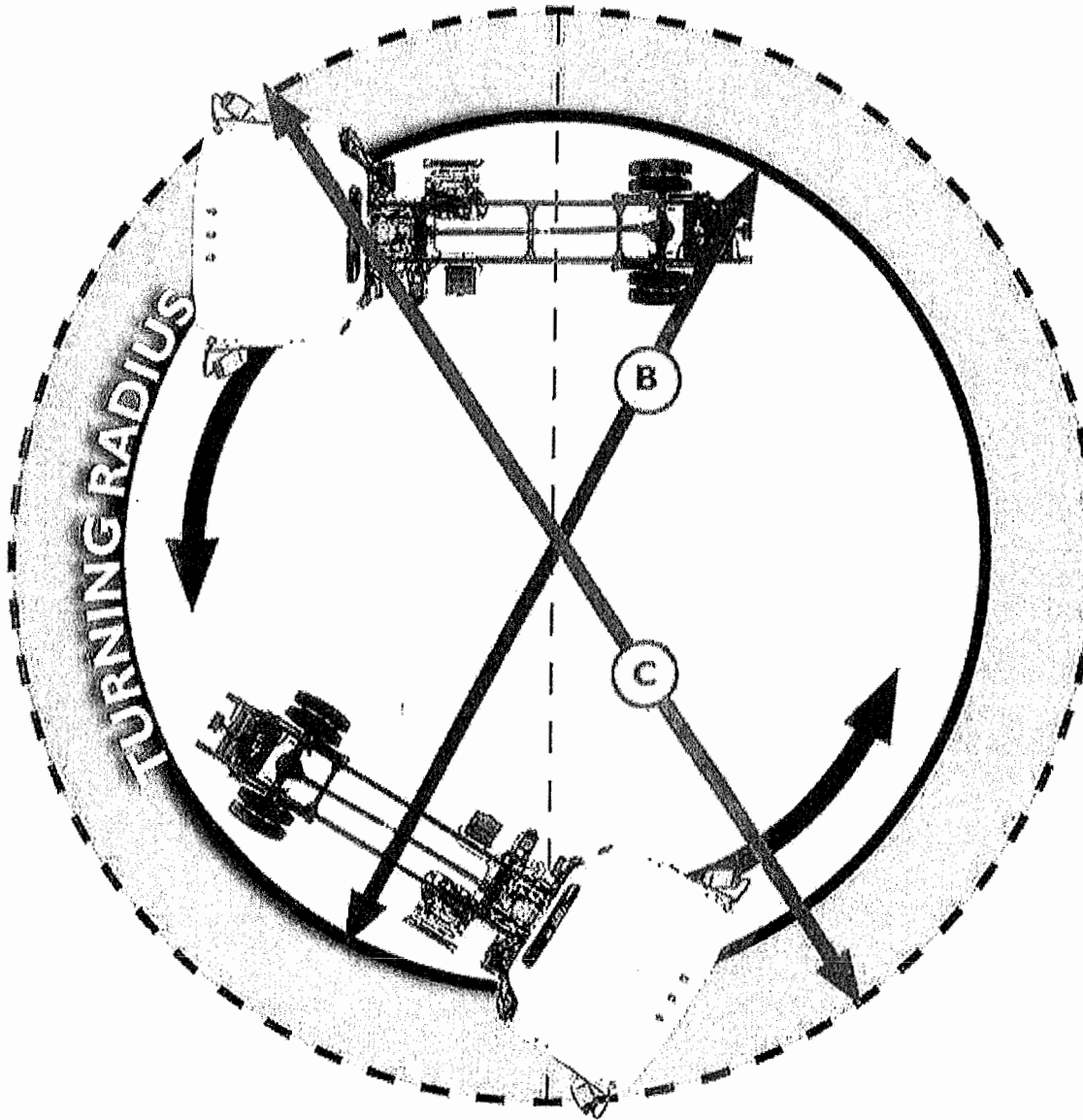


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Turning Circle



A: Inside Wheel Cut Angle: 46.50°

B: Minimum turning diameter, Curb to Curb: 40.00'
Curb to Curb diameter is measured from the outside of the front tire.

C: Minimum turning diameter, Wall to Wall: 44.90'
Wall to Wall diameter is measured from the outermost part of the cab.

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City of Lenoir Police

1035 West Avenue NW
 Lenoir, North Carolina 28645
 (828) 757-2100 • Fax (828) 757-2103



Council Action Form

I. Agenda Item:

II. Background Information:

III. Staff Recommendation:

IV. Reviewed by:

City Attorney: _____	Date: _____
City Manager: _____	Date: _____
Police Chief:  _____	Date: _____

**NO OVERNIGHT
PARKING**

MULBERRY ST

COLLEGE AV

RECTORY HILL PL

LENDOR LIMITED



COLLEGE AVENUE



LENOIR CITY CODE

- **Sec. 11-34. - Signs required.**

Whenever by this or any other article any parking time limit is imposed or parking is prohibited on designated streets there shall be appropriate signs giving notice thereof and no such regulations shall be effective unless said signs are erected and in place at the time of any alleged offense.

(Code 1977, § 7-1185)

- **Sec. 11-44. - Night parking.**

No person shall park a vehicle between the hours of 12:00 midnight and 6:00 a.m. upon any street where such overnight parking is prohibited by a sign. This section shall not apply to vehicles when their owners live in the downtown business district, or are at work in the building, or on the premises, near which such vehicles are parked.

(Code 1977, §§ 7-1154, 7-1187; Ord. of 12-3-2013)

APPENDIX B - TRAFFIC[1]

Sec. 102. - Parking prohibited between the hours of 12:00 midnight and 6:00 a.m. upon any of the streets or portions of streets.

Add “College Avenue (600 block) between Norwood Street and Mulberry Street”



City of Lenoir Police



Council Action Form

I. Agenda Item:

This agenda item requests authorization to prohibit parking and approval of the installation of no parking signs on Cliffside Place from Hibriten Drive to the dead-end.

II. Background Information:

As discussed at the most recent Committee of the Whole meeting, the City has received citizen complaints/concerns regarding parking issues on Cliffside Place. Officers of the Lenoir Police Department have looked into vehicles parking on the sides of the street on Cliffside Place. Due to the minimal width of the street, this creates a safety concern as it blocks the roadway for access of emergency responders and for residents to enter and exit the roadway. Residences on Cliffside Place have adequate parking on there individual properties.

III. Staff Recommendation:

Staff recommends City Council, as authorized in City Code, Sec. 11-43. - Prohibited, to add Cliffside Place from Hibriten Road to the dead-end to City Code, Appendix B, Sec. 101. - Parking prohibited at all times. Pursuant to City Code, 11-34 Signs Required, Staff further recommends authorization for the posting of signs at the discretion of the Public Works Operations Manager.

IV. Reviewed by:

City Attorney: _____

Date: _____

City Manager: _____

Date: _____

Police Chief:  _____

Date: 9 /27/23

**NO PARKING
ON STREET**





CLIFFSIDE PLACE



LENOIR CITY CODE

- **Sec. 11-34. - Signs required.**

Whenever by this or any other article any parking time limit is imposed or parking is prohibited on designated streets there shall be appropriate signs giving notice thereof and no such regulations shall be effective unless said signs are erected and in place at the time of any alleged offense.

(Code 1977, § 7-1185)

- **Sec. 11-43. - Prohibited.**

When signs are erected giving notice thereof, no person shall park a vehicle at any time upon any street where parking is prohibited.

(Code 1977, § 7-1183; Ord. of 12-3-2013)

APPENDIX B - TRAFFIC^[1]

Sec. 101. - Parking prohibited at all times on the following streets.

Add “Cliffside Place between Hibriten Drive and Dead End”