

**COMMITTEE OF THE WHOLE
TUESDAY, JUNE 25, 2024**

8:30 A.M.

Present: Mayor Pro-Tem David Stevens, Jonathan Beal, Todd Perdue, Ike Perkins, Ralph Prestwood, and Kimmie Rogers.

Staff Present: City Manager Scott Hildebran, City Clerk Shirley Cannon, Finance Director Donna Bean, Public Services Public Works Director Jon Hogan, Public Services Public Utilities Director Jeff Church, Downtown Economic Development & Main Street Director, Brenda Floyd, Planning Director Hannah Williams, Parks & Recreation Director Phil Harper, Fire Chief Norman Staines, Police Major Andy Wilson, Director of Special Projects & Grants Jared Wright, Communications Director Joshua Harris, Senior IT Specialist, Ben Liddy, and Intern Kate Starr.

Absent: Mayor Joe Gibbons, Councilmember Crissy Thomas and Police Chief Brent Phelps.

I. Mayor Pro-Tem David Stevens welcomed everyone and called the meeting to order.

II. CITIZEN COMMENTS

- A. Jennifer Indicott, addressed Council about trash in the City's parking lots. Ms. Indicott stated several of her customers made her aware of the situation. It was noted City Staff would look into this issue.

III. COMMITTEE ITEMS

- A. Public Services Public Works: Public Services Public Works Director Jon Hogan presented the following report:
1. **LFD Infrastructure Repair (Sinkhole)**: A public bid opening was held at 10:00 a.m. on Friday, June 14 with only one bid being received. A second bid opening will be held at 10:00 a.m. on Tuesday June 25th.
 2. **Hospital Avenue Sidewalk Project**: NCDOT has issued the updated Municipal Agreement for the Hospital Avenue Sidewalk Project which has been executed and submitted. NCDOT is currently working to release construction funds for letting.
 3. **Phase III Gateway Project**: Destination by Design has released the Request for Qualifications (RFQ) for condition assessment survey work for the Phase III Gateway Project. Design work continues for the project.
 4. **Veteran's Memorial Project**: The City has received one quote from a local monument company and is awaiting others. The City's monument design will be similar to the Town of Sawmills Veteran Memorial.
 5. **Clock Tower**: Mattern & Craig continue to work on structural design and construction plan creation for the new Clock Tower project. Artist Joe Bigley is working to provide

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information to Mattern & Craig for design purposes.

B. Public Services Public Utilities: Public Services Public Utilities Director Jeff Church presented the following item for council action:

1. Mueller Subscription Quote: Staff recommends City Council approve the three-year sales quote with Mueller for the online customer portal and dashboard VXsmart by VertexOne. The current three-year contract with Mueller expires in September 2024.

A copy of the Subscription Quote by Mueller is attached to these minutes as information.

Motion

Upon a motion by Councilmember Perdue, City Council voted 6 to 0 to approve the three-year sales quote with Mueller in the amount of \$26,400 for the online customer and portal and dashboard by VXsmart by VertexOne as recommended by Director C Church.

Next, Director Church presented the following report:

2. Mueller Meter Project: Currently, there are approximately 58 meters left to be replaced due to firmware updates. It is estimated to take approximately two weeks to complete the project. Once the remaining meters are replaced, the project close-out procedures will begin.
3. East Harper Gravity Sewer Replacement Project: Request for Qualifications (RFQ) for design firms has been advertised. The RFQ's are due July 11.
4. Rhodhiss Flashmix Basin Project: A pre-construction conference will be scheduled for early July with an estimated notice to proceed date of July 18. The Project is expected to be completed by Thanksgiving or earlier.
5. Lenoir-Valdese Interconnect Agreement: A draft agreement has been developed for the Lenoir-Valdese Interconnect Project. Director Church stated City Attorney Timothy Rohr has reviewed the agreement and staff are currently working through the proposed revisions.

IV. Community Development

A. Lenoir Business Advisory Board: The Lenoir Business Advisory Board met on Thursday, May 11. Minutes of the May 9 meeting were submitted as information. Brenda Floyd, Economic Development & Main Street Director presented the following report:

- LTDA has two new board members appointed at the June 18 Council meeting.
- LTDA approved paying travel expenses for Matthew Anthony to attend the Blackberry Festival in July.
- Staff is currently reviewing grant applications.
- Staff is receiving a lot of interest from vendors about the Blackberry Festival and there are currently 200+ volunteers signed up to work during the event.
- A banner will also hang over the stage area for the festival.
- There will be five bathroom locations available during the festival and attendees can also download an app on their phones that includes pertinent information about the festival.

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B. Planning Board: The Planning Board met on Monday, June 24. Hannah Williams, Planning Director presented the following items for the July 16 City Council Agenda as listed below:

- 1) Public Hearing- Rezoning: 420 Virginia Street - I-2 (Heavy Industrial) to R-6 (High-Density Residential).
- 2) Public Hearing - Special Use Permit (SUP): 111 Fairview Drive NW (Fairview Presbyterian Church) - Enola Group, Inc. is requesting a SUP for a childcare center in the Transitional Business District (B-6) zoning district.
- 3) Director Williams stated the Planning Board will meet in July and they have two cases to review.
- 4) Reported that James Bradshaw is coming off of the Planning Board and the Board wished him well. Edward Terry has been appointed to the Board.

Director Williams discussed the Comp Plan kick-off meeting scheduled for today and informed the board about the upcoming public meetings. In addition, she stated the new zoning permit form and code enforcement complaint forms are now on the planning department webpage. The department's new contract employee Teresa Kinney will start on Thursday.

C. Parks and Recreation Advisory Board: The Parks & Recreation Advisory Board met on Monday, May 20. Phil Harper, Parks & Recreation Director presented a report of the meeting along with an update of several activities and projects as follows:

- a) The outdoor pool at the Aquatic Center has been very busy and from May 27 through June 22, there have been 3,633 participants – an average of 173 per day.
- b) There were 41 teams participating in the Pickleball Tournament at Mulberry Recreation Center on June 7 through June 9.
- c) On Thursday, July 4, games, swimming, etc. will be held at the Aquatic & Fitness Center From 10:00 a.m. until 6:00 p.m.
- d) Waterlife Church will also be hosting cornhole tournaments along with a bouncy house and food trucks on July 4.
- e) Fireworks are scheduled on Thursday, July 4 at 9:30 p.m. at Optimist Park. Prior, kickball, dodgeball and cornhole games will be available. Soul Watt band will play from 6 – 9:00 p.m.
- f) The MLK/ATC Basketball Camplast was held on Monday through Wednesday with 70 campers and 8 volunteers participating.
- g) The Harambee mural is beginning to take shape at the Martin Luther King, Jr. Center.

Director Harper reported they were experiencing a lot of suspensions with one occurring at the Aquatic & Fitness Center and 5 at the Martin Luther King, Jr. Center. He stated beginning on August 1, everyone 16 years of age and older must provide a picture ID card in order to play ball at the facility.

V. Finance and Administration: Finance Director Donna Bean presented the May Financial Summary as of May 31, 2024.

1. The over/under balance in the General Fund is \$2,014,961.30, Downtown District (\$7,273.20) and Water & Sewer Fund \$741,682.96.

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

Director Bean stated all of the financials are on target and are where she anticipated them to be in the budget at this time.

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Next, Director Bean presented the following Capital Project Budget Ordinances (Items 2 through 9) for consideration of approval by City Council. City Council was in consensus to make one motion to vote on the eight capital project ordinances.

2. Capital Project Budget Ordinance; State Capital Infrastructure Fund (SCIF): Staff recommends City Council adopt the Capital Project Budget ordinance to authorize activities for the SCIF Grant projects -#10235 for various projects as detailed within the budget ordinance in the total amount of \$2,425,000 as submitted.
3. Capital Project Budget Ordinance; State Capital Infrastructure Fund: Staff recommends City Council adopt the Capital Project Budget Ordinance to authorize activities for the SCIF Grant projects in the total amount of \$500,000 for capital purchases for the Fire Department as submitted.
4. Capital Project Budget Ordinance; State Capital Infrastructure Fund: Staff recommends City Council adopt the Capital Project Budget Ordinance to authorize activities for the SCIF Grant project in the total amount of \$1,000,000 to include expenditures for the LHS Improvements Project as submitted.
5. Capital Project Budget Ordinance for BIL-DWSRF Lead Service Line Replacement Inventory Project: Staff request City Council adopt the Capital Project Budget Ordinance BIL-DWSRF Lead Service Line Replacement Inventory in the amount of \$500,000 as submitted by Staff.
6. Capital Project Budget Ordinance; Finley Avenue Water System Project: Staff request City Council adopt the Capital Project Budget Ordinance for the Finley Water System Project in the amount of \$6,300,000 as recommended by Staff.
7. Capital Project Budget Ordinance; Aquatic & Fitness Center Project: Staff request City Council adopt the Capital Project Budget Ordinance for the North Carolina Department of Natural and Cultural Resources for the North Carolina Parks and Recreation Trust Fund Grant (PARTF) for the Aquatic and Fitness Center Project in the amount of \$1,090,375 to renovate the Aquatic Center and build a splash pad at the Soccer Complex as recommended by Staff.
8. Capital Project Budget Ordinance; LHS Improvements: Staff request City Council adopt the Capital Project Budget Ordinance for the Rural Transformation Grant Project in the amount of \$630,000 for renovations to the LHS Campus.
9. Budget Amendments; FY2023-2024 Annual Budget Ordinance: Staff recommends City Council approve a request for amendments to the annual budget ordinance for the fiscal year ending June 30, 2024 and for a total amount of \$138,698.62 as follows:
 - a) Approve the utilization of additional general fund revenues for needed expenditures.
 - b) Approve the allocation of general fund expenditures for the Fire House Subs Grant funding and additional revenue to cover electricity for street lights. (A copy of the budget amendments is attached to these minutes as information.)

Director Bean reviewed each Capital Project Budget Ordinance and gave the details of the projects. (A copy of each of the Capital Project Budget Ordinances is attached to these minutes as information.)

Motion

Upon a motion by Councilmember Beal, City Council voted 6 to 0 to adopt the Capital Project Budget Ordinances and Budget Amendments (Items 2 through 9) as described above and as recommended by Finance Director Bean.

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F. Update; Director of Special Projects and Grants: Director of Special Projects and Grants Jared Wright presented the following item for City Council's consideration of approval:

1. Construction Contract; Mulberry Recreation Center Rooftop Drainage & Façade Repairs: Staff recommends Council award the Construction Contract to Barger Ashe Roofing Company for a contract price of \$64,500.00 for the Mulberry Recreation Center Rooftop Drainage and Façade Repairs as submitted.

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

Director Wright stated three quotes were received for repairs to the gym floor at Mulberry Recreation and pointed out how the drains are rotting. New exterior gutters will be installed along with downspouts at the facility. He thanked all of the Department Directors for their assistance with this project.

In addition, Director Wright stated a meeting is scheduled on Thursday, June 27 at 10:00 a.m. to discuss the Splash Pad project. Also, he mentioned the Parks & Recreation Fund (PARTF) grant will be used for purchase of outdoor equipment.

Motion

Upon a motion by Councilmember Prestwood, City Council voted 6 to 0 to award the Construction Contract to Barger Ashe Roofing Company for a contract price of \$64,500.00 for the Mulberry Recreation Center Rooftop Drainage and Façade Repairs as recommended by City Staff.

Director Wright further presented the following report:

1. Mulberry Recreation Center Rooftop Drainage and Façade Repairs: Council awarded the low bid to Barger Ashe Roofing Company for this project at the June 18 meeting. The project will include fab and installation of a gutter system around the perimeter, removal and replacement of façade trim, abandonment of existing internal downspouts, and roof modifications to allow runoff to enter the gutter system.
2. PARTF Splash Pad: A Pre-Construction meeting is scheduled for Thursday, June 27 with a site visit to follow. The materials have been ordered by the contractor, Barrs Recreation and Staff will establish an official notice to proceed and a completion
3. UPCG Teaching and Learning Pavilion: City Council awarded the construction contract for the Unity Park & Community Garden Teaching and Learning Pavilion to Brushy Mountain Contractors, Inc. at the June 4 City Council meeting. A pre-construction meeting will be scheduled once the contracts are executed and distributed.
4. Improvements; Martin Luther King, Jr. Center: Reported one quote has been received for the combined improvements project and an additional quoted should be delivered by Wednesday. Staff will secure at least one additional quote with the expectation to have a recommendation for award prepared for the July 16 council meeting.
5. Campus CMaR RFQ: Request for Qualifications (RFQ) was published Thursday, June 20 on the City's website and E-procurement site for a Construction Manager at Risk (CMaR) for The Campus project. The RFQ was also directly sent to ten (10) general contractors that Staff has spoken with directly. Questions from general contractors are due July 12 and Statements of Qualifications (SOQs) are due July 26. Staff plans to evaluate and make a recommendation to begin contract negotiations with the successful firm at the first council meeting in August. Director Wright also reported staff has a meeting with Maurer scheduled on Thursday, June 27 to review preliminary schematic design progress.

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6. **Appalachian Regional Funding (ARC) Application for the Overmountain Victory Trail (OVT) Pavilion:** The application for ARC funding for the OVT Pavilion is due July 31.
7. **Great Trails Funding Application; OVT Connector Trail:** The Great Trails Funding application for the OVT Connector Trail is due in early September.

Other Items – City Manager Scott Hildebran

- A. Minutes: Approval of the minutes of the City Council Budget meeting of Thursday, May 23, 2024 as submitted.
- B. Closed Session Minutes: Approval of the closed session minutes of Thursday, May 23, 2024 as reviewed by the City Council and City Manager.
- C. Minutes: Approval of the minutes of the Committee of the Whole meeting as of Tuesday, May 28 as submitted.
- D. Minutes: Approval of the minutes of the City Council meeting of Tuesday, June 4, 2024 as submitted.

Motion

Upon a motion by Councilmember Perkins, City Council voted 6 to 0 to approve the above listed minutes items A through D as submitted.

- F. **Update; Public Communications:** Joshua Harris, Public Information Director presented the following information: Director Harris reported the website had 41,869 total views, 83 new social followers, 994 video views, 4 new releases, 169 photos, 119 social posts, 41 questions & answers and 3 new videos were added.

VI. Public Safety

- A. **Update; Police Department:** Andy Wilson, Police Major presented the following item for consideration of approval by City Council:
 1. **BLET Tuition Agreement:** Staff recommends City Council adopt the Basic Law Enforcement Training (BLET) Agreement as submitted.

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

Major Wilson stated that other agencies are using the proposed three-year contract to do BLET training and pointed out the goal of the Department is retention of employees. He stated City Attorney Timothy Rohr has reviewed the contract and clarified the new officers in training have to sign the contract.

Councilmember Perdue stated this is a good step to assist with retention issues.

Following a brief discussion, it was the consensus of City Council to approve the BLET Tuition Agreement as presented.

Major Wilson further stated the Department received four new vehicles that were ordered in FY2023.

- B. **Update; Fire Department:** Norman Staines, Fire Chief presented the following report:
 - 1) On June 1st, staff installed 53 smoke detectors as part of the North Carolina Smoke Detector Canvas Grant Program with the Office of the State Fire Marshall...areas

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included Finley Avenue, Folk Street, Harrington Street, Fairwood Drive and Central Drive. Though all of those detectors have been distributed, the Department still has some other smoke detectors that can be installed at the request of our citizens.

- 2) Staff participated in various fire prevention opportunities at Caldwell County Library, Chick-Fil-A, Calvary Baptist Church, New Covenant Church, T-Mobile and Family First Healthcare.
- 3) Staff participated in the one day "Boot Camp" at Gamewell Fire Department.
- 4) Staff is working with IT to upgrade our key card system within each fire station and adding some key card locations within each station to help enhance security.

VII. OTHER

- A. July Calendar: The calendar for the month of July was provided in the packet as information listing committee meetings and upcoming events.

VIII. ADJOURN

- A. There being no further business, the meeting was adjourned at 9:35 a.m.

Attachments

Mueller Subscription Quote

Bid Tab for Mulberry Recreation Center

May Financial Summary

Capital Project Budget Ordinance – State Capital Infrastructure Fund -\$2,425,000

Capital Project Budget Ordinance - State Capital Infrastructure Fund -\$500,000

Capital Project Budget Ordinance – State Capital Infrastructure Fund -\$1,000,000

Capital Project Budget Ordinance – BIL-DWSRF - \$500,000

Capital Project Budget Ordinance – Finley Avenue Water System - \$6,300,000

Capital Project Budget Ordinance – Aquatic & Fitness Center (PARTF FUNDS) - \$1,090,375

Capital Project Budget Ordinance – LHS Improvements (Rural Transportation Grant)- \$630,000

Budget Amendments – Annual Budget - \$138,698.62

Construction Contract for Mulberry Recreation Center- Roof \$64,500

BLET Tuition Agreement

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1200 Abernathy Rd, NE,
Suite 1200, Atlanta, GA 30328

SALES QUOTATION

Phone: (800) 423-1323

Website: www.MuellerSystems.com

Attention:

Phone:

Email:

Company Address:

510b Greer Circle Southwest
Lenoir, NC, 28645

Prepared For:

Lenoir (NC), City of

Account #: 91291000

End User:

Lenoir (NC), City of

Created Date: 06/13/2024

Quote #: Q-155203

Quote Expires: 09/15/2024

Terms are located at:

www.muellerwaterproducts.com/terms-conditions

Currency Type: USD

Prepared by:

Kyndal Rozelle

Comments & Consideration

\$50 minimum order, \$75 non-box quantity

Purchase of any LoRaWAN Network-as-a-Service part number, such as "MSW-LW-PH-ALL", is subject to SaaS and NaaS Agreement.

Should you have any questions, please do not hesitate to contact Kyndal-Rozelle

Quote Line Items

1 Year Contract

PART #	DESCRIPTION	UNITS	SALE PRICE	EXTENDED NET
MSW-T-VX-DB	VertexOne Digital Base	1	18,500.00	18,500.00
MSW-S-VXS	VXsmart	11,000	0.78	8,580.00
1 Year Contract SUBTOTAL:				USD 27,080.00

TOTAL: USD 27,080.00

Optional Groups (Not Included in the Total Above)

Year 1 (3 Year Contract)

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OPTIONAL GROUP

PART #	DESCRIPTION	UNITS	SALE PRICE	EXTENDED NET
MSW-T-VX-DB	VertexOne Digital Base	1	16,600.00	16,600.00
MSW-S-VXS	VXsmart	11,000	0.75	8,250.00
Year 1 (3 Year Contract) SUBTOTAL:				USD 24,850.00

Year 2 (3 Year Contract)

OPTIONAL GROUP

PART #	DESCRIPTION	UNITS	SALE PRICE	EXTENDED NET
MSW-T-VX-DB	VertexOne Digital Base	1	17,090.00	17,090.00
MSW-S-VXS	VXsmart	11,000	0.78	8,580.00
Year 2 (3 Year Contract) SUBTOTAL:				USD 25,670.00

Year 3 (3 Year Contract)

OPTIONAL GROUP

PART #	DESCRIPTION	UNITS	SALE PRICE	EXTENDED NET
MSW-T-VX-DB	VertexOne Digital Base	1	17,600.00	17,600.00
MSW-S-VXS	VXsmart	11,000	0.80	8,800.00
Year 3 (3 Year Contract) SUBTOTAL:				USD 26,400.00



**City of Lenoir
Financial Summary
As of 5/31/2024**



General Fund					
	2023-2024 Budget	5/31/2024	% of Budget	Change from Previous Year	5/31/2023
Total Revenue	\$ 23,630,168.00	\$ 21,491,267.36	91%	\$ 343,275.36	\$ 21,147,992.00
Expenditures	\$ 23,630,168.00	\$ 19,476,306.06	82%	\$ 504,637.01	\$ 18,971,669.05
Over/Under	\$ -	\$ 2,014,961.30		\$ (161,361.65)	\$ 2,176,322.95
Downtown District					
	2023-2024 Budget	5/31/2024	% of Budget	Change from Previous Year	5/31/2023
Revenues	\$ 276,900.00	\$ 287,184.13	104%	\$ (78,682.33)	\$ 365,866.46
Expenditures	\$ 276,900.00	\$ 279,910.93	101%	\$ (29,645.82)	\$ 309,556.75
Over/Under	\$ -	\$ 7,273.20		\$ (49,036.51)	\$ 56,309.71
Water/Sewer Fund					
	2023-2024 Budget	5/31/2024	% of Budget	Change from Previous Year	5/31/2023
Revenues	\$ 11,076,980.00	\$ 10,354,941.17	93%	\$ 709,721.40	\$ 9,645,219.77
Expenditures	\$ 11,076,980.00	\$ 9,613,258.21	87%	\$ 1,369,011.30	\$ 8,244,246.91
Over/Under	\$ -	\$ 741,682.96		\$ (659,289.90)	\$ 1,400,972.86

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Capital Project Budget Ordinance for the City of Lenoir

State Capital Infrastructure Fund Grants - #10235

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 to authorize activities for the State Capital Infrastructure Fund (SCIF) Grant project to include the expenditure of funds for various projects detailed below for Project 10235. The LHS Campus funding will be used for LHS renovations. There is also funding for the improvements for Veterans Memorial, the construction of a Community Garden Teaching/Learning Pavilion. There is also funding for downtown signalization improvements and improvements to the MLK Center. The funding is provided through a State Capital and Infrastructure Fund (SCIF) Grant appropriated by the North Carolina General Assembly.

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

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

Item	Project #	Budget
The Campus	10235	1,000,000.00
Lenoir Fire Building Stabilization	10235	500,000.00
Veterans Memorial Improvements	10235	200,000.00
Community Garden Teaching/Learning Pavilion	10235	125,000.00
Downtown Signalization Improvements	10235	300,000.00
MLK Center Improvements	10235	300,000.00
Grand Total		2,425,000.00

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

Item	Project #	Budget
State Capital Infrastructure Fund	10235	2,425,000.00
Grant Total		2,425,000.00

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 25th day of June, 2024


Mayor


Clerk

Tuesday, June 25, 2024

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Capital Project Budget Ordinance for the City of Lenoir**State Capital Infrastructure Fund Grants**

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 to authorize activities for the State Capital Infrastructure Fund (SCIF) Grant project to include the expenditure of funds for Fire Capital will be used for capital purchases for the Fire Department. The funding is provided through a State Capital and Infrastructure Fund (SCIF) Grant appropriated by the North Carolina General Assembly.

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

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

Item	Project #	Budget
Fire Capital	10233	500,000.00
Total		\$500,000.00

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

Source	Budget
State Capital Infrastructure Fund	\$500,000.00
Grant Total	\$500,000.00

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 25th day of June, 2024


Mayor


Clerk

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Capital Project Budget Ordinance for the City of Lenoir

State Capital Infrastructure Fund Grants

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 to authorize activities for the State Capital Infrastructure Fund (SCIF) Grant project to include the expenditure for LHS Improvements. The funding is provided through a State Capital and Infrastructure Fund (SCIF) Grant appropriated by the North Carolina General Assembly.

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

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

Item	Project #	Budget
LHS Improvement	10234	1,000,000.00
Grand Total		1,000,000.00

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

Item	Project #	Budget
State Capital Infrastructure Fund	10234	1,000,000.00
Grant Total		1,000,000.00

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.

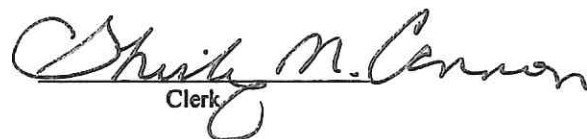
Section 6: The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 3.

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 25th day of June, 2024


Mayor


Clerk

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Capital Project Ordinance for the City of Lenoir BIL-DWSRF Lead Service Line Replacement Inventory 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 authorizes activities for the BIL-DWSRF Lead Service Line Replacement Project to include the expenditure of funds to develop a comprehensive Lead Service Line Inventory and to construct, plan or conduct a study of the needs in the community regarding lead service line replacements. The grant will provide funding up to \$500,000 and no match is required by the City. This project will also assist in meeting new EPA requirements regarding lead service line replacements. The City was approved for a 0% interest loan for \$500,000 with 60% of the loan, up to a maximum of \$300,000, will be forgiven and the remainder will be at 0%. The funds will be provided by the BIL-DWSRF Lead Service Line Replacement fund.

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:

Contracted Services for Inventory of Lead Ser. Lines	500,000
Total	\$ 500,000

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

BIL-DWSRF Lead Service Line Replacement fund	
0% interest loan for \$500,000 with 60% of the loan, up to a maximum of \$300,000, will be forgiven and the remainder will be at 0%	500,000
Total	\$ 500,000

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.

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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 25th day of June, 2024.

A handwritten signature in black ink, appearing to be "Joseph R. ...", written over a horizontal line.

Mayor

Clerk

A handwritten signature in black ink, reading "Shirley M. Cannon", written in a cursive style.

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Capital Project Ordinance for the City of Lenoir

Finley Water System 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 Finley Water System Project to include the expenditure of grant funds to improve the water distribution system to increase the water pressure in the Finley area. Funding will be received from the American Rescue Plan funding through the State Fiscal Recovery Fund Grant.

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:

Administration Costs	299,000
Engineering Costs	632,000
Construction Cost	<u>5,369,000</u>
Total	\$ 6,300,000

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

ARP funding from the State Fiscal Recovery Fund Grant	\$ 6,300,000
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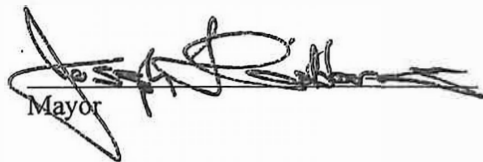
Section 5: The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the Project Ordinance.

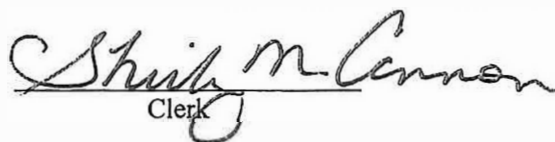
Section 6: The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 3.

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 25th day of June, 2024.


Mayor


Clerk

Capital Project Ordinance for the City of Lenoir

North Carolina Department of Natural and Cultural Resources for the North Carolina Parks and Recreation Trust Fund Grant (PARTF) - Aquatic Center 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 authorizes activities for the North Carolina Department of Natural and Cultural Resources for the North Carolina Parks and Recreation Trust Fund Grant (PARTF) - Aquatic Center Project to include the expenditure of grant and ARPA Funding to renovate the Aquatic Center and add a splash pad at the Soccer Complex. The project is to be funded by a PARTF grant and ARPA funds.

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:

Legal and Administrative	\$174,460
Construction	872,300
Contingency	43,615
Total	\$ 1,090,375

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

North Carolina Department of Natural and Cultural Resources for the North Carolina Parks and Recreation Trust Fund Grant	\$500,000
ARPA Funding	590,375
Total	\$ 1,090,375

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.

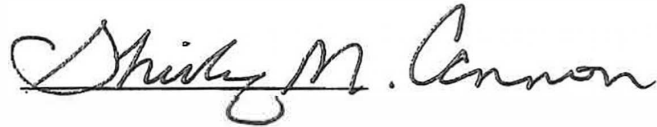
Tuesday, June 25, 2024
Minutes-Committee of the Whole

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 25th day of June, 2024.


Mayor

Clerk


Shirley M. Cannon

Tuesday, June 25, 2024
Minutes-Committee of the Whole

Capital Project Ordinance for the City of Lenoir

Rural Transformation Grant 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 authorizes activities for the Rural Transformation Grant Project to include the expenditure of grant and local tourism funds to renovate the LHS Campus. The project is to be funded by a Rural Downtown Transformation Grant from NC Commerce and funds from the Lenoir Tourism Development Authority.

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 and Design	\$ 50,000
Construction	580,000
Total	<u>\$ 630,000</u>

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

Rural Downtown Transformation Grant	\$580,000
Lenoir Tourism Development Authority	50,000
Total	<u>\$ 630,000</u>

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.

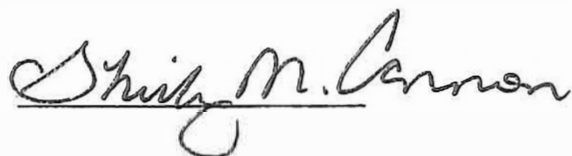
Section 7: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board.

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 25th day of June, 2024.



Clerk



Tuesday, June 25, 2024		2023-2024 FISCAL YEAR		
Minutes-Committee of the Whole		BUDGET AMENDMENT		
JUNE 24, 2024				
Request for amendments to be made to the annual budget ordinance for the fiscal year ending June 30, 2024 as follows:				
ITEM 1: ADJUSTMENT TO ALLOCATE ADDITIONAL REVENUES.				
ACCOUNT #	DEPARTMENT		INCREASE	DECREASE
3440	FIRE HOUSE SUBS GRANT		26,698.62	
3319	FRANCHISE TAX		110,000.00	
NET EFFECT ON GENERAL FUND BUDGET			136,698.62	-
ITEM 2: ADJUSTMENTS TO THE GENERAL FUND TO ALLOCATE ADDITIONAL REVENUE.				
ACCOUNT #	DEPARTMENT	PURPOSE	INCREASE	DECREASE
4341	FIRE SUPPRESSION	FIRE HOUSE SUBS GRANT	26,698.62	
4512	STREET TRAFFIC CONTROL	ELECTRICITY - STREET LIGHTS	110,000.00	
	TOTAL INCREASE/DECREASES		136,698.62	-
NET EFFECT ON GENERAL FUND BUDGET			136,698.62	-



**City of Lenoir
Mulberry Recreation Center
Rooftop Drainage and Façade Repair
Bid Tabulation**

Bidder	Total Base Bid
Barger Ashe Roofing Company	\$64,500.00
Preicision Contracting	\$74,327.00
Brushy Mountain Builders	\$68,750.00

**Pricing is based upon the attached *Request for Proposals*. The actual numbers of new downspouts and existing downspout abandonments are subject to change based on existing conditions.

Tuesday, June 25, 2024
Minutes-Committee of the Whole

Tuesday, June 25, 2024

Minutes Committee of the Whole



CITY OF LENOIR POLICE

1035 West Avenue NW

Lenoir, NC 28645

828-757-2100



Brent Phelps
Chief

Scott Hildebran
City Manager

CITY OF LENOIR
LENOIR POLICE DEPARTMENT
POLICE OFFICER TRAINEE
POST - BASIC LAW ENFORCEMENT TRAINING (BLET)
TUITION REQUEST

NAME: _____

DEPARTMENT: _____

Police

DATE: _____

Your application for participating in the Lenoir Police Department's Police Trainee program through Caldwell Community College and Technical Institute, Western Piedmont Community College, or Catawba Valley Community College BLET program has been approved. You prequalify for city paid tuition, books, uniforms and other required supplies necessary to successfully complete all required BLET training.

ITEMIZED EXPENSES

Course Title	Pre-Hire Processing	Books & Uniforms	School Fees	Total
Basic Law Enforcement Training		1,135.14	0.00	1,135.14
Conditional Offer Psychological and Medical Evaluation	775.00			775.00
Brains Assessment	50.00			50
Tuition Increase				
			Subtotal	\$1,960.14
			Tax	
			TOTAL	\$1,960.14

Total amount to be paid by the rules of the Police Trainee Program:

\$1,960.14

Requested:

Employee Signature_____
Date

Approved:

Department Head_____
Date

Dept. Acct. 10-10-4310-
(Department will complete)

~~NOTE~~ Day, June 25, 2024

Minutes-Committee of the Whole

I, _____, for value received, being money paid by the City of Lenoir to Caldwell Community College and Technical Institute, Western Piedmont Community College, or Catawba Valley Community College BLET program and any uniform vendor as part of the Lenoir Police Department's Police Officer Trainee Program, do promise to pay to the City of Lenoir the Sum of one thousand nine hundred sixty dollars and fourteen cent (\$1,960.14).

This note is executed upon the condition and reservation that one-third of the amount of this note shall be credited as paid at the end of one year's service in my employment with the Lenoir Police Department following completion of the field training program; another one-third of said principal shall be credited as paid following the end of two years of such service; and the final one-third balance will be credited as paid, and this note declared paid in full at the end of three years of such service. I do further agree that in the event I fail to complete BLET or leave the service of the Lenoir Police Department, either voluntarily or upon my being dismissed, the balance then owing on said note shall immediately become due and payable, and the City of Lenoir shall have the right to credit on the balance of this note any amount owed to me by the City of Lenoir for salary or wages at the time of such termination or dismissal.

This note shall not bear any interest while I am employed by the City of Lenoir and shall bear no interest upon termination.

IN WITNESS WHEREOF, I have set my hand and seal this ____ day of _____, 20__.

Employee Signature

Witness:

Notary Public

My Commission Expires _____

Tuesday, June 25, 2024
 Minutes Committee of the Whole



CITY OF LENOIR POLICE

1035 West Avenue NW
 Lenoir, NC 28645
 828-757-2100



Brent Phelps
 Chief

Scott Hildebran
 City Manager

NAME: _____

DEPARTMENT: _____ DATE: _____

Your application for participating in the Lenoir Police Department's Police Trainee program either through Caldwell Community College and Technical Institute (CCCTI), Western Piedmont Community College (WPCC), or Catawba Valley Community College (CVCC) BLET program has been approved. You prequalify for city paid tuition, books, uniforms and other required supplies necessary to successfully complete all required BLET training.

Your total itemized BLET expenses will be determined on a later date after final invoicing is received from either CCCTI, WPCC, CVCC, or any uniform vendors. Your total BLET expenses will not exceed \$2,000.00.

Requested: _____
 Employee Signature Date

Approved: _____
 Department Head Date

Tuesday, June 25, 2024
Minutes-Committee of the Whole

NOTE

I, _____, for value received, being money paid by the City of Lenoir to either Caldwell Community College and Technical Institute, Western Piedmont Community College, Catawba Valley Community College, or any uniform vendors as part of the Lenoir Police Department's Police Officer Trainee program, do promise to pay to the City of Lenoir the full sum of all related costs.

This note is executed upon the condition and reservation that one-third of the amount of this note shall be credited as paid at the end of one year's service in my employment with the Lenoir Police Department following completion of the field training program; another one-third of said principal shall be credited as paid following the end of two years of such service; and the final one-third balance will be credited as paid, and this note declared paid in full at the end of three years of such service. I do further agree that in the event I fail to complete BLET or leave the service of the Lenoir Police Department, either voluntarily or upon my being dismissed, the balance then owing on said note shall immediately become due and payable, and the City of Lenoir shall have the right to credit on the balance of this note any amount owed to me by the City of Lenoir for salary or wages at the time of such termination or dismissal.

This note shall not bear any interest while I am employed by the City of Lenoir and shall bear no interest upon termination.

IN WITNESS WHEREOF, I have set my hand and seal this ____ day of _____, 2024.

Employee Signature

Witness:

Notary Public

My Commission Expires _____