



AGENDA
City of Lenoir
City Council Meeting
905 West Ave. NW, Lenoir, NC 28645
Tuesday, February 17, 2026 | 6:00 pm



I. CALL TO ORDER

- A. Moment of Silence & Pledge of Allegiance
- B. Special Recognition: On behalf of City Council, Mayor Gibbons will read and present a proclamation to Communication & Public Information Director Joshua Harris proclaiming February 20, 2026 as Government Communicators Day.

II. MATTERS SCHEDULED FOR PUBLIC HEARINGS

- A. Community Development Block Grant (CDBG); Western Piedmont Council of Governments will hold a public hearing in order to receive citizen input in the development of Community Development Block Grant Disaster Recovery (CDBG-DR) applications for the coming year. CDBG funds may be used for Disaster Recovery (DR) activities including support to help communities deal with recovery from Hurricane Helene including housing. All projects must predominately benefit low-and moderate-income persons.

III. CONSENT AGENDA ITEMS

- A. Minutes: Approval of the City Council minutes of the meeting of Tuesday, February 3, 2026, as submitted.
- B. Minutes: Approval of the City Council Planning Retreat minutes of the meeting of Friday, February 6, 2026, as submitted.
- C. FY2026 Audit Contract; Approval of the FY2026 Annual Audit Contract for the City of Lenoir as submitted by C. Randolph CPA, PLLC for audit services in the amount of \$45,000.
- D. Surplus Resolution: Pursuant to N.C.G.S. §20-187.2, Staff recommends City Council adopt a resolution to declare the following police weapon (Sig Sauer P-320 Pistol, Serial Number 58J472282) and police badge of Sergeant Matt Spears upon retirement, as surplus and no longer have any additional use to the City of Lenoir as submitted.
- E. Proclamation; Government Communicators Day: Approval of a proclamation proclaiming February 20, 2026, as “Government Communicators Day” as submitted.
- F. Resolution; Staff recommends approval of a resolution to declare the City of Lenoir’s support regarding implementation of a compliant National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) to discharge stormwater, inclusive of the required Stormwater Management Plan prepared by the City of Lenoir and the Western Piedmont Council of Governments (WPCOG) and approved by the North Carolina Department of Environmental Quality

(NCDEQ) as submitted.

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 Committee of the Whole will meet on Tuesday, February 24 at 8:30 a.m. at City Hall, Third Floor.
2. The Foothills Regional Airport Authority will meet on Wednesday, February 25 at noon.

VII. REPORT AND RECOMMENDATIONS OF THE CITY ATTORNEY

VIII. REPORT AND RECOMMENDATIONS OF THE MAYOR

- A.** Mayor Gibbons will recommend John Arnaud to serve on the Planning Board for an unexpired term ending June 2027.

IX. REPORT AND RECOMMENDATIONS OF COUNCIL MEMBER

X. ADJOURNMENT



CITY MANAGER
SCOTT E. HILDEBRAN

CITY OF LENOIR
NORTH CAROLINA

MAYOR
JOSEPH L. GIBBONS

CITY COUNCIL
J. T. BEAL
R.C. DELLINGER
J. I. PERKINS
R. S. PRESTWOOD
K. R. ROGERS
D. F. STEVENS
C. D. THOMAS

**PROCLAMATION
GOVERNMENT COMMUNICATORS DAY
FEBRUARY 20, 2026**

WHEREAS, the role of government communications professions is to inform, educate and engage their communities; and

WHEREAS, robust communication in government creates trust and inspires residents to take action and be involved; and

WHEREAS, government communications create relationships and calls to action, build awareness and understanding through storytelling, engage and foster engagement on civic issues, and use all channels to include people in critical decisions; and

WHEREAS, it is essential to have strong communications in government because it is a foundational element of living in a democracy where citizens have the freedom to make their voice heard; and

WHEREAS, the City of Lenoir is proud and has deep gratitude and recognition for government communicators' professionalism, dedication, hard work, commitment, enthusiasm and sacrifice;

NOW, THEREFORE, I, Mayor Joseph L. Gibbons do hereby proclaim February 20, 2026, as

GOVERNMENT COMMUNICATORS DAY

in the City of Lenoir and encourage all residents to thank the members of the Communications & Public Information Department who have dedicated their careers to ensure Lenoir has effective, impactful and successful communication strategies that resonate and are relevant.
This the 20th day of February 2026.

SEAL

Joseph L. Gibbons, Mayor



**CITY OF LENOIR
COMMUNITY DEVELOPMENT BLOCK GRANT
NOTICE OF FIRST PUBLIC HEARING**

4

The City Council of the City of Lenoir is holding a Public Hearing in order to receive citizen input in the development of Community Development Block Grant (CDBG) applications for the coming year. These applications are to be submitted to the North Carolina Department of Commerce. CDBG funds may be used for Disaster Recovery (DR) activities including support to help communities deal with recovery from Hurricane Helene. All projects must predominately benefit low- and moderate-income persons.

The Public Hearing will be held at the regularly scheduled meeting on Tuesday, February 17, 2026 at 6:00 pm in the Caldwell County Chambers, 905 West Ave NW, Lenoir, NC 28645.

The City of Lenoir holds all public meetings in accessible rooms. All interested persons are invited to attend this hearing. Auxiliary aids will be supplied to the disabled if requested five days prior to the public hearing. Person needing special assistance or non-English speaking persons desiring to participate in this hearing should contact Lauren Hartley, City Clerk, at 828-757-2205 or 711 (TDD/TTY) for the hearing impaired.

Esta Informacion esta disponible en espanol on en cualquier otro idioma bajo peticion. Por favor, pongase encontacto con Kyle Case al 828-485-4285 o en Western Piedmont Council of Governments, 1880 2nd Ave NW, Hickory, NC 28801. De alojamiento para esta solicitud.



01/03/2026

**LENOIR CITY COUNCIL
MEETING MINUTES
TUESDAY, February 3, 2026
6:00 P.M.**

PRESENT: Mayor Joe Gibbons presiding. Mayor Pro-Tem Ike Perkins, Councilmembers present were Jonathan Beal, Rebecca Dellinger, Ralph Prestwood, Kimmie Rogers, David Stevens, Crissy Thomas, City Manager Scott Hildebran, City Clerk Lauren Hartley and Attorney Timothy Rohr.

CITY STAFF: In attendance was Finance Director Donna Bean, Public Services Public Works Director Jon Hogan, Communication & Public Information Director Joshua Harris, Fire Chief Norman Staines, Police Chief Andy Wilson, Planning Director Hannah Williams, City Parks & Recreation Director Phil Harper, Public Services Public Utilities Director Jeff Church, and Economic Development Main Street Director Brenda Floyd.

I. CALL TO ORDER

Mayor Gibbons said February is Black History month, the city will hold events throughout the month.

Mayor Gibbons announced The Lenoir Rotary club recognized Lester Whittington, Martin Luther King Jr. Center Director, with the Vocational Service Award. Mayor Gibbons said he has appreciated what Lester has meant to the City of Lenoir, recreation department, and the community.

- A. The meeting was opened by a moment of silence and the pledge of allegiance as led by Mayor Gibbons.
- B. On behalf of City Council, Mayor Gibbons recognized Planner Matt Duchan for completing the American Institute of Certified Planners (AICP) through the American Planning Association. Mayor Gibbons thanked Matt Duchan for all the hard work and said the Planning Department has a great team.

Planning Director Hannah Williams said Matt Duchan is a skilled and effective Planner, he holds a Master's degree in Urban and Regional Planning from the University of Colorado. Matt Duchan held a leadership role with the comprehensive plan process and has built relationships with the public and Planning staff. Hannah said the AICP is a national certification with a test and experience assessment section, and she is proud of Matt for getting this certification.

Matt Duchan thanked council and staff for supporting him and admires the city's partnership.

II. MATTERS SCHEDULED FOR PUBLIC HEARING:

III. CONSENT AGENDA ITEMS:

Mayor Gibbons presented the following items:

- A. Minutes: Approval of the City Council minutes of the meeting of Tuesday, January 20, 2026, as submitted.
- B. Minutes: Approval of the Committee of the Whole minutes of the meeting of Tuesday, January 27, 2026, as submitted.
- C. McGill Associates, P.A.; Task Order #6: Staff recommends approval of Task Order No. 6 for civil engineering services related to The Campus Improvements Project (Phase 1) in the amount of \$18,500. The services include conducting contract administration for the construction site/civil work for Phase #1 as submitted.
- D. Freese & Nichols Inc.; Amendment #1 Lead/Copper Predictive Modeling: Staff recommends approval of Amendment #1 of the Lead/Copper Service Line Inventory Phase 3 Agreement for professional services for the development and coordination of a predictive modeling approach in identifying all service lines. The proposed Amendment #1 amends the Professional Services Agreement dated November 19, 2024 in the amount of \$96,000 for a revised total contract amount of \$251,000. The fee will be paid from the principal forgiveness loan, thus, resulting in no additional cost to the City as submitted.
- E. Destination By Design Studios, LLC: Amendment #1 Gateway Signage Construction Specifications Contract: Staff recommends approval of Amendment #1 for construction phase services/contract administration related to the installation of four (4) gateway signs in the amount of \$41,477 as submitted.
- F. Capital Project Ordinance; Gateway Signs Project: Staff recommends approval of a Capital Project Budget Ordinance in the amount of \$569,749 for The Gateway Sign Project as submitted.
- G. WPCOG Agreement - Code Enforcement Assistance; Staff recommends approval of an agreement with the Western Piedmont Council of Governments for temporary non-residential code enforcement assistance for a fee not to exceed \$22,300.00 during the period beginning February 03, 2026 and ending June 30, 2026 as submitted.
- H. RiteLite Signs, Inc.: Change Order #3 for Hydro Vac Services: Staff recommends approval of Change #3 for hydro vac boring services related to borings required based on field survey/conditions/obstructions for 40 hole locations identified for wayfinding sign installation in the amount of \$62,000 as submitted.

Upon a motion by Mayor Pro-Tem Perkins, City Council voted 7 to 0 to adopt the above listed items (A through H) on the Consent Agenda as listed and recommended.

IV. REQUESTS AND PETITIONS OF CITIZENS

V. REPORTS OF BOARDS AND COMMISSIONS

VI. REPORT AND RECOMMENDATIONS OF THE CITY MANAGER

City Manager Scott Hildebran presented the following items of information:

- 1. The City Planning Retreat will be held on Friday, February 6 at 8:30 a.m. at the Blue Ridge Energy meeting room.
- 2. The City/County Services Committee will meet on Monday, February 9 at noon at the J.E. Broyhill Civic Center.

3. The Planning Board will meet on Monday, February 9 at 5:30 p.m. at City/County Chambers.
4. The Economic Development Advisory Committee will meet on Tuesday, February 10 at 8:15 a.m. at the J.E. Broyhill Civic Center.
5. The ABC Board will meet on Thursday, February 12 at 2:00 p.m.
6. The Lenoir Business Advisory Board will meet on Thursday, February 12 at 6:00 p.m. at City Hall, Third Floor.
7. The Parks and Recreation Board will meet on Monday, February 16 at 6:00 p.m. at the Mulberry Recreation Center.

City Manager Hildebran thanked all city staff for their hard work during the snow and ice.

Hildebran shared the Martin Luther King Jr. events and dates, which are listed on the website.

Hildebran also recognized and congratulated Major Chris Bumgarner on his promotion as Major, effective February 1, 2026.

Communication & Public Information Director Joshua Harris talked about the new Leadership Lenoir Civic Learning Academy, applications are now open. Harris said applicants must live or work in the city limits, be 16 years old or older and be willing to commit the time to the program. The goal is to teach citizens about the City of Lenoir local government and services it provides. Once completed, the applicants will be invited to a council meeting to be recognized.

VII. REPORT AND RECOMMENDATIONS OF THE CITY ATTORNEY

There was no report from the City Attorney.

VIII. REPORT AND RECOMMENDATIONS OF THE MAYOR

Mayor Gibbons said there will be a recommendation for a vacant Planning Board member appointment on the February 17 agenda.

IX. REPORT AND RECOMMENDATIONS OF COUNCIL MEMBERS

X. ADJOURNMENT

There being no further business, Mayor Gibbons adjourned the meeting at 6:23 p.m.

Lauren Hartley, City Clerk

Joseph L. Gibbons, Mayor

EXHIBIT B

TASK ORDER NO. 6

This **TASK ORDER NO. 6** dated the 3rd, day of February 2026 is a supplement to the **MASTER SERVICES AGREEMENT** between the City of Lenoir, North Carolina, dated January 7, 2025, hereinafter referred to as OWNER and McGill Associates, P.A., hereinafter referred to as "ENGINEER". The purpose of this Task Order is to authorize the ENGINEER to provide services for the "PROJECT" entitled:

The Campus – Construction Administration Auditorium/Gymnasium Site

SECTION 1 - PROJECT DESCRIPTION:

The project can generally be described as:

Construction Administration services for civil-site work related to renovation of the existing Auditorium and Gymnasium buildings on the former Lenoir High School campus located at 1114 and 1116 College Avenue Southwest.

SECTION 2 - SCOPE OF SERVICES:

The Engineer shall provide all professional services (the "Services") for the Project including, performance of the following:

Construction Administration Auditorium/Gymnasium Site

1. Attend one (1) preconstruction meeting.
2. Provide responses to civil-related Requests for Information (RFI's).
3. Review civil-related shop drawings and submittals submitted by the Contractor.
4. Attendance at up to two (2) regular progress meetings.
5. Review civil-related work items in Contractor pay applications and change order requests.
6. Provide up to ten (10) hours of civil construction observation during active civil-site construction.
7. Provide one (1) punch list site visit and one (1) final closeout site visit with reports.

8. Provide record drawings based on Contractor's red line markups and Contractor provided as-built survey prepared by a North Carolina licensed Professional Land Surveyor.

This Scope of Services is based on the following assumptions:

- All information provided to McGill Associates by the Owner will be deemed reliable for use as presented
- This OWNER will provide McGill Associates Personnel access to the project site.
- Construction phase services are based on a 335-day construction duration.
- Regular erosion control inspections will be performed by the Contractor and are not included under this proposal.
- Revisions to plans that are required during construction due to unknown subsurface conditions encountered during construction (i.e. utilities, storage tanks, etc.) will be considered additional services.
- Assistance with procuring Certificate of Occupancies for the building or inspections associated with vertical/structural elements of construction are not included in this scope of services.
- Progress meetings will be led by the General Contractor, and McGill Associates will only be attending as requested.
- Attendance at meetings not listed in the above scope of services is not included in the compensation fees and can be billed on an hourly basis as additional services.
- Services for tasks other than those specifically detailed above are not included in the compensation fees.

SECTION 3 – COMPENSATION

The Owner shall pay the Engineer for services outlined in Task Order No. 6 the following amounts:

\$ 18,500.00 Hourly to a Maximum

SECTION 4 - MISCELLANEOUS

Except as otherwise provided herein, this Task Order supersedes all prior written or oral understanding of the parties and may only be changed by a written amendment executed by both parties.

SECTION 5 – AUTHORIZATION TO PROCEED

IN WITNESS WHEREOF, and as AUTHORIZATION TO PROCEED the parties execute below this Task Order No. 6 in duplicate originals:

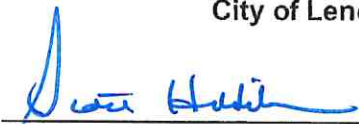
EXECUTED this 3rd day of February, 2020

McGill Associates, P.A.



Douglas Chapman, PE
Hickory Office Manager

City of Lenoir

By: 

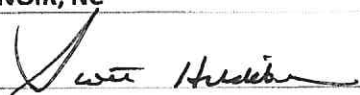
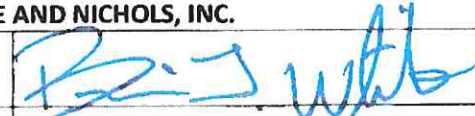
Scott Hildebran
City Manager

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

By: 

Donna Bean
Finance Director

		PROFESSIONAL SERVICES AGREEMENT	
		AMENDMENT #1	
City of Lenoir		FNI Project:	LNR20129
801 West Avenue NW		Client Contract:	Professional Services Agreement Nov. 19, 2024
Lenoir, NC 28645		Date:	1/20/2026
Project Name:	LCRR Phase 3 – Completion of Service Line Inventory Through Field Services		
Description of Services:	Task A3. Project Management Meetings: FNI will coordinate up to twelve (12) virtual monthly meetings from Jan. – Dec. 2026 with the City to discuss project progress. Task B5. Predictive Model Development and Implementation: FNI will develop a predictive model, coordinate approval with NC DEQ, and use the predicted service line material results to inform Task B2 and Task C4. All aspects of the predictive model will comply with NC DEQ's <i>Service Line Inventory Statistical Methods and Predictive Modeling Guidance for North Carolina</i>. a. Characterize distribution of systemwide service lines and Unknowns. b. Identify representative sample of service lines of known material from previous field inspections for training/testing. c. Develop, calibrate, and test Predictive Model. d. QC Predictive Model. e. Draft Proposal according to NC DEQ's <i>Service Line Inventory Statistical Methods and Predictive Modeling Guidance for North Carolina</i>. f. QC Proposal and deliver to NC DEQ for approval. g. Iteratively improve Predictive Model based on additional service line material data from field inspections, prioritized by predictive model predictions of Unknown and Likely Galvanized Requiring Replacement, in Phase 3. h. Draft Report according to NC DEQ's <i>Service Line Inventory Statistical Methods and Predictive Modeling Guidance for North Carolina</i>. i. QC Report and deliver to NC DEQ for approval. j. Assign predicted service line materials to the 2026 Inventory after NC DEQ approves the Report. k. Coordinate up to two (2) virtual meetings with NC DEQ for discussing predictive model questions. Task C7. Support with Inventory Submittal to NC DEQ in 2026: FNI will support Lenoir with preparing the Inventory ahead of NC DEQ's 2026 submittal deadline. Support will include QC of the City's NC DEQ spreadsheet template content. FNI will also support Lenoir with preparing updated Annual Letter templates (if needed) and public communication materials (webpage content, FAQs) to accompany the 2026 Inventory submittal.		

Deliverables:	Task A3. Project Management Meetings: 1. Meeting agendas (email) 2. Meeting minutes (email and/or PDF) Task B5. Predictive Model Development and Implementation: NC DEQ Service Line Inventory Statistical Methods and Predictive Modeling Guidance for North Carolina deliverables: 1. Proposal (PDF) 2. Report (PDF) Task C6. Support with Inventory Submittal to NC DEQ in 2026: 1. 2026 Inventory QC notes (Email and/or Excel) 2. 2026 updated Annual Letter templates (Word) 3. 2026 updated Public Communication materials (Word)		
Schedule:	Project completion in Dec. 2026		
Compensation Type:	Lump Sum Fee		
Current Contract Amount:	\$155,000		
Amount of this Amendment:	\$96,000		
Revised Total Amount Authorized:	\$251,000		
<i>The services described above shall proceed as amended upon execution of this Amendment. All other provisions, terms, and conditions of the Professional Services Agreement which are not expressly amended shall remain in full force and effect.</i>			
CITY OF LENOIR, NC		FREese AND NICHOLS, INC.	
By:		By:	
Name:	Scott Hildebrand	Name:	Brian T. White
Title:	City Manager	Title:	Principal / Vice President
Date:	2/4/2026	Date:	January 20, 2026

Destination by Design and City of Lenoir Gateway Signage Construction Specifications Contract

(CONTRACT ADDENDUM) 10.29.2024

THIS AGREEMENT entered into this 3rd day of February, 2026, by and between the City of Lenoir, hereinafter referred to as the "Client" and Destination by Design Studios, PLLC, (DbD) a professional consulting firm, hereinafter referred to as the "Consultant", is an ADDENDUM to the AGREEMENT entered into on the 2nd DAY OF APRIL 2024. All provisions of the original contract shall remain.

1.0 Background

The Client executed a contract on 2nd day of April 2024 for the Consultant to provide construction specifications for three (3) major gateway signs leading into the City of Lenoir. The Client subsequently requested the Consultant to provide specifications for an additional gateway sign (located southbound from Boone, NC).

The Client, having received bids on the construction of four (4) wayfinding signs has requested to enter into the construction phase services.

2.0 Additional Scope and Fees

Task 1: Construction Phase Services/ Contract Administration. DbD shall advise and consult with the City during the Construction Phase. DbD shall have authority to act on behalf of the City only to the extent provided in this Agreement. DbD shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with facility construction, nor shall DbD be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. DbD shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work. DbD's responsibility to provide Construction Phase Services commences with the award of the Contract for Construction and terminates on the date that DbD issues the final Certificate for Payment. Contract Administration services include a preconstruction meeting, evaluations of work at monthly on-site progress meetings, certificates for payment to contractor, submittal review, minor changes to work, substantial completion, and punch lists. It is anticipated these services will be provided over a 6 month construction timeline. Should the Contractor fail to perform the work within the construction timeline, additional contract administration services will be billed at hourly rates found in Section 3.2.

3.0 Schedule of Fees

The fees below are lump sum and in accordance with the Scope of Services identified in 2.0 above, barring substantial change in the project budget, scope of service, or schedule.

The following services are for all four (4) locations as noted on Exhibit A: Project Study Areas

Task 1: Contract Administration 10% of final construction cost (\$414,772.00)

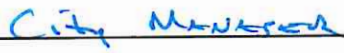
Total Additional Fee: \$41,477.00

4.0 Signatures

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

City of Lenoir


 Signature _____ Date _____


 Title _____

Destination by Design Studios, PLLC


 Signature _____ Date 02/10/26

Principal

 Title

Capital Project Ordinance for the City of Lenoir Gateway Signs Capital 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 to authorize activities for the Gateway Signs Capital Project to include the expenditure of funds for the design, construction, installation, and project administration for the Gateway Signs Capital Project. The project is to be funded by local funding and an allocation from the Lenoir Tourism Development Authority (LTDA).

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:

Description	Budget
Gateway Signs Construction, Installation & Design	\$569,749
Total Expenditures	\$569,749

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

Description	Budget
LTDA Funding	\$100,000.00
Local Funding	\$469,749.00
Total Revenue	\$569,749.00

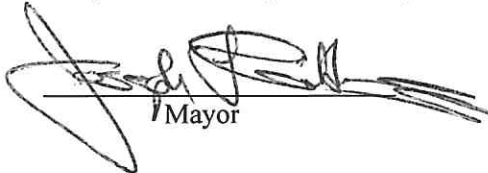
Section 5: The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the Project Ordinance.

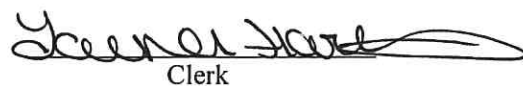
Section 6: The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 3.

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 February, 2026.


Mayor


Clerk

AGREEMENT BETWEEN THE
WESTERN PIEDMONT COUNCIL OF GOVERNMENTS AND THE
CITY OF LENOIR
FOR THE PROVISION OF CODE ENFORCEMENT:
February 04, 2026- June 30, 2026

This agreement, entered into on this the 04th day of February, 2026, by and between the Western Piedmont Council of Governments (hereinafter referred to as the "Planning Agency") and the City of Lenoir, North Carolina (hereinafter referred to as the "Local Government");
WITNESSETH THAT:

WHEREAS, the Planning Agency is empowered to provide technical assistance by the North Carolina General Statutes and by resolution passed by the Planning Agency on April 17, 1972. Technical assistance shall consist of the provision of services as described in Attachment A, which is herein made part of this contract;

WHEREAS, the Local Government has requested the Planning Agency to provide such technical assistance to the Local Government and;

WHEREAS, the Planning Agency desires to cooperate the Local Government in every way possible to that end that the proposed activities are carried out in an efficient and professional manner;

NOW, THEREFORE, the parties hereto do mutual agree as follows:

1. **Personnel** That during the period of this Contract, the Planning Agency will furnish the necessary trained personnel to the Local Government.
2. **Travel/Printing** The Local Government will pay for expenses related to conferences, seminars, local travel, etc, of personnel when the Local Government requests or approves travel related to the Local Government's Planning program, or if it is beneficial to both parties, the cost will be shared on an agreed upon ratio.

The Local Government will also pay for expenses related to printing of reports(s), mailings to advisory boards, and other costs not related to normal travel and staffing costs associated with personnel furnished by the Planning Agency.

3. **Compensation** That for the purpose of providing the funds for carrying out this Contract, the Local Government will pay the Planning Agency a fee not to exceed **\$22,300.00 (twenty-two thousand three hundred dollars)** during the period beginning February 01, 2026 and ending June 30, 2026. These fees will be billed in quarterly payments.

4. **Termination/Modifications** The Local Government may terminate the Contract by giving the Planning Agency a thirty-day written notice. Furthermore, if there is a need to amend the proposal outlined in Attachment A, either party may do so with the written consent of the other.
5. **Time of Performance** The Planning Agency shall ensure that all services required herein shall be completed and all required reports, maps and documents submitted during the period beginning February 01, 2026 and ending June 30, 2026.
6. **Interest of Members, Officers, or Employees of the Planning Agency, Members of the Local Government, or Other Public Officials**, No member, officer, or employee of the Planning Agency or its agents; no member of the governing body of the locality in which the program is situated; and no other public official of such locality or localities who exercises any functions or responsibilities with respect to the program during his tenure or for one year thereafter, shall have any financial interest, either direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with the program assisted under this Agreement. Immediate family members, officers, employees and officials are similarly barred from having any financial interest in the program. The Planning Agency shall incorporate, or cause to be incorporated, in all such contracts or subcontracts, a provision prohibiting such interest pursuant to the purpose of this section.
7. **Nondiscrimination Clause** No person in the United States shall on the grounds of race, color, national origin, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination, with any program or activity funded in whole or in part with funds available under the Housing and Community Development Act of 1974, Section 109.
8. **Age Discrimination Act of 1975, as amended** No qualified person shall on the basis of age be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity which receives federal financial assistance.
9. **Section 504, Rehabilitation Act of 1973, as amended** No qualified handicapped person shall, on the basis of handicap be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity which receives or benefits from federal financial assistance.

ATTACHMENT A
CITY OF LENOIR
CODE ENFORCEMENT
FEBRUARY 01, 2026 – JUNE 30, 2026
WORK PROGRAM

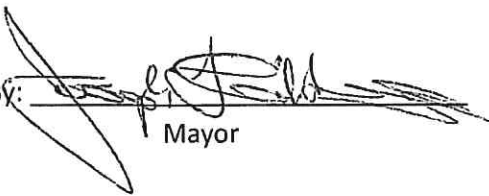
The following work program and budget are presented as descriptive of the work and dollar amounts called for in the agreement concerning planning activities by the Western Piedmont Council of Governments for the City of Lenoir. The product(s) of the planning activities shall be:

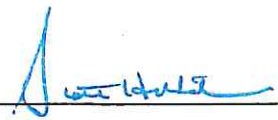
WORK PROGRAM

- With Council guidance, identify and prioritize commercial properties that do not meet non-residential standards.
- Show Lenoir Code Compliance how to identify all violations on site and what owners can do to bring site into compliance with non-residential standards.
- Discuss most effective remedies for various situations (when to vacate and close, vacate and demo, charge civil penalties, and lawsuit).
- Give tips on overlapping code enforcement standards (public nuisance, minimum housing, fire code, & nonresidential) and involving other departments or entities.
- Attend site visits with Lenoir Code Compliance for nonresidential complaints.
- Assist in drafting warning letters, NOVs, findings of fact, and subsequent communications for nonresidential standards.
- Establish administrative hearing procedures and carry out said procedures.

IN WITNESS WHEREOF, the Planning Agency and the Local Government have executed this Agreement as of the date first above written.

LOCAL GOVERNMENT:
CITY OF LENOIR

By: 
Mayor

By: 
City Manager

PLANNING AGENCY:
WESTERN PIEDMONT COUNCIL
OF GOVERNMENTS

By: 
Executive Director

Planning Agency:

By: 
Randall Burns (Feb 6, 2026 20:46:53 EST)
Chair

Pre-audit statement:

This instrument has been preaudited in the manner prescribed by the Local Government Budget and Fiscal Control Act.

By: 
Local Government Finance Officer

Change Order #: 77374

Fabrication Due Date:	
Paint Due Date:	
Assembly Due Date:	
UL / QC Due Date:	
Install Due Date:	



1000 Biscayne Dr
Concord, NC 28027-8402
Ph: (704) 788-7097 Fax: (704) 788-7091
Web: <https://www.ritelitesigns.com>

Due Date:	2/27/2026
Project Manager:	Amy Martin
Salesperson:	Renae Hartsell
P.O. #:	
Production Due Date:	

Description: M&I Wayfinding Signage

Site: City of Lenoir Wayfinding

Site Address: General Delivery
210-B Greer Circle
Lenoir, NC 28645-9999

Site Contact Name:

Phone:

Cell:

Item #	Product	Quantity	Subtotal
7	Installation of Non-Electric Signs Description: CO#3 - Additional charges to be incurred for Vac Boring as required based on field survey/conditions/obstructions. * As of 1/21/2026, 40 holes are identified as requiring Vac Boring.	40	\$62,000.00

Renae Hartsell
2/9/2026

Change Order Total

Subtotal:	\$62,000.00
Taxes:	\$4,185.01
Total:	\$66,185.01

MINUTES

City Council Planning Meeting Blue Ridge Energy Corporate Office February 6, 2026 8:30 A.M.

Facilitator: Anthony Starr, Western Piedmont Council of Government.

Participants: Mayor Joseph Gibbons, Mayor Pro-Tem Ike Perkins, Jonathan Beal, Rebecca Dellinger, Ralph Prestwood, Kimmie Rogers, David Stevens, and Crissy Thomas.

City Staff: City Manager Scott Hildebran, City Clerk Lauren Hartley, Finance Director Donna Bean, Fire Chief Norman Staines, Police Chief Andy Wilson, Economic Development Main Street Director Brenda Floyd, Planning Director Hannah Williams, Public Services Public Utilities Director Jeff Church, City Parks & Recreation Director Phil Harper, Communication & Public Information Director Joshua Harris, Planner Matt Duchan, Interim Director of Special Projects and Grants David Coffey, and Community Engagement Coordinator Ashley Smith.

Others in Attendance: Joshua Davis, Retail Strategies (Zoom), Edith Peters, Freese & Nichols, and Taylor Dellinger, Western Piedmont Council of Governments.

Call to Order

Mayor Gibbons welcomed everyone and called the meeting to order.

On behalf of City Council, Mayor Gibbons presented and read a proclamation proclaiming February 2026 to be Black History Month. (Attached to the minutes)

Mayor Gibbons stated this important meeting is for City Council to establish their priorities for FY2026-27. He thanked City Staff for all of their hard work throughout the year.

Mayor Gibbons introduced Anthony Starr, Western Piedmont Council of Governments, Facilitator, of the session. Mr. Starr reviewed the agenda and ground rules for the meeting.

Mission Statement & Vision Review

Anthony Starr reviewed the Mission Statement and Vision for the City of Lenoir.

The mission of the City of Lenoir:

- To serve our citizens and the community by providing a clean, safe, healthy, and attractive living and business environment, through the efficient delivery of essential city services in a fiscally responsible and equitable manner.
- To identify, prioritize, plan and act on opportunities for preserving and improving the quality of life of all of our citizens and community.

Vision for the City of Lenoir

- We aspire to be the city of choice in Western North Carolina for current and future generations- beautiful, clean and safe.

We will achieve our vision through:

- a healthy economy
- strong businesses
- vital neighborhoods
- a vibrant downtown
- extensive recreational and cultural opportunities

We will preserve Lenoir's friendly, small town atmosphere and celebrate the diversity of our people.

We require a city government that is:

- accessible and engaged with the public
- accountable
- efficient and responsive
- an employer of choice
- forward thinking
- honest and ethical
- inclusive and equitable
- innovative and collaborative
- transparent
- fiscally responsible

City Council made the recommendation to add bullet point “outstanding City services” to the City’s Vision Statement.

The updated City of Lenoir Mission Statement and Vision for the City of Lenoir is attached to these minutes as information.

Customer Service Update

Communication & Public Information Director Joshua Harris gave an update of the Customer Service Team report. The Customer Service Team continued their efforts in 2025 by providing:

- new hire orientations
- training and resources
- employee appreciation
- golden ticket awards
- community events

The goal for 2026 is to reinvigorate Customer Service Training for all City employees.

On behalf of the Customer Service Team, Joshua Harris thanked City Council for all of their support.

Mayor Gibbons stated implementing the City’s Customer Service Program was one of the best decisions for the City.

The presentation is included in these minutes as information.

City of Lenoir Year in Review Presentation – Mayor Gibbons and City Manager Hildebran

Mayor Gibbons and City Manager Scott Hildebran reviewed a PowerPoint presentation “State of the City 2025 Review”.

The presentation is included in these minutes as information.

Population, Housing & Employment Update – Taylor Dellinger, Senior Data Analyst, Western Piedmont Council of Governments

Taylor Dellinger reported that Lenoir's population in 2024 was at 18,814, the unemployment in 2025 was at 4.2%, and the number of workers in 2025 was at 34,718. There was an increase in employment for private health care & social assistance. Lenoir has a high percentage for poverty over the age of 65 at 20.5%. Dellinger shared a map showing the 2023-2025 single-family permits.

The presentation is included in these minutes as information.

East Harper Streetscape – Edith Peters, Senior Transportation Engineer, Freese & Nichols

Edith Peters reported on project information:

- Harper Ave Conceptual Design
- Repurpose center left-turn lane
- Widen sidewalks and add decorative pavers
- Add crosswalks and signage
- Incorporate street trees, landscaping, public art, benches, bike racks, trashcans, lighting
- Rebuild street, curb, and gutter
- Incorporate stormwater infrastructure

Peters said the total project cost is approximately \$10 million and will be further refined in the next design stage.

The presentation is included in these minutes as information.

Greenways/Sidewalks Updates – Jon Hogan, Public Works Director/Hannah Williams, Planning Director

Jon Hogan reported the following on Greenways:

2025 Accomplishments:

- Mattern and Craig Engineers completed design for .25 additional miles of Greenway, this addition created a .50 mile loop around the soccer complex.
- The Zacks Fork Loop construction was completed in May of 2025.

Upcoming Greenway Project:

- Water Life Church
- CubeSmart, Quest4Life and UNC Health Connector
- Google Bridge Connector
- HWY 18/Morganton Blvd. Crossing
- College Ave and Harper Ave. Connector
- BL-0065 Harper Ave and Morganton Blvd Connector

Hannah Williams reported on the following Sidewalk Gap Analysis:

2025 Accomplishments:

- Burger King 500 feet
- Mavis Tire 180 feet

Expected Sidewalk in 2026/2027

- 102 Hospital Ave
- 710 Blowing Rock Blvd

- 2025 Morganton Blvd Outparcel
- Hospital Avenue Sidewalk

The presentation is included in these minutes as information.

Lenoir Retail Update – Joshua Davis, Portfolio Director, Retail Strategies-via Zoom

Joshua Davis reported on the quarterly retail report including focus properties, retail trends, and market overview.

A brief discussion was held regarding the available sites in the City.

The presentation is included in these minutes as information.

Lenoir Housing Update – Hannah Williams, Planning Director

Hannah Williams reviewed the housing update where 71 single-family homes were permitted in 2025 and the ongoing interest in market rate multi-family. Hannah also reported the Western Piedmont Council of Governments will apply on behalf of the City of Lenoir for the Community Development Block Grant (CDBG)-Disaster Recovery funding for an innovative housing project.

The presentation is included in these minutes as information.

Update – Speaker of North Carolina House of Representative Destin Hall

Destin Hall gave an update on State priorities and said he enjoys working with the City of Lenoir.

Council Priorities & City Accomplishments – Scott Hildebran, City Manager

City Manager Scott Hildebran reviewed the FY2025 Council priorities as listed below and stated that employees continue to be the City's number one asset.

2025 City Council Priorities

1. Continue efforts to offer competitive compensation and benefits for employees to improve recruitment and retention.
2. Develop options to increase code enforcement and improve beautification in three primary areas:
 - Abandoned and neglected housing
 - Dilapidated commercial properties
 - Appearance of downtown buildings
3. Update the Lenoir Comprehensive Pedestrian Plan and improve walkability.
4. Evaluate long-term Downtown parking needs.
5. Continue to fund and support the Water and Sewer Capital Improvements Plan.

The presentation is included in these minutes as information.

Grant Funding/Projects Review – Scott Hildebran, City Manager and Donna Bean, Finance Director

City Manager Scott Hildebran presented the review of Grant Funding/Projects that are underway or pending. Mr. Hildebran reported funding for each project with 42 projects to complete.

The presentation is included in these minutes as information.

Facilitated Discussion-Priorities-Anthony Starr

Anthony Starr asked City Council what weaknesses and concerns require resources or attention.

Weaknesses/Concerns

1. appearance of city corridors to visitors
2. communication gaps/challenges.
3. need more middle housing
4. empty buildings on corridor
5. retaining/attracting city employees

Following a discussion of Council's top concerns, Anthony Starr asked Council to evaluate their concerns for consideration of any new priorities and vote on their top priorities. Following the votes, the top five items were listed below as Council's priorities for 2026.

2026 City Council Priorities

- 1a Continue efforts to offer competitive compensation and benefits for employees to improve recruitment and retention.
- 1b Address corridor appearance and empty commercial buildings through continued code enforcement and beautification of public properties.
- 1c Explore ways to close sidewalk gaps along US 321/Blowing Rock Boulevard by working with North Carolina Department of Transportation (NCDOT) & the Greater Hickory Metropolitan Planning Organization (MPO).
- 4 Continue to develop strategies to attract attainable and affordable housing by promoting the Caldwell County Housing Plan and Living Lenoir 2045 Comprehensive Plan.
- 5 Continue to inform the public about City programs, services, and events, and encourage participation in government.

The 2026 City Council Priorities are attached to these minutes as information.

Wrap-up & Adjourn:

Anthony Starr thanked City Council for the opportunity to preside over the meeting.

Mayor Gibbons thanked Anthony Starr for the great partnership between the City and the Western Piedmont Council of Governments. In addition, Mayor Gibbons thanked City Manager Hildebran for his great leadership, Department Directors and Staff for all their hard work.

Mayor Gibbons stated the City of Lenoir is fortunate to have Scott Hildebran as City Manager.

There being no further business, the meeting was adjourned at 2:45 p.m.



CITY MANAGER
SCOTT E. HILDEBRAN

CITY OF LENOIR
NORTH CAROLINA

MAYOR
JOSEPH L. GIBBONS

CITY COUNCIL
J. T. BEAL
R. C. DELLINGER
J. I. PERKINS
R. S. PRESTWOOD
K. R. ROGERS
D. F. STEVENS
C. D. THOMAS

Black History Month Proclamation

WHEREAS, since 1976, every United States president has officially designated the month of February as national Black History Month to honor and affirm the importance of Black history throughout our American experience; and

WHEREAS, the United States joins other countries around the world in devoting a month to recognize Black history, including Canada and the United Kingdom; and

WHEREAS, the observance of Black History Month began in 1926, when Harvard-trained historian Carter G. Woodson and Minister Jesse Moorland sponsored the first national Negro History Week, which was celebrated the second week in February, and later in the 1960s as part of the Civil Rights Movement the observance evolved into Black History Month; and

WHEREAS, the 2026 Black History Month theme, "A Century of Black History Commemorations" marks the 100th anniversary of the first Black History Week founded by Dr. Carter G. Woodson in 1926, encouraging reflection on a century of honoring Black History; and

WHEREAS, much of the City of Lenoir's honor, strength, and success can be attributed to the diversity of cultures and traditions that are celebrated by the residents of this great City; and

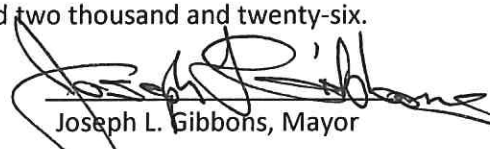
WHEREAS, African-Americans have played significant roles and made lasting contributions to our City's history and the history of North Carolina's economic, cultural, spiritual and political development, while working tirelessly to contribute to every aspect of American society including business, education, politics, science, and the arts; and

WHEREAS, Black History Month is a time for all Americans to remember the contributions and legacy of those who helped build our nation, fought against prejudice to secure lives of dignity and opportunity for all of our citizens, advanced the cause of civil rights for all Americans, and strengthened our families and communities.

NOW, THEREFORE, I, Joseph L. Gibbons, Mayor of the City of Lenoir and the City Council, do hereby encourage all residents to join me in honoring the many contributions made by African-Americans to our City, State, and Nation, and to participate in the many educational and inspirational events celebrating February 2026 as "BLACK HISTORY MONTH."

IN WITNESS THEREOF, I have hereunto set my hand and caused the seal of the City of Lenoir to be affixed, this the 6th day of February in the year of our Lord two thousand and twenty-six.

SEAL


Joseph L. Gibbons, Mayor



CITY OF LENOIR MISSION STATEMENT

The mission of the City of Lenoir is:

- to serve our citizens and the community by providing a clean, safe, healthy, and attractive living and business environment, through the efficient delivery of essential city services in a fiscally responsible and equitable manner.
- to identify, prioritize, plan, and act on opportunities for preserving and improving the quality of life of all of our citizens and community.

VISION FOR THE CITY OF LENOIR

We aspire to be the city of choice in western North Carolina for current and future generations - beautiful, clean, and safe.

We will achieve our vision through:

- *a healthy economy*
- *strong businesses*
- *vital neighborhoods*
- *a vibrant downtown*
- *extensive recreational and cultural opportunities*
- *outstanding City services*

We will preserve Lenoir's friendly, small town atmosphere and celebrate the diversity of our people.

We require a city government that is:

- *accessible and engaged with the public*
- *accountable*
- *efficient and responsive*
- *an employer of choice*
- *forward thinking*
- *honest and ethical*
- *inclusive and equitable*
- *innovative and collaborative*
- *transparent*
- *fiscally responsible*



2026 City Council Priorities

The City of Lenoir City Council developed the following priorities during its February 2026 Council Retreat.

- 1a** Continue efforts to offer competitive compensation and benefits for employees to improve recruitment and retention.
- 1b** Address corridor appearance and empty commercial buildings through continued code enforcement and beautification of public properties.
- 1c** Explore ways to close sidewalk gaps along US 321/Blowing Rock Boulevard by working with North Carolina Department of Transportation (NCDOT) & the Greater Hickory Metropolitan Planning Organization (MPO).
- 4** Continue to develop strategies to attract attainable and affordable housing by promoting the Caldwell County Housing Plan and Living Lenoir 2045 Comprehensive Plan.
- 5** Continue to inform the public about City programs, services, and events, and encourage participation in government.



Customer Service Team 2026 Report

For Service Beyond Measure in 2025 | By Joshua Harris, Jan. 27, 2026

The mission of the City of Lenoir Customer Service Team is to encourage and equip all city employees to work together to exceed the expectations of our residents, businesses, visitors, and each other, and to motivate our coworkers through support and recognition of a job well done.

The Customer Service Team continued their efforts in 2025 to provide resources to city staff so that we can all deliver “Service Beyond Measure” to the residents and businesses in Lenoir.



MEETINGS

- The Customer Service Team (CST) met monthly throughout the year to plan employee appreciation events, host new hire orientations, create current employee training materials, and to discuss and share citywide service stories.

TRAINING

- CST held nine new hire customer service orientations throughout the year. During each orientation, CST members give an overview of city departments and services, introduce the customer service keys, and set expectations for new employees.

RESOURCES

- In 2025, CST continued hosting a city tent at local festivals. The city tent serves as place where citizens can learn more information about the city, the services offered, job opportunities, activities available, and general information about the festivals.



EMPLOYEE APPRECIATION

- CST hosted our annual Employee Pizza Party at Mulberry Recreation Center in March. In August, we hosted the Fall Employee Appreciation Event at the Lenoir Splash Pad. Employees were invited enjoyed loads of fun, free food, and good company.
- CST also worked with HR to bring back Employee Service Awards. During the fall Employee Appreciation event, CST recognized staff and provided certificates of services and bonus checks to employees.
- For 2026, CST plans on hosting the Pizza Party in the spring and the Employee Appreciation event in August. Location to be determined.
- CST continued giving out employee birthday cards in 2025. Every month, employees with birthdays that month receive a personal birthday card from the city.

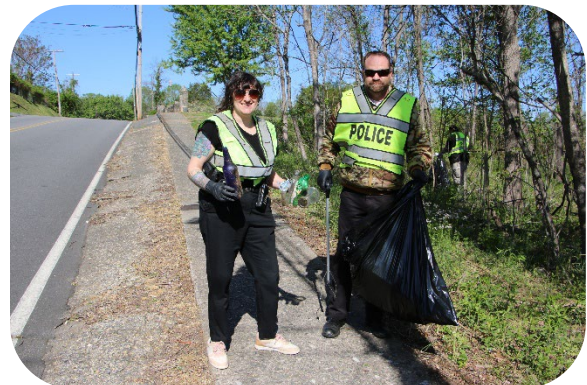


GOLDEN TICKETS

- In 2025, City employees gave out 15 Golden Ticket nominations to their coworkers, about half of the previous year. Golden Tickets are given to employees who go above and beyond to provide service beyond measure.
- A couple years ago, CST began announcing the annual and quarterly Golden Ticket winners at the City Council meetings. This is another way to recognize our employees that go above and beyond their duties!

COMMUNITY EVENTS

- CST organized two Employee Litter Sweeps in 2025. In the spring, City staff collected about 40 bags of litter, and in the fall, we picked up 35 bags. Staff from every department participated.



GOALS FOR 2026

- Continue current employee appreciation programs.
- Explore options for community outreach events.

Comprehensive Customer Service Training Program

One big goal for 2026 is to reinvigorate Customer Service Training for all City employees. The original CST training was started under former City Manager Lane Bailey. For many years after that initial training, City staff and the Customer Service Team kept up a sustained effort to promote customer service training with the organization. Around 2020, our consultant began a phased retirement and concluded his work with the City. Since then, the team has done a great job at managing outreach such as employee appreciation and golden tickets, but we have a lot of new staff who have never went through the original, comprehensive customer service team training.

This year, we think it would be good for our employees to work with an outside consultant once again go through an extensive customer service training program. This training would be mandatory for all staff, including directors, and would include a thorough review of our Customer Service Keys and positive customer service methods. We think this would be a worthwhile way to reenergize the customer service mentality among employees and ensure that the City of Lenoir continues to provide Service Beyond Measure.

CUSTOMER SERVICE TEAM

- **Crystal McCurry**, Police, Co-Chair
- **Joshua Harris**, Administration, Co-Chair
- **Ashley Smith**, Downtown
- **Ty Sturgis**, Fire
- **Autumn Vogler**, Parks & Recreation
- **Juliana Tripician**, Parks & Recreation
- **Garrett Williams**, Public Works
- **Jeff Church**, Public Utilities
- **Scott Lingle**, Public Utilities
- **Jon Hogan**, Public Works



CUSTOMER SERVICE KEYS

- Key 1 - Personable
- Key 2 - Pro-Active
- Key 3 - Effective Communication
- Key 4 - Professionalism
- Key 5 - Timely and Efficient
- Key 6 - Teamwork
- Key 7 - Equitable Service
- Key 8 - Successful Service Recovery



Lenoir's Customer Service Keys

Key #1 Personable

- Be approachable and make a positive first impression
- Demonstrate caring and patience
- Be friendly and outgoing
- Provide polite and helpful service

Key #2 Pro-Active

- Anticipate customer needs
- Make customers feel important
- Go above and beyond – exceed expectations

Key #3 Effective Communication

- Demonstrate positive body language
- Be a good listener
- Keep people updated and informed

Key #4 Professionalism

- Know your job
- Create and maintain a customer friendly atmosphere
- Pay attention to detail
- Be knowledgeable about city services
- Take time and show interest in our customers
- Treat others as you would like to be treated

Key #5 Timely and Efficient

- Be consistent
- Fulfill commitments in a timely manner
- Respond to phone calls and emails promptly

Key #6 Teamwork

- Develop and know your community partnerships
- Provide seamless service between departments
- Deliver good value

Key #7 Equitable Service

- Treat everyone with respect
- Apply policy evenly and fairly
- Be sensitive to the situation

Key #8 Successful Service Recovery

- Listen effectively
- Show empathy and concern
- Take responsibility
- Try to resolve customer concerns
- Follow up promptly



COMMUNICATION & PUBLIC INFORMATION ANNUAL REPORT

Joshua Harris, Communication & Public Information Director, Jan. 15, 2026



Accomplishments in 2025

CONTENT

- **66** news releases
- **5,119** photos
- **27** videos
- **1,010** website updates
- **0** radio interviews/PSAs
- **295** alerts
- **301** questions & answers
- **1,217** form requests
- **12** messages on the electronic sign at the LFD Station 1
- **19** items for Mayor and Council (*resolutions, speeches, etc.*)
- **53** items for Committees (*Customer Service Team & Safety Committee*)

NEWS RELEASES

In 2025, **41,000 active users** viewed City news releases more than **62,800 times**, which is 5.9% of total website traffic for 2025.

The **Top 10** releases from 2025 are:

1. City of Lenoir opens new splash pad, June 14, 2025
2. City building splash pad at Lenoir Rotary Soccer Complex, June 28, 2024
3. Fire Chief promotes three up the ranks, Feb. 7, 2025
4. Caldwell County and City of Lenoir approve economic development incentive for Google, Oct. 23, 2024
5. Andy Wilson to be promoted to Chief of the Lenoir Police Department, June 12, 2025
6. Christmas and holiday events in Lenoir, Nov. 18, 2025
7. Celebrate Independence Day in Lenoir, July 2, 2025
8. Mulberry Recreation Center playground temporarily closed, June 9, 2025
9. City of Lenoir wins drinking water award, Dec. 31, 2024
10. City Council welcomes new canines to the Police Department, March 20, 2025

PHOTOS

Staff created **5,119 photos** while creating new releases, covering city events, attending Council meetings, and more. We used those photos in more than 60 news releases and more than **1,736 social media posts!**



New gym floor at Mulberry Rec



New trees in Downtown Lenoir



Lenoir Police new K9s



New pickleball courts at Mulberry



David R. Horn Education Pavilion



Lenoir Bicycle Festival



Tennis court resurfacing at MLK J. Center



Lenoir Splash Pad Ribbon Cutting



A Tomato Blast at Unity Park & Community Gardens



MLK Jr. Center Renovation



Christmas decorations in Downtown Lenoir

VIDEOS

Staff created **27 videos** in 2025, the majority being Council meetings and events.

All City videos received **101,805 views** with **1,212 hours** of watch time on Facebook and YouTube during the past year.

Staff **live streamed** almost all Council meeting videos. The public was able to watch Council meetings in real time, and the meetings were available online immediately following the stream.



WEBSITE

Staff made **1,010 updates** to www.cityoflenoir.com in 2025. Updates ranged from updating pages, adding documents, adding news releases and calendar events, updating staff, and posting alerts.

The website received more than **546,000 views** from nearly **227,000 unique users**, according to Google Analytics. Most users, 61.5% access the City website from a desktop computer, while 37.6 use a mobile device.

TOP PAGES for 2025 excluding the home page were:

#	Page	Views	Users
1	Payment Options	56,032	19,692
2	Jobs	28,616	18,575
3	Water & Sewer Service	19,782	9,511
4	Lenoir Aquatic & Fitness Center	15,478	8,150
5	Property Taxes	12,990	6,301
6	Calendar	11,810	6,568
7	Search	10,434	4,586
8	Jobs • Concession Attendants, Scorekeepers, Umpires/Referees	8,579	8,593
9	Police	8,519	8,593
10	Jobs • Telecommunications Officer I (Part-time) *	7,910	7,718

ALERTS, QUESTIONS & REQUESTS

In addition to providing content to the public such as news releases, department information, and event updates, the City website can send alerts to the public, and, the public can use the website to ask questions and make requests.

ALERTS

Staff sent out **295 alerts** in 2025 via the website and CivicReady covering topics from meeting notices, agenda packet updates, news releases, job openings, events, and service messages such as road closings and trash collection delays.

QUESTIONS & REQUESTS

The public used the Contact Us form to submit **301 questions** and **1,217 request forms** last year.

	2025	2024	2023	2022
<i>Alerts</i>	295	302	475	360
<i>Questions</i>	301	424	377	332
<i>Forms</i>	1,217	1,142	1,324	1,230

Current forms on the website are:

- ADA Title II Grievance Form
- Additional Garbage Cart Request
- Bulk Collection Request
- Contact Us
- Garbage Cart Issues
- Garbage Collection Request
- LCRR Customer Self-Assessment
- Nuisance Issue Form
- Public Records Request
- Report a Concern
- Utility Bill Payment Plan Application
- White Goods Collection Request

MEDIA COVERAGE

In 2025, City news releases appeared nearly **92 times** in newspapers and more than 170 links on various websites that staff track and follow.



SOCIAL MEDIA & ENGAGEMENT

PAGES

We have 10 primary social media accounts for the City of Lenoir and various departments. The City, Downtown, Fire, Parks & Recreation, and Police have Facebook pages. The City and Downtown have accounts on Instagram. We also have City of Lenoir accounts on X, Nextdoor, LinkedIn, and YouTube.

 City of Lenoir, NC Government

 Downtown Lenoir

 City of Lenoir Fire Department

 Lenoir Parks & Recreation

 Lenoir Police Department

 City of Lenoir, NC

 cityoflenoirnc

 downtownlenoir

 City of Lenoir, NC Government

 City of Lenoir

 City of Lenoir

POSTS

In 2025, City staff made **1,736 social media posts** across our social media channels.

FOLLOWERS

City followers increased from 57,869 at the start of the year to **63,393** at the end of 2025. That's nearly **5,524 new followers**, which is a **9.5% increase**.

For reference, in December 2017, City accounts had 12,906 followers.

We've seen **a 391% increase in followers in the last 9 years**.

Goals for 2026

- Launch Leadership Lenoir Citizens Learning Academy
- Restart staff Communications & Marketing Team with members from various departments
- Work with Public Works to renovate Veterans Plaza in Downtown
- Work with Fire Chief to incorporate an Emergency Communication Plan into our updated Emergency Response and Mitigation Plan
- Continue growth of followers on social media



CITY OF LENOIR FINANCE DEPARTMENT

801 West Avenue
Lenoir, NC 28645

Donna Bean
Finance Director
828-757-2180

Below is a list of goals and objectives the Finance Department was able to accomplish in 2025:

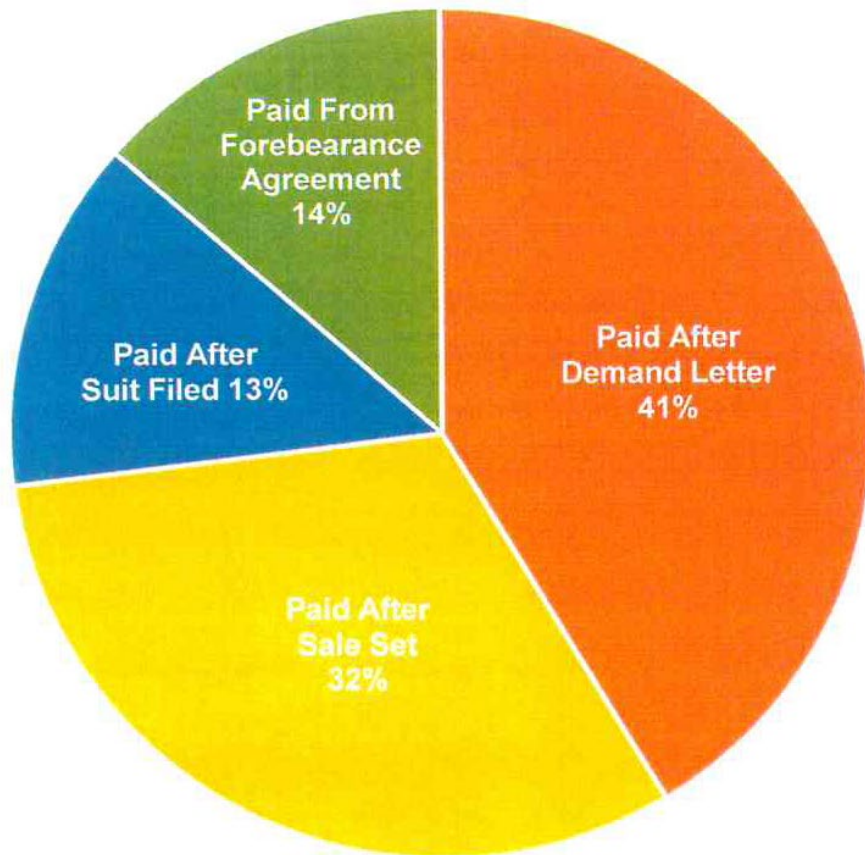
- During 2025, the Collections Department processed over 104,990 transactions totaling over \$26,990,200. The number of transactions was down 4% compared to the prior year and the amount collected was down 2%. Again, the largest percentage of the transactions was water and tax payments. The majority of the transactions were in the form of checks at 89% with cash making up 3% and credit cards being 8%.
- The Finance Department, including Human Resources, continued organizing training for departmental staff to insure all staff had the necessary information to be successful. Topics covered included managing across generations, communications and other areas of importance to those in leadership roles. With the input of the staff, training for 2026 is being developed to cover various leadership areas where staff identified the need for additional training.
- The City of Lenoir was awarded the GFOA Certificate of Achievement for Excellence in Financial Reporting for the 34th year.
- During the past year, our long-time auditor, Eric Bowman retired which was a transition for the Finance Department as Eric had been the auditor for 25+ years.

Billing and Collections

- The Revenue Collector continued working with Metersys, Watersmart and Mueller vendors to improve the meter reading billing process. The Revenue Collector has worked with water staff verifying meter reads to ensure bills continue to be accurate and on schedule. As mentioned in previous years, the Watersmart system provides those customers who utilize it, a robust platform for bill management. At the end of 2025, approximately 10.8% of customers have created accounts in the new system, this is up 1% over last year.
- The City uses the NC Local Government Debt-Set Off Clearing House to assist with the recovery of delinquent debts by offsetting debtors' North Carolina state tax refunds and Education lottery winnings. As long as the debt is \$50 or more and has been delinquent 60 days the process can begin. There is no cost to participate with the NC Debt Setoff Clearinghouse. During 2025, \$26,941.82 was collected compared to 2024 where \$27,113.57 was collected. In total, since 2002, a total of \$737,084.20 has been recovered.
- Strategic Foreclosures have become an important tool for tax collections and code enforcement. Over the past year, 38 new cases were filed and \$54,721.70 was collected due to foreclosure proceedings. A total of \$408,895.63, has been collected since 2017 with 13% of that amount being collected during the current year. During that same time period, 170 cases have been referred and 126 cases were resolved. Of the 126 cases, 46 parcels were set for sale. Of the sales, 31 were sold to 3rd party purchasers and 15 were deeded to the City. These foreclosures have assisted in several nuisance properties being clean up. The chart below provides you with information regarding when, during the foreclosure process, parcels owners paid their taxes.

City of Lenoir Statistics

The Kania Law Firm, P.A.



Analytics for Finance

Activity	2025	2024	Change
Amount of vendor checks written	\$ 32,032,122.00	\$ 29,566,000.00	\$ 2,466,122.00
Vendor checks written	6,053	6,103	(50)
Utility bills generated	117,293	122,856	(5,563)
Amount billed for utilities	\$ 11,030,834.00	\$ 10,264,400.00	\$ 766,434.00
Property taxes levies	\$ 16,030,145.00	\$ 16,687,750.00	\$ (657,605.00)
Payroll checks/deposits processed	8,360	8,222	138
Amount paid in payroll	\$ 14,566,717.00	\$ 13,974,974.00	\$ 591,743.00
W-2 Wage Statements	394	397	(3)
Job applications	275	282	(7)
New water accounts	68	50	18
Worker Compensation claims filed	6	19	(13)
Property and Liability claims filed	20	35	(15)
POs generated	261	276	(15)
IT work orders completed	1,925	1,754	171
Total phone calls to IT support staff extensions	4,000	3,364	636
Email accounts created or deleted	88	71	17
Security cameras maintained	247	198	49
Door access systems maintained	64	40	24
Unifi Servers maintained for cameras and door access devices.	48	32	16
VOIP phones maintained	212	185	27
Desktops/laptops maintained	310	287	23

Human Resources and Payroll

- Staff from Human Resources and Payroll attended several trainings over the past year to prepare for the new overtime rules for the One Big Beautiful Bill Act (OBBBA).
- Staff began testing a new employee self-services platform and will begin rolling it out to employees by March of 2026.

Risk Management

- During 2025, the Risk Manager took on the Interim role of the Capital Project Manager and has done well in this role. His expertise from his time in the construction industry as well as his time at the City, has made his very effective in this role. During this transition period, the Safety Coordinator has taken on some of the roles of the Risk Manager such as purchase orders and some insurance claims.
- The Risk Manager and the Safety Coordinator assisted with an underground gutter drain piping upgrade and install at the Mulberry Rec Center along with Public Utilities, Building Maintenance and the Streets Department. This was truly a Team Lenoir project. Their ability to self-perform this saved the City thousands of dollars.



- Again, Team Lenoir was able to save funds by working together on a playground improvement project. The Risk Manager, Safety Coordinator, Building Maintenance, Parks and Public Properties and Parks and Recreation pulled together to make this project happen. The team took down the old equipment, installed the new playground set and removed and replaced the mulch at the Mulberry Recreation Center and West End Park.

New Playground at Mulberry Recreation Center



New playground at West End Park



- The Risk Manager and the Safety Coordinator continued to spearhead a targeted focus on safety training and awareness. The Safety Committee completed the audit of all City owned facilities this year under the direction of the Risk Manager and Safety Coordinator. The committee identify safety concerns and has been able to correct several safety issues as well as continuing to work on preparedness plans. Risk Management and the Police Department worked together to get a NCLM safety grant to partially fund the purchase of 60 water filled barricades to provide additional vehicle traffic control and create a safer and more secure event spaces when streets are closed for downtown events. These barricades were used for the first time at the parade in 2025.
- The Risk Manager and Safety Coordinator administered OSHA training via NEOGOV to provide staff with online learning for safety topics as well as FEMA/NIMS training.

Information Technology (IT)

- During the 2025, the Information Technology Department continued to expand, upgrade, and maintain critical network, security, and access control infrastructure across multiple City properties. These efforts supported public safety, operational efficiency, and long-term technology planning.
- IT completed multiple team projects in 2025 which required all IT staff to work diligently to complete various projects such as:

- Multiple network upgrades
- Upgraded desktops/laptops to Windows 11 Operating System since Windows 10 End of Life was October of 2025
- Began transitioning email addresses from ci.lenoir.nc.us to lenoirnc.gov
- Completed Electronic Door Access installations at Lenoir Police Department, JE Broyhill Park, and Broyhill Walking Park
- Designed, constructed, and installed LaserCube chassis for Downtown Stage for Christmas
- Multiple agencies have had major changes in their IT methodologies including Caldwell County and the State Bureau of Investigation (SBI) which involved the entire IT team to transition DCI/SBI from Cisco AnyConnect to Palo Alto Networks GlobalProtect
- As covered in the Police Department's section, Colton Rich, IT staff member, was a former LPD officer which provided a unique opportunity for IT to partner with the Police Department to improve their cybercrime capabilities.
- Several infrastructure upgrades are underway in various phases at year-end:
 - Electronic Door Access installations for all the Fire Department locations
 - SCADA and Camera network overhaul at George Bernhardt Water Treatment Plant, Gunpowder and Lower Creek Wastewater Treatment Plants
- The need to evaluate IT security is constant and the IT Manager continually looks for new ways to improve our systems as 2025 continued the trend of cyber threats for all municipal governments. Fortunately, due to measures already in place, the City was able to remain secure. Daily, the City gets an average of 25+ serious virus threats and an average of 1,000+ phishing attempts. To combat external security threats, IT staff continues to enable multi-factor authentication on critical accounts.

The following IT projects were completed or in progress during the year

Equipment Installed				
Location	Cameras	Door Access	Upgrades	Solar Power
Complete				
Rotary Soccer Complex - Splash Pad	12	2		
Broyhill Walking Park	5			
Lenoir Fire Department - Station 1	3			
Greenway Tunnel	2		1	
Hibriten Mt. Radio Room	1		1	1
Lenoir Police Department		3+		
Downtown Lenoir Free WIFI and Cameras	6		14	
In Progress				
Gunpowder WWTP	1+	1		
Lower Creed WWTP	1+			
Lenoir Fire Department All Stations		3+		
Lenoir Police Department		1+		
Martin Luther King Center	1+			
Lenoir Aquatic and Fitness Center			1+	

- Upon reflection after Hurricane Helene, there were opportunities identified to mitigate IT issues in the event of another disaster. The mitigation action taken in 2025 was to prepare an emergency phone system to allow for City departments to communications during a major phone or power outage. This emergency communications system is easy to deploy in an event where all communications networks go down. This system will allow for the City to be able to communicate internally using Grandstream WIFI phones and other phones that can be set-up in each conference room at each emergency essential city facility. The goal is to avoid outages in communications during a small-scale or large-scale emergency response incident.

Future

- Below is a list of projects, concerns, and impacts the Finance Department plans to focus on in the calendar year:
 - IT plans to continue evaluating the City's hardware and infrastructure needs and continue to look for ways to improve the data infrastructure and identify ways to be as cost efficient as possible. Off-site storage remains a high priority as well.
 - IT will continue to do some simulated disaster recoveries to provide proof that multiple backups of city data can be recovered in a worst-case scenario. The focus is continuing to take a proactive rather than a reactive approach to cyber security and threats.
 - Council and the City Manager have ranked salaries as a priority for several years and again, compensation remains a priority. The COLAs and new pay plan the past few years have made some progress toward closing the pay gap however; there is still work to be done. Feedback from department heads continues to indicate that employees feel positive about the recent attention this item has received from Mr. Hildebran and City Council. Specifically, the bonuses given over the past ten years and the COLA percentages appear to have improved morale. The graduated holiday bonus given the past two years recognized longevity which was received positively. Paying competitive salaries is critical to recruiting and retaining quality employees. New hires seem to be more concerned with immediate return rather than the value of benefits. This is especially true for the millennial generation. City staff is continuing to review the City's current pay plan and hiring practices, with the goal to become more competitive while staying within the framework of the current pay plan.
 - Staff will work to maintain information regarding the 50+ projects identified that the City is working on currently. This number has more than doubled in the few past years.
 - Since the production of pennies ended in 2025, the City will have to determine how to handle the penny shortage.
 - With the growth of AI, it is going to be necessary for the City to determine what uses will be utilized for AI and develop a policy for its use.

City of Lenoir
**Financial Highlights
Year Ended June 30, 2025**

	<u>2025</u>	<u>2024</u>	<u>Increase (Decrease)</u>
<u>General Fund</u>			
Cash and investments (including restricted cash)	23,062,366	19,626,284	\$ 3,436,082
Total assets	25,560,225	22,189,455	3,370,770
Fund balance	24,260,505	21,356,498	2,904,007
Total revenues	25,657,698	24,821,646	836,052
Total expenditures	23,342,352	22,514,994	827,358
Other financing sources (uses)	1,083,857		1,083,857
Change in fund balance	3,399,204	2,144,652	1,254,552
Percent of taxes collected	97.1%	97.4%	
Unassigned fund balance as a % of general fund expenditures	93.0%	83.7%	
Total Expenditures by Department:			
General Fund:			
General government	3,704,909	3,712,692	(7,783)
Public safety	12,946,878	12,040,725	906,153
Transportation	2,006,059	2,496,750	(490,691)
Environmental protection	1,101,785	1,305,564	(203,779)
Economic and physical development	768,236	814,866	(46,630)
Cultural and recreation	2,684,800	2,014,713	670,087
Debt service	129,684	129,684	-
<u>Special Revenue Funds</u>			
Cash and investments (including restricted cash)	221,003	2,628,627	(2,407,624)
Total assets	249,835	2,628,627	(2,378,792)
Fund balance	141,900	535,935	(394,035)
Total revenues	4,213,594	3,638,349	575,245
Total expenditures	4,607,629	3,731,411	876,218
Change in fund balance	(394,036)	(93,062)	(300,974)
<u>Enterprise Fund - Water and Sewer</u>			
Cash and investments (including restricted cash)	14,903,501	14,106,587	796,914
Total assets	92,268,872	85,544,720	6,724,152
Net position	62,088,666	61,587,053	501,613
Total revenues	11,446,400	10,879,292	567,108
Total expenditures	10,767,070	10,114,737	652,333
Nonoperating revenues (expenditures)	421,032	198,569	222,463
Change in net position	1,749,792	1,152,244	597,548



Lenoir Fire Department

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



It is my privilege to submit to you a report reflecting on 2025 and a vision for the future for Lenoir Fire Department. 2025 was another year of change for the department with the retirement of several senior officers. In 2025, Deputy Chief Nelson, Captain White, Captain Dillard and Captain Clark each retired from Lenoir Fire Department. Battalion Chief Bradshaw has announced his retirement for February 1, 2026. Together they had nearly 150 years of combined service to the City of Lenoir. Though I'm excited for them for being able to retire, their knowledge and experience is extremely hard to replace.

Calls for service in 2025 were down from 2024. Calls for 2024 were inflated partly because of Hurricane Helene and the extremely high call volume related to the storm. In 2025, Lenoir Fire Department responded to 3,251 calls for service. This included fifty-three (53) incidents with property loss. The estimated value of property and contents pre-fire was \$43,213,800. The estimated value of fire loss of this property and content is \$2,180,100 which resulted in an estimated potential property and content value saving of \$41,033,700.

All staff are continuing to be encouraged to evaluate ways we may improve our departmental operations that would promote a better service for our citizens. Some of these are reflected in this report below and this evaluation will continue as we move into the future. In addition, several internal committees are being formed in 2026 to help guide our department and its operations into the future.

The following few pages will outline some of the many accomplishments for the department.

Grants / External Funding

In August the department received notification of being awarded a Disaster Relief Grant in the amount of \$50,000. The grant allowed the department to purchase a Polaris Ranger UTV, Enforcer 30 foam suppression system and 25 gallons of Class A/B foam to enhance our wildland firefighting capabilities. The Enforcer 30 produces approximately 600 gallons of finished foam product with 30 gallons of water and 60 ounces of A/B foam concentrate. In addition, the UTV will be able to be used at Downtown events to increase our fire suppression capabilities when streets are closed to vehicles. The total project cost was \$50,206.15 which resulted in a cost of only \$206.15 to the citizens of Lenoir.



Equipment Replacement / Upgrades

VIPER Radio Update and Replacement

Prior to July 1, 2025, all VIPER radios were required to be P25 Phase II compliant. This project was included on the 2024/25 CIP and was completed in May 2025. As part of this project 31 of our current VIPER radios had to be updated and reprogrammed. In addition, 12 new VIPER radios had to be purchased as part of the upgrade. The total cost of this project was \$61,266.86.

Protective Gear Replacement

The National Fire Protection Association (NFPA) recommends replacement of protective equipment at a minimum of every ten years, or when wear reduces its ability to properly protect our firefighters. To maintain compliance, in 2025 the fire department purchased 6 sets of turnout gear, 14 fire helmets and 20 pairs of firefighting boots. In addition, as part of the SCBA / Turnout Gear upgrades 5 SCBA with spare bottles and masks were purchased. Total cost of this project was \$76,435.70.

Automated External Defibrillator (AED) Replacement

After an evaluation of current Automated External Defibrillator (AED) it was determined that 3 AEDs needed to be replaced. The recommendation by the American Heart Association is to replace AEDs every 8 to 10 years. In addition, our AEDs are serviced and tested annually by Southeastern Biomedical Associates to help ensure their readiness. Total cost of this project was \$8,183.55.

Four Gas Detector Replacement

Four new 4 Ventis Pro5 Gas Detectors were purchased. These replaced aging detectors that were too costly to repair and maintain. In addition, this made all multi-gas detectors within the fire department the same to help simplify operations by staff. Total cost of this project was \$7,147.98.

Thermal Imaging Camera Replacement

Two new Seek Thermal Imaging Camera (TICs) were purchased to increase firefighter safety. These cameras replaced older model TICs that lacked new technology and were having operational issues. Total cost of this project was \$10,094.29.

Fireground Portable Scene Light Replacement

To increase firefighter safety on the fireground new scene lights were included in the 2024/25 CIP. This allowed 22 battery operated scene lights to be purchased and placed on each apparatus. These lights are quicker to deploy compared to older lights and are LED lights which are brighter and more energy efficient. Total cost of this project was \$12,560.91.

New Equipment for Ladder 1

As part of 2025/26 City of Lenoir budget, the replacement of Ladder 1 was approved contingent upon assistance with Blue Ridge Energy in obtaining funds through the government's Rural Economic Development Loan and Grant program (REDLG). In planning for this purchase equipment to be placed on the new Ladder 1 was purchased. This equipment included a Hurst StrongArm, Hurst Combi Tool, SuperVac PPV Fan and Stihl Rescue Saw, Chainsaw and Cut-off Saw. Total cost of this project was \$30,510.44.

UTV Replacement

As part of the 2024/25 CIP a new UTV was approved. The UTV arrived in December 2024, but the project was not completed until spring 2025. The Polaris Ranger had a custom box constructed by All Pro that could carry patients in a stokes basket if needed from locations such as the Greenway. In addition, an Enforcer 10 Suppression System was installed that produces up to 200 gallons of finished foam product with 10 gallons of water and a SCBA bottle. This foam system can be utilized in both the wildland setting and during downtown events when access by a larger fire apparatus would be delayed due to road closures. Total cost of this project was \$45,800.59.



Ranger 1 is on display at SAFRE in Raleigh.

Training is a daily occurrence in the fire service. This year the fire department was able to purchase a forcible entry door that allows firefighters to practice their skills in gaining entry into various style doors. Total cost of this project was \$9,110.00.



Staff training with new forcible entry door.

Station Upgrades

IT has been working on upgrades to all three stations. These upgrades are required to be able to install the previously purchased new door locks for each station that will increase departmental security. The new locks will increase areas of each station that is lockable to limit access to the public when bay doors are open. Once completed this project will require keycard access to the living quarters at each station and staff will be able to deactivate cards on a single computer.

A new HVAC unit was purchased for the administrative offices at Station 1. This new unit will be more efficient and reliable than current unit.

Equipment Maintenance

In late 2023 a decision was made to move maintenance and repairs to All Pro (A fire truck repair vendor that is currently conducting maintenance for over 100 departments in western North Carolina). From their initial service of apparatus our staff has worked with All Pro to address safety and mechanical issues that need to be completed. This process will take multiple years to complete with safety items being addressed first on each apparatus.

Each year annual tests are required to be completed on the pumps on each truck, aerial test on ladder trucks, fire hose, ground ladders, AEDs and SCBAs. In previous years tests for both ground ladders and fire hose have been conducted by staff. In 2025, the decision was made to have All Pro test all ground ladders. During this test, it was determined that several ladders needed to be replaced due to extensive wear.

Community Involvement

An increased focus on community involvement has been placed on staff. This year staff participated in multiple events with plans on expanding these opportunities in the future. Staff have already started discussions with facilities such as Koinonia Apartments and The Thrive to provide public education to those who may currently be missed. In December 2025 an interactive session was held at The Thrive to allow an opportunity for our senior citizens to learn about fire safety. In addition, a committee is being formed to evaluate and expand our current Community and Risk Reduction programs to include developing a Citizens' Fire Academy with a projected start of Fall 2026.

The department applied with the Office of State Fire Marshal and was approved to participate on June 7th in the North Carolina Smoke Detector Canvas as an extension of our current smoke detector program. This was the second year for Lenoir Fire Department participating in the program and staff were able to install all 36 smoke alarms in a single Saturday. The 2025 campaign limited each participating fire department to 36 smoke alarms.

In addition to the Smoke Detector Saturday canvas, 23 additional smoke detectors were installed within the City of Lenoir. These detectors were provided by the American Red Cross as part of a grant program.

We had seventeen staff members participate in the Spring and fourteen staff participate in the Fall City of Lenoir Litter Sweep.

Staff participated in multiple events within the City of Lenoir. These events include the Blackberry Festival, July 4th Fireworks, Light Up Lenoir, Luminaries, Lenoir Christmas Parade, Turkey Tuesday, Downtown Halloween Spooktackler and the MLK Center Trunk-or-Treat.

Staff assisted with traffic control during the funeral procession for Andy Day, retired Police Chief for the Town of Hudson.

Staff participated in several local summer camps. These included the Keith Owens Firefighter Academy at Gamewell Fire Department and the summer reading and enrichment program at New Covenant UMC.

Collaboration

The Fire Department continued to focus on working with other departments and agencies during the year. During the year, the Police Department and Fire Department had shifts join for breakfast on multiple occasions at Station 1. This gives them opportunities to fellowship and build relationships.



In 2025, Lenoir Fire Department began actively participating with the Safe Kids of Caldwell County. This group is comprised of multiple agencies within Caldwell County with a focus on keeping your kids safe. Additional opportunities to participate in community events will be explored in the future.



Supporting Hickory Fire Department

On June 5, 2025, Hickory Fire Department requested assistance from Lenoir Fire Department following the death of Firefighter Jake Bridges. Jake passed away on shift shortly after returning to the station from a structure fire.

The initial request was for an Engine Company for twenty-four hours. The request expanded to coverage by City of Lenoir Firefighters for multiple twenty-four-hour shifts. In addition, staff assisted Conover Fire Department with displaying the flag at the funeral home when Firefighter Bridges was returned from Baptist.

This tragic event shows the Brotherhood and Sisterhood of the fire service. Within minutes, our staff volunteered to cover twenty-four-hour shifts and drop whatever they may have had scheduled on one of their days off.

City Manager Warren Wood sent the following email to all City of Hickory Fire Department staff:

I spoke with Capt. Hubbard of the Lenoir Fire Department yesterday at Station 6. He told me that the firefighter brotherhood is like no other. He is right, it is legendary, and I saw it firsthand yesterday. Please take advantage of that to seek support from others and to provide it for those who need it. There is nothing I can say that will take the pain away of Jake's passing, but just know that we are also here to provide whatever support you need and we will do the same for Jake's family and loved ones.



Ladder 1 assisting Conover Fire Department with displaying the American Flag.



Lenoir Engine 2 at Hickory Fire Department Station 6.

Training

Training is a daily occurrence for staff at the Lenoir Fire Department. Depending upon the position of an employee at Lenoir Fire Department training requirements vary. During the year, staff documented 16,840 training hours. Topics include EMT in service, firefighter, rescue, fire cause determination, officer and hazardous materials.

In 2025, staff participated in training opportunities, such as:

- Two Chief Officers attended the South Atlantic Fire Rescue Expo in Raleigh.
- Three of our Certified Fire Investigators attended the NC / SC International Association of Arson Investigators Seminar and received 36 hours of training towards their recertification.
- Two firefighters attended a weekend High Angle Rescue class offered by the North Carolina Association of Rescue and EMS.
- Two firefighters attended the first offering of Fundamentals of Fire Investigations offered by the North Carolina Office of State Fire Marshal. In addition, two of our instructors assisted with the scenario burns for this training class.
- One firefighter attended the NC Fire Prevention School.
- Twelve staff members of various ranks completed the 48 hours Technical Rescuer – Trench Rescue certification course.
- Ten firefighters completed the 36-hour Fire and Life Safety Educator (FLSE) Level I certification. Four completed the 36-hour FLSE Level II certification and two completed the 36-hour FLSE Level III certification.
- Eight firefighters completed the 64-hour Driver Operator Aerials certification course.
- Two firefighters completed the weeklong North Carolina Safety and Survival School.

Station Response Districts

In October 2024 after months of evaluating calls within each district a modification was made in the districts of Station 1 and 3. These changes slightly affected the initial response areas of these two districts. Station 3 started being dispatched first to all calls for service on both sides of Blowing Rock Boulevard from Smith Crossroads to Nuway Circle. This includes areas on east side of Blowing Rock Boulevard that had been previously covered by Station 1. As part of this redistricting Green Mountain Park was reassigned to Station 3. These changes were made to eliminate some of the dangerous intersections and road congestion on initial responses from Station 1.

2025 was the first complete year of the new districts. Overall response times were not affected by the distribution of call volume resulted from the change. The chart below shows the comparison of calls originating within each district for 2024 and 2025.

Station	2024	2025
Station 1	2,005	1,801
Station 2	857	772
Station 3	587	679
Total	3,449	3,251



Staff on scene of a fire at JBS Meats.



Engine 1 on scene of machine fire at Harper Plant

Lenoir Fire Department 2026/27 and Beyond

Below is a list of items that will impact Lenoir Fire Department in the physical year 2026-27 and beyond. This list has items that were included last year with relevant updates, and items that have been identified to be added. The staff continue to design a more definitive replacement plan to help with future budget planning. Each of these projects are important to the safety and operations of the fire department, but staff understand the need for prioritizing the projects over multiple years due cost associated with several items:

Goals for 2026/27:

During January 2026 staff of Lenoir Fire Department are being tasked with pursuing several goals for the department. Some of these will take multiple years to fully achieve but will be part of the common mission of all staff within the Fire Department. To help ensure these are obtainable, committee / work groups are being implemented within each area to help guide the department into the future.

These goals are:

- **Strategic Plan:**
 - Complete strategic plan for department to allow input from LFD Staff, City Administration, Elected Officials and the Public to help guide the department into the future.
- **Community Risk Reduction:**
 - Expand public education programs to include facilities not currently served such as Koinonia that are considered “large-loss potential occupancies” by the North Carolina Rating and Response program.
 - Develop and offer a Citizen’s Fire Academy to be able to educate our citizens of department operations and services.
 - Increase completion rates of meaningful and complete prefire plans.
- **Training:**
 - Offer and participate in meaningful facilities training that is two-fold. (Increase firefighter knowledge / skills and obtain ISO credit.)
 - Continue to evaluate new training courses and offerings to enhance staff knowledge, skills and abilities (KSAs).
 - Ensure 100% of personnel meet ISO training hour requirements.
- **ISO:**
 - Develop a long-term plan to not only ensure maintaining a Class 2, but determine lacked processes, resources, and/or facilities to obtain a Class 1.
- **Social Media:**
 - Increase presence on various social media sites with relevant and accurate information regarding departmental operations.
- **Recruitment / Retention:**
 - Evaluate and develop strategies to increase retention of current staff and ability to recruit new staff.

Station 1 Sinkhole Repairs

We continued to be concerned with the sinkhole at Station 1. In fall 2025 the sewer replacement portion of project was completed. Though plans for the stormwater replacement are nearing completion, the uncertainty around the entire project does cause concern of staff housed at Station 1. As with the sewer project, a concern for response to emergency calls without delay will be at the forefront of administration as the project gets started. Staff will be fluid in how to respond from Station 1 as they were with the sewer replacement and maintain constant communication

with onsite contractors regarding road closures. The administrative staff continues to update firefighters of the progress of the project and address any concerns with Public Works.

Current Departmental Apparatus Status

NFPA makes recommendations on apparatus replacement based on age of and mileage on apparatus. These recommendations are based upon not only the normal wear and tear on the apparatus, but the enhanced safety features that are installed on the new apparatus. Simple examples are technology in lights from halogen to LED, engine noise level of apparatus and seat belt warning systems. NFPA is only a recommendation but needs to be considered as part of our replacement plan. Our fleet continues to get older and with this we are witnessing increased maintenance costs and out-of-service times due to the number of repairs. The older fleet lacks newer safety appliances that are available on newer apparatus. We are starting to have issues with finding replacement parts on some of our older apparatus as vendors are no longer producing and stocking certain parts. An example is while trying to repair A/C units in some of the older apparatus it was found the needed parts for those units were no longer available, so workarounds had to be developed.

Apparatus maintenance is one of my primary concerns as Fire Chief. Knowing citizen and firefighter safety depends on the availability and dependability of our apparatus is concerning with some of the known issues. Repairs are having to be prioritized based on safety and operability.

Ladder 1 was out of service for 30 days for repairs. These repairs include replacing transmission, replacing turbo, replacing fuel tank, and replacing rear torque arms. Ladder 1 was approved to be replaced but still waiting for approval from external funding. *(Ladder 1 is scheduled for replacement in 2025/26 budget contingent upon receiving funding with REDLG.)*

Ladder 2 was out of service for 14 days for repairs. These repairs include replaced lift cylinders, replaced TCM, multiple air leaks, motor mounts and air conditioning.

Rescue 1 was out of service for 16 days for repairs. These repairs include rear brake replacement, steering knuckle replacement and belt tensioner replacement. In addition, the elevated light tower cannot be repaired due to the inability to find replacement parts.

Engine 1 went to All Pro January 7, 2026 with the intention of it being there for an extended period of time to complete needed repairs. These repairs include multiple electrical / wiring issues, multiple valves leaking, tank water gauge, speedometer and air conditioning unit.

Engine 3 was out of service for 18 days for repairs. These repairs include cab lift cylinder rebuilds, air conditioning and electrical issues which resulted in the truck not properly cranking. A complete rewiring on the starting system is pending once diagrams are received from Sutphen and apparatus availability allows the truck to be out of service for multiple days.

Tower 1 was out of service for 50 days for repairs to include T-handle shifter, hydraulic leak in the stabilizer system and oil cooler. Pending repairs on Tower 1 are bucket controls, which will be an extended repair. Parts for Tower 1 are having to be retrofitted by the manufacturer as the correct replacement parts are sometimes unavailable.

To reduce some of the wear and tear on the current fleet we have adjusted responses to fire alarms and CO alarms in single family residential structures to only 2 Engines and a single Ladder, unless upgraded by a Chief Officer based on information received during dispatch or information gained while enroute. Research is currently being conducted to reduce these numbers further to help longevity on larger apparatus. All current and potential changes will be consistent with NC Rating Requirements.

Short-term Apparatus Replacement Plan

A new Pierce Ascendant 107' Ladder truck was approved as part of the 2025-26 City of Lenoir Budget contingent upon assistance with Blue Ridge Energy in obtaining funds through the government's Rural Economic Development Loan and Grant program (REDLG). To date these funds have not been secured for the replacement of Ladder 1 and reduce dependency on Tower 1 for structures the 100' reach is needed.

Once the replacement of Ladder 1 is complete with the Pierce Ascendant 107' Ladder truck the dependency of Tower 1 will be decreased. The bucket on Tower 1 will still be necessary when completing certain fire scene tasks, but the new Ladder 1 will be able to absorb some of the daily demands on fire alarms to locations that Tower 1 current responds to such as UNC Health Caldwell, J.E. Brohyll Civic Center, Koinonia and Google.

The next need is replacing Engine 1, which is a 2000 model Sutphen. This needs to be done as soon as financially possible due to the rising occurrence of issues. Continuing prior administration's vision of purchasing another Pumper with Rescue style body would replace Engine 1 and help reduce the strain placed on Rescue 1. A truck with a similar design to the truck purchased in 2023 would allow for an increased capacity to carry equipment needed initial on most fire and rescue scenes. Consideration of upgrading to a 2,000 GPM pump in the new Engine 1 would be recommended due to buildings located within the primary district of Station 1 to help ensure capabilities to flow necessary water in the event of a fire.

As part of an apparatus replacement plan, new trends are being explored to help reduce overall long-term cost of for the citizens. Other departments ideas are being explored to see the benefits if they were incorporated at Lenoir. An example is the new QRVs being utilized by the City of Nashville, Tennessee. They are purchaseing a QRV slightly larger than the ones currently being used by the City of Lenoir. In addition to medical calls, Nashville is equipping their QRVs to respond to motor vehicle accidents and light rescue incidents.

Staff Recruitment, Retention and Experience

Nationally there is a trend in the decline of volunteer firefighters. The decline of these volunteers affects us in our recruitment of new paid firefighters. Generally, our new hires are from volunteer fire departments. In addition, due to this decrease in volunteers more of these volunteer departments are hiring full-time paid staff, which increases our competition in recruiting staff.

Staff experience and training are a concern based on recent and future retirements. In 2025, Deputy Chief Nelson, Captain White, Captain Dillard and Captain Clark retired. In addition, Battalion Chief Bradshaw has announced his retirement for February 1, 2026. An Assistant Chief and a Battalion Chief each have enough time to retire. In addition to the retirements Lenoir Fire had resignations for other fire department jobs (3), EMS jobs (1) and private sector job (1).

Together the 2025 retirements and resignations account for over 140 years of service to the City of Lenoir. That experience and knowledge with the City of Lenoir is impossible to replace. Promotions have been made for the three Captain, two Lieutenants and five Driver Operator positions, but a thorough evaluation of the needed skills and knowledge is being finalized for the position left vacant with Chief Nelson's retirement.

In addition to these retirements, Lenoir Fire saw several other firefighters resign for various reasons. With the number of new firefighters, greater emphasis has been placed on basic fire training. Crews have spent more time training on working as a team and the basics of firefighting. This will expand in 2026 as staff will start participating in quarterly off duty shift training at training facilities within the areas. There will be multiple benefits for this training. First, crews will gain confidence in each other's skills and allow them to work as a shift on various fire scene scenarios. Secondly, staff will learn new techniques from instructors from other departments. Thirdly, "Facilities" training will be recorded for each staff person which was one of the deficient areas in last ISO Insurance Inspection. ISO wants 18 hours per firefighter and there are 35 available points in which we received 3.15 points during our last inspection. The addition of these points could potentially add 3 points to our total score in our next insurance rating.

With the number of officer retirements from 2024 to 2026 the need for an Officer Candidate School was recognized. In 2026 this program will be developed and offered to both current and future officers at Lenoir Fire Department. This program will be developed based on the knowledge and skills needed for a new officer and processes as they relate to Lenoir Fire Department. This void is a fire service issue, but one we will locally focus to help us prepare our department for our next round of retirements.

As part of this process succession planning will have to be strategic. We must ensure that we can get employees the needed credentials and experience to be the next person to step up into a higher position. Increased opportunities for training must be explored, and some will require a creative approach to ensure staffing levels are maintained at the minimum level while allowing personnel to attend training. In addition to officer related training, advanced firefighter and rescue skills will need to be developed by less tenured staff as they advance into more senior level positions.

Employee recruitment and retention continue to be a major concern for our organization. The City of Lenoir has been able to make great progress in this area, but as other fire departments have vacancies, they are making similar adjustments to compensation, benefits and schedules. Also, other departments are adding additional positions, which increases opportunities for those seeking a job within the fire service. Turnover is a national issue within the fire service. Surrounding departments are now offering increased / alternative benefits such as different scheduling options to include less annual hours worked per year, contributing to 401k, longevity pay, paying for NC Firefighter and Rescue Squad Workers Pension Fund and / or paying for retiree insurance.

Future hiring practices at Lenoir Fire Department will most likely involve hiring recruits with no prior experience or certifications. After hiring the recruit, we would enroll them in both an EMT class and a Firefighter certification program and pay them while they complete their training. This will open avenues for new recruits that we currently do not take advantage of, but will be a culture change for our department.

Station Renovations and Updates

Station 1 and Station 2 are both needing renovations / updates. Since these stations opened (Station 1 in 1969 and Station 2 in 1974) only moderate renovations and upgrades have been completed. These renovations will not only improve the aesthetics of the facilities for staff, visitors and potential new hires, but include some enhancements to help reduce operational costs.

Renovations at Station 1 would include:

- Replace carpet with laminate flooring.
- Replace wood paneling with sheetrock.
- Redesign the top floor to include area for training room.
- Remodel and update kitchen.
- Remodel and update all restrooms / showers in station.
- Remodel and update dayroom.
- Replace external windows and doors for greater efficiency.
- Add proper insulation.
- Replace bay doors.
- Replace heaters in engine bay.
- Replace roof.
- Add secure access to fire poles.

Renovations at Station 2 would include:

- Replace carpet with laminate flooring.
- Remodel and update kitchen.
- Remodel and update all restrooms / showers in station.
- Paint all current sheetrock.
- Update training room with new technology.
- Replace external windows and doors for greater efficiency.
- Add proper insulation.
- Replace bay doors.
- Add secure access to fire poles.

Cancer Prevention

Firefighters face significantly higher cancer risks, with studies showing a 9% increased cancer diagnosis and 14% higher cancer death rate than the general population. This is primarily from inhaling carcinogens in smoke and soot, leading to higher rates of mesothelioma, testicular, prostate, kidney and skin cancers. Occupational cancer now accounts for about 70-75% of career line-of-duty deaths, surpassing heart disease.

Recently, both the State of North Carolina and United States Government have added additional focus on cancer-related line of duty deaths (LODD) to State and Federal LODD benefits for firefighters.

North Carolina's Firefighter Cancer Benefit Program provides lump-sum payments (\$37,000 per cancer, \$74,000 max) and monthly disability income (75% salary up to \$5,000 for employed firefighters and \$1,500 for volunteers) for diagnosed firefighters effective July 1, 2025, extending to retirees (10 years after retirement date) and covering various cancers. North Carolina firefighters LODD benefits of \$100,000 are also eligible for the following cancers that are

occupationally related to firefighting: mesothelioma, testicular cancer, intestinal cancer and esophageal cancer.

In December 2025, the Honoring Our Fallen Heroes Act was signed into law which expanded the Public Safety Officers' Benefits (PSOB) program to include certain occupational cancers.

This increase in cancer awareness and prevention must be taken seriously locally by providing as much protection possible for our staff. In 2024, the first sets of turnout gear were purchased at Lenoir that have a cancer barrier (gear shield) inside to limit carcinogens from getting into the gear. There is a slight increase in the cost, but it provides additional protection for our firefighters. Also, this past year respirators were purchased to be utilized by all staff during fire investigations to limit the inhalation of dangers smoke and toxins.

Additional protection measures must be explored in the future to help ensure the safety of our firefighters. Examples of prevention measures are minimizing on-scene exposure (full PPE, SCBA always, immediate gross decon), post-incident hygiene (shower within the hour, clean gear, separate clean/dirty areas), station design, proper gear management (2 complete sets of gear to allow for cleaning) and lifestyle/health (healthy diet, exercise, sleep, regular screenings).

Several of these measures have already been started such as station exhaust systems, monitoring gas readings post-fire prior to allowing SCBA removal and mandatory daily exercise. However, this is an area that is at the forefront of many of our staff and a big concern.

NFIRS to NERIS

The National Fire Incident Reporting System (NFIRS) was established by the U.S. Fire Administration around 1975-1976 to collect national fire data. By January 31, 2026, all fire departments are required to transition to the National Emergency Response Information System (NERIS). Lenoir Fire Department made the switch to NERIS on January 1, 2026, to meet this deadline and to allow a yearend change to help with current and future reporting of local data.

NERIS does not require certain data which in turn has caused our selected software vendor (ESO) not to allow input of this data into searchable fields. Instead, data such as property value, property loss value or owner / occupant can only be entered into the narrative of a report which does not allow it to be queried for future reports. Based on the current version of ESO future reports would require each individual call report to be examined to generate data currently being reported.

These concerns have been expressed to both NERIS and our current software provider (ESO). To date ESO's advises the information is not required by NERIS which is why it is not a searchable field. Concern has been expressed to NERIS, though they may not want to information, to help encourage reporting software companies to include these searchable fields for later data to be used locally as they have been in the past. Staff have started to evaluate other reporting software programs to potentially replace ESO to ensure needed statistically data can be compiled.

The short-term concern is the potential of not being able to provide as much data as in recent years. Staff continue to encourage our vendor to add these data fields back into the system along with exploring other vendor products that can provide these data fields in their product.

NC Rating and Response (ISO)

In 2022 Lenoir Fire Department was able to obtain an ISO Class 2 Insurance Rating. Of the possible 105.5 points, Lenoir Fire received an 81.56. The range for Class 2 is 80.00 to 89.99, so the department must be vigilant to ensure we do not revert to a Class 3 and ideally, we would have

a long-term goal on achieving a Class 1. The rating looks at many aspects of a fire department and some such as communications are outside of our control. A review of the documentation from the last inspection outlines how points were distributed. Initially, we are focusing on the items we can control and ones with little to no cost in improving our score.

During the last rating LFD only received 5.73 of the 9 possible points for training. The primary deficiency was lack of training at a training facility. To receive complete credit each staff member must participate in 18 hours of facilities training annually. Beginning in February 2026, staff will start attending once quarterly off duty training at a training facility that meets the NCRRS requirements. With completion of this annual training by all staff and an increased focus on preplans along with a continued focus on current training, all 9 of these possible points are obtainable in future inspections. To help ensure current training meets ISO requirements 6 to 8 hours of online fire related training have been assigned to all staff members to complete while on duty each month. This online training program started in January 2026.

Current Public Works projects, such as the Finley Water Project, should help with some of the areas of water concern. In addition, Fire Department staff and Water Department staff are working on a plan to complete testing of hydrants in areas that have not recently been tested. (As part of the NCRRS process to receive full credit all hydrants must be inspected and flowed annually, and all hydrants must be tested every five years.) Items like testing of hydrants will take multiple years to see the benefit during an inspection.

In addition, conversations have been had with Caldwell County to explore implementation of Emergency Fire Dispatch (EFD) into fire dispatch to allow for increase credit on communications. Also, the proposed communication consolidation could potentially have an effect on this area.

Automatic Aid Agreements for Fire Protection is an additional opportunity to ensure not only appropriate response to fire scenes, but has ISO benefits. The City of Lenoir has multiple volunteer fire departments that borders our boundaries. An agreement with a selected few of these could benefit both the City of Lenoir and that volunteer department. In some instances, these volunteer departments can beat us to certain parts of the City. An agreement could allow for automatic aid of a single truck and crew to all structure fires in the agreed upon districts. Currently, we provide mutual aid that must be requested by these departments, but there is a greater benefit with ISO for an Automatic Aid Agreement. In addition, all other departments in Caldwell County currently provide automatic aid with neighboring departments. This may also be a recruitment tool for future full-time employees as working on a fire scene can help build relationships.



Review of LFD credit during most recent ISO Rating

Evaluated Area	Earned Credit	Credit Available
Emergency Communications		
414. Credit for Emergency Reporting	3.00	3
422. Credit for Telecommunicators	3.20	4
432. Credit for Dispatch Circuits	1.35	3
440. Credit for Emergency Communications	7.55	10
Fire Department		
513. Credit for Engine Companies	6.00	6
523. Credit for Reserve Pumpers	0.00	0.5
532. Credit for Pump Capacity	3.00	3
549. Credit for Ladder Service	4.00	4
553. Credit for Reserve Ladder and Service Trucks	0.41	0.5
561. Credit for Deployment Analysis	6.92	10
571. Credit for Company Personnel	10.11	15
581. Credit for Training	5.73	9
730. Credit for Operational Considerations	2.00	2
590. Credit for Fire Department	38.17	50
Water Supply		
616. Credit for Supply System	25.58	30
621. Credit for Hydrants	2.25	3
631. Credit for Inspection and Flow Testing	5.50	7
640. Credit for Water Supply	33.33	40
Divergence	-1.40	
1050. Community Risk Reduction	3.91	5.5
TOTAL CREDITS	81.56	105.5



Powell Road Live Burn

FIRST RESPONDER / MEDICAL CALLS

The first responder program that was developed in Caldwell County in the early 1980s was started to provide basic medical care by fire departments for instances of true medical emergencies. During this time several dispatch protocols have been in place and followed by local fire departments. The current Emergency Medical Dispatch (EMD) program that falls under the oversight of Caldwell County was adopted in or around 2005. Since that time the program has not been fully re-evaluated to determine if changes need to be made to the program.

Fire Departments are initially dispatched on calls based on answers given to questions asked by a dispatcher to determine the level of their medical emergency. Unless otherwise advised, when a fire department is dispatched, they respond emergency traffic (lights and sirens). In recent years the calls for service have increased and number of calls that are true emergency have become a lesser percentage of all medical calls. Calls that are now being dispatched as emergency calls are nose bleeds, urinary tract infections, vertigo, sick calls and patients just not feeling well. The concern of the EMD process has been brought to the attention of the Medical Director for Caldwell County due to the increased number of non-emergency type calls staff are being dispatched to respond.

A concern is responding emergency traffic to these calls when a true emergency does not exist. Staff and citizens are placed in danger anytime the fire department responds emergency traffic. In addition, while these calls are important, it does put the department at greater risk of not being able to respond to fire-related calls which is our primary function or being delayed in response due to crews from a different station having to respond.

Call Review in 5 Year Increments

Year	EMS Calls	Fire Related Calls	Total Calls for Service
2005	1,297	765	2,062
2010	1,593	1,027	2,620
2015	1,598	1,297	2,895
2019	1,911	1,204	3,115
2020	975	856	1,831
2025	2,218	1,033	3,251

***2019 was included due to 2020 COVID restrictions for medical calls.*

CLOSING

Thank you for allowing me an opportunity to showcase some of our many accomplishments in 2025 and express our focus on 2026 and beyond. The fire service is a very traditional profession, but staff are being challenged to find a balance between tradition and modernity to ensure we have success in the future.



Downtown Lenoir & Main Street Revitalization

Goals and Objectives

City of Lenoir Main Street Program

and Downtown Economic Development Department

2025

Presented by Brenda Floyd, Downtown Economic Development Main Street Director

In 2025, our focus as the Downtown Lenoir Main Street team was building on the strong partnerships that make our community thrive. Over the past year, our team of two has embraced collaboration, creativity, and connection as guiding principles for our work. Together, we've refined programs, deepened engagement with local businesses and residents, and advanced new initiatives that highlight Downtown Lenoir's unique character and economic potential.

The year ahead offers exciting opportunities to continue this progress. Guided by the City's shared vision for growth and vitality, that celebrates local heritage while encouraging innovation and investment. With the continued support of the City Manager, Council, and our fellow departments, we look forward to another year of partnership, progress, and purpose as we shape the next chapter of Downtown Lenoir's story.



Promotional Efforts and Recognition

- Continued strategic marketing raised awareness about downtown initiatives on local, state, and national level through marketing efforts and participating in award recognition programs.
- The 2025 NC Main Street Conference held in Mooresville, NC in March where four DLDA board members attended and featured in two sessions regarding best practices in promotion and outstanding volunteer programs.
- The Downtown Lenoir Awards were held in April 2025 at the Harper Room where Michelle and Cliff Mahaffey of Tybrisa Books were honored with the Gibbons Award and recognized for their contributions to downtown Lenoir. The Gibbons award recipients have a longstanding impact and are ambassadors for downtown.
- Two ribbon cuttings for new businesses in downtown were performed.
- The LBAB Grants Committee supported one BUILD Grant for \$5k on H. Lewis Price where an apartment renovation was completed.
- Three Downtown properties continue to be monitored by the Lenoir Main Street Program and the National Park Service until 2029 as part of the National Park Service agreement following their 2024 project completion.
- The 35-foot glowing numbers atop Hibriten Mountain were submitted to Main Street America by NC Main Street as an innovative way to commemorate America 250. The display was also shared at the Uplift Tourism Summit for ways that rural communities around NC are celebrating America 250.





Master Plan Implementation

- The Master Plan adopted in 2024 includes strategies as a framework and vision for the downtown and has proved to be a useful tool to communicate the municipality's program and commitment.
- The planning and design principles in the master plan are used as a framework for the annual Main Street workplan. The addition of wayfinding and gateway signage improves connectivity in downtown for pedestrians and motorists.
- The sidewalk study and ordinance adopted in 2025 is an opportunity for downtown businesses to self promote and added connectivity for pedestrians.
- The Harper Streetscape plan with Freese and Nichols completed to include recommendations from the master plan converting to a complete street. This detailed plan illustrates the multi-modal circulation, connectivity and parking framework for neighborhood gateway improvement to downtown. The enhancements in the streetscape plan include improvements that connect the West District for motorists and pedestrians.
- The Campus Project is moving with the selection of a CMAR and support from Mauer Architecture to begin phase 1 that includes the auditorium and gymnasium. Private support to supplement the public investment and awarded grants to move the project forward continue.
- Recommendations in the Master Plan proposed the addition of a pavilion in the West District that is currently under site revision to accommodate stormwater. The Overmountain Victory Trail Pavilion and OVT Support Building are part of the next phase. The planned location adjacent to the Overmountain Victory Trail is well-positioned to provide a site for a host of community gatherings and event types.
- The anticipated one-year construction time begins in February 2026 for the gymnasium and auditorium portions of the campus project.



Public Art: "Time Well Spent" Clock Tower Sculpture

The unique design created by the Executive Director, Joe Bigley of WNC Sculpture Center to blend the creative spirit of Downtown Lenoir and preserve the historic clock. The refurbished O.B. McClintock Co. historic clock has been part of the Downtown Lenoir landscape for more than 100 years. Civil engineering services completed by Mattern & Craig in 2025 were needed to secure a survey, civil site design and structural design to move the project forward.

The project is a public private partnership with half of the cost shared. The fabrication of the structure was completed by Cajahs Machine and Flexible Products in October and transported to WNC Sculpture Center in December where community made tiles will be welded to the structure. Next steps are site preparation with projected installation Q2 2026.

The 220+ tiles placed on the structure have been cataloged for identification to create an interactive attribute for residents and visitors.

Since 2021 the process of this public art project has been captured by a local videographer for a documentary. This LTDA supported project will be used for community education and promotion. The anticipation of the Time Well Spent clock tower in 2026 has spurred interest from NC Main Street for a design award.



Events and Festivals

The Downtown Lenoir Development Alliance nonprofit board serves in advisory capacity for Downtown Master Plan and Entrepreneur Eco-Systems project, participate in Main Street event promotion. In 2023, the DLDA took the production of the Blackberry Festival and the WOOD.FIRE.SMOKE. Artisan Festival. They executed loyalty and business passport programs for downtown businesses.

The passport program will continue in 2026 after more than 400 passports circulated downtown and patronized business for stamps to fill their passports in 2025. The month-long promotion increased February downtown foot traffic by 25% and more than 100 passports visited every stop downtown. The completed passports are entered a drawing for 5 baskets worth \$500 each.



The 24th NC Blackberry Festival in July was a tremendous success, drawing over 19,000 visitors over the course of two days. The Friday visitation was the most visited in 5 years with almost 9k visitors in Downtown Lenoir. Despite the cancellation for weather mid-afternoon Saturday, the overall economic impact of the festival was positive. Generating approximately \$1.7 million in local economic activity and producing \$40k+ in new sales tax revenue. City divisions worked together to plan for a smooth safe festival. The festival footprint required a few revisions for safety this year and an Incident Action Plan was created. Modifications were made for the Kids Zone location, food trucks throughout the footprint and handicapped parking lot locational proved to positive. Promotions for the festival included radio, tv, print, and social media. The 600+ vendor applications for the festival allow for a curated and diverse vendor pool for the festival.

The WOOD.FIRE.SMOKE. Artisan Festival, planned for October 2025 was paused this year and replaced with a holiday market. The financial health of the festival was the biggest consideration and with plans to re-vision and schedule in 2027.

The addition of a branded holiday season in 2025 was created to celebrate the downtown holiday décor and encourage repeat visitation during the holiday season. Repeat visitation to downtown businesses is vital to the health of our small businesses. Lenoir Lights the Way stretched November 21, 2025-January 4, 2026. The 6 week stretch with 10+ community events reflected a 15% uptick in visitation downtown from 2024. To kick off the season a Window Display Contest where residents and visitors could vote for their favorite window display in downtown added to the already festive atmosphere. Three downtown business winners were awarded prizes valuing \$1k+ for promotional use of their small business. The partnership with Caldwell County Schools to put on the Light up Lenoir event was well attended despite being postponed. More than 400 students participated in Light up Lenoir before Mayor Gibbons illuminated the large downtown tree with new topper and ornaments. The addition of a tree to commemorate America 250 stood on the corner of Main Street and West in front of the Veteran's Memorial. The partnership with Caldwell County Smart Start allowed the addition of Storytime with Mrs. Claus the night before the Merry Markey on Main. The Night of Lights Parade had almost 6k in attendance and continues to be a cherished holiday community event with 150 parade units participating. Three improved weekend evenings of Hometown Holiday Carriage Rides were contracted with a local carriage company and had more than 150 riders enjoy the ride through downtown.



In November 2025, a Merry Market on Main was unveiled in downtown on Main Street. This inaugural one-day festival brought 50+ craft vendors into downtown. Incorporated during the Lenoir Lights the Way holiday season, more than 4k visitors attended the vendor booths, holiday demonstrations and entertainment. The vendors at the market were from the region and limited food and beverage vendors were accepted to encourage downtown restaurants to be patronized by market visitors. City Departments support and community partnerships helped shoulder the responsibility of a new festival. The attendance and community support proved the addition to be a positive impact for downtown businesses.

The City of Lenoir vetted applications for over 35 community events in 2025. The continued use of the web-based application, Cognito, makes for seamless internal coordination, an improved user experience and allows document sharing and communication for events. In addition to event applications, Cognito was used for parade applications, downtown business surveys, social district renewals, volunteer sign-ups, canine academy applications and the Christmas window contest.



PROMOTIONAL ACTIVITIES & EVENTS	
2/1/25	Love Letters for Local
4/5/25-12/7/2025	Lenoir Cruise-Ins
4/11/25	National Pet Day
4/19/25	Bootlegger 100
4/19/25	Arbor Day
4/26/25	Lenoir Bike Festival
5/10/25	Bloom Blast
5/17/25	Downtown Lenoir Dog Day
6/21/25	National Yoga Day
6/27/25	Neon Night Ride
6/6/2025-8/15/25	Friday Night Live
6/19/25	Juneteenth
7/11/25	Blackberry Festival
7/19/25	Crack of Dawn Dash
8/16/25	Sundowner 4 miler
8/29/25	Carolina Tattoo Gathering
10/1/25	Police National Night Out
10/11/25	Fall Bloom Blast
10/31/25	Downtown Halloween Spooktacular
11/21/25	Storytime with Mrs.Claus
11/22/25	Merry Market on Main
12/4/25	Light Up Lenoir
12/5/25	Night of Lights Christmas Parade
12/18,19,20/25	Holiday Hometown Carriage Rides



Downtown Lenoir Event Safety and Improvement Program

- Quarterly events meetings include individualized safety discussion and improvement standards for downtown events.
- Security continues to be a high priority for downtown events through strategic planning with Law Enforcement, Fire Department, Public Utilities and Streets Division for the placement of 'bike gates', heavy equipment, county assets and personnel.
- Risk Management purchased water-filled barricades that can be used for downtown events.
- Collaborated with Lenoir Police Department, Fire Department, Public Works and IT to determine recommended emergency intercom use of Downtown Lenoir's audio system during events.
- Distributed Bicycle safety helmets to participants in need at the Bicycle Festival and Neon Night Ride with Parks and Recreation Department.
- Street lighting, video cameras, and internet hot spots for improved downtown safety.

Downtown Lenoir Social District

- The Downtown Lenoir Social District was adopted in 2023 and requires annual renewals and ongoing education for property and business owners. Maintenance of the Social District boundaries are maintained by the Streets Department. Renewals conducted in 2025 confirmed 6 ABC Licensed locations and 12 non-ABC locations in the Downtown Lenoir Social District. The new renewal process is a user-friendly web-based system for business owners. Each Social District ABC Licensed location in downtown provides their own branded stickers for social district cups so purchasers can freely explore downtown within the social district. For events with alcohol vendors, stickers are distributed for use during the festival. The stickers have information helpful to social district locations as well as law enforcement. Lenoir Police Department continues to schedule downtown shifts during social district hours and downtown events. The defined boundaries and operational guidelines adopted in 2023 are working well and community use continues to grow.



Residential Development and Education

- Two residences/apartments were added to H. Lewis Price in 2025 make 26 units in the municipal service district.
- Downtown property owners and potential downtown property owners are given literature for using Historic Tax Credits if they own or have interest in one of the contributing properties in the historic district. This encourages historic building renovations and residential living options downtown.
- Downtown Lenoir has the best scores for walkability and bike ability in the county. The 2025 Caldwell County Housing Plan shared results from the 2020 Census indicate that Caldwell County population densities are greatest near downtown Lenoir and between US 321 and US 321-A south of Lenoir. Downtown Lenoir is a model for mixed-use development with available parcels updated regularly on the Downtown Lenoir website.
- Inventory of the existing residences in downtown is necessary to re-launch Moving Lenoir to the Second Floor as recommended in the Downtown Lenoir Master Plan. Along with the support of the Planning Department, Fire Department and Economic Development, the inventory was created. Bringing back this initiative in 2026 and improving processes to include identification and retention for reporting will inspire property owners to pursue adding living spaces to vacant and unused second floors in downtown.

Recent Property Acquisitions

Private Property Acquisitions	Date	Formerly
216 Boundary Street: Zafar	11/13/2024	Doris & Dawn Medlin/Charlotte
214 Ridge Street Northwest: The Two Bears Family Trust	2/1/2025	Vanderbloemen & White



Recent Business Openings / Expansions

New Businesses	Date
El Dorado Restaurante y Pupuseria: 104 Main Street	7/2024
The Banquet Shop: 910 West Ave	5/2025
Cork and Barrel: 912 West Ave	5/2025
Sunshine and Chaos: 626 Harper Ave Suite 8	5/2025
CPA: 205 Ridge Street	4/2025
Unique Perfections: 626 Harper Ave	4/2025
Business Expansions	Positions Added
Caldwell Pregnancy Care Center: 210 Ridge Street	3 PT
Liquid Roots: 1048 Harper Ave.	1 PT
J.B. Plaster, Architect: 626 Harper Ave.	1 PT
Wolf Moon Salt Cave: 814 Harper Ave.	11 PT
Appalachian Pediatric Therapy: 214 Ridge St.	1 FT

Vehicular Sculptural Wayfinding and Gateways

In 2022 the plan for wayfinding and gateway signs was created. The wayfinding signs with artistic embellishments were partially installed before the first of the year. The City of Lenoir's Planning Department and Public Works Department finalized the 55 sign wayfinding project after a pause due to NCDOT. Now, pedestrians and motorists can guide themselves to amenities throughout the city. Many of these will guide motorists to downtown and twelve will be installed in downtown. This branded installation demonstrates the city's commitment to public investment, encourages community pride in Lenoir, and guides Highway 321 travelers to turn off and explore.

The 4 remaining gateways signs will round out and complete the 2022 plan. These 12' vertical structures have the same feel as the Smith Crossroads illuminated gateway sign and match the directional wayfinding signage. Locations for the gateway signs are

- Hickory Boulevard/US321 South
- Hickory Boulevard/US321 North
- Wilkesboro Boulevard/Highway 18 East
- Wilkesboro Boulevard/Highway 18 West.



City of Lenoir CIP 2025-2026 Reference:

The addition of holiday enhancements to the downtown area make it an inviting place during the season. The Public Utilities, Maintenance and Downtown Economic Development Departments together vetted custom designs from Carpenters Decorating Company, Inc. The custom additions included the Old Man Winter scene with wonderland trees displayed at the Thomas Sayre Sculpture area. Stage décor to include a backdrop for the laser show and trees created a finished look for downtown holiday events. The laser programming for the show was created by the IT Department and upfitted to dance with the holiday music already playing on the downtown speakers. The large tree used to 'Light up Lenoir' got a custom topper to compliment the existing downtown holiday décor and all new ornaments. A patriotic tree to commemorate America 250 was added to the corner of Main Street and West Avenue in front of the Veteran's Monument. Lastly, many of the twig trees around downtown were replaced.



Looking Ahead: 2026 Goals-Prioritizing new and existing initiatives and executing the Downtown Master Plan.

- Plan downtown programming with equitable accessibility and inclusive design and continue events that stimulate economic activity through engaging the community and visitors
- Partner with DLDA to produce the NC Blackberry Festival, Merry Market on Main and Public Art Projects
- Continue enhancing holiday decor with coordinating embellishments
- Support finalization and maintenance of citywide vehicular and pedestrian wayfinding systems
- Continuing partnerships for safety improvements and event planning with all City of Lenoir Departments
- Continue promoting America 250 federal, state and county initiatives and partnerships for 2026
- Collaborate celebration of celebrating 175 years for the City of Lenoir in 2026
- Facilitate entrepreneurial programs that support downtown businesses and encourage use of the Main Street America small business educational resources and Destination University through North Carolina Main Street
- Collaborate to advance The Campus at the Historic Lenoir High School project as potential event spaces to maximize the use of these city owned properties
- Work towards a facility assessment of the Harper Band Building
- Continue to work with Public Works Department & Parks & Recreation to brainstorm engaging programming for an outdoor farmer's market OVT Pavilion in Downtown
- Relaunch Moving Lenoir to the 2nd Floor, utilize Main Street Facade Program and enhance delivery of recommended processes to current and potential downtown property owners and help to facilitate rehabilitation
- Work collaboratively with the NC Sculpture Center, the Caldwell Arts Council, Public Works, and Administration Staff to complete the TIME WELL SPENT clock tower sculpture for the Downtown Historic Clock and promote and celebrate its completion through engaging community programming
- Monitor, document and report property updates to State Historic Preservation Office regarding the National Park Service/ National Main Street Facade Improvements Grant properties through 2029
- Continue promoting gratis design services to contributing property owners in MSD/Historic Register for facade and 2nd floor residential space designs focusing on historic preservation from Main Street Fellows at UNCG-G
- Collaborate with LTDA contracted marketing team for a unified message to visitors about happenings downtown to include social media, Main to Main Trail Program and printed promotions
- Contribute to Caldwell County Historic Trail efforts and identify historic locations for downtown promotions

The Economic Development Department remains steadfast in its mission to enrich Downtown Lenoir through innovative programs, strategic planning, and community collaboration. Thank you for your continued support, and here's to an exciting 2026 with even greater accomplishments ahead!



Recreation Administrative Offices (828)757-2165 - Fax (828)758-1315

Lenoir Aquatic & Fitness Center (828)757 2196

Mulberry Recreation Center (828)757-2165

Martin Luther King Center (828)757-2170



Below is a list of goals and objectives Lenoir Parks & Recreation Accomplished in 2025

- Retaining wall at the TH Broyhill Walking Park
- Draining system at Gymnasium relocated at Mulberry Recreation Center
- All lobby-activity room flooring installed at Martin Luther King Center
- All toilets at MLK Center replaced
- Outdoor basketball courts- remodeled with pressure washing – new paint- new benches for seating at Martin Luther King Center.
- All gutters replaced at Martin Luther King Center
- New Exercise equipment added at the Martin Luther King Center
- New HVAC System at Martin Luther King Center
- Both tennis courts at Martin Luther King Center renovated
- New tables and chairs and lettering of facility- ceiling fans added at the Martin Luther King Center
- Parking lot repaved at Martin Luther King Center
- All three parking lots repaved at Rotary Soccer Complex
- New picnic tables and water fountain added at the Splash Pad
- Parking lot at Unity Park repaved
- West End Park- Shelter updated
- West End Park- new playground equipment added to the park.
- New playground equipment and mulch added at Mulberry Recreation Center
- Update the Parks and Recreation master plan – through 2045
- The second phase of renovations has begun with the Aquatic Fitness Center- phase one is complete with the men's locker room- additional restroom in the rear of the facility, added staff breakroom, phase two is just under way.
- We have added adult fall softball this past year- it went really well, with eleven teams.

Updates:

Lenoir High School Property Enhancements:

Renovations on the LHS Auditorium project should be underway really soon. These upgrades are being done with CDBG Funds/ city funding/ other funding. Engineers and contractors have looked at the facilities and submitting quotes for the campus.

Phase one which will include the auditorium renovations as well as the gymnasium renovations should be soon. Phase two which will be the LEO building and the pavilion should be in the early spring of 2026.

Dog Park:

Staff has identified a location for a three track park within the city. Our special projects staff has worked on an all in quote for that project to include ADA assess ability, parking and restrooms. I am working with businessmen/women currently that will hopefully assist with some cost.

Below is a list of concerns and impacts Lenoir Parks & Recreation may incur in 2026:

- Interior of Mulberry Recreation Center, needs walls painted, ceilings painted and New light fixtures and new flooring.
- Exterior doors at Mulberry Recreation Center all needs to be replaced.
- Skate park at Mulberry Recreation Center needs painting.
- Replacing the indoor pool filtration system at Lenoir Aquatic & Fitness Center
- Digital Marquee needed out front at the Mulberry Recreation Center/Administration office to market all the parks and recreation programs along with city programming.
- Outdoor pool cover at the Aquatic Fitness Center
- Resurfacing the basketball court at West End Park.

Highlights for future projects:

- Interior/Exterior Renovations to the Optimist Park Clubhouse.
- Adding picnic tables to West End Park shelter.
- Renovations to MLK Center, Cut/Sand/Paint & Refinish gym floor.
- Adding a deck Tron system to LAFC indoor pool to help with moisture issues.

LAFC Improvements (PARTF Grant):

The Recreation Department was awarded the PARTF Grant on November 1, 2022 in the amount of \$500,000. The grant is a 50/50 matching grant. The total project will be a little over 1 million dollars. This project is nearing completion. The city has three years to complete this project. City staff had to request a six month extension that was awarded by RRS that runs through May 2026

West End Park Improvements:

Renovations to the West End Community Park would include updating shelter and basketball court. This would include adding 4 new picnic tables, two new trash cans, resurfacing the basketball court, replacing some fencing around the court, replace backboards, rims and nets. We may be able to renovate the park by using CDBG funds.

Old City Property – Stage/Prospect Streets (Old Tennis Court Area):

The city owns five or six parcels of land around these streets which at one time had tennis courts and playground equipment on some of the property. The property has not been used in quite a long time. There is no parking at these sites. My suggestion would be to sell the property or possibly work with Habitat for Humanity to see if there is interest.

2025 Facility usage for each facility

	Rentals	Open Gym Y/A- B-Ball	Pickleball play
Mulberry Recreation Center- inside	59	12,000 + year	3,290 + year
		ave 40 per day	14 per day
Martin Luther King Center	21	1,500 + year	2,350 + year
		ave 5 per day	10 per day
Pickleball outside- Mulberry Rec.		30 participants x	
		300 days per year	9,000+ per year
Pickleball Horizon Gym- Jan-March		10 participants per day x	
		3 nights week + 2 sat month	540+ per year
		Total open play	28,680
Aquatic Fitness Center- Inside-Out	76		
Optimist Club House	68		
Shelter rentals -Mulberry/Optimist	46		
Participants for rentals	6,750 +		

Programs**Participants****MLK Center (10)**

Martin Luther King events	3 events		310 participants
Black History Month events	4 events		225 participants
JH Jones Sr. Basketball League	70	8 games	560 participants
Cheer Camp	30	8 games	240 participants
Basketball Camp	40	3 dates	120 participants
Harambee Arts Festival	7 events		650 participants
Trunk or Treat			230 participants
Thanksgiving Dinner			120 participants
Turkey Giveaway			400 participants
Santa Coming to Town	100		100 participants
		Total	2,955

Mulberry Recreation Center(6)

Youth basketball/Cheer program	235	8 games	235 participants
Youth and Adult Tennis Lessons	42	15 clinics	23 participants
Adult basketball league	85	8 games	85 participants
Easter Egg Hunt	300		300 participants
Youth baseball/ Tball/ Softball league	180	8 games	180 participants
Adult Fall softball league	170	8 games	170 participants
		Total	993

Aquatic Fitness Center(13)

Lap Swim	2750		2750 participants
Rec Swim	8910		8910 participants
Leprechaun 5K/10k Race	241		241 participants
Fire Cracker 5K/10K Race	172		172 participants
Water Aerobics	910		910 participants
Floor Aerobics	280		280 participants
Racquet ball	175		175 participants

Weight Room	2300	2300 participants
HS Swim Team	111	111 participants
Kayaking	44	44 participants
Lenoir Makos	52	52 participants
Swim Lessons	118	118 participants
Special Olympics	35	35 participants
Total		16,098

Special Events(3)		
July 4th Celebration	5000+	5000 participants
Sculpture Celebration	3500+	3500 participants
Christmas Parade	4500+	4500 participants
Total		13,000

Grand Total participants for the year **61,726**

This number does not reflect the residents/non residents that utilize our parks and Greenway system.

2025 Planning & Community Development Annual Report

City of Lenoir, NC ★ CREATE WITH US

February 2026

1. Executive Summary

The Planning & Community Development Department had a strong and steady 2025, even with staffing transitions, maintaining solid performance in permitting, enforcement, and long-range planning while successfully completing the Living Lenoir 2045 Comprehensive Plan.

Development activity remained active across the city, Planning Board handled a diverse caseload, and floodplain management remained active and on track with previous years. Despite challenges, the department continued advancing placemaking efforts, supporting neighborhoods, and providing reliable service, positioning the team for a productive year ahead.

Planning Staff kicked off 2026 with a department strategic meeting to come together and develop a shared vision based on common values and goals. Planning Staff reviewed City Council's mission and vision statements, and the 2045 Comprehensive Plan vision statement, and drafted their own:

Mission Statement

The mission of Lenoir Planning Department is to guide development fairly and equitably, and to implement the goals of the Comprehensive Plan for the greater Lenoir community while providing reliable, responsive, and collaborative customer service.

Vision Statement

The mission of Lenoir Planning Department is to partner with the Lenoir Community to provide a lasting value that strengthens our built environment for current and future generations.

Values

- Integrity & Fairness
- Community Partnership
- Stewardship & Service
- Knowledge & Education
- Perseverance with Purpose

By grounding their efforts in common goals, the Planning Department is well-positioned to carry forward the goals of the Comprehensive Plan and continue delivering excellent customer service.

2. 2045 Living Lenoir Comprehensive Plan Adoption

The new comprehensive plan was formally adopted by City Council in August 2025 following a collaborative effort led by the Planning Department, Freese and Nichols, and the Comp Plan steering committee. It is a long-range policy document guiding Lenoir's growth and development and an update to the 2007 Comp Plan, reflecting major demographic, economic, and community changes.

The 2045 Living Lenoir Plan establishes a shared vision for Lenoir's future, based on community values and priorities informed by an 18-month public engagement process. The Future Land Use Map, a key component of the Plan, is a high-level guide that uses defined land-use categories to illustrate the city's desired growth pattern and identify the most appropriate future uses for different areas. The Plan supplies an implementation strategy that prioritizes actions, assigns responsibilities, and sets timelines. It serves as a foundation for future ordinance updates, capital planning, and grant applications.

City Council will hear **quarterly updates** on implementation of the plan from Planning Staff at Committee of the Whole. The Comp Plan also serves as the basis of "consistency statements," which are required when approving any changes to the Lenoir Zoning Ordinance and/or Zoning Map. Together, these tools ensure City Council remains closely connected to the plan's implementation and its role in guiding land-use decisions.

3. 2025 At-a-Glance

Quick Permit Stats:

Category	2025 Total	% Change from 2024
Total Permits Issued	316	-4%
Single-Family Homes	71	+45%
Driveway	43	
Accessory & Addition	67	
Manufactured Homes	10	-62%
Site Plan Reviews	9	0%
Non-residential	25	
Floodplain Permits	11	-45%
Sign Permits	32	-20%
Temporary Sign	23	
Zoning Verification	31	

Quick Code Compliance Stats:

Category	2025 Total	Open	Closed
Total	182	62	120
Zoning	59	34	25
Minimum Housing Cases	92	23	69
Floodplain Enforcement	5	1	4
Signs (Permanent and Temp)	23	4	19
Driveway	3	0	3

4. Major Projects & Initiatives

Major Development in Lenoir

A. Current Development

Development Spotlights

Palisades/Southwood Realty – 220 Unit Apartment Complex at 2115 Hickory Blvd planned.

JBS/Swift Beef Company – \$10M freezer expansion project.

Food Lion Upgrades – Food Lion upgraded both Lenoir stores valued at \$1M each.

Caldwell Arts Council – Ongoing renovations to the Arts Council’s new downtown location are valued at \$1.5 million and will likely be phased by floor.

UPS Distribution Center Addition – Added 2,200 square feet and expanded parking.

Other Notable Projects – Precision Landscaping on Hickory Blvd, Exela improvements at various sites, and Appalachian State receiving warehouse and office space at 1437 Blowing Rock Blvd.

B. Code Compliance & Minimum Housing

- **Total cases opened:** 182 (Zoning, Minimum Housing, Sign, and Floodplain)
- **Housing Abatements:**
 - 6 abatement ordinances passed (5 cases started in 2023, 1 started in 2024)
 - 3 Owner-abated properties
 - 10 demolitions totaling \$126,704 (\$101,000 spent in FY25)

- **Mobile Home Park Inspections** – 17 Licenses issued
- **Ordinance Changes to Code Enforcement:**
 - Lenoir Planning contracted N Focus Planning and Design to update Non-residential Minimum Standards (Ch.4) and Minimum Housing (Ch. 10).
 - Staff will implement Non-residential minimum standards enforcement in 2026.

C. Stormwater Program

In March 2025, NCDEQ conducted an audit of the stormwater program and preparedness for 2026 permit renewal. Notices/results of NPDES audits are on hold across NC.

WPCOG stormwater partnership maintains compliance with MS4 Phase 2 NPDES requirements. The WPCOG administers the six minimum control measures including permitting Stormwater Control Measures in new developments, enforcing illicit discharges, and providing opportunities for environmental education and engagement. See the Stormwater Report from WPCOG for more information.

D. Community Development and Placemaking Efforts

- **Vehicular Wayfinding Implementation:** Lenoir obtained final NCDOT approval in August 2025 to install wayfinding signs. The sign manufacturer Rite Lite made the signs in the following three months, and installation began in December 2025. Local artist embellishments will be added once signs are installed.
- **Harper Avenue Streetscape:** Freese and Nichols designed a welcoming and pedestrian friendly corridor into Downtown Lenoir along Harper Avenue between McDonald's and Fire Station 1. Lenoir held an introductory public meeting in June 2025 and a follow up meeting in January 2026 when the final design was completed.
- **Greater Hickory MPO/WPCOG:** Lenoir Planning maintains Technical Coordinating Committee membership, making recommendations in policy direction to the deciding board (TAC). Hannah Williams also participated in the development of two transportation plans this year: The **Western Piedmont Bicycle and Pedestrian Plan 2025** and the **Western Piedmont Transportation Safety Plan**.
- **Retail Strategies:** Retail Strategies provides great insight into the retail trade areas of Lenoir and assists with recruiting national businesses. Planning staff collaborates with Retail Strategies on new development sites and potential brands interested in the Lenoir market.

E. Planning Board, Board of Adjustment, and Historic Preservation Commission

- In 2025, Planning Board met 9 times and held one HPC session, and Board of Adjustment met 2 times.
- **Cases:** 7 Rezoning, 3 Ordinance Amendments, 1 Special Use Permit, 1 Variance
- **Ordinance Amendments**
 - B-7 Multi-family Permitted Uses (ZOA 1-25): clarified that high density multifamily is allowed as a permitted use in B-7.

- Setback Exemption on Historic Lots (ZOA 2-25): reduced side and rear setbacks proportionally to the size of the lot on historic lots.
 - Downtown Sidewalk Use Ordinance (ZOA 3-25): provided outdoor display options for businesses in the downtown MSD and clarified sidewalk café ordinance and social district standards. Planning Board formed a subcommittee and provided outreach opportunities to businesses in developing this ordinance.
-

4. Personnel Updates

- **Matt Bolick** joined Planning staff as Code Compliance Officer in March 2025. Matt has worked for the city for 17 years in the Fire Department and Public Works.
 - **Kim Staines** hired as Planning Technician in September 2025.
 - **Matt Duchan**, Planner/GIS Specialist obtained the American Institute of Certified Planners (AICP) credential in Jan 2026.
 - **Hannah Williams**, Planning Director finished Municipal County Administration course in May 2025, and attended Civic “Leading for Results” Fellowship Program in Fall 2025.
 - **Teresa Kinney** (WPCOG) assisting weekly with zoning, sign, and floodplain enforcement.
 - **Winifred Rhea-Unruh** served as an intern for Planning and Downtown Development in Summer 2025, providing excellent help to the sidewalk use subcommittee, updating Main Street databases, and mapping city sidewalks and sidewalk gaps.
-

5. Outstanding Long-Term Projects

- **Greenway 911 Location System** – 54 markers created; need to finalize post locations
 - **Neighborhood & Greenway Signs** – Branding and placemaking opportunity
 - **Watershed Property Zoning** – Conditional zoning concept pending
 - **Stormwater Utility Fee** – Framework complete; awaiting policy direction
 - **National Register Districts** – Funding gap of ~\$10,000; need project champion
-

6. Department Budget Requests (FY 2026–27)

Zoning Ordinance Update (Unified Development Ordinance)

Early cost estimate: \$175,000

Demolition & Legal Fees

- Budget for housing demolition and foreclosure is adequate at \$100,000.
- Non-residential building structure code enforcement can lead to vacate and demolish ordinances. While we do not anticipate city abatements in 2026, there may be a need in future years for non-residential building demolitions.

Greenway 911 Signs – \$1,000

- \$25 per sign; approx. 35 signs
-

7. Looking Ahead to 2026

Key Priorities

- Implement Non-Residential Buildings and Structures Ordinance
 - Explore UDO rewrite as recommended by the Comprehensive Plan.
 - Continue foreclosure and abatement efforts
 - Source funding for Harper Avenue Streetscape.
 - Continue to set priorities and goals as listed in the Comprehensive Plan, including neighborhood stabilization strategies in Whitnel and West End.
 - Improved customer service through technology updates, Spanish translation of documents, and cross-training staff on basics of code enforcement and permitting.
-

CITY OF LENOIR YEAR IN REVIEW

FEBRUARY 2026 | www.cityoflenoir.com

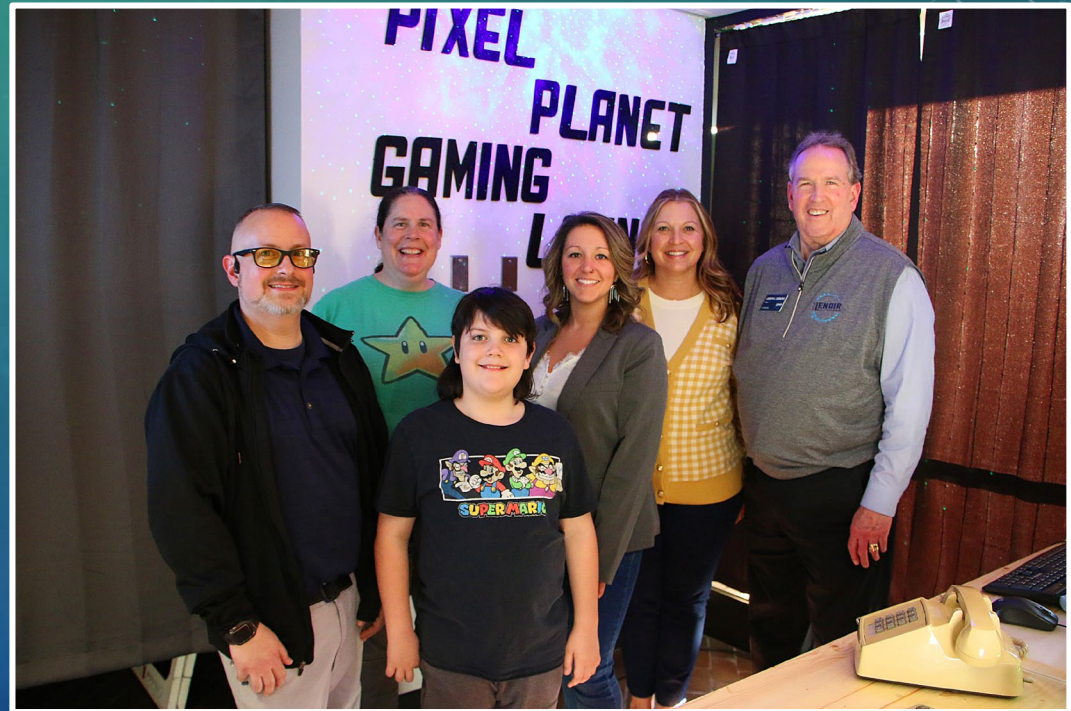


PRIVATE & NONPROFIT INVESTMENT

HOUSING & NEW BUSINESS

PIXEL PLANET

- **February 2025** - Pixel Planet Gaming Lounge opened in February at 130 Church St. NW.



MAVIS TIRE SIDEWALK

- **April 2025** – Mavis Tire completed their new sidewalk in front of their shop on US 321.



WALMART RENOVATION



- **May 2025** - Walmart renovated their store at 935 Blowing Rock Blvd.

UNIQUE PERFECTIONS BOUTIQUE

- **May 2025** - Unique Perfections Boutique opened at 626 Harper Ave.



WINGSTOP



- May 2025 - Wingstop also opened at 1009 Blowing Rock Blvd #110.

CORK & BARREL DELI & THE BANQUET SHOPPE

- **May 2025** - Cork & Barrel Deli and The Banquet Shoppe in Downtown opened in May 30 at 912 West Ave.



BURGER KING GRAND REOPENING



- **June 2025** - Burger King held a Grand Reopening at their location at 102 Blowing Rock.

NEW SIDEWALK AT BURGER KING



NC FARM BUREAU

- **June 2025** - NC Farm Bureau opened their new office at 1201 Wilkesboro Blvd.



LONGHORN STEAKHOUSE

- **November 2025** - LongHorn held a ribbon and steak cutting ceremony Monday, Nov. 3, 2025. The restaurant is located at 975 Blowing Rock Blvd NW.



MOONROCK DISPENSARY & TOBACCO SHOP



- **November 2025** – Moonrock Dispensary & Tobacco opened at 217 N Main St. in Downtown Lenoir.

OTHER NEW BUSINESS & EXPANSIONS

- **Sailer Tobacco & Vape**
(old Krispy Kreme)
- **Hunt Brothers Pizza**
(Convenience store on Connelly Springs Road)
- **JBS Freezer Expansion**
- **Boone Drug Expanded**
- **Master Porta John**
expanded to West Harper

PRIVATE DEVELOPMENT UNDERWAY

IT WAS A STRONG YEAR FOR COMMERCIAL SITE DEVELOPMENT PERMITS.
FOLLOWING ARE SOME CURRENT PROJECTS UNDERWAY.

102 HOSPITAL AVE



- A local property owner is prepping 102 Hospital Ave for development.

SOUTHWOOD REALTY APARTMENTS

- Southwood Realty is building new, market-rate apartments at 2115 Hickory Blvd. The developer is proposing 220 Units, and grading and clearing is in progress.



SOUTHWOOD SITE PLAN



1001 WEST AVE REDEVELOPMENT



- The property owner of 1001 West Avenue is renovating the first floor for multi-use businesses in Downtown Lenoir.

CALDWELL ARTS COUNCIL

- The Caldwell Arts Council is moving ahead with renovations at its new location at 126 Mulberry St SW.



UNC CALDWELL CAPSTONE



- UNC Caldwell is working on many renovations it started in December 2023 as part of its Capstone Campaign. The \$33 million expansion will address critical needs remaining for the hospital. They plan to complete the expansion in March.

GOOGLE EXPANSION

- Google continues work on the expansion on its campus here in Lenoir. In October 2024, Council and Caldwell County approved an economic development incentive package for Google. Google plans to release an official announcement about the expansion in March.



EVENTS

PRIVATE GROUPS AND THE CITY OF LENOIR HOSTED MANY EVENTS IN LENOIR IN 2024!

ANNUAL EVENTS

- Lenoir Bicycle Festival
- Neon Night Ride
- July 4th Fireworks
- North Carolina Blackberry Festival
- Jump Street Drive Music Festival
- Harambee Arts Festival
- Light Up Lenoir
- Drive-Thru Turkey Tuesday
- Storytime with Mrs. Claus
- Merry Market on Main
- Downtown Carriage Rides
- Santa Claus is Coming to Town

LENOIR EVENTS



LENOIR EVENTS



EARTH DAY & ARBOR DAY IN LENOIR

- **April 2025** - In addition to our many annual events, the City hosted a new event in 2025, the Earth Day & Arbor Day Celebration.



PUBLIC INVESTMENT & PROJECTS

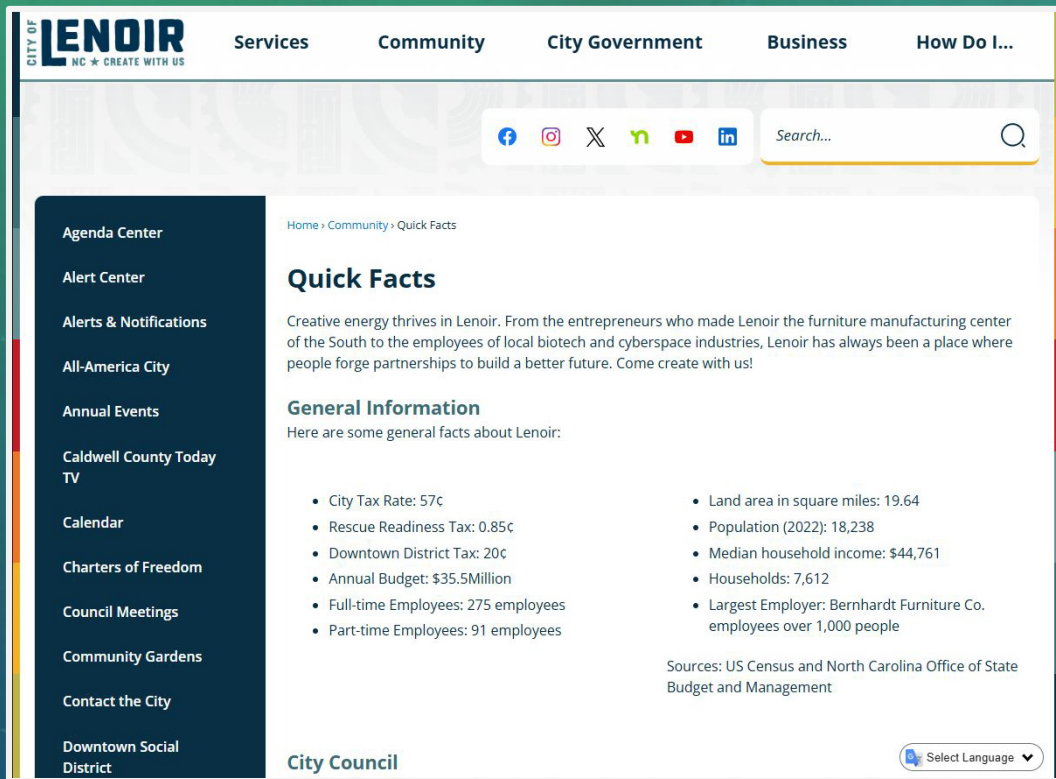
PROJECTS, EVENTS, PROGRAMS IN 2024

DEBRIS SITE ON VIRGINIA STREET

- **2025** – The City leased its property on Virginia Street for debris clean up and processing from Hurricane Helene.



CITY WEBSITE REDESIGN



- **January 2025** - Staff completed a refresh/update to the City website. We brightened up the look and added some more color to the design. The Search bar and City social links are displayed on the homepage and interior pages. The quick link buttons on the homepage will take visitors to the most popular pages on the site, followed by popular links to other pages.

POLE BARN & SALT SHED



NEW GYM FLOOR AT MULBERRY REC



- **January 2025** - After much hard work, City of Lenoir staff opened the Mulberry Recreation Center gym. The gym has a new floor, new basketball hoops, and a new look.

PICKLEBALL INSIDE MULBERRY



DOWNTOWN TREES

- **February 2025** – Public Works planted **16** new trees located at six intersections in Downtown Lenoir - Kwanzan Cherry, Armstrong Maple, Nuttall Oak, and Tree-Form Foster Holly.



TEACHING PAVILION AT UNITY PARK



- **February 2025** – The City completed construction of a new teaching and learning pavilion at Unity Park & Community Gardens.

T.H. BROYHILL WALKING PARK

- **March 2025** – The Broyhill Family Foundation funded and City Public Works staff repaired a repaired a failing retaining wall at T.H. Broyhill Walking Park. The City reworked the wall from a terraced wall to a natural slope with added boulders. The upgrade will also include more landscaping.



NEW LANDSCAPING AT NORTH MAIN



- **March 2025** – Public Works installed new landscaping at North Main Street.

STORM DRAINS AT MULBERRY

- **March 2025** – City Public Works staff replaced the storm drainage from the roof at Mulberry Recreation Center and patched the cuts in the parking lot.



NEW K9S AT LENOIR POLICE



- **March 2025** - The City of Lenoir Police Department introduced its new canines to City Council. The department's K9 teams patrol the streets of Lenoir, and, for the first time, there is a K9 team assigned to Hibriten High School.

MORE PICKLEBALL AT MULBERRY

- **April 2025** – The City added more outdoor pickleball courts at Mulberry Recreation Center. Today there are **12 outdoor courts** at Mulberry and there are a total of **9 indoor courts** between Mulberry, MLK Jr. Center, and the old William Lenoir Middle School.



PAVING AT COMMUNITY GARDENS



- **April 2025** - The City paved the parking lot, added new accessible parking, and paved the lower drive at Unity Park & Community Gardens.

DAVID HORN EDUCATION PAVILION



- **April 2025** – During the Earth Day & Arbor Day Celebration, the City also dedicated the David Horn Education Pavilion.

DAVID HORN EDUCATION PAVILION



GREENWAY LOOP AT SOCCER COMPLEX

- **April 2025** – The City built a new section of greenway to create a half-mile walking loop around the soccer complex. The new section created a half-wile loop at the complex.



SOCCER COMPLEX GREENWAY LOOP



DOWNTOWN LENOIR AWARD

- **April 2025** – Main Street recognized the Downtown Lenoir Award winners Michelle and Cliff Mahaffey of Tybrisa Books. The couple was honored with the Gibbons Award and recognized for their contributions to Downtown Lenoir.



LANDSCAPING AT WEST WIND SENTINELS

- **May 2025** - The City of Lenoir replaced the landscaping at the West Wind Sentinels sculpture on US 321. The landscaping was about 20 years old Public Works staff removed the old material and designed the new landscaping plan. The new landscaping will be easier to maintain and will better showcase the sculpture.



NEW CITY CLERK



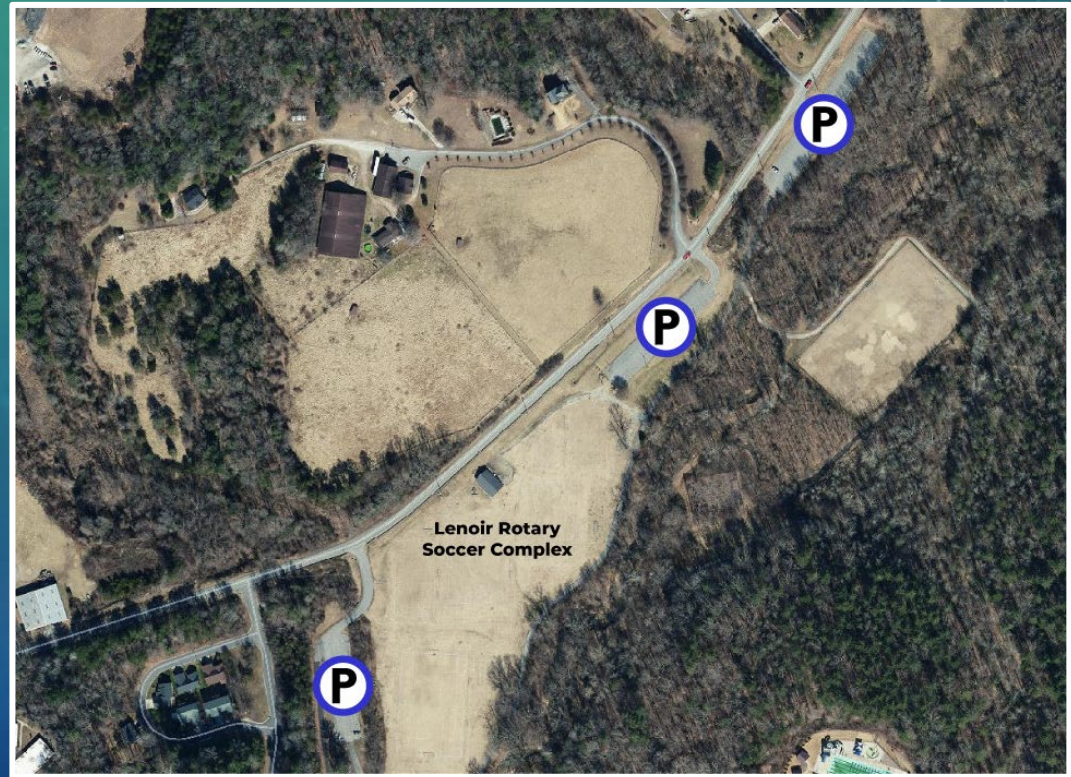
MUNICIPAL & COUNTY ADMINISTRATION GRADS



Hannah Williams

SURFACING & STRIPING OF SOCCER COMPLEX PARKING LOTS

- **June 2025** – The City resealed the asphalt and restriped all three parking lots at the Soccer Complex.



LENOIR SPLASH PAD



- **June 2025** - City Council, staff, and friends opened the new Lenoir Splash Pad at the Lenoir Rotary Soccer Complex. The new splash pad is **1,648 square feet** with **55 sprayers**. The City also built a 20-foot by 20-foot timber framed picnic shelter with four picnic tables and renovated the restrooms.

KIDS PLAYING AT LENOIR SPLASH PAD

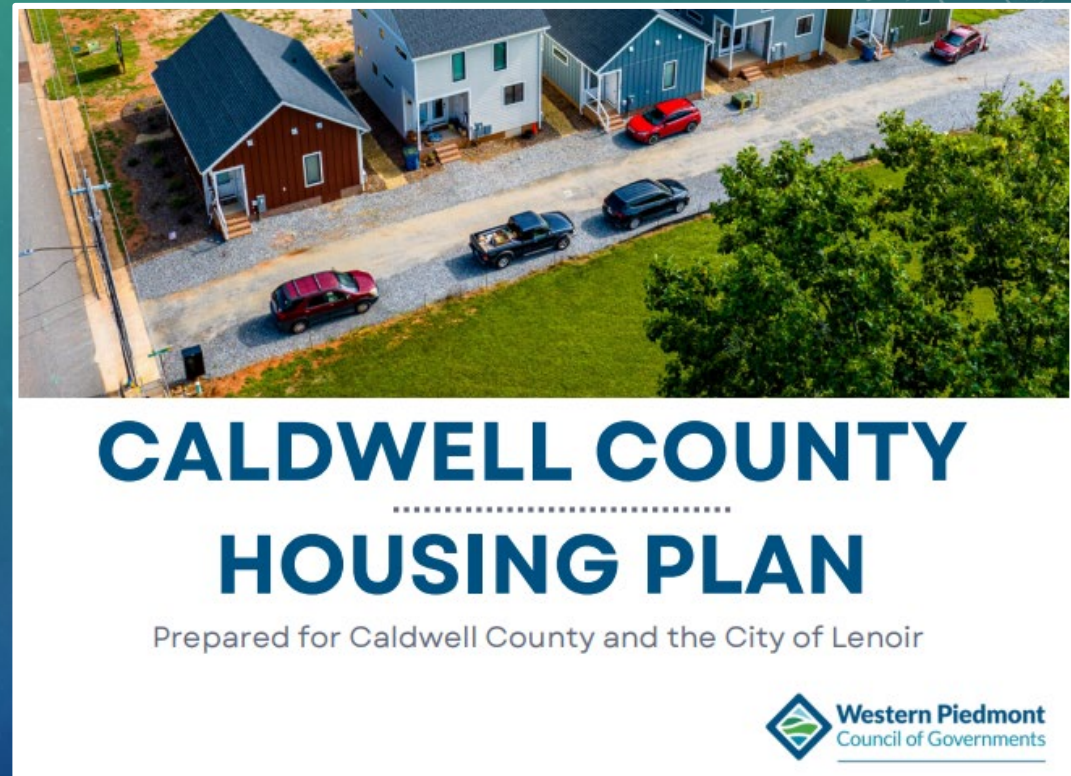


SOCCER COMPLEX RENOVATIONS



CALDWELL COUNTY HOUSING PLAN

- **June 2025** – Caldwell County released a new housing plan for Lenoir and the county. The Plan examines the demographics and housing preferences of potential homebuyers and renters, including an evaluation of real estate market trends. The City helped fund the plan.



ROTARY PEACE POLE AT THE SOCCER COMPLEX



- **June 2025** - Council dedicated a Lenoir Rotary Club Peace Pole at the Lenoir Rotary Soccer Complex. Peace Poles have been planted on every continent in over **200,000 communities**.

NEW PLAYGROUND EQUIPMENT

West End Park



Mulberry Rec



ROTARY PEACE POLICE AT T.H. BROYHILL WALKING PARK



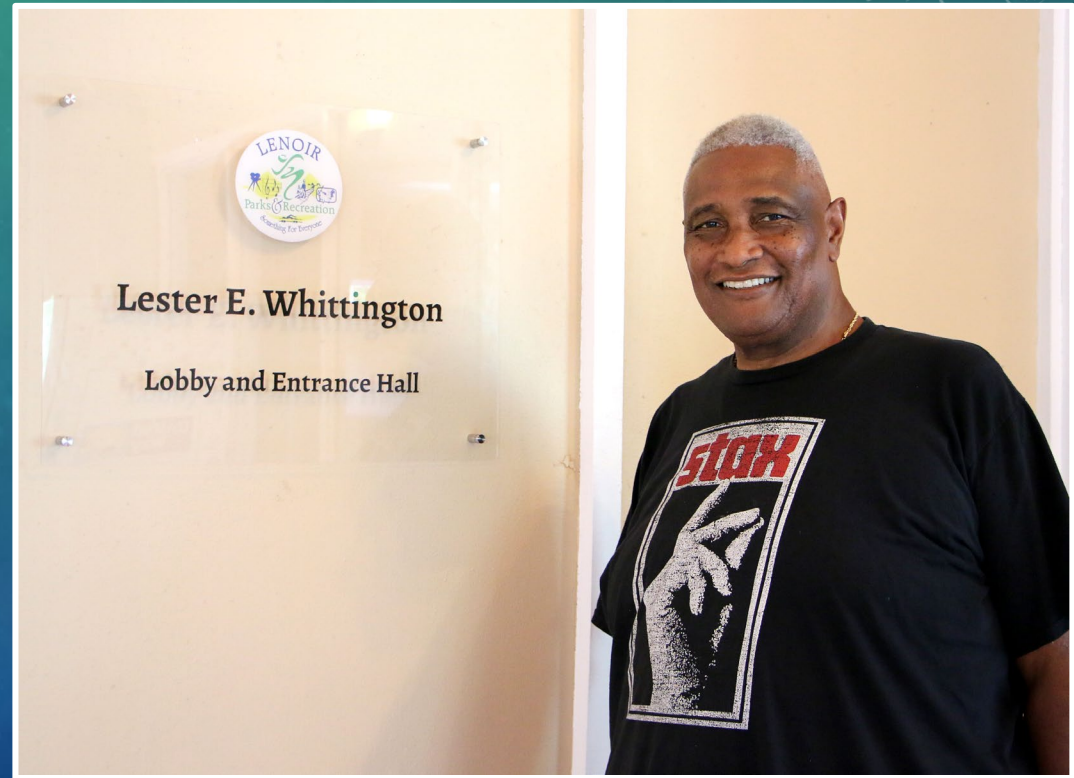
- **July 2025** – Council dedicated a Caldwell Rotary Club Peace Pole for the T.H. Broyhill Walking Park in Lenoir!

NEW POLICE CHIEF



LESTER WHITTINGTON LOBBY

- **August 2025** - The City of Lenoir City Council named the lobby and entrance hall at the Martin Luther King Jr. Center in honor of long-time manager Lester Whittington.



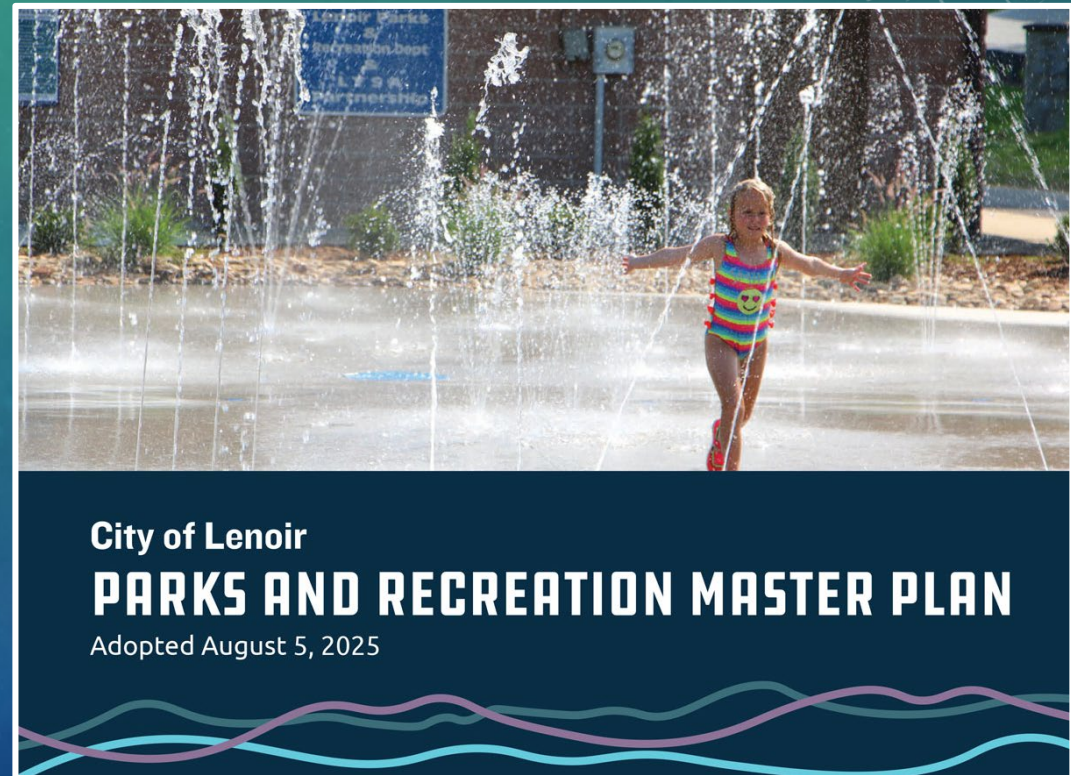
LIVING LENOIR COMP PLAN



- **August 2025** – Council adopted the Living Lenoir 2045 Comprehensive Plan. The plan will guide decisions and development in Lenoir for the next 20 years,

PARKS & REC MASTER PLAN

- **August 2025** – As part of the Living Lenoir Comp Plan, our consultant also created a new Parks & Rec Master Plan. Council also adopted this plan in August.



POWELL ROAD CULVERT REPAIR

- **August 2025** – The City repaired the culvert on Powell Road, added new curb and gutter, and patched the road.



FIRE UTV



- **August 2025** – Fire received a **\$50K Disaster Relief Grant** in the amount. The grant allowed the department to purchase a Polaris Ranger UTV, Enforcer 30 foam suppression system and 25 gallons of Class A/B foam to enhance our wildland firefighting capabilities.

COMMS & PIO DIRECTOR COMPLETES PELA



UNC

SCHOOL OF
GOVERNMENT

OLD SHED ON SEEHORN ST

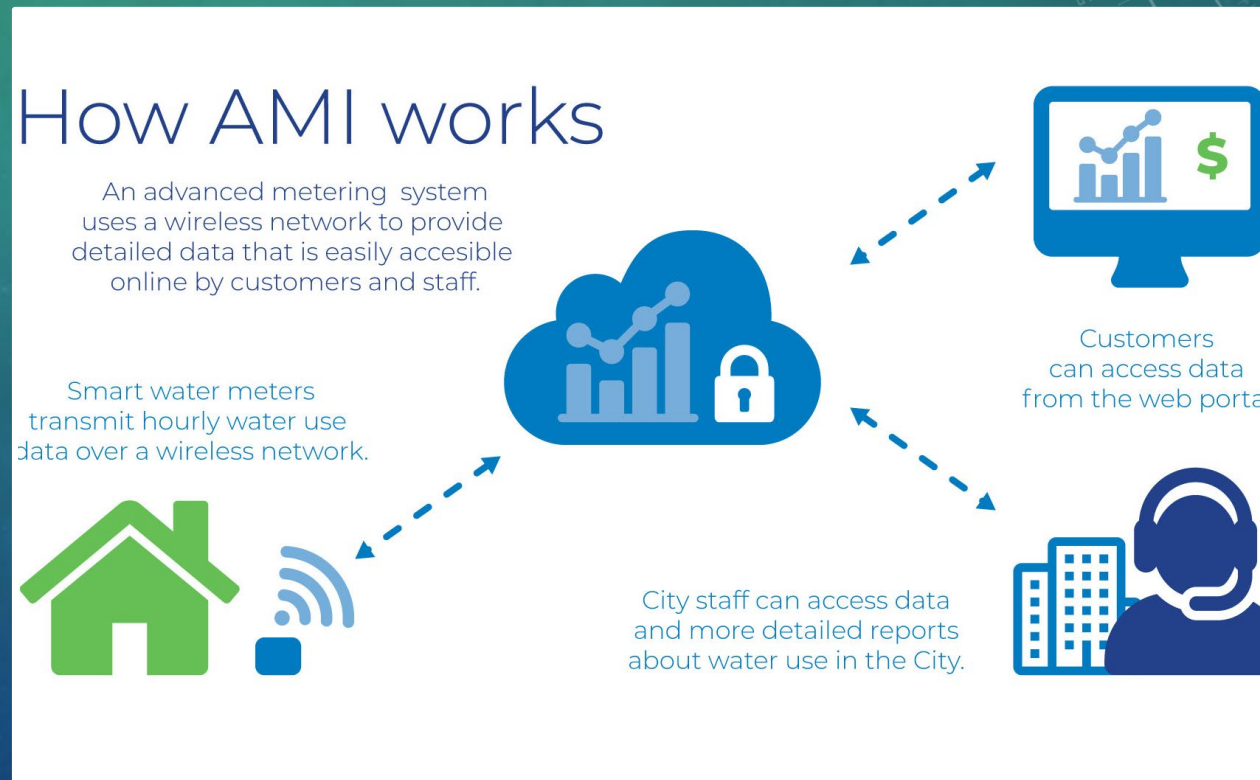


2/5/2026

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AMI METERING PROJECT CLOSE OUT

- August 2025 – The City closed out the AMI Project in Public Utilities. The project upgraded all the water meters in the city and improved the City's meter reading system. These advanced meters will send usage data to City Hall through a wireless network. This technology is known as Advanced Metering Infrastructure (AMI).



PLANNING STAFF



Kim Staines

MLK JR. CENTER RENOVATIONS



- **September 2025** – The City completed many renovations at the Martin Luther King Jr. Center. Updates included new floors, gym equipment, HVAC upgrades, ADA improvements, and new surfacing on the tennis and basketball courts.

MLK CENTER RENOVATIONS



SIGNAL REMOVAL AT COLLEGE & MULBERRY



- **September 2025** - The City removed the traffic signal at the intersection of College Avenue and Mulberry Street in Downtown Lenoir. The new stop sign improves traffic flow at the intersection.

EMPLOYEE LITTER SWEEP

- **September 2025** – City staff held the annual fall litter sweep. About **40 people** from Downtown, Finance, Fire, Parks and Rec, Planning, Police, Public Works, and Public Utilities picked up **35 bags of litter**.



EMPLOYEE LITTER SWEEPS



FLOCK CAMERAS

- **September 2025** –Police staff installed 14 FLOCK cameras in Lenoir.



RED ROOF INN CONSENT ORDER



- **October 2025** - Police staff and the NC ALE were able to get a consent order with Red Roof Inn. The order will help with complaints at the hotel and reduce calls for service to the location.

NEW PLANTERS



- **October 2025** – As part of Bloom Blast, Public Works installed 16 new planters in Downtown and along Harper Avenue.

PENNELL STREET STORM DRAIN REPAIR

- **November 2025** – The City repaired a storm drain on Pennell Street. The new 36-inch storm drain culvert pipe, new catch basins, and new curb and gutter should improve stormwater drainage in the area.



POLICE DRONES

- **November 2025** - Police Department also procured additional drones for Patrol use. These drones assist in locating suspects, missing persons, and runaway juveniles, as well as enhancing security at special events, schools, and athletic events.

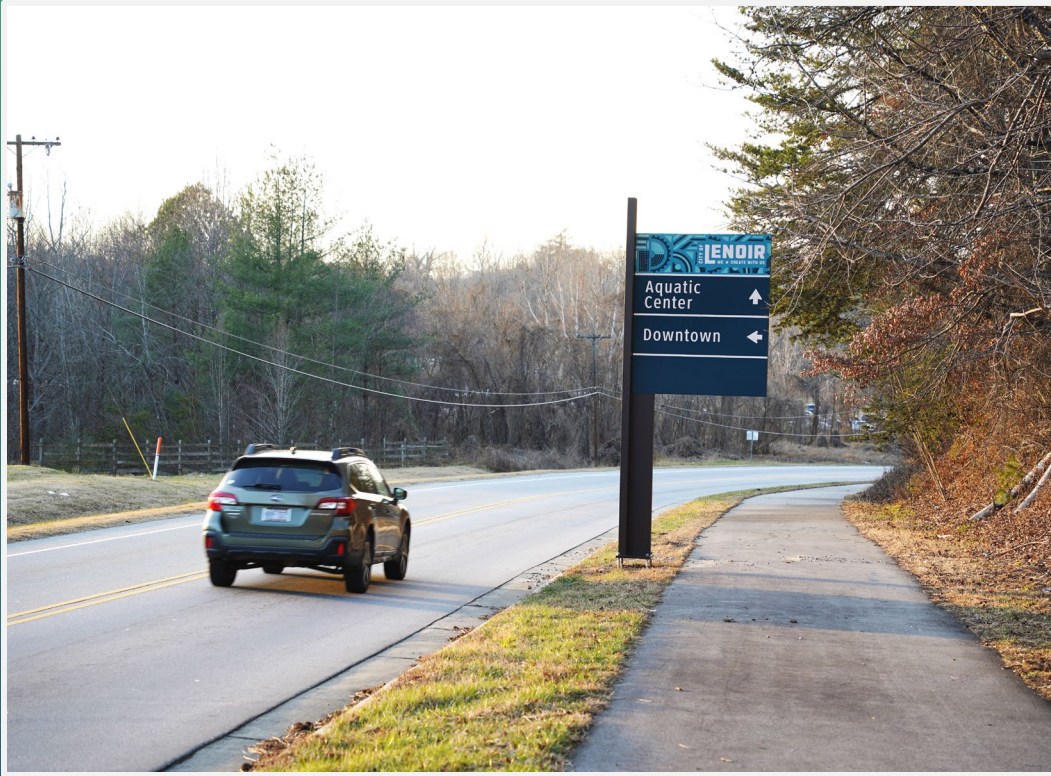


WAYFINDING SIGNS!



- **December 2025** - Contractors working for the City of Lenoir started installing more than 50 new wayfinding signs in the City. The signs will direct residents and visitors to public buildings and local amenities.

WAYFINDING AROUND LENOIR



MORE CHRISTMAS DECORATIONS

- **Fall 2025** – The City installed more Christmas decorations in Lenoir including new lights at the gateway sign at Smith Crossroads.



CHRISTMAS DECORATIONS



PLANNING DIRECTOR COMPLETES LEADING FOR RESULTS



UNC

SCHOOL OF
GOVERNMENT

NCLM RISK MANAGEMENT REVIEW AWARD

- **December 2025** – The North Carolina League of Municipalities presented Lenoir Police Chief Andy Wilson with a Risk Management Review Award. The program assesses a police department's adherence to best practices, court decisions, and policies and procedures related to high-liability activities in law enforcement.



THE NORTH CAROLINA LEAGUE OF MUNICIPALITIES

Recognizes

Lenoir Police Department

For completing the Law Enforcement Risk Management Review and proactively serving the community in a professional manner while taking steps to minimize risks to our citizens and officers

Presented - October 22nd, 2025



WORKING AS ONE.
ADVANCING ALL.

NEW COUNCILMEMBER



LEAF COLLECTION

- **December 2025** – Public Works completed all three leaf pickups by **12/31/2025**. Staff continued to check routes through January.



SIDEWALK ORDINANCE

30' 30'

A-Frame signs only along remaining clearance



North Main Street

West Avenue

These sidewalks are wide enough for temporary sidewalk cafes, outdoor displays, and A-Frame signs; permanent sidewalk cafes are not allowed.

Sidewalk Segments between 12-14.999'

- **December 2025** – Council approved a new sidewalk ordinance for Lenoir. The ordinance expands on the existing sidewalk café ordinance and allows for permitted outdoor displays for other uses beyond eating and drinking establishments.

STREET PAVING

- **December 2025** – Public Works supervised resurfacing of ten (10) streets in the City of Lenoir. Streets paved include: Rocky Top, Powell Rd, Sharon Av, Woodland Pl, Greenvalley Pl, Ideal Dr, Locust Pl, Ridgewood Pl, Cambridge Ct, Coventry St.



REMOTE MOWER



- **December 2025** – Public Works bought a remote-controlled mower for hard to reach properties in the City. One employee can cover areas in a few hours that would previously take four people a day to mow. The new mower is also much safer for employees.

RIDGE STREET SEWER PROJECT

- **January 2026** – Contractors completed the Ridge Street Sewer Project. This was the first step to fill the sinkhole by Fire Station 1.



GREAT SOCIAL MEDIA!



- **January 2026** – Staff created a fun and engaging social media post about staying off the road during the icepocalypse. The post used humor to encourage people not to drive on ice. “It's always refreshing to see government offices have a little fun on social media.” - Comment

WHO'S THAT IN DOWNTOWN?



PROJECTS UNDERWAY

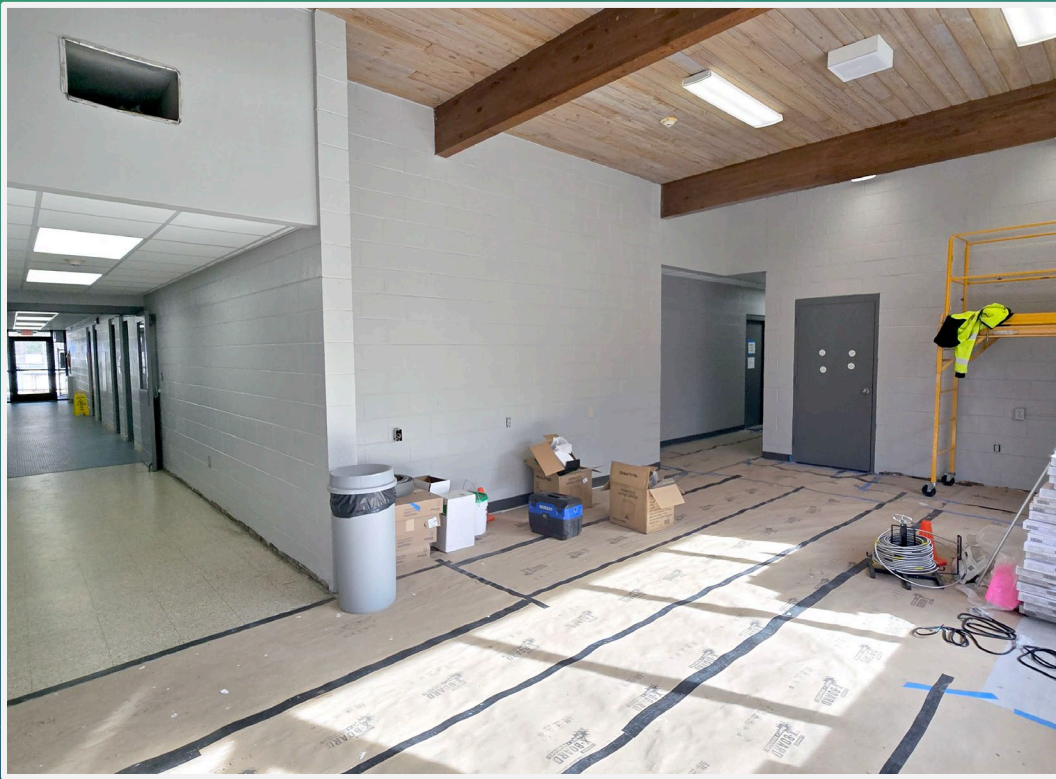
THE CITY HAS SEVERAL PROJECTS IN CONSTRUCTION.

LEADERSHIP LENOIR CIVIC LEARNING ACADEMY

- **February 2026** – The City opened applications for a new civic learning program. The academy will start in March. The program will be an opportunity for people to learn a great deal about City of Lenoir government.



LAFC RENOVATIONS



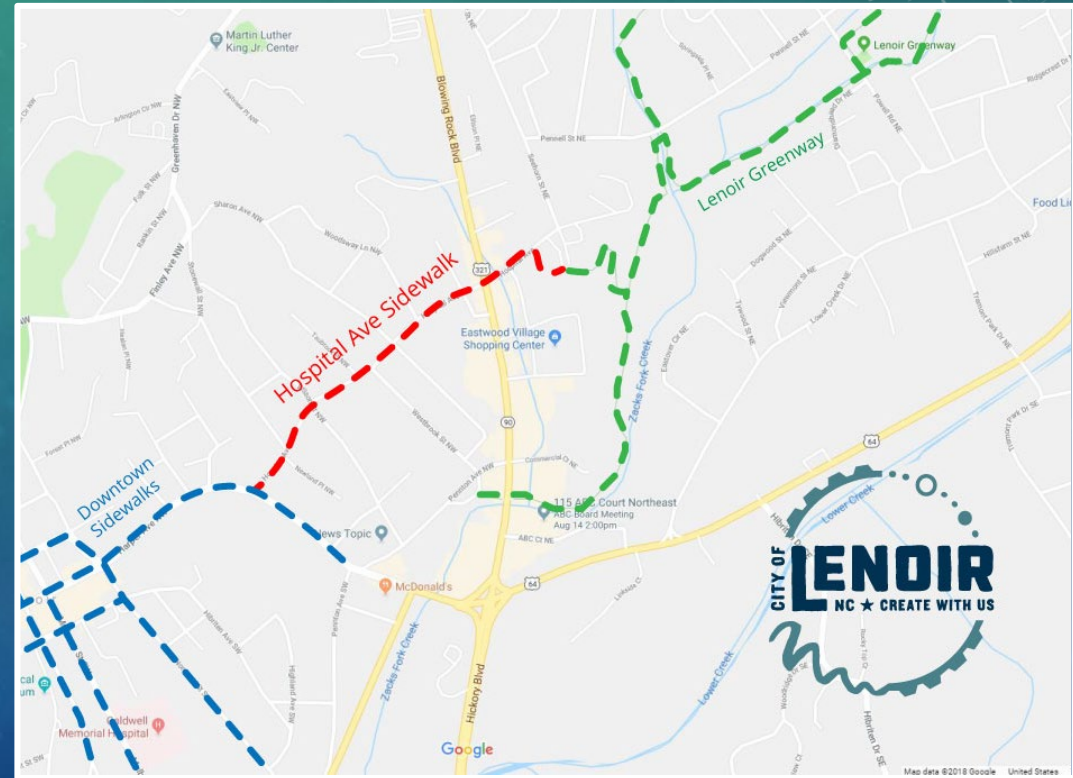
- **October 2025** - The City of Lenoir has started renovating the Lenoir Aquatic & Fitness Center. The City plans to update several features at the facility. Contractors will add a new family locker room, family restroom, hallway, and more.

LAFC RENOVATIONS



HOSPITAL AVENUE SIDEWALK

- **January 2026** - Construction will start soon on the long-awaited on Hospital Avenue Sidewalk Project. The new sidewalk will increase safety and connectivity for residents and visitors in Lenoir.



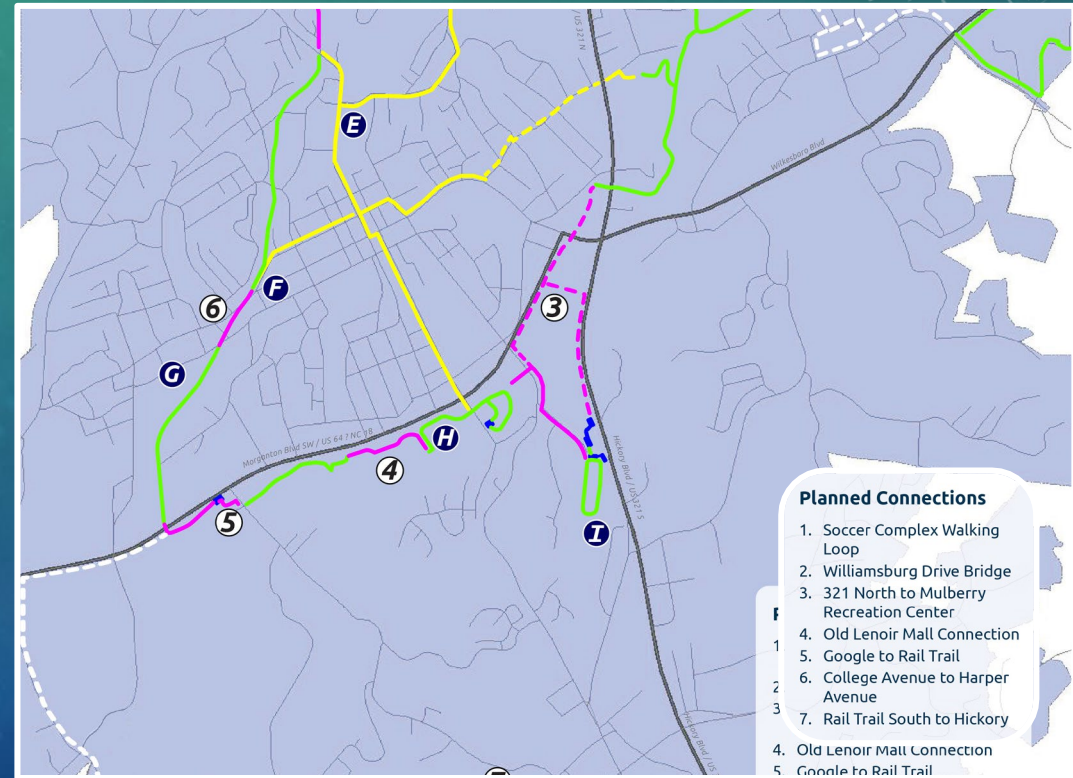
GATEWAY SIGNS



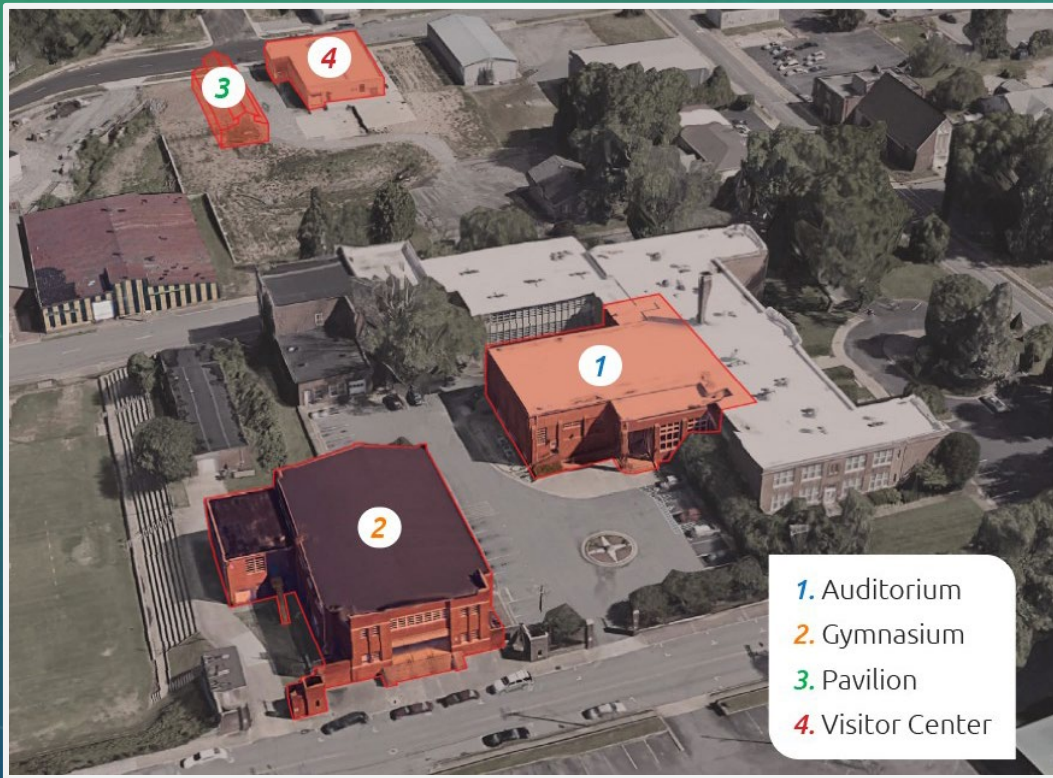
- **January 2026** - Council approved bids for gateway signs. The signs are designed by Destination By Design and welcome people to Lenoir.

GREENWAY EXTENSIONS

- Staff are working on several greenway extension projects including extending the greenway along Morganton Boulevard, connecting the greenway in Downtown Lenoir, and connecting the northeast section to Mulberry Recreation Center.



THE CAMPUS



- In December, Council approved \$5.8 million dollars to renovate The Campus. Phase 1 will include updates to the auditorium and gym. Constructions will start next week.

THE CAMPUS

185

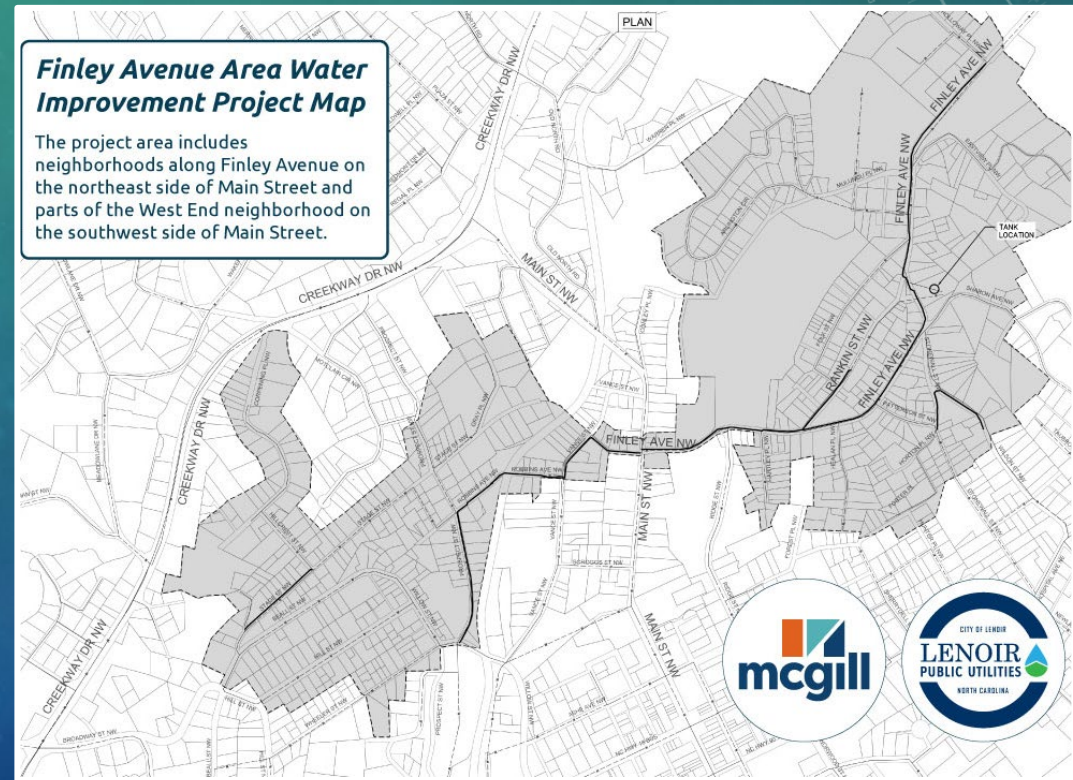


2/5/2026

100

FINLEY AVENUE WATER IMPROVEMENT PROJECT

- The Finley Avenue Area Water Improvement Project will improve water pressure in the Finley Avenue area of Lenoir. The **\$9.4 million** project includes building a new elevated water tank and installing new water lines. The new water tank will be located beside the current tank at 345 Finley Ave. NW.



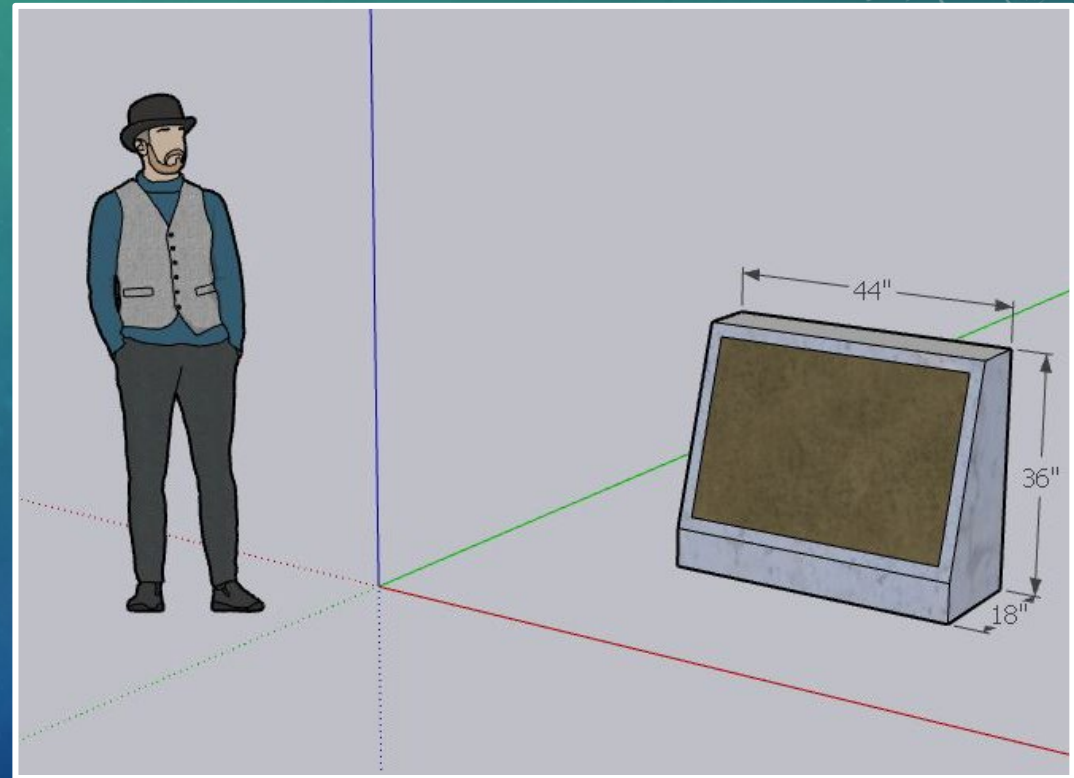
DOWNTOWN CLOCK TOWER



- Work continues on the new clocktower for Downtown Lenoir. The City has restored the clock, and is waiting for the community tiles to be welded to the tower before installing this spring or summer.

VETERANS PLAZA RENOVATION

- Staff are working to complete the Veterans Plaza Renovation in Downtown Lenoir this spring. The new monuments and bronze plaques have arrived. Staff must still remove all the old pavers, install footings and new pavers, and then place the new monuments.



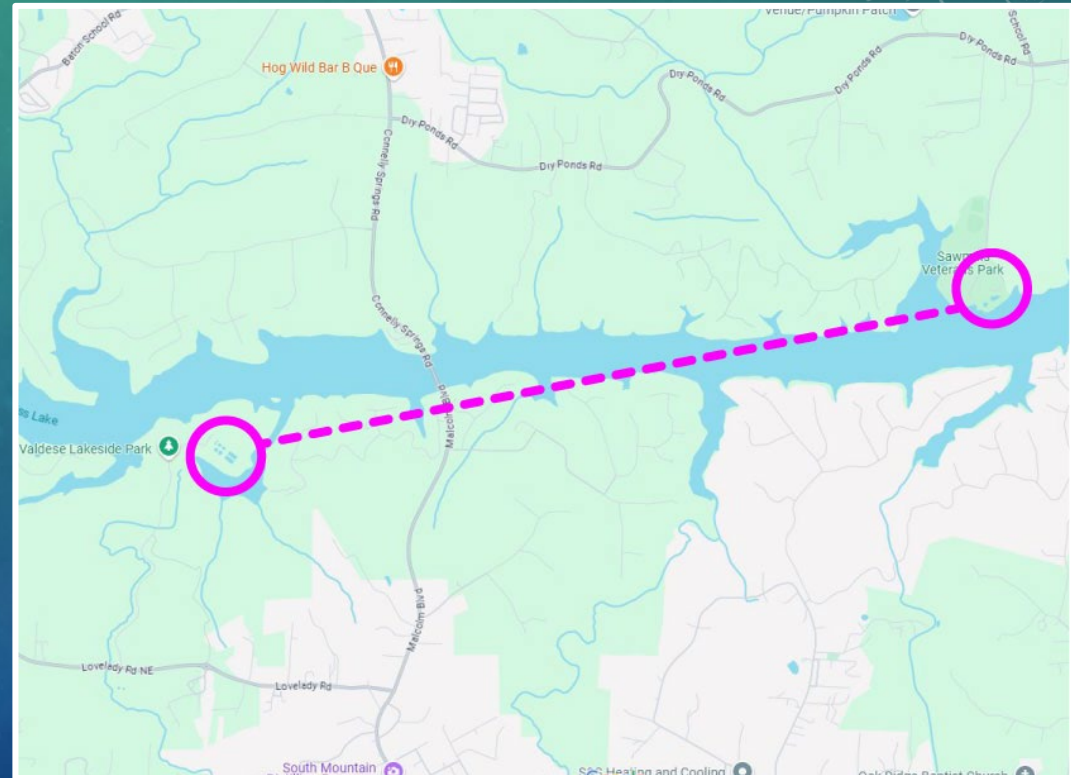
WATER PLANT FLASH-MIX BASIN REPAIR



- This project includes concrete repairs and replacement of old equipment. This project is nearing completion. Freyssinet, Inc. is the general contractor. The consulting engineering firm of SKA, Consulting Engineers, is providing McGill Associate consultation services for this project.

LENOIR-VALDESE WATER INTERCONNECT

- The City received funding in the amount of approximately **\$17 Million** through Session Law 2023-2024 to construct a water interconnection between the City of Lenoir and the Town of Valdese. McGill Associates are the design engineering firm. The design team just completed the preliminary engineering phase of the project and has entered into the design phase.



HARPER AVE STREETSCAPE PLAN



- **January 2026** – Planning held a community meeting to discuss the Harper Avenue Streetscape Project. The plan would renovate Harper Ave into a complete street that includes multi-modal circulation, connectivity, and parking framework for neighborhood gateway improvement to downtown

HARPER AVE STREETScape MEETING



CUSTOMER SERVICE TRAINING

- Around 2020, our consultant began a phased retirement and concluded his work with the City. The team has done a great job at managing outreach such as employee appreciation and golden tickets, but we have a lot of new staff who have never went through the original, comprehensive customer service training. We think it would be good for our employees to work with an outside consultant once again to go through an extensive customer service training program. This training would be mandatory for all staff, including directors.



AMERICA 250 EVENTS & PROMOTIONS



- **2026** – The City of Lenoir plans to celebrate America 250 with new pole banners, events, and other America 250-themed promotions. For example, the Lenoir Bicycle Festival will feature a red, white, and blue logo this year.

CITY OF LENOIR *BY THE NUMBERS*

SOME INTERESTING STATISTICS FOR 2025

COMMUNICATIONS & PUBLIC INFORMATION

BY THE NUMBERS



- **101,805** video views
- **5,119** photos
- **1,736** social media posts
- **1,010** website updates
- **66** news release



DOWNTOWN *BY THE NUMBERS*



- **35** community event applications vetted
- **24** events & promotional activities
- **11** new businesses and expansions
- **2** new residences for a total of **26 in Downtown Lenoir**

FINANCE *BY THE NUMBERS*



- **117,293** utility bills
- **104,990** transactions totaling **\$26.9 MILLION**
- **8,360** payroll checks
- **6,053** vendor checks
- **394** W-2s
- **275** job applications



FIRE *BY THE NUMBERS*

- **3,251** calls for service
 - 2,218 medical calls
 - 1,033 fire-related calls
- **16,840** training hours
- **\$41 Million** property value saved



IT *BY THE NUMBERS*



- **1,925** work orders completed
- **247** security cameras maintained
- **88** email accounts created/deleted
- **48** servers maintained for cameras & keycard access

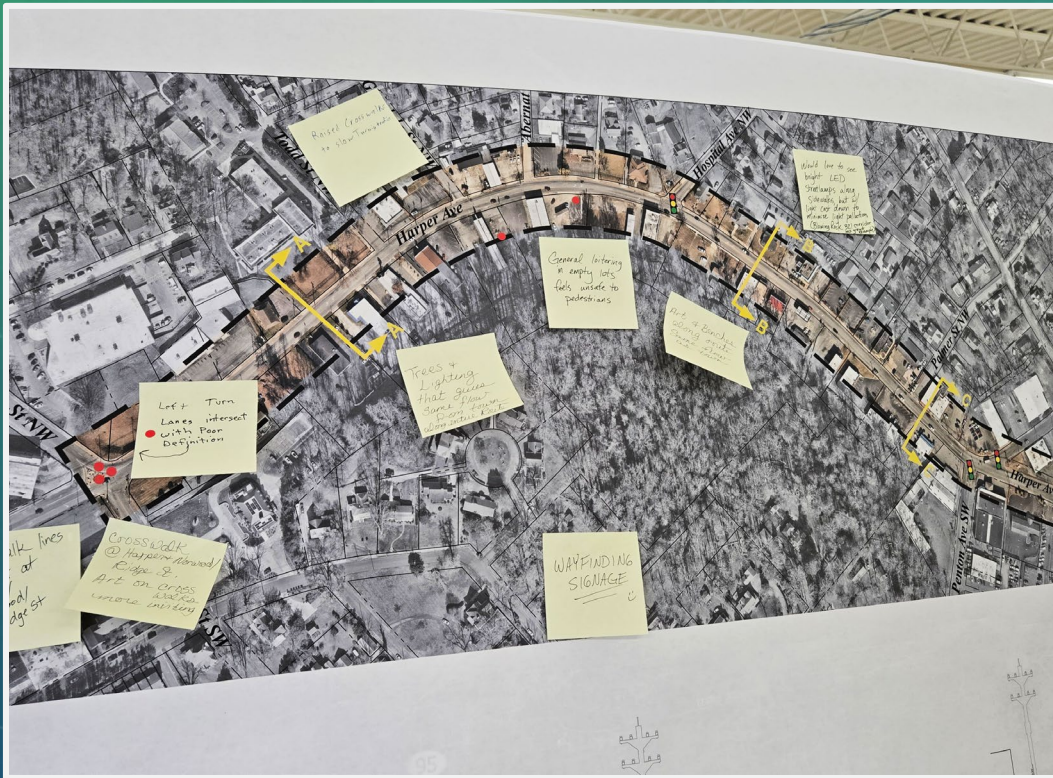


PARKS & RECREATION *BY THE NUMBERS*

- **61,726** participation in programs & events
- **595** participants in basketball & cheer camp at MLK & mulberry
- **300** kiddos at Easter Egg Hunt
- **118** swim lessons at LAFC



PLANNING *BY THE NUMBERS*

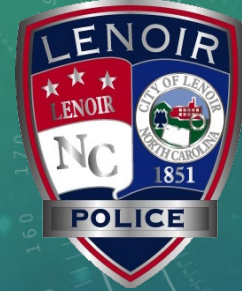


- **316** permits issued
- **182** code compliance cases opened
- **71** single-family home permits
- **59** zoning violations abated
- **6** City-abated properties

1325 UNDERDOWN AVE

 **CITY OF LENOIR**
PLANNING & COMMUNITY DEVELOPMENT





POLICE *BY THE NUMBERS*

- **\$2.68 million** seized in illegal narcotics including assistance to other agencies
- **10,409** training hours
- **39,566** calls for service
- **2,327** pieces of evidence processed
- **250** properties investigated, **177** successfully abated



PUBLIC UTILITIES *BY THE NUMBERS*



- More than **2.2 BILLION** gallons of water treated
- **1.26 BILLION** gallons of wastewater treated
- Maintained **219 miles of water line.**
- Maintained **215 miles of sewer line.**



PUBLIC WORKS *BY THE NUMBERS*

- **7,100** tons of garbage collected
- **10** streets/sections paved
- **128** burials and **153** cemetery plots sold
- **53** off-site vehicle service calls
- **16** soccer and baseball fields painted
- **16** new planters in Downtown Lenoir



THANK YOU TO TEAM LENOIR!

- City Manager
- City Clerk
- Communication & Public Information
- Finance / HR / IT
- Fire
- Parks & Recreation
- Planning
- Police
- Public Utilities
- Public Works
- Special Projects



Lenoir and Regional Population Employment and Housing Updates

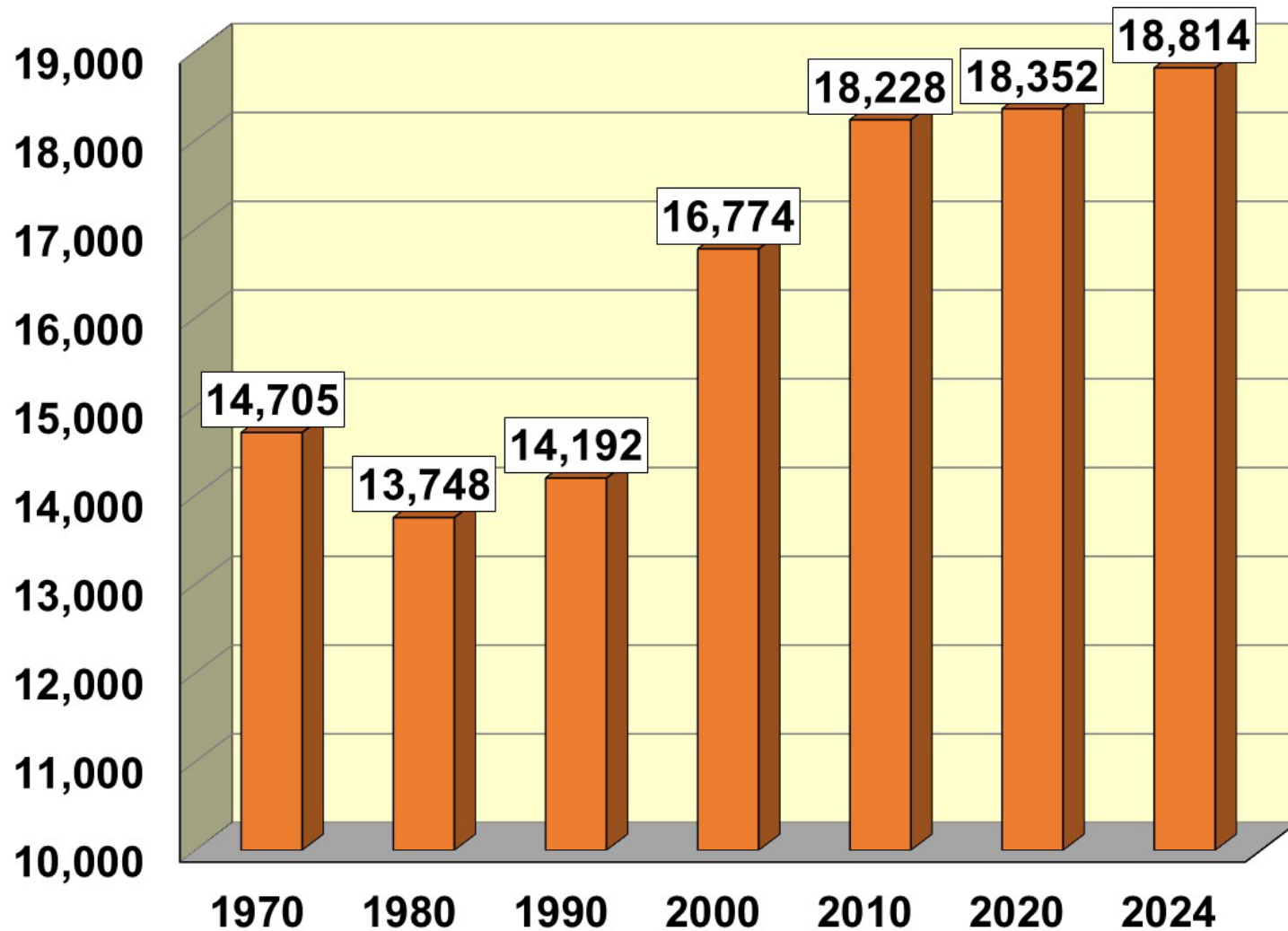
Lenoir Council Retreat
February 6, 2026

Lenoir Population Trends



Lenoir Population, 1970 to 2024

210



Source: 1970-2020 Census, US Census Bureau;
2024 Estimate from NC Office of Management and Budget.

Lenoir Population by Age Group, 2020 to 2020-2024 ACS

211

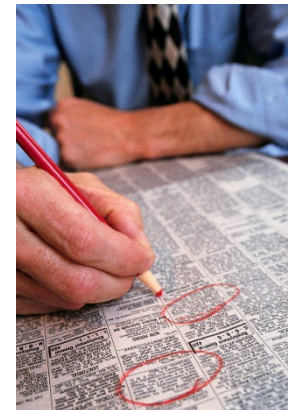
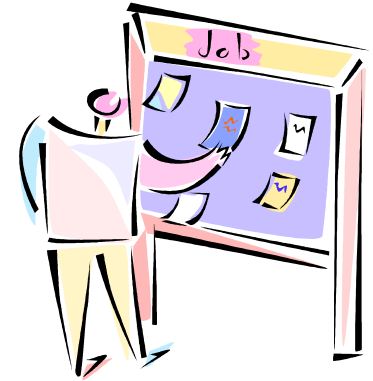
Age Group	2020 Census	2020-2024 ACS Estimate	Change 2020 to 2020-2024	% Change 2020 to 2020-2024
Under 5 Years	1,056	1,257	201	19.0%
5 to 9 Years	1,093	783	-310	-28.4%
10 to 14 Years	1,138	1,036	-102	-9.0%
15 to 19 Years	1,189	914	-275	-23.1%
20 to 24 Years	1,003	949	-54	-5.4%
25 to 34 Years	2,209	2,166	-43	-1.9%
35 to 44 Years	2,166	1,848	-318	-14.7%
45 to 54 Years	2,328	2,435	107	4.6%
55 to 59 Years	1,221	1,235	14	1.1%
60 to 64 Years	1,226	1,477	251	20.5%
65 to 74 Years	2,096	2,424	328	15.6%
75 to 84 Years	1,166	1,312	146	12.5%
85 Years & Over	461	463	2	0.4%
Total	18,352	18,299	-53	-0.3%

Caldwell County Population Projections by Age Group, 2024-2044

212

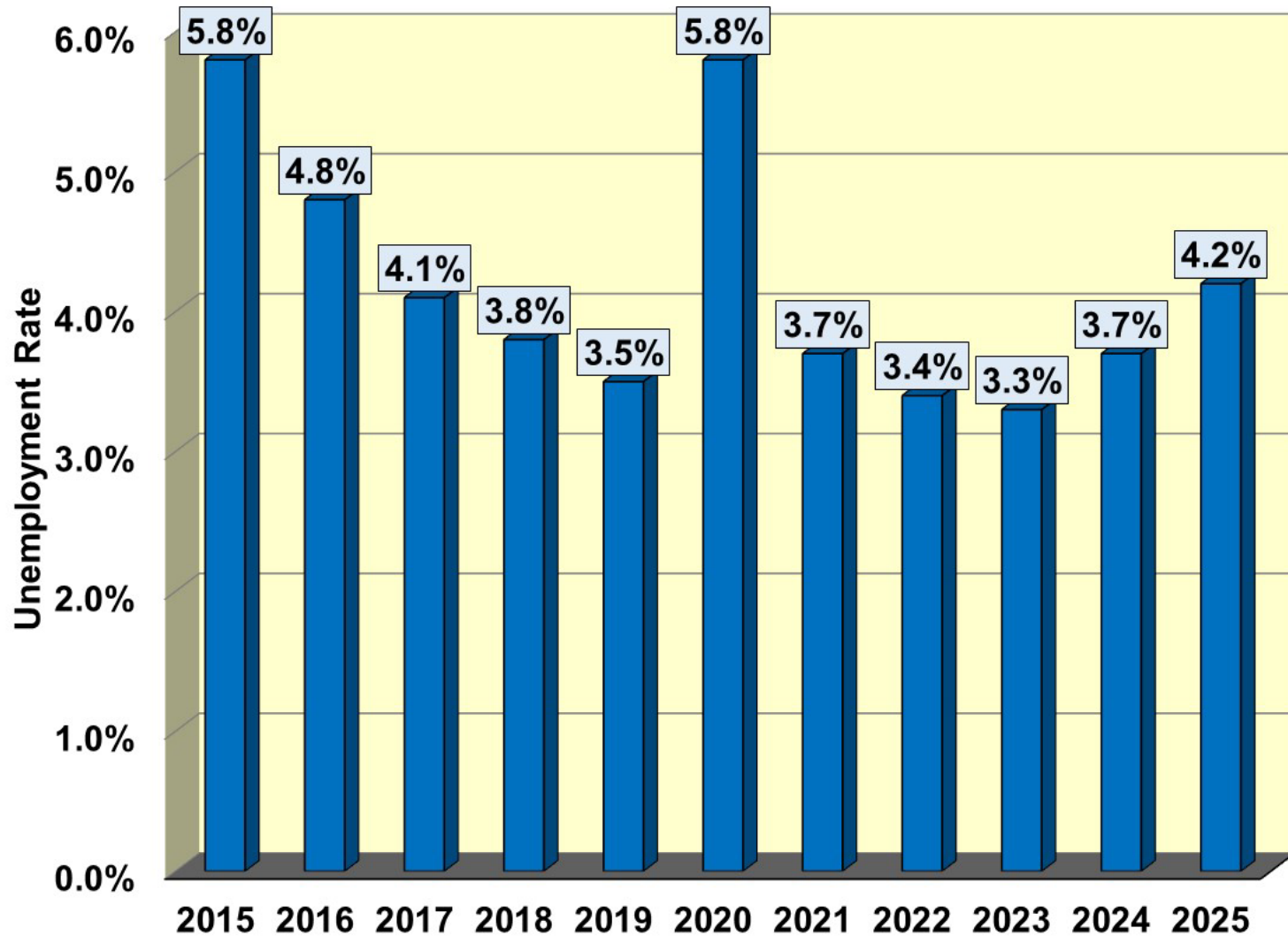
Age Group	2024 Estimate	2044 Projection	Change 2024-44	% Change 2024-44
Under 5 Years	3,835	3,904	69	1.8%
5 to 9 Years	4,316	4,104	-212	-4.9%
10 to 14 Years	4,553	4,371	-182	-4.0%
15 to 19 Years	5,215	4,624	-591	-11.3%
20 to 24 Years	4,566	4,437	-129	-2.8%
25 to 34 Years	10,092	10,308	216	2.1%
35 to 44 Years	9,284	11,409	2,125	22.9%
45 to 54 Years	10,535	11,313	778	7.4%
55 to 59 Years	6,046	4,981	-1,065	-17.6%
60 to 64 Years	6,175	4,524	-1,651	-26.7%
65 to 74 Years	10,330	9,303	-1,027	-9.9%
75 to 84 Years	5,887	7,331	1,444	24.5%
85 Years and Over	1,502	2,648	1,146	76.3%
Total	82,336	83,257	921	1.1%

Caldwell County & Lenoir Unemployment, Labor Force, and Industry by Employment Trends



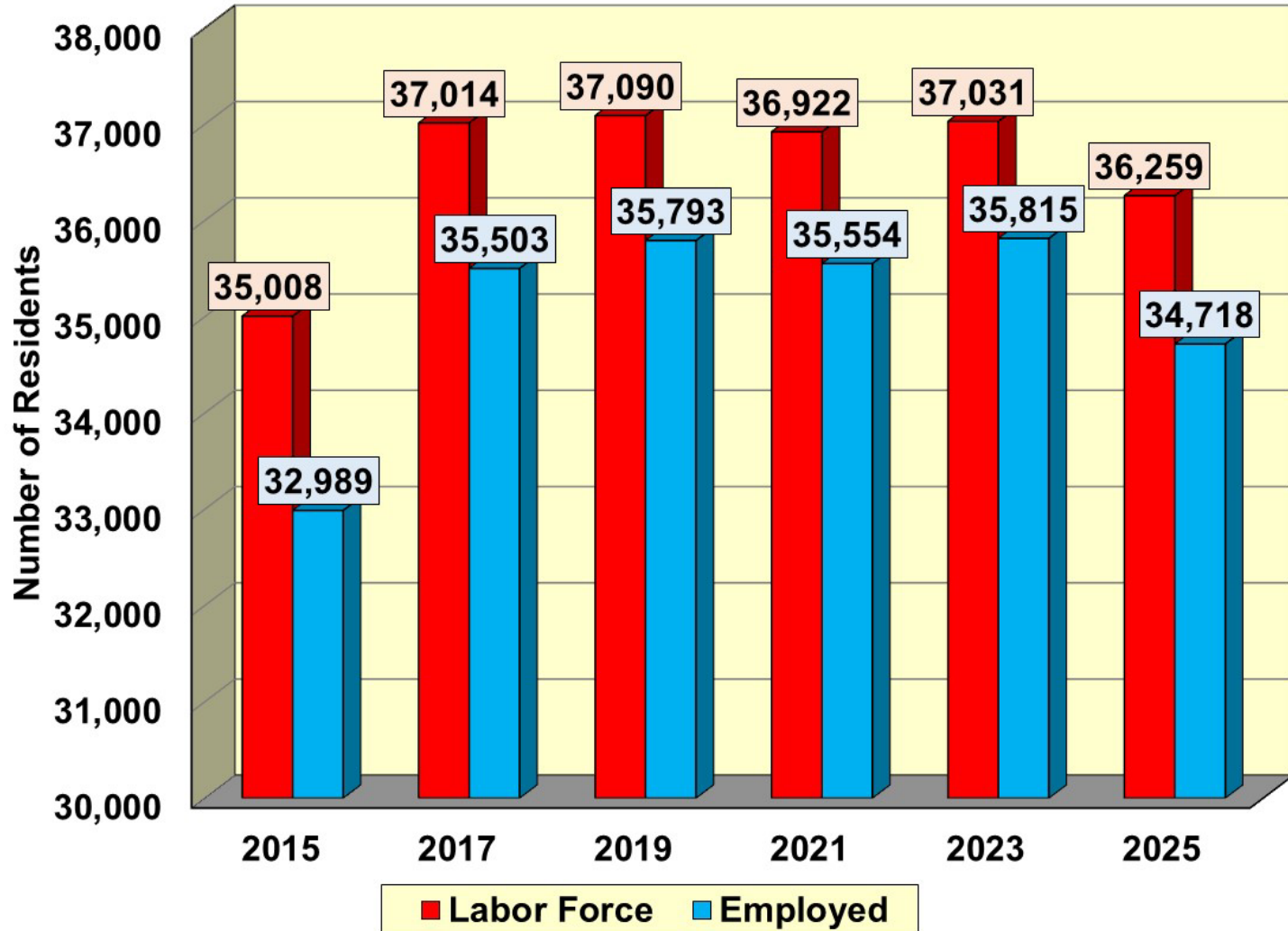
Caldwell County Unemployment Rates- November 2015-November 2025

214



Caldwell County Labor Force and Number of Employed Workers, November 2015-November 2025

215

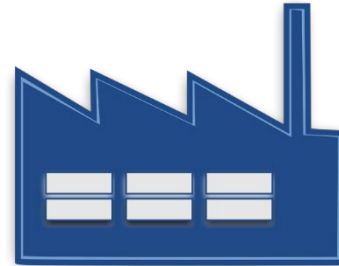


Lenoir Employment by Industry, 2020-2024 ACS

216

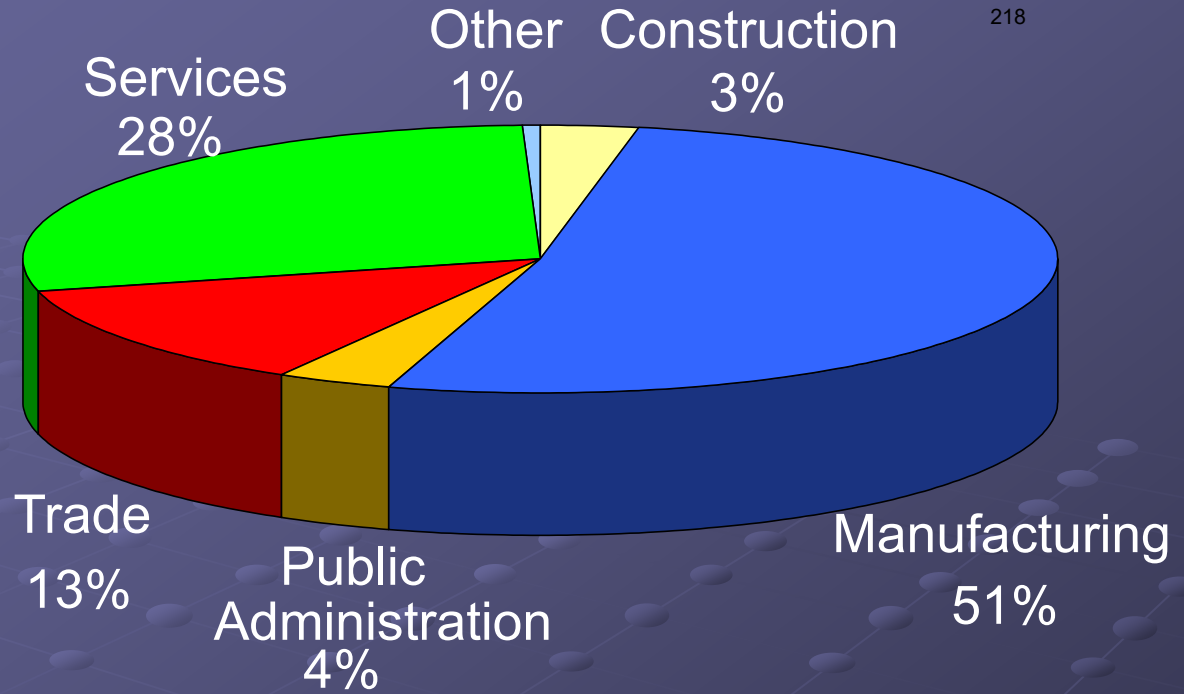
Industry	2020-2024 ACS	% of Employed Population
Employed Population	7,652	100.0
Agriculture	1	0.0
Construction	502	6.6
Manufacturing	1,102	14.6
Wholesale Trade	240	3.2
Retail Trade	825	10.9
Transportation/Warehousing/Utilities	409	5.4
Information	52	0.7
Finance/Insurance/ Real Estate	382	5.1
Professional Services	897	11.9
Education and Health Care	1,896	25.1
Arts/ Entertainment/Recreation	715	9.5
Other Services	330	4.4
Public Administration	211	2.8

Hickory MSA and Caldwell County Employment by Industry



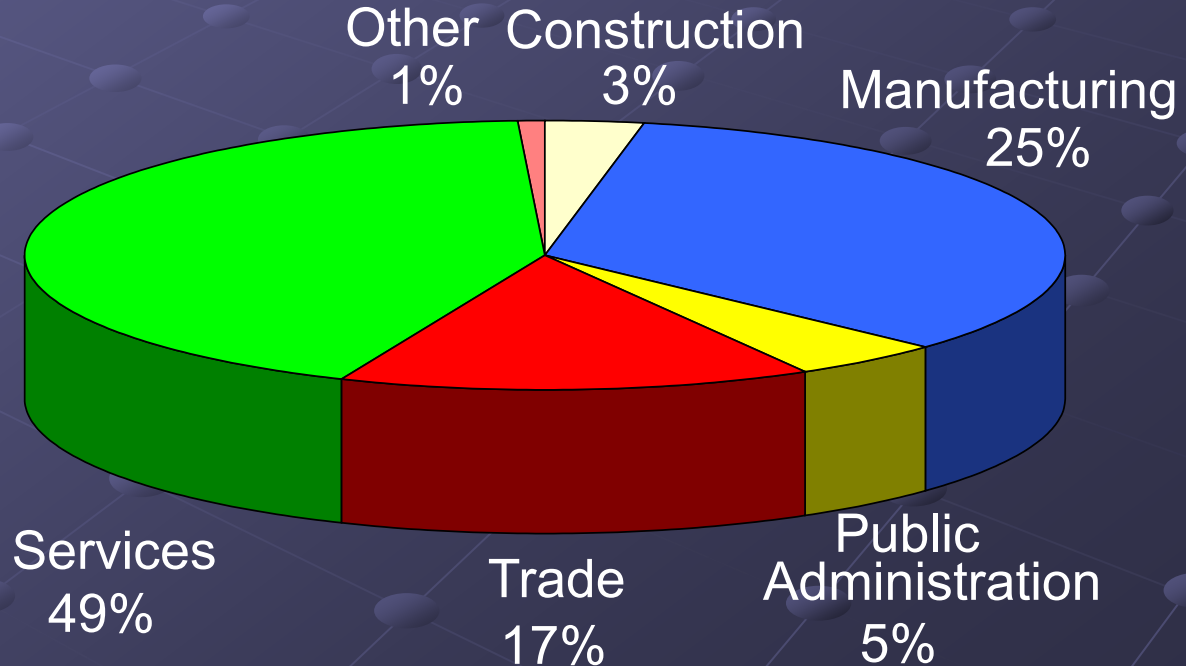
Hickory MSA Employment Distribution

Hickory Metro Jobs 1990



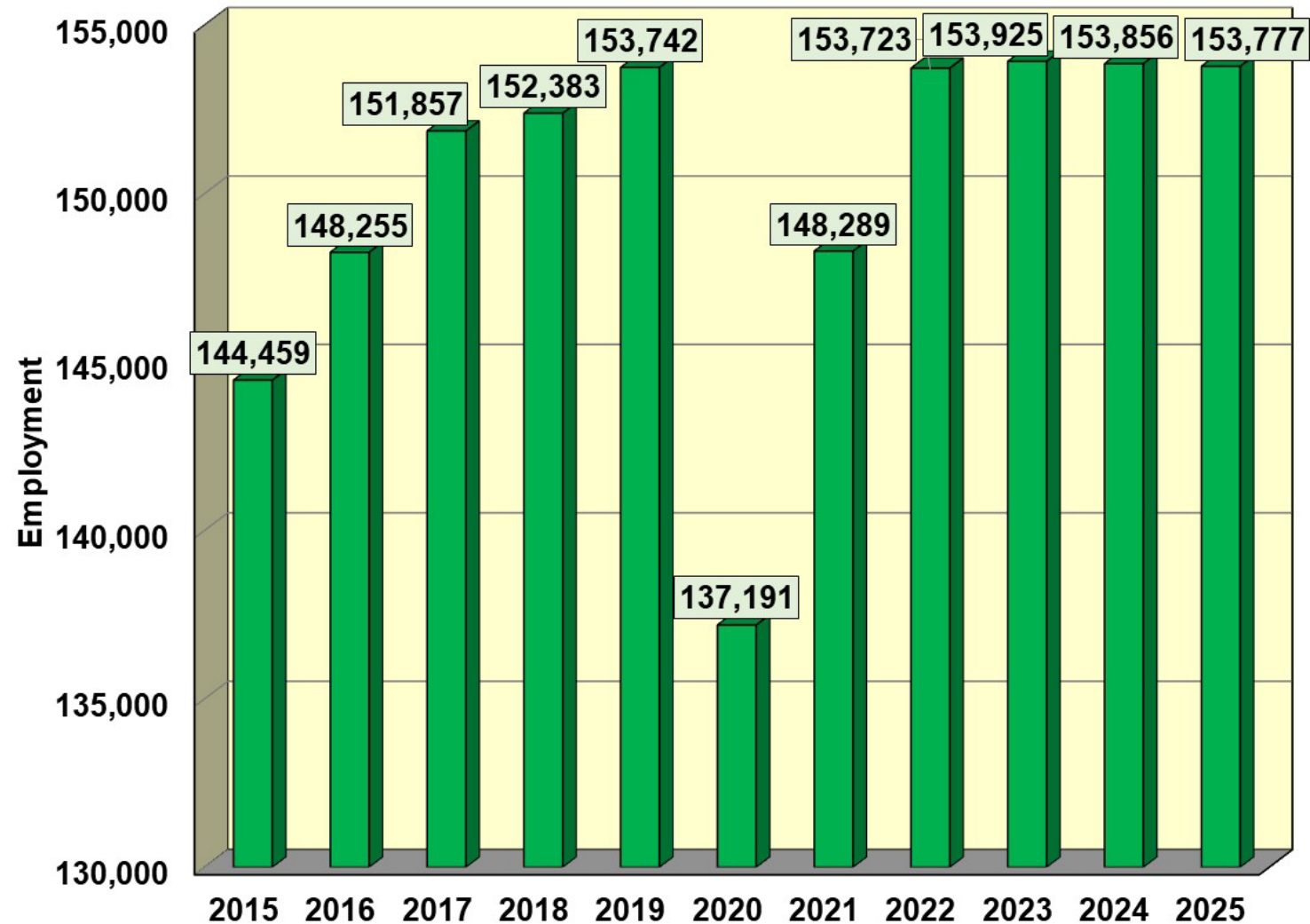
Source: Labor and Economic
Analysis Division, NC
Department of Commerce.

Hickory Metro Jobs 2025



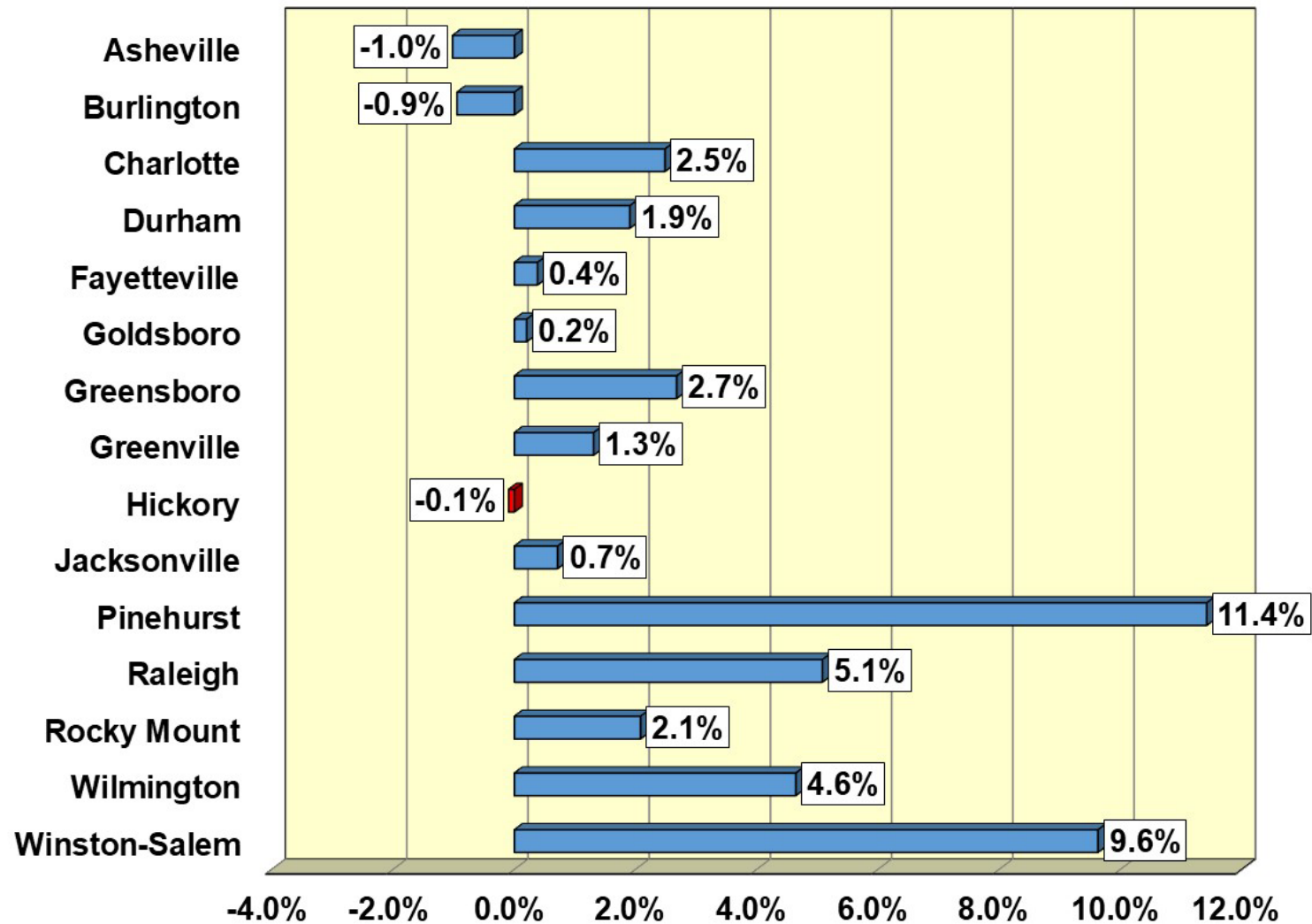
**2023 US
Manufacturing: 9%**

Hickory MSA Employment, 2nd Qtr. 2015-2nd Qtr. 2025

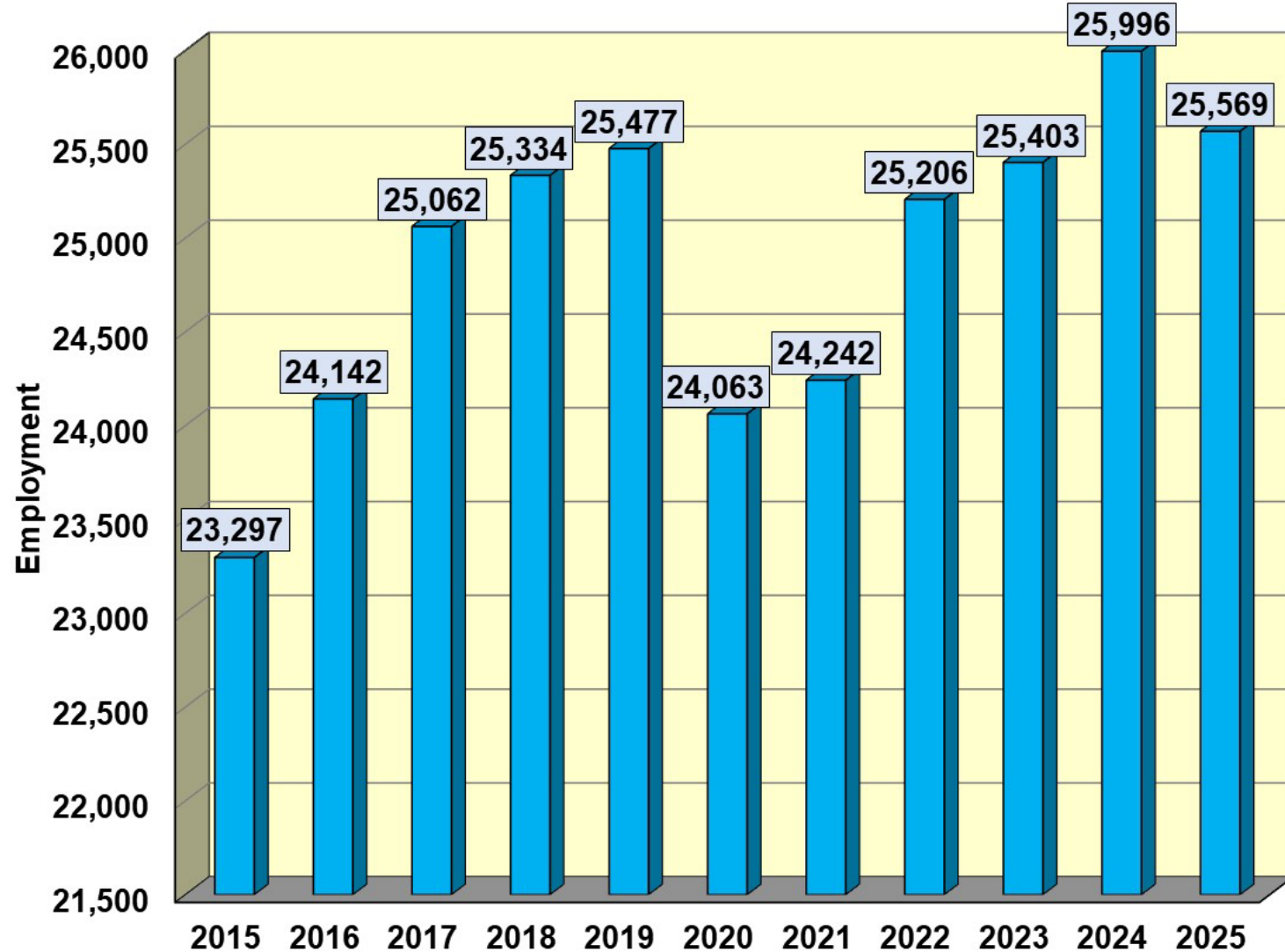


NC MSA Employment Change by Percentage, 2nd Quarter 2023-2nd Quarter 2025

220



Caldwell County Employment, 2nd Qtr. 2015-2025

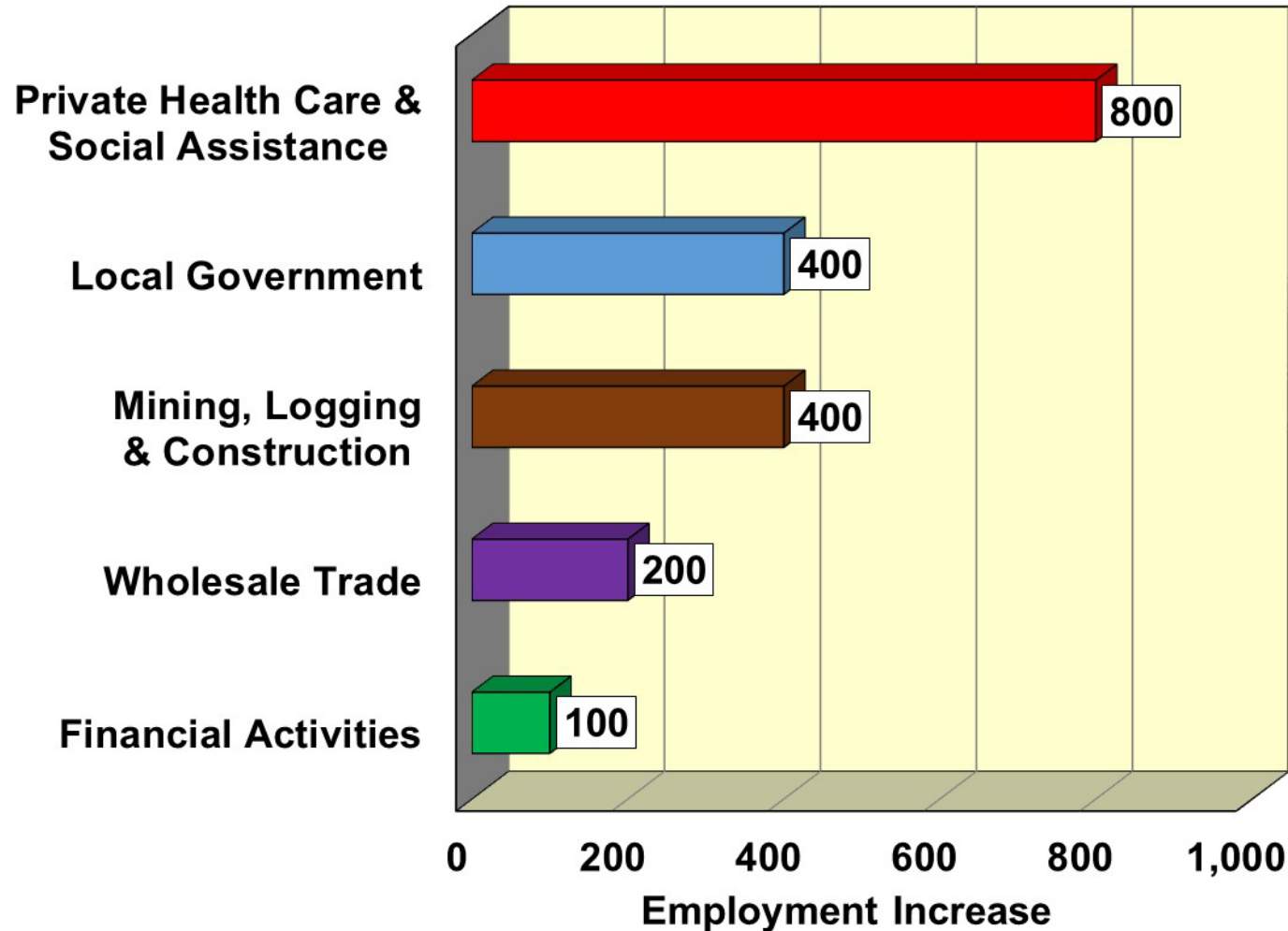


Recent Employment Trends November 2024- November 2025

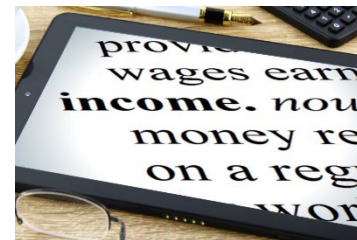


Hickory MSA Job Gains by Sector, November 2024-2025 (Current Employment Statistics)

223



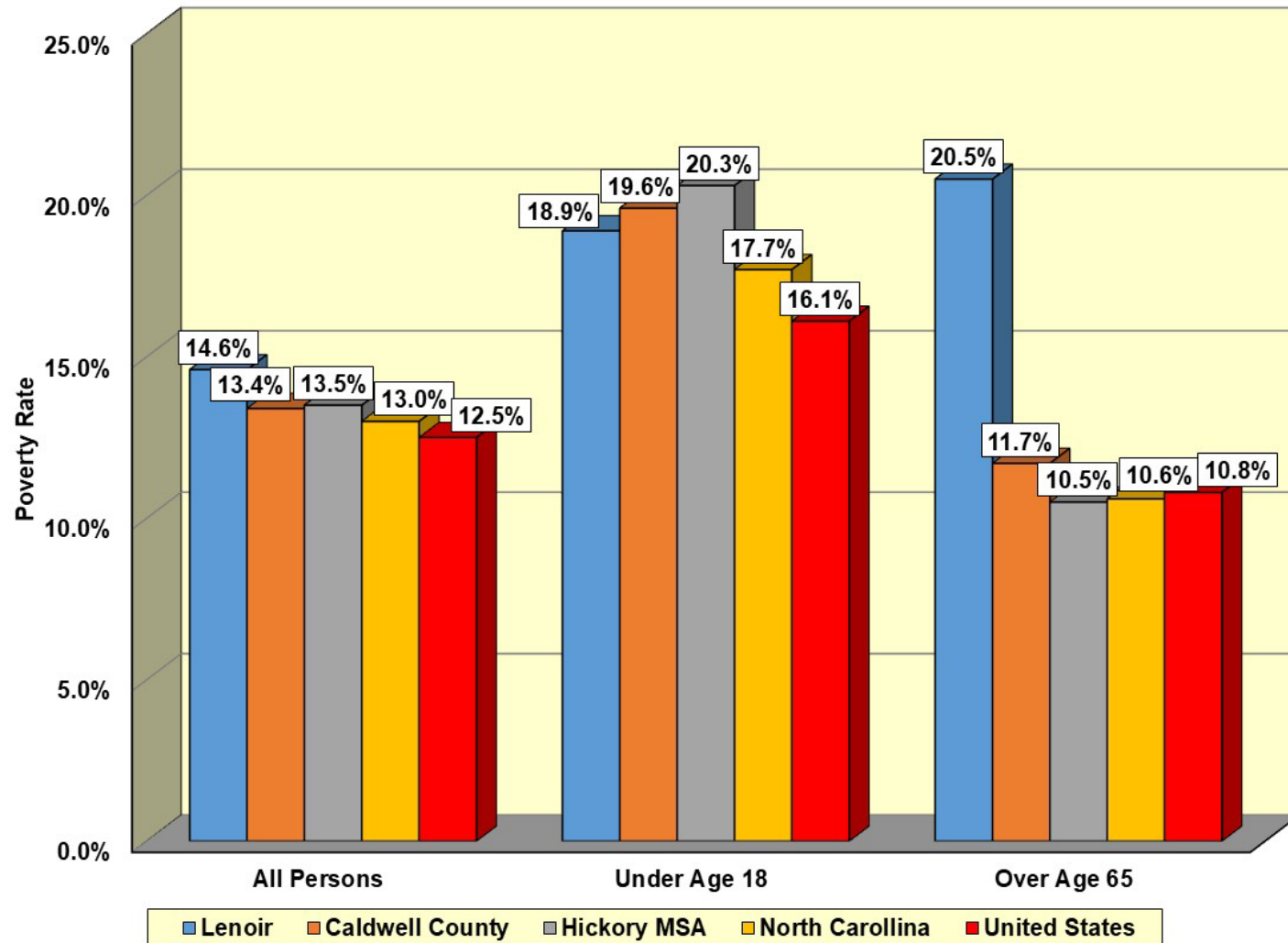
Lenoir Income and Poverty Levels



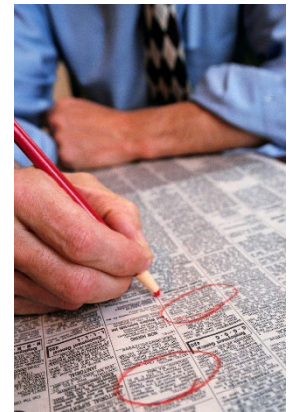
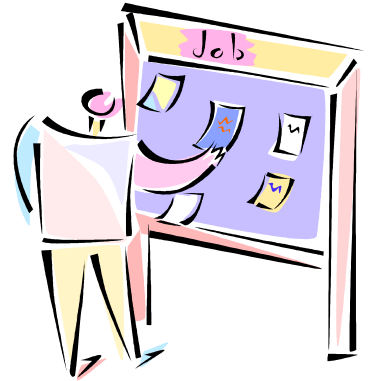
Lenoir Income Statistics, 2020-2024 ACS ²²⁵

Households	2020-2024 ACS	% of Households
Total Households	8,199	100.0
Households Earning Less than \$25,000	1,482	18.0
Households Earning between \$25,000 and \$50,000	2,138	26.1
Households Earning between \$50,000 and \$100,000	2,523	30.8
Households Earning more than \$100,000	2,056	25.1
Median Household Income	\$49,910	

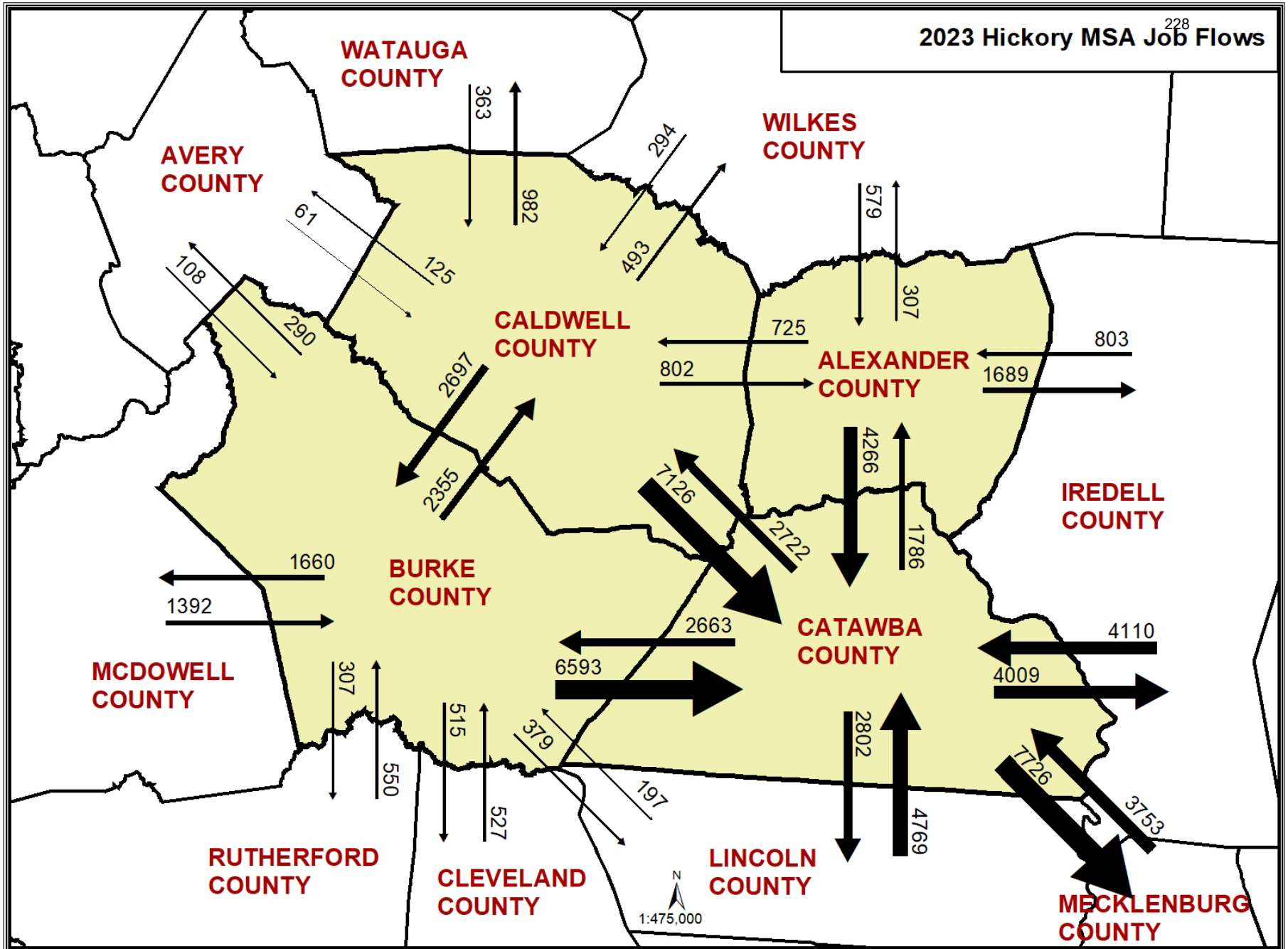
Poverty Rate Comparisons, 2020-2024 ACS



Hickory MSA and Caldwell County Job Market



2023 Hickory MSA Job Flows²²⁸



Hickory MSA Unemployed Persons and Number of Job Openings by County, July 2025

County	Number of Unemployed (Not Seasonally Adjusted)	Number of Job Openings	Number of Unemployed Persons per Job Opening
Alexander	573	294	1.95
Burke	1,511	1,291	1.17
Caldwell	1,356	995	1.36
Catawba	2,787	4,502	0.62
MSA Total	6,227	7,082	0.88

Caldwell County Job Openings by Occupation and Advertised Wage Rates, December 2025 (Top 10 by Number of Job Openings)

Occupational Title	Job Openings	Entry Level Wage*	Mean (Average) Wage	Median Wage	Experienced Wage
Healthcare Practitioners and Technical Occupations	261	\$53,183	\$80,445	\$70,470	\$117,253
Office and Administrative Support Occupations	76	\$38,010	\$44,707	\$45,531	\$50,719
Sales and Related Occupations	75	\$27,213	\$51,337	\$33,280	\$87,500
Production Occupations	72	\$35,769	\$46,054	\$44,262	\$57,824
Installation, Maintenance, and Repair Occupations	66	\$38,227	\$52,192	\$51,356	\$67,248
Management Occupations	66	\$52,171	\$72,883	\$67,594	\$97,121
Healthcare Support Occupations	59	\$32,184	\$38,079	\$33,342	\$46,572
Food Preparation and Serving Related Occupations	52	\$27,040	\$30,869	\$32,240	\$34,013
Transportation and Material Moving Occupations	44	\$36,441	\$42,611	\$45,531	\$46,835
Community and Social Service Occupations	41	\$44,899	\$57,690	\$62,291	\$68,891

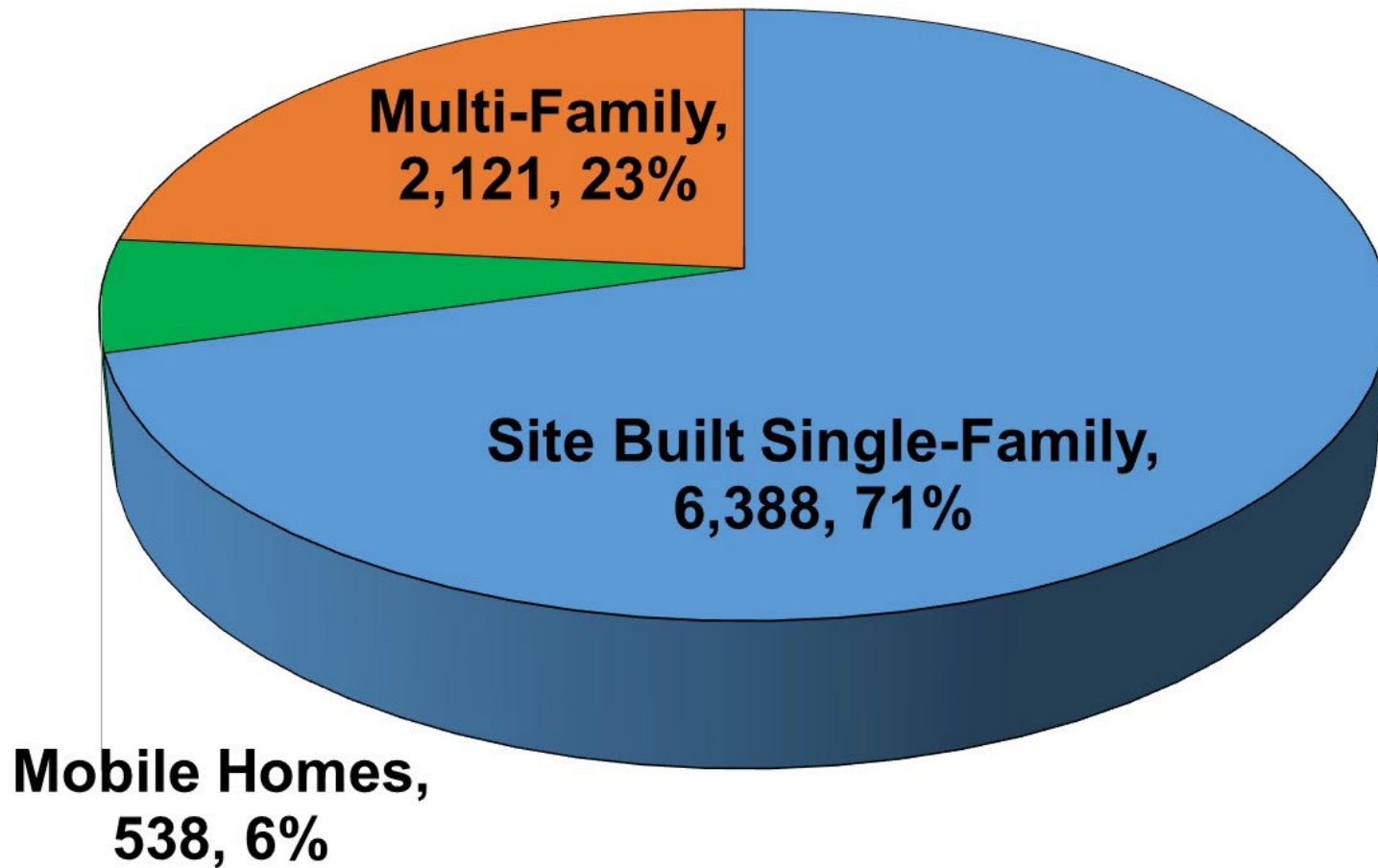
*Occupation Type for 619 Job Openings in Caldwell County Could Not Be Determined
Source: NC Works Online, NC Department of Commerce 2026.

Hickory MSA and Lenoir Housing Profile

Housing Unit Trends



Lenoir Housing Distribution, 2020-2024 ACS²³²



Hickory MSA New Residential Building Permits, 2023-2025

233

	2023	2024	2025
County	Single-Family Units	Single-Family Units	Single-Family Units
Alexander	101	94	124
Burke	265	306	387
Caldwell	285	248	282
Catawba	1,003	1,321	1,265
MSA Total	1,654	1,969	2,058
	2023	2024	2025
County	Multi-Family Units	Multi-Family Units	Multi-Family Units
Alexander	0	2	5
Burke	63	154	36
Caldwell	2	0	0
Catawba	453	667	593
MSA Total	518	823	634
	2023	2024	2025
Region	Total Units	Total Units	Total Units
MSA Total	2,172	2,792	2,692

Western Piedmont (Hickory MSA) Site Built Single-Family Permits, 2023-2025

● Site-Built
Single-Family Permits



Municipal Limits



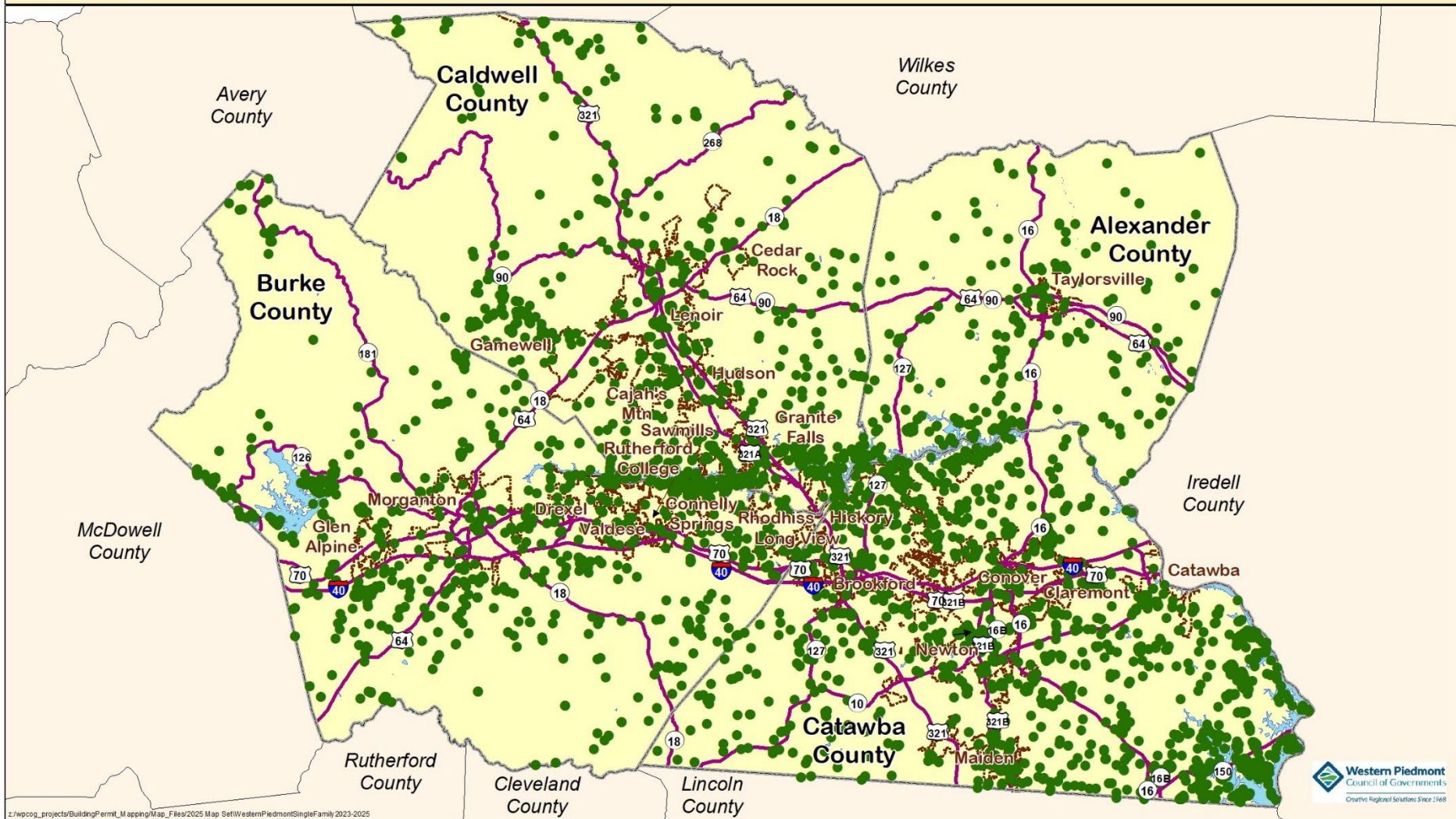
Major Roads



Other Roads



0 1.5 3 6 Miles



Caldwell County Site Built Single-Family Permits, 2023-2025

235

● Site-Built
Single-Family Permits



Municipal Limits



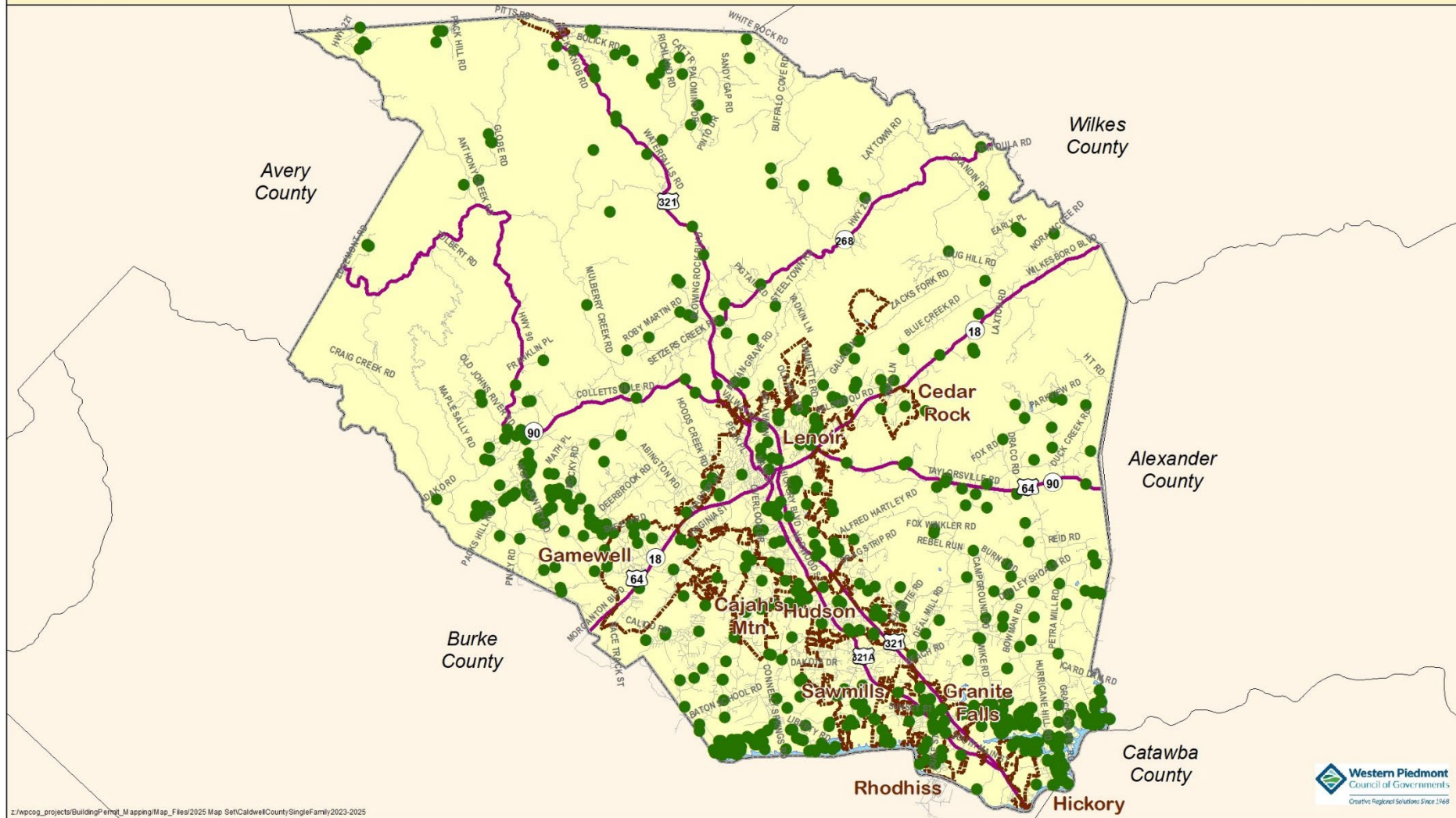
Major Roads



Other Roads



0 1.25 2.5 5 Miles



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Lenoir Area Site Built Single-Family Permits 2023-2025



Counties/Municipalities Exceeding 1% Growth Target, 2023-2025 Average

237

- Catawba County All
- Brookford
- Catawba Town
- Connelly Springs
- Conover
- Glen Alpine
- Hickory
- Hudson
- Maiden
- Newton
- Rutherford College
- Valdese
- Catawba County Town Municipal
- Hickory MSA

Western Piedmont (Hickory MSA) Site Built Single-Family Permits, 2025²²⁸

● Site-Built
Single-Family Permits



Municipal Limits



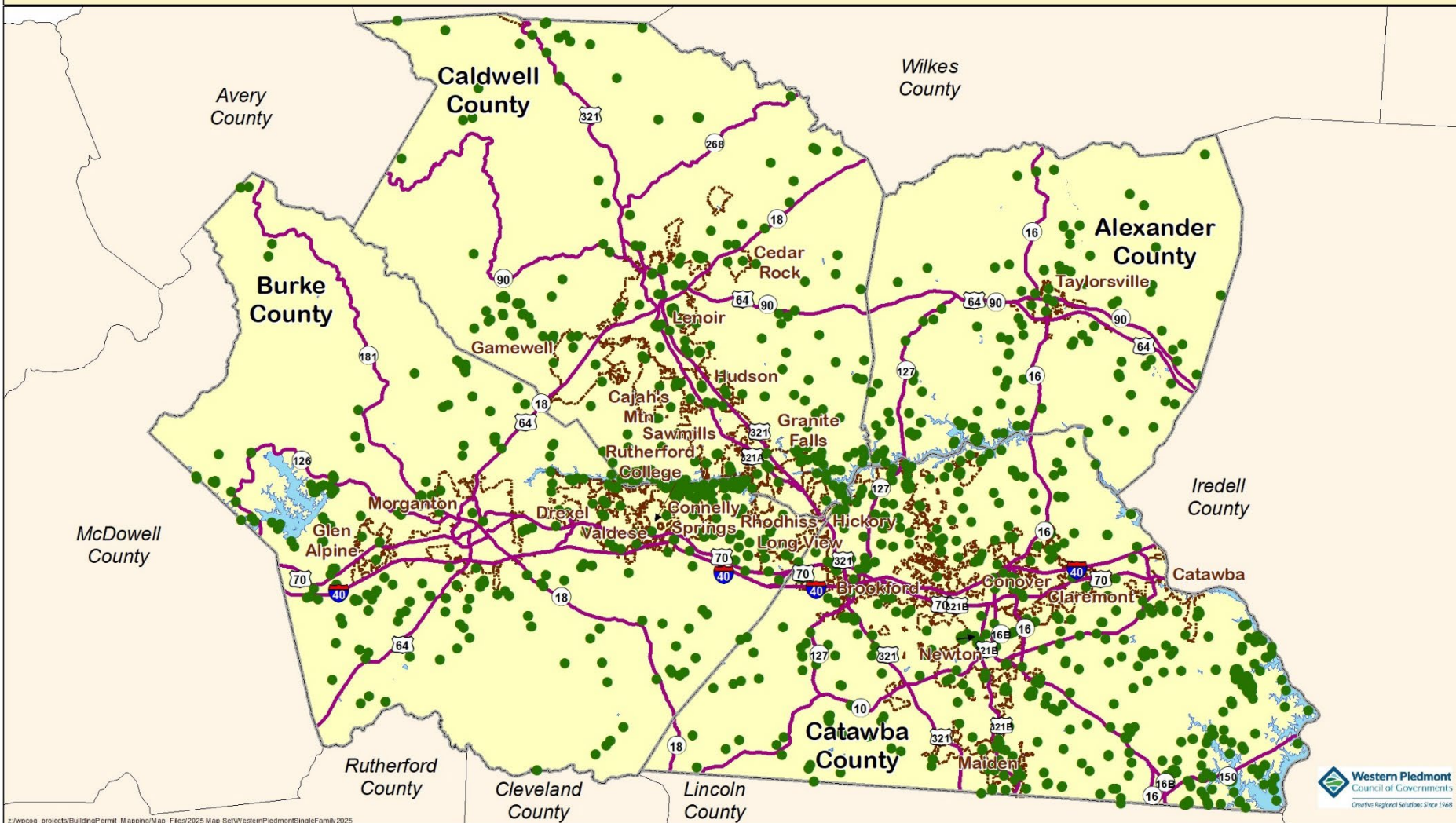
Major Roads



Other Roads



0 1.5 3 6 Miles



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Caldwell County Site Built Single-Family Permits, 2025

239

● Site-Built
Single-Family Permits



Municipal Limits



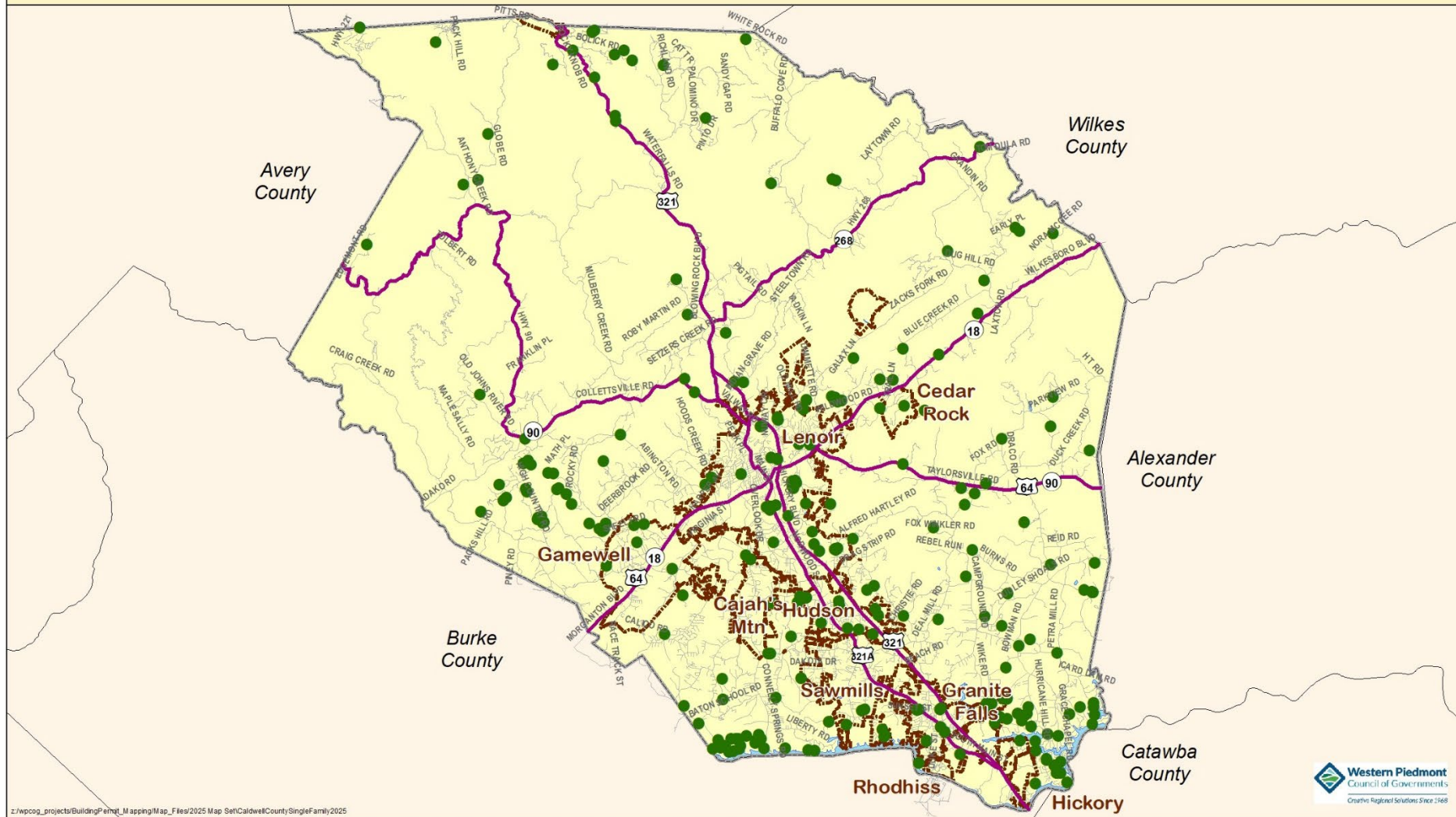
Major Roads



Other Roads



0 1.25 2.5 5 Miles



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Lenoir Area Site Built Single-Family Permits 2025



Counties/Municipalities Exceeding 1% Growth Target, 2025

241

- Burke County All
- Catawba County All
- Brookford
- Catawba Town
- Cedar Rock
- Connelly Springs
- Conover
- Hickory
- Hildebran
- Maiden
- Newton
- Rutherford College
- Valdese
- Burke County Town Municipal
- Caldwell County Town Municipal
- Catawba County Town Municipal
- Hickory MSA

Local Market Update for December 2025

A research tool provided by the Canopy Realtor® Association
FOR MORE INFORMATION, CONTACT A REALTOR®

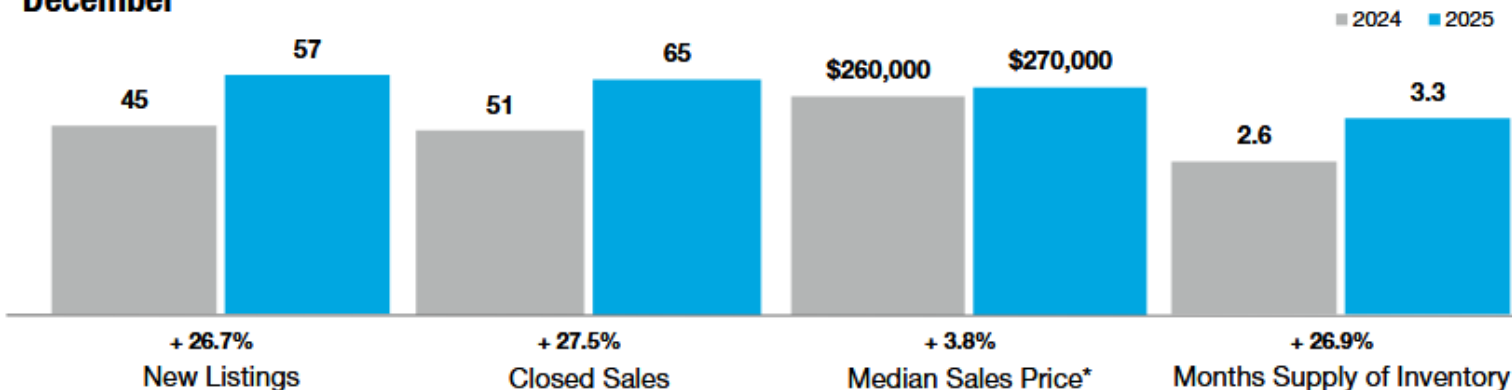
Caldwell County

North Carolina

Key Metrics	December			Year to Date		
	2024	2025	Percent Change	Thru 12-2024	Thru 12-2025	Percent Change
New Listings	45	57	+ 26.7%	953	1,075	+ 12.8%
Pending Sales	49	48	- 2.0%	745	785	+ 5.4%
Closed Sales	51	65	+ 27.5%	748	776	+ 3.7%
Median Sales Price*	\$260,000	\$270,000	+ 3.8%	\$255,990	\$267,000	+ 4.3%
Average Sales Price*	\$284,596	\$335,536	+ 17.9%	\$317,926	\$329,616	+ 3.7%
Percent of Original List Price Received*	93.1%	92.0%	- 1.2%	95.6%	93.7%	- 2.0%
List to Close	83	89	+ 7.2%	80	87	+ 8.7%
Days on Market Until Sale	38	52	+ 36.8%	38	47	+ 23.7%
Cumulative Days on Market Until Sale	43	55	+ 27.9%	41	54	+ 31.7%
Average List Price	\$308,250	\$377,780	+ 22.6%	\$358,489	\$371,340	+ 3.6%
Inventory of Homes for Sale	162	219	+ 35.2%	--	--	--
Months Supply of Inventory	2.6	3.3	+ 26.9%	--	--	--

* Does not account for sale concessions and/or downpayment assistance. | Percent changes are calculated using rounded figures and can sometimes look extreme due to small sample size.

December



Local Market Update for December 2025

A research tool provided by the Canopy Realtor® Association
FOR MORE INFORMATION, CONTACT A REALTOR®

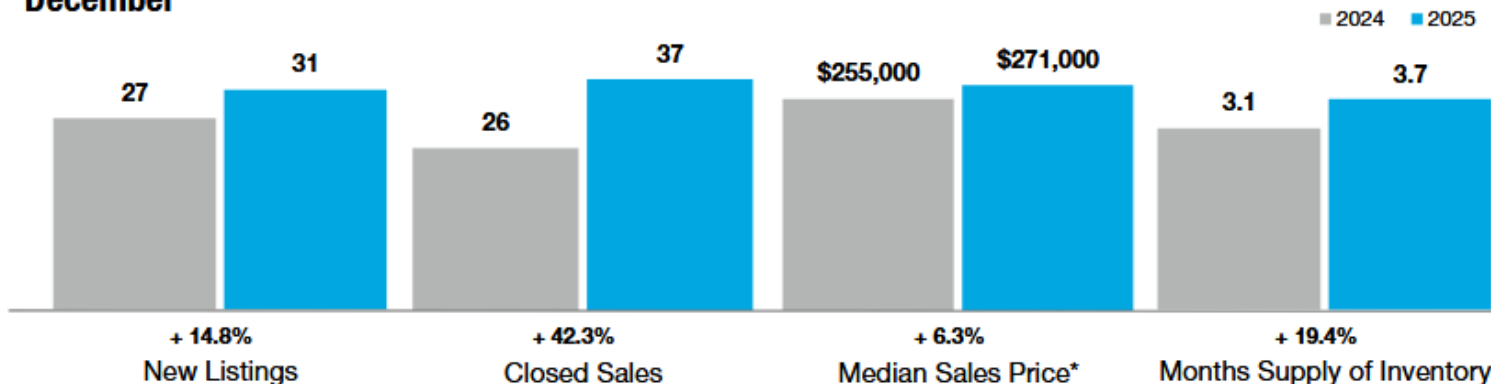
Lenoir

North Carolina

Key Metrics	December			Year to Date		
	2024	2025	Percent Change	Thru 12-2024	Thru 12-2025	Percent Change
New Listings	27	31	+ 14.8%	537	605	+ 12.7%
Pending Sales	26	18	- 30.8%	408	437	+ 7.1%
Closed Sales	26	37	+ 42.3%	410	439	+ 7.1%
Median Sales Price*	\$255,000	\$271,000	+ 6.3%	\$248,000	\$253,000	+ 2.0%
Average Sales Price*	\$281,104	\$339,853	+ 20.9%	\$303,487	\$303,368	- 0.0%
Percent of Original List Price Received*	92.2%	91.9%	- 0.3%	95.0%	92.8%	- 2.3%
List to Close	69	92	+ 33.3%	82	92	+ 12.2%
Days on Market Until Sale	29	55	+ 89.7%	37	52	+ 40.5%
Cumulative Days on Market Until Sale	36	60	+ 66.7%	42	61	+ 45.2%
Average List Price	\$312,828	\$294,403	- 5.9%	\$340,375	\$351,937	+ 3.4%
Inventory of Homes for Sale	107	133	+ 24.3%	--	--	--
Months Supply of Inventory	3.1	3.7	+ 19.4%	--	--	--

* Does not account for sale concessions and/or downpayment assistance. | Percent changes are calculated using rounded figures and can sometimes look extreme due to small sample size.

December



Questions?



Harper Ave Streetscape

February 6, 2026

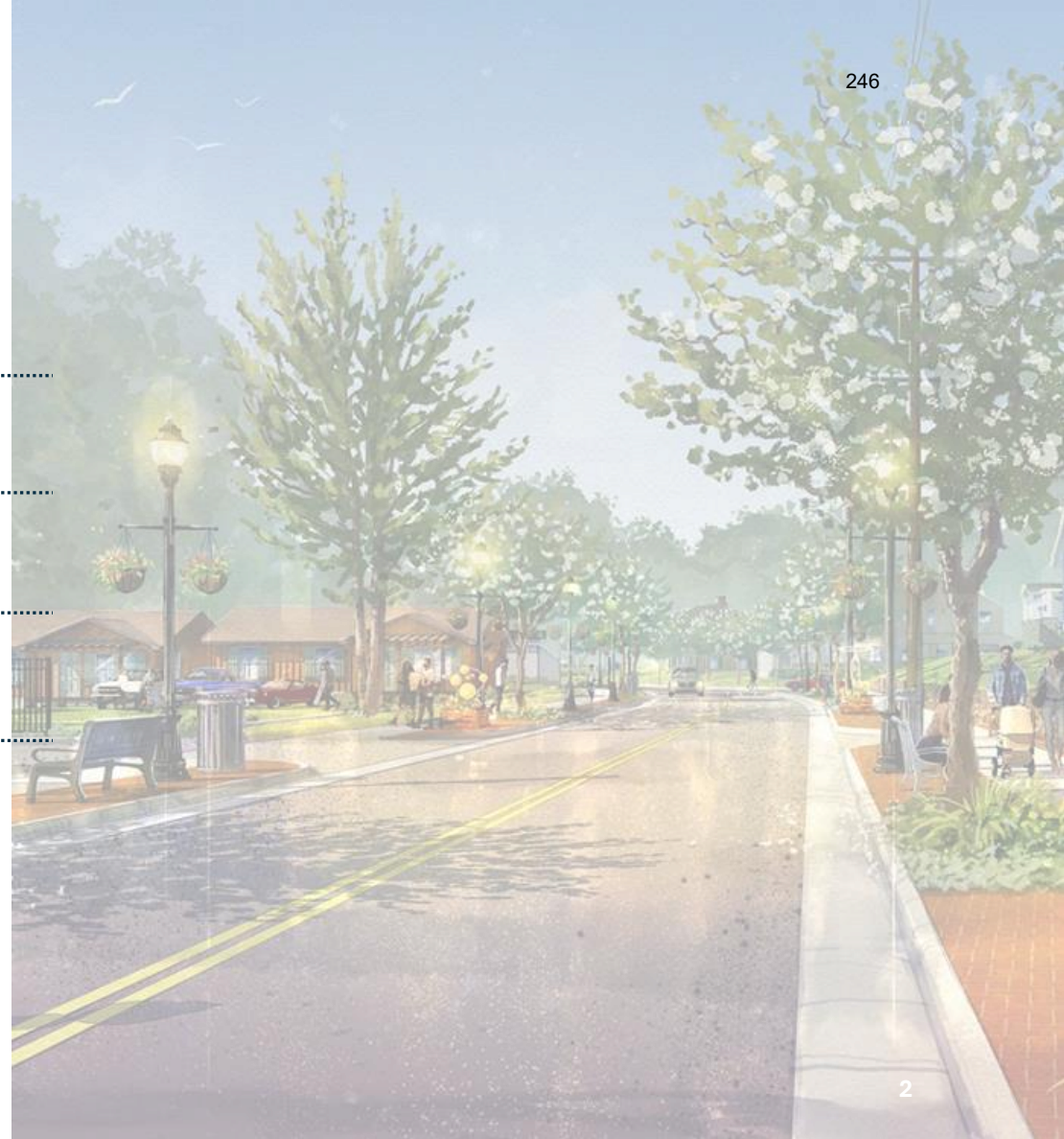
Agenda

1 Project Information

2 Community Input

3 Conceptual Design

4 Next Steps

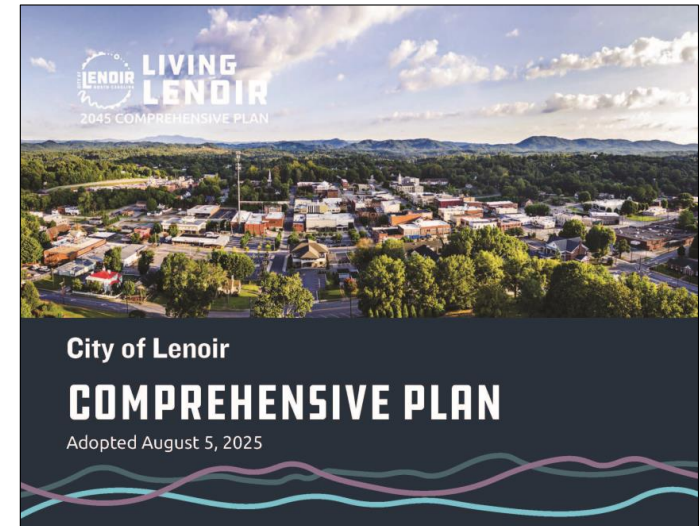
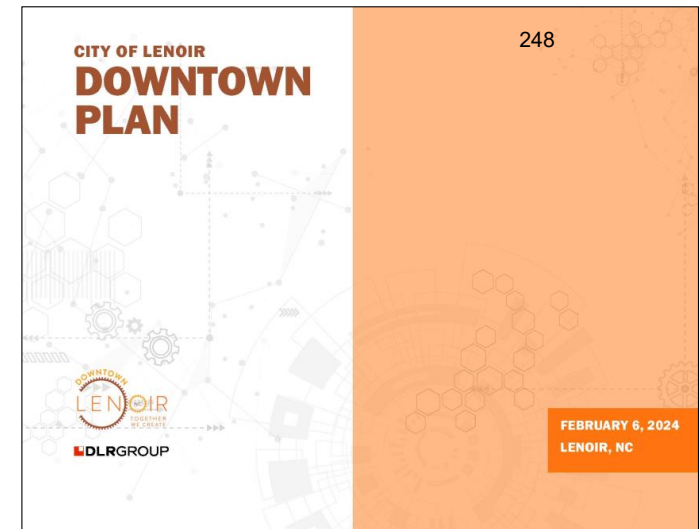


Project Information



Background

- Downtown Master Plan Implementation Item
 - Beautify entrance coming into downtown
 - Encourage downtown tourism
- Comprehensive Plan Implementation
 - Improved pedestrian infrastructure and safer crossings
 - Enhance community appearance and add street trees
 - Support local, small businesses
 - Stormwater management to increase resiliency from storm events



Project Information

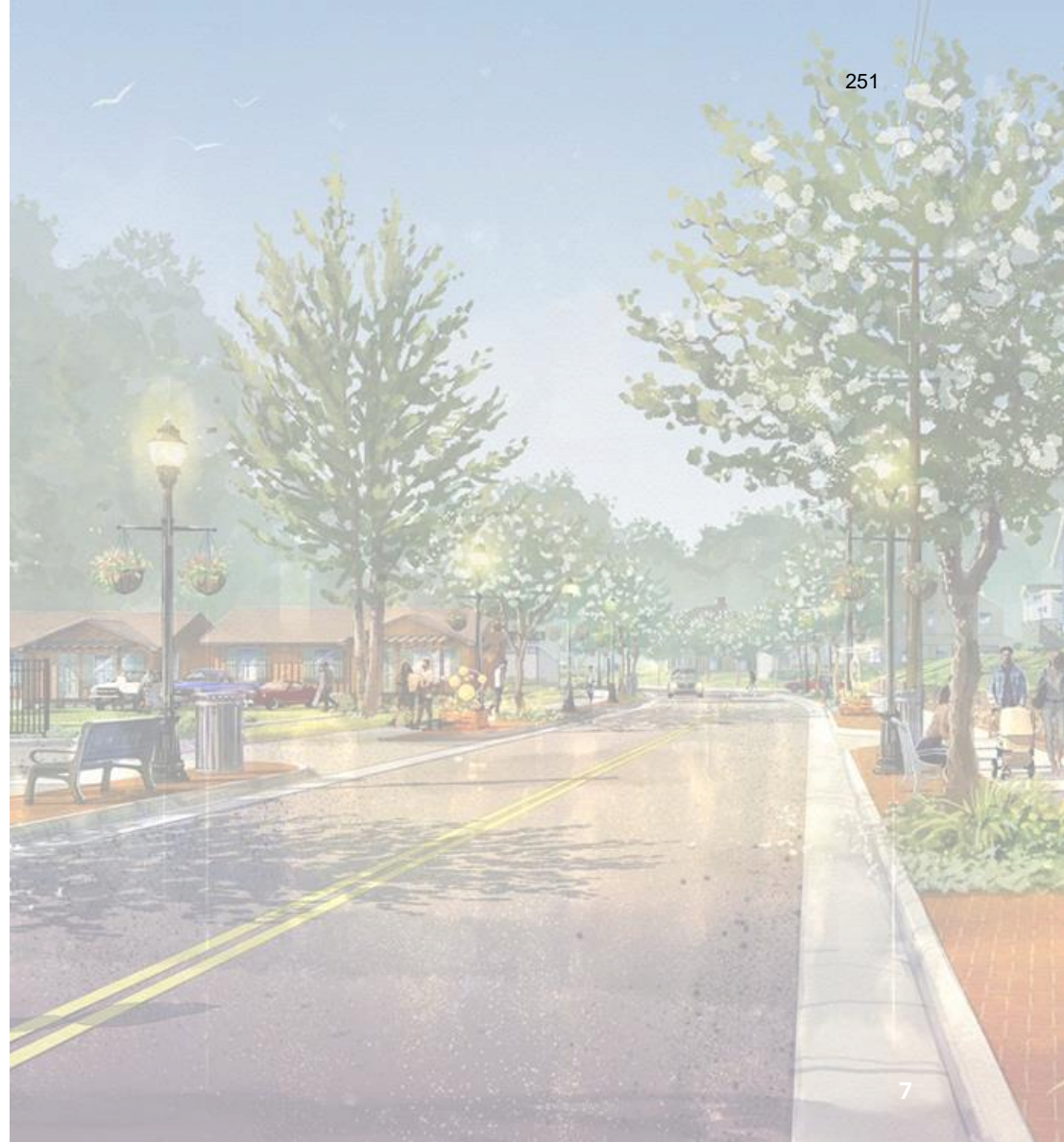
- Harper Ave Conceptual Design
- Repurpose center left-turn lane
- Widen sidewalks and add decorative pavers
- Add crosswalks and signage
- Incorporate street trees, landscaping, public art, benches, bike racks, trash cans, lighting
- Rebuild street, curb, and gutter
- Incorporate stormwater infrastructure





Existing Conditions

Community Input

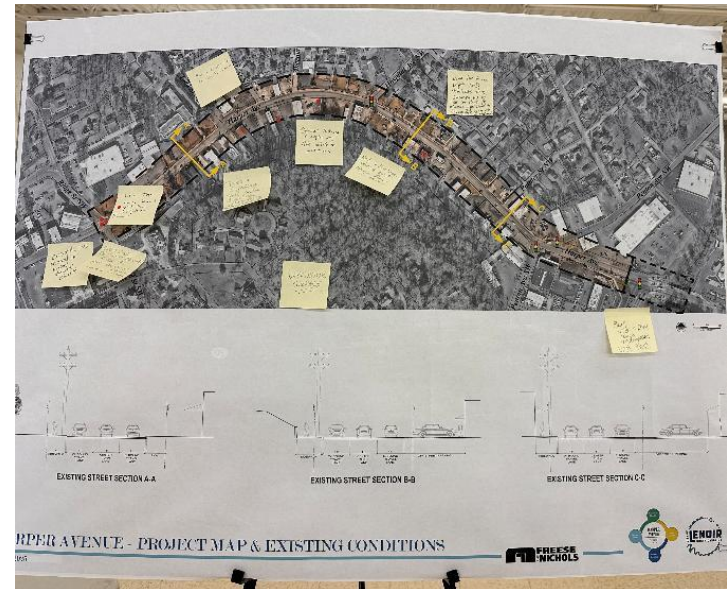


Community Input

- Community Meeting #1 on 6/17/2025
 - 23 people signed in
 - Overview of the project
- Community Meeting #2 on 1/6/2026
 - 13 people signed in
 - Detailed review of the project
- Future Engagement

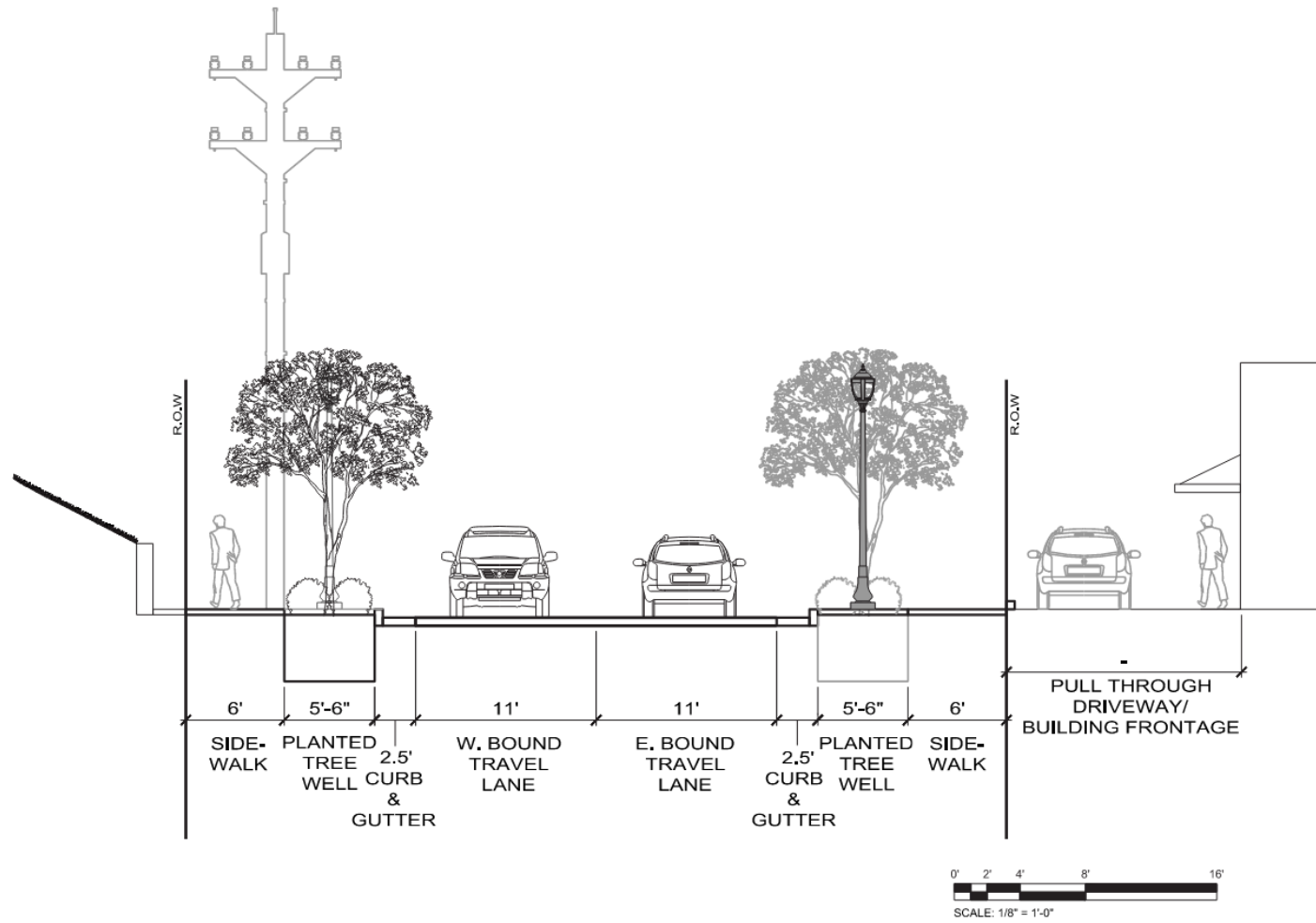


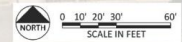
252



Conceptual Design





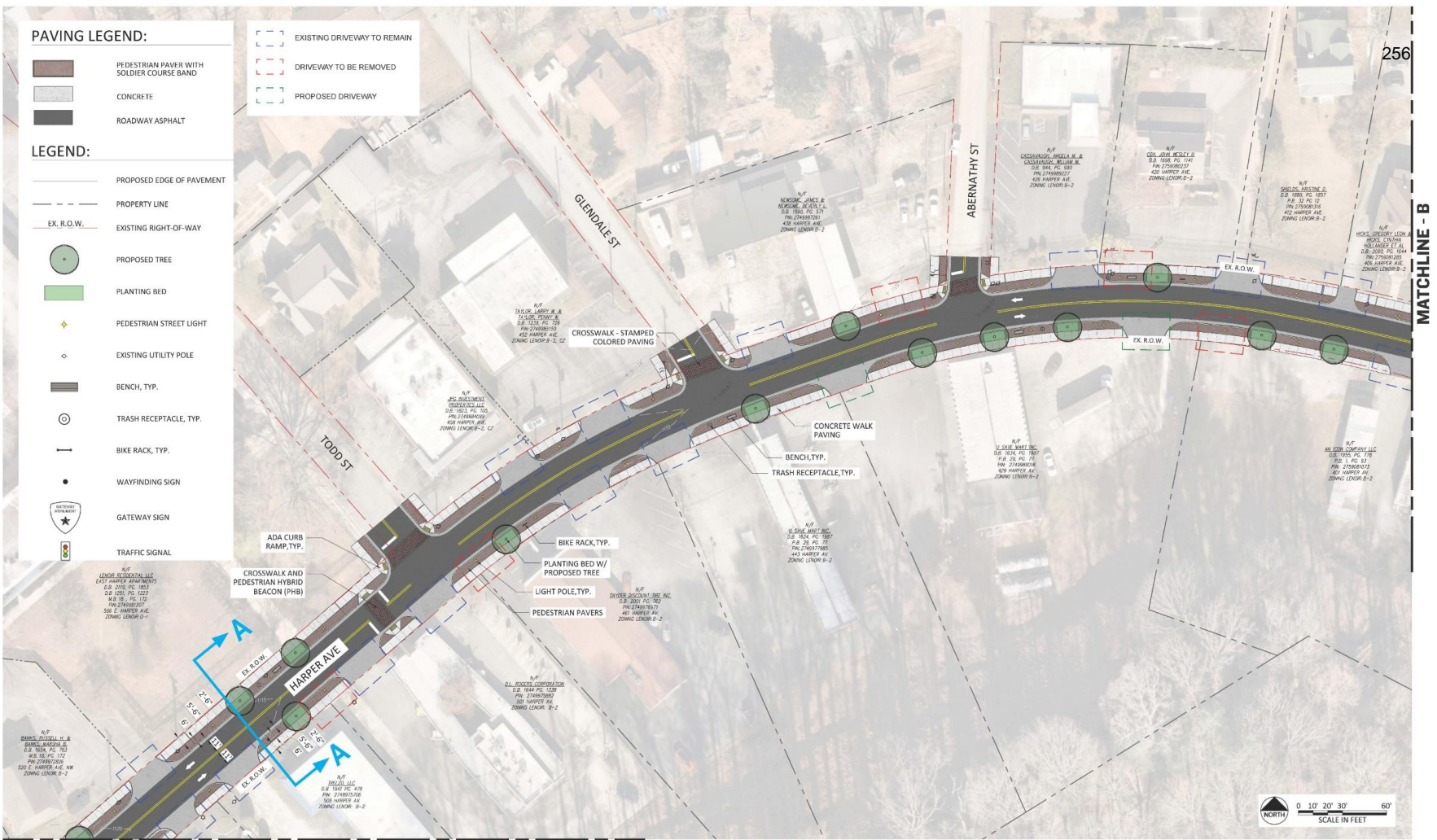


October 31, 2025

HARPER AVENUE STREETSCAPE CONCEPT PLAN - OPTION 1

CITY OF LENOIR, NORTH CAROLINA





MATCHLINE - A

MATCHLINE - B

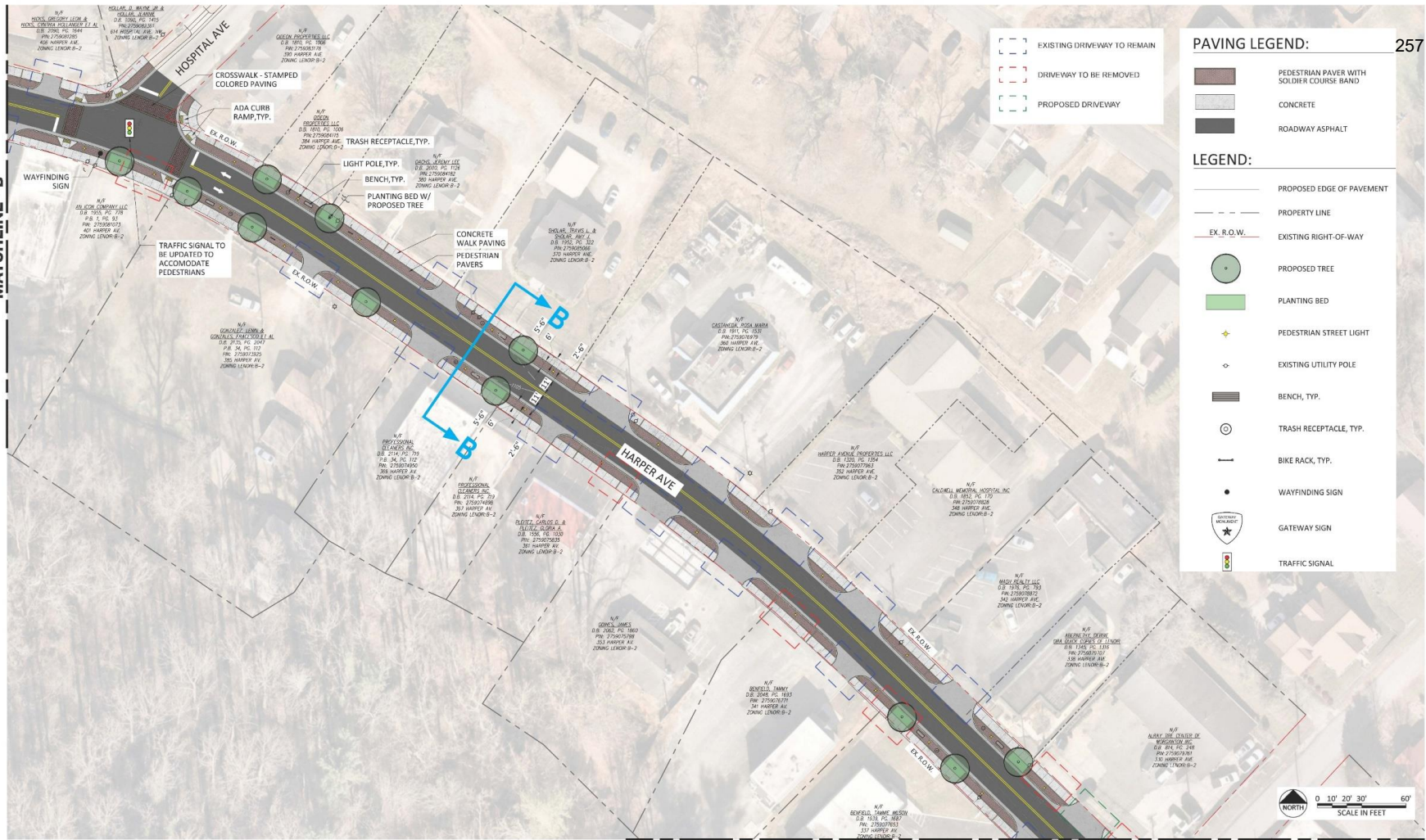
*This exhibit is conceptual in nature, and not intended for project permitting or construction. October 31, 2025

HARPER AVENUE STREETSCAPE CONCEPT PLAN - OPTION 1CITY OF LENOIR, NORTH CAROLINA

FREESE NICHOLS



MATCHLINE - B



MATCHLINE - C

- EXISTING DRIVEWAY TO REMAIN
- DRIVEWAY TO BE REMOVED
- PROPOSED DRIVEWAY

PAVING LEGEND:

- PEDESTRIAN PAVEMENT WITH SOLID COURSE BAND
- CONCRETE
- ROADWAY ASPHALT

LEGEND:

- PROPOSED EDGE OF PAVEMENT
- PROPERTY LINE
- EXISTING RIGHT-OF-WAY
- PROPOSED TREE
- PLANTING BED
- PEDESTRIAN STREET LIGHT
- EXISTING UTILITY POLE
- BENCH, TYP.
- TRASH RECEPTACLE, TYP.
- BIKE RACK, TYP.
- WAYFINDING SIGN
- GATEWAY SIGN
- TRAFFIC SIGNAL

257

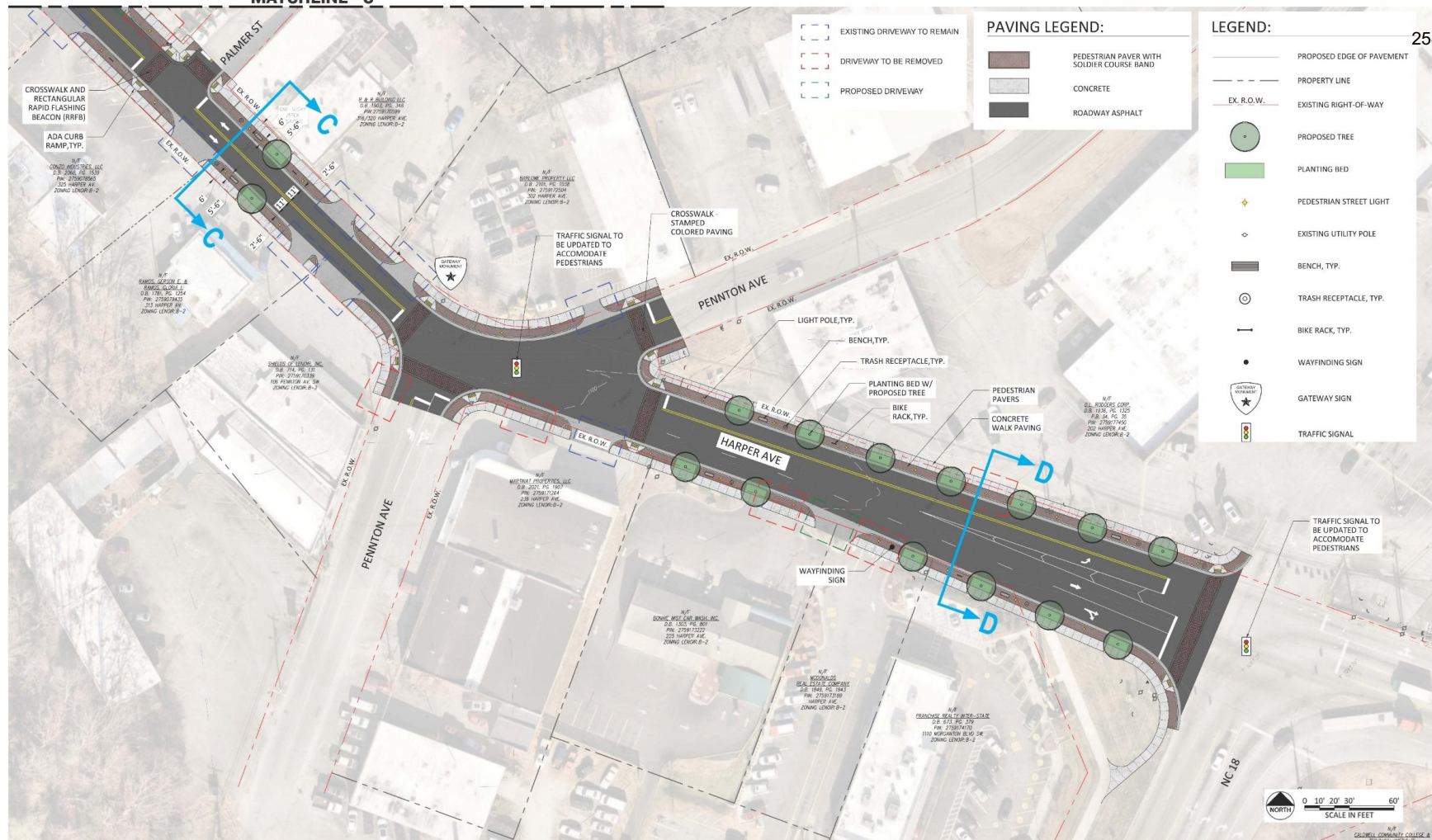
*This exhibit is conceptual in nature, and not intended for project permitting or construction. October 31, 2025

HARPER AVENUE STREETSCAPE CONCEPT PLAN - OPTION 1

CITY OF LENOIR, NORTH CAROLINA

FREESE NICHOLS





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HARPER AVENUE STREETSCAPE CONCEPT PLAN - OPTION 1

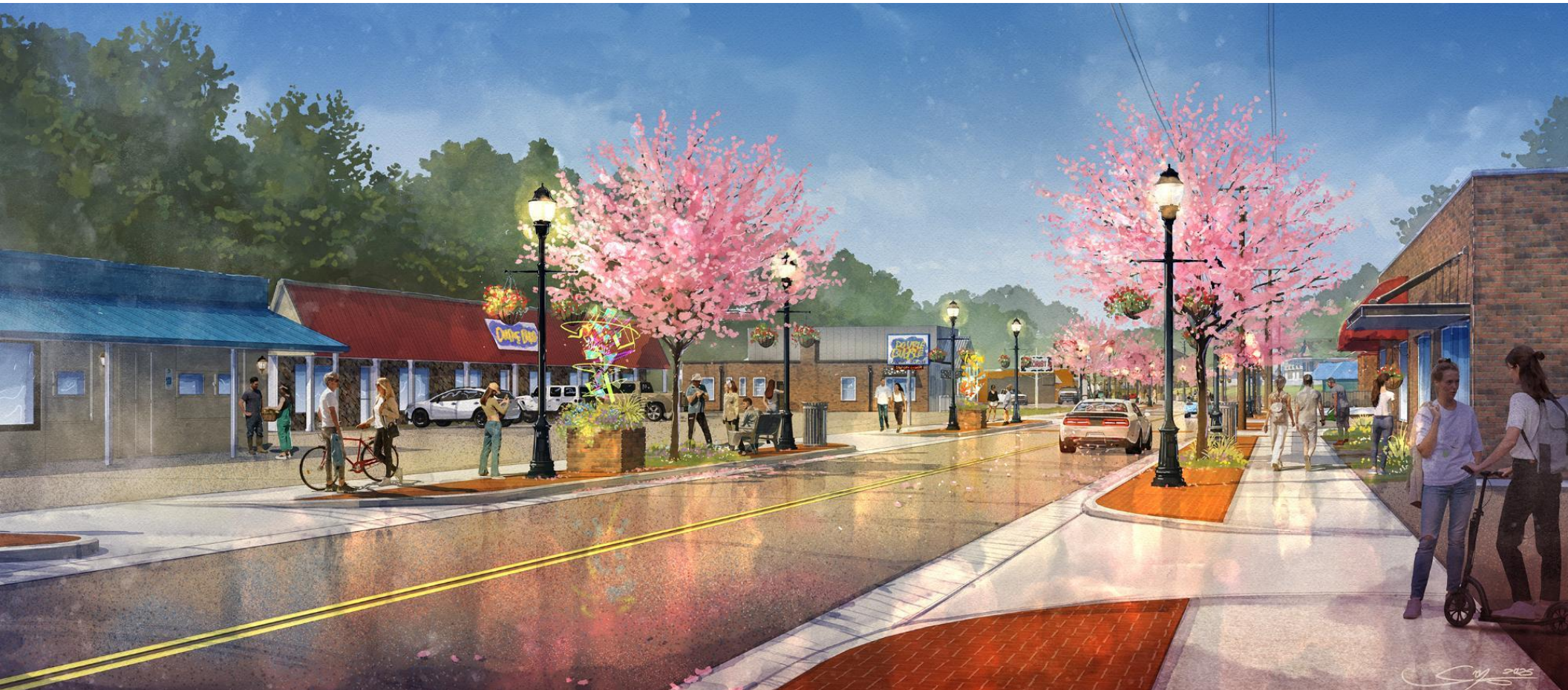
CITY OF LENOIR, NORTH CAROLINA

FREESE NICHOLS



Pennton Avenue Simulation

Conceptual Renderings



Conceptual Renderings



Cost Estimate

- Total Project Cost: Approximately \$10 million
 - \$800k for stormwater improvements
 - \$225k signal upgrades
 - Contingency: 25%/ \$1.8 million
 - Cost Escalation Factor: 5%/ \$473,000
- Costs are based on concept and will be further refined in the next design stage

Next Steps



Next Steps

- Project Funding
- Near-term improvements
- Community Input
- Full Design
- Construction

LIGHTING



Classic Acorn Style Ped. Light with Banner Arms



Mounted Hanging Planters

DECORATIVE PAVING



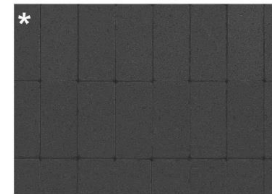
Red Clay Brick Pavers - Parkway



Red Clay Brick Pavers - Interior Field w/ Herringbone Pattern



Clay Brick Pavers - Herringbone Pattern w/ Soldier Course Banding



Charcoal Clay Brick Pavers - Soldier Course Pattern for Edge and Banding

SITE FURNISHINGS



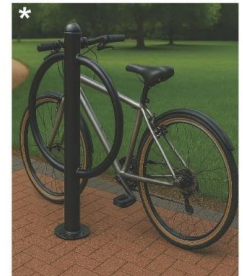
6' Black Metal Bench (To Match Downtown)



Black Metal Trash Rec. (To Match Downtown)



City Planters (Alternate To Provide At Bldg. Frontage)



Black Metal Bike Rack (To Match Downtown)



City of Lenoir Greenway

2025 Update

2025 Accomplishments

- ▶ Mattern and Craig Engineers completed design for a .25 additional miles of Greenway that currently connects Zacks Fork Parking Lot #2 to existing greenway, the splash pad and restroom facilities. This addition created a .50 mile loop around the soccer complex.
- ▶ The Zacks Fork Loop construction began in April of 2025 and was completed in May of 2025 prior to the opening of the splash pad.



Zacks Fork Loop: Construction

Grading work began in April of 2025

Zacks Fork Loop:

The Zacks Fork Loop was completed in May of 2025

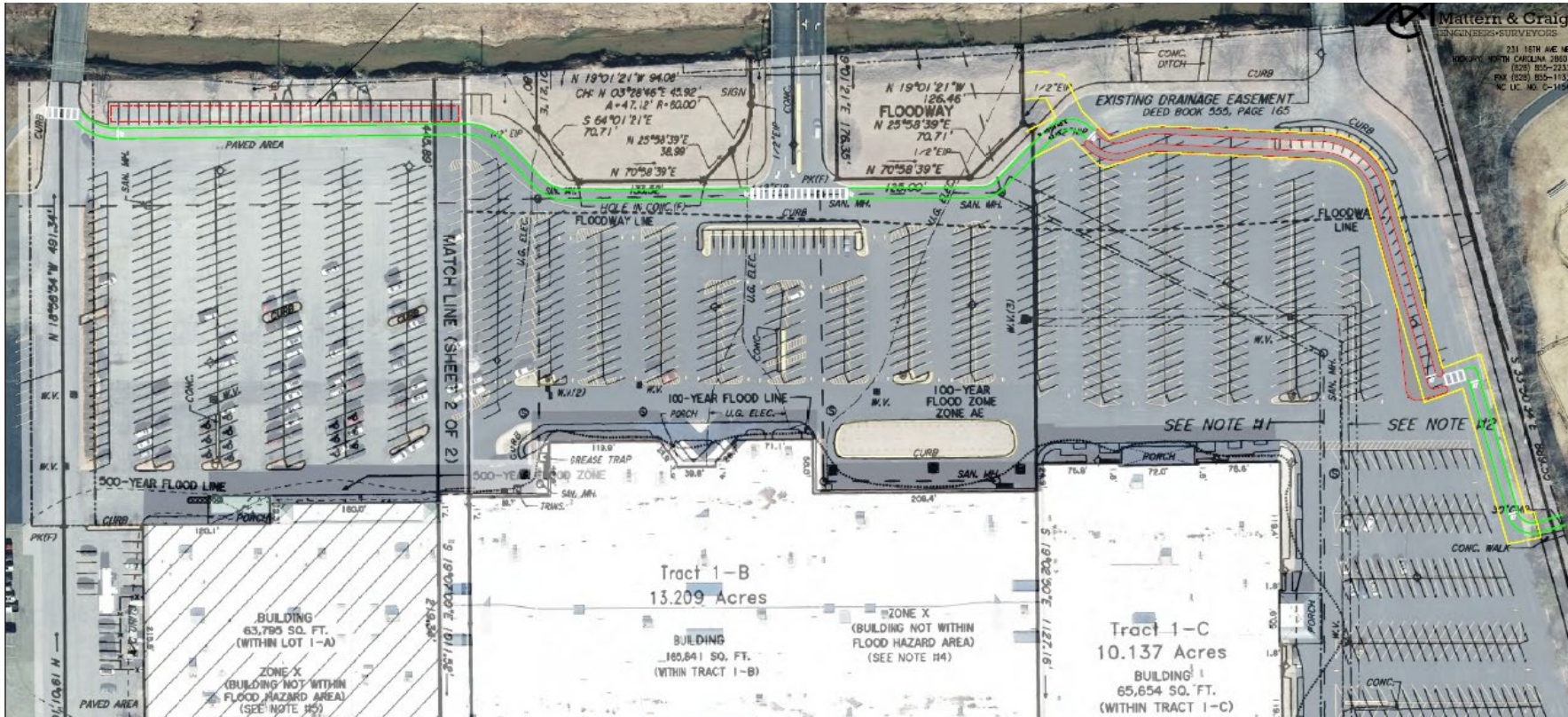




Upcoming Greenway Projects:

Projects Designed and Currently in Design Phase

- ▶ Water Life Church, CubeSmart, Quest4Life and UNC Health Connector
- ▶ Google Bridge Connector
- ▶ HWY 18/Morganton Blvd. Crossing
- ▶ College Ave and Harper Ave. Connector
- ▶ BL-0065 Harper Ave and Morganton Blvd Connector



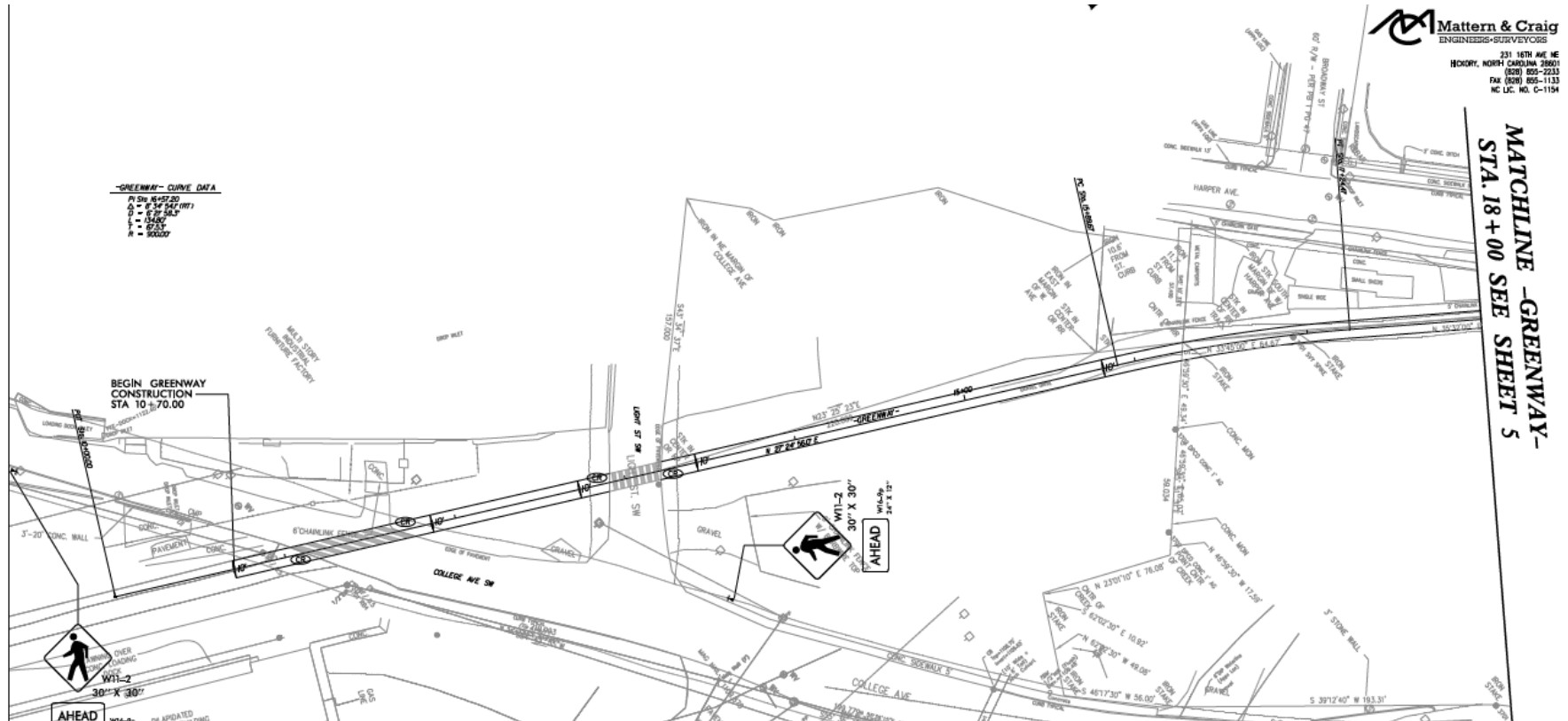
Water Life Church, CubeSmart, Quest and UNC Health Connector

Mattern and Craig Engineers completed design in 2023. To date the, we have installed the concrete island/delineator at the Water Life end of the project. This project is mainly striping along existing asphalt. However, the project has been on hold due to ROW acquisition with the Quest property owner.



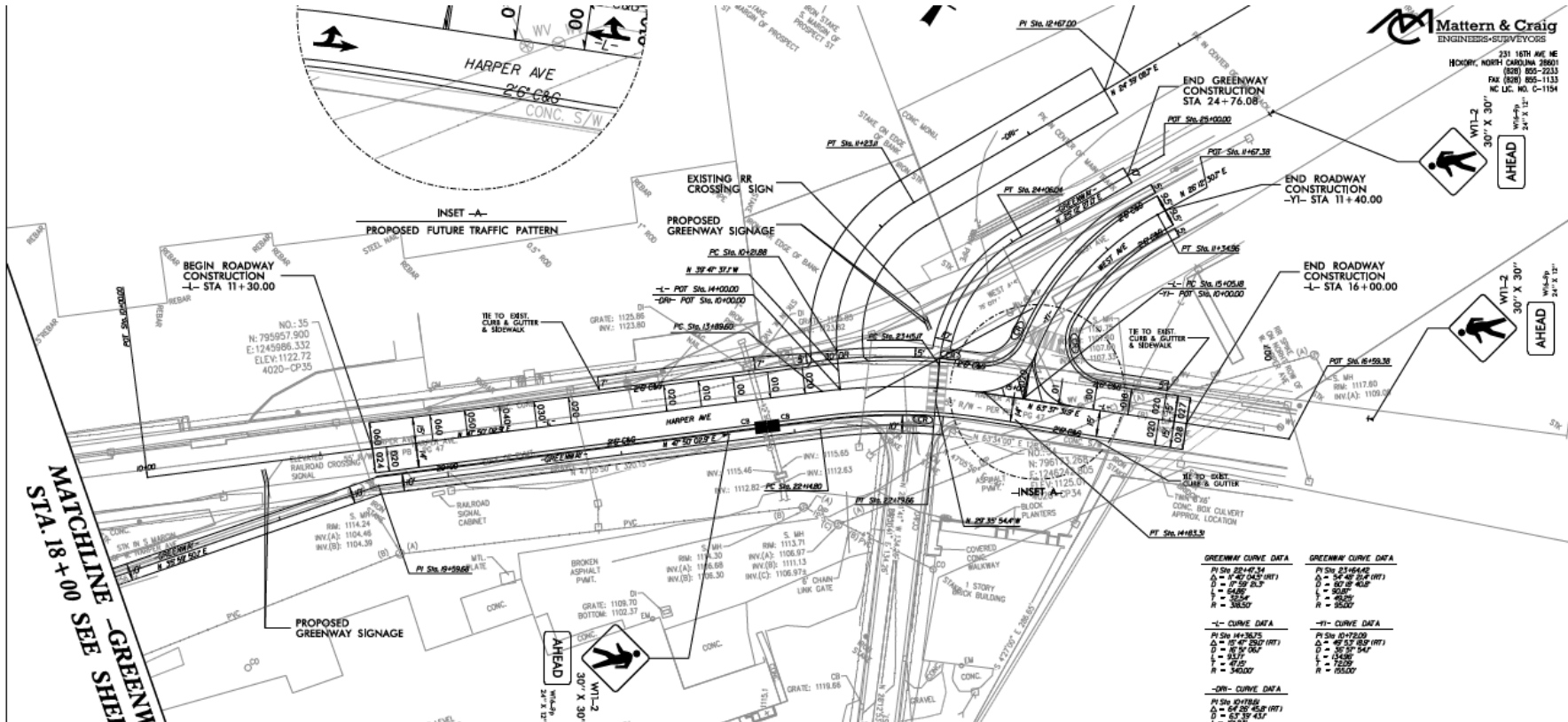
Google Greenway Connector & NC 18 Crossing

Construction design for this connector is complete and will bid in early spring of 2026. Plans for the NC 18 crossing that will connect the Google Connector to the RTP or Rail Trail Project were submitted to NCDOT for review. While NCDOT is not very supportive of a mid-block crossing Mattern and Craig will submit design and encroachments for a mid-block crossing utilizing an RRFB (Rectangular Rapid Flashing Beacon) and pedestrian striping in spring of 2026.



College Avenue and Harper Street Connector

Construction design is complete for this section of greenway enhancements. This portion is primarily pedestrian striping and signage as well as new greenway that will connect existing RTP trail on College Avenue to Harper Avenue. This part of the project will also be bid along with the Google connector as part of one Greenway Bid Package.



RTP: Rail Trail Project and West Avenue Realignment

Preliminary design for this portion of Greenway was completed in 2024. Mattern and Craig currently have 60% construction design complete. This portion will connect the greenway gap between College Avenue and West Avenue. This connector requires realignment of the intersection at Harper Avenue and West Avenue. Some ROW acquisition will be required for this realignment.



BL-0065 Morganton Boulevard Connector

This project is LAP (Locally Administered Project) funded project with FHWA and NCDOT. This portion of greenway will connect existing greenway at 321/Pennnton Avenue to Morganton Boulevard, T.H. Broyhill Walking Park and ending at Mulberry Recreation Center. This project has been updated in the STIP (State Transportation Improvement Plan) due to NCDOT funding allocation. The current schedule is PE/Engineering: 2026; ROW: 2026/2027 Utilities: 2027 and Construction: 2028 Programmed funding is \$2,168,000.00. We plan to have the RFOLI out for advertisement in early spring.

QUESTIONS?

Sidewalk Gap Analysis

Update 2025

Background

- ▶ Sidewalk construction is required for all new non-residential, attached single family, and multi-family structures and developments located in all districts except industrial districts
 - ▶ Substantial Improvements also require sidewalk participation
 - ▶ Fee in lieu is approved by Planning Director in special circumstances



Sidewalk Accomplishments in 2025

- ▶ Burger King
 - ▶ Northeast corner of Smith Crossroads
 - ▶ 500 ft
- ▶ Mavis Tire
 - ▶ 675 Blowing Rock Blvd
 - ▶ 180 ft



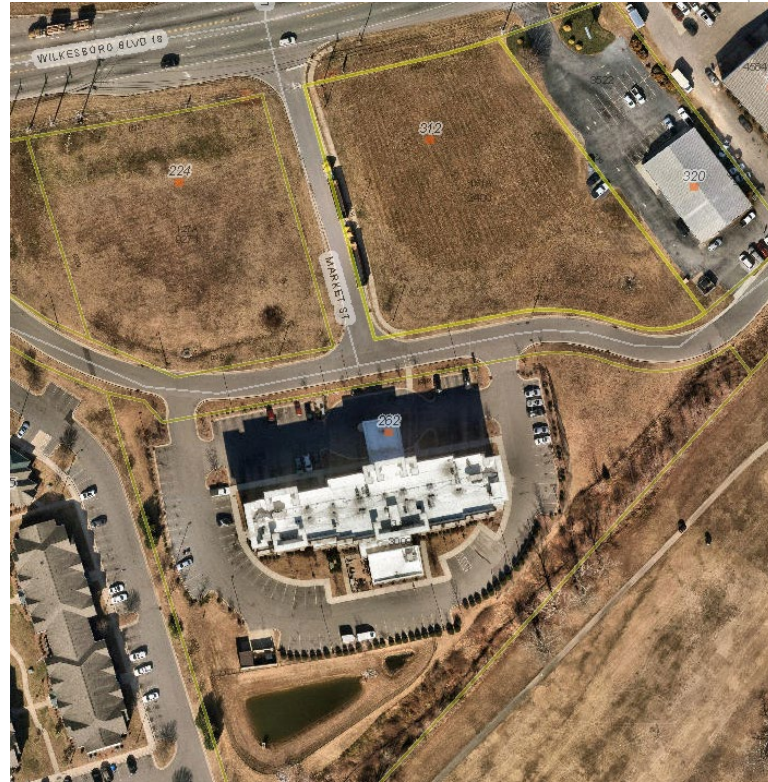
Expected Sidewalk in 2026/2027

- ▶ 102 Hospital Avenue (adjacent to Mavis Tire)
- ▶ 710 Blowing Rock Blvd (Strange property)
- ▶ 2025 Morganton Blvd Outparcel (Fairvalue Grocery)
- ▶ Hospital Avenue Sidewalk



Future Redevelopment Sites

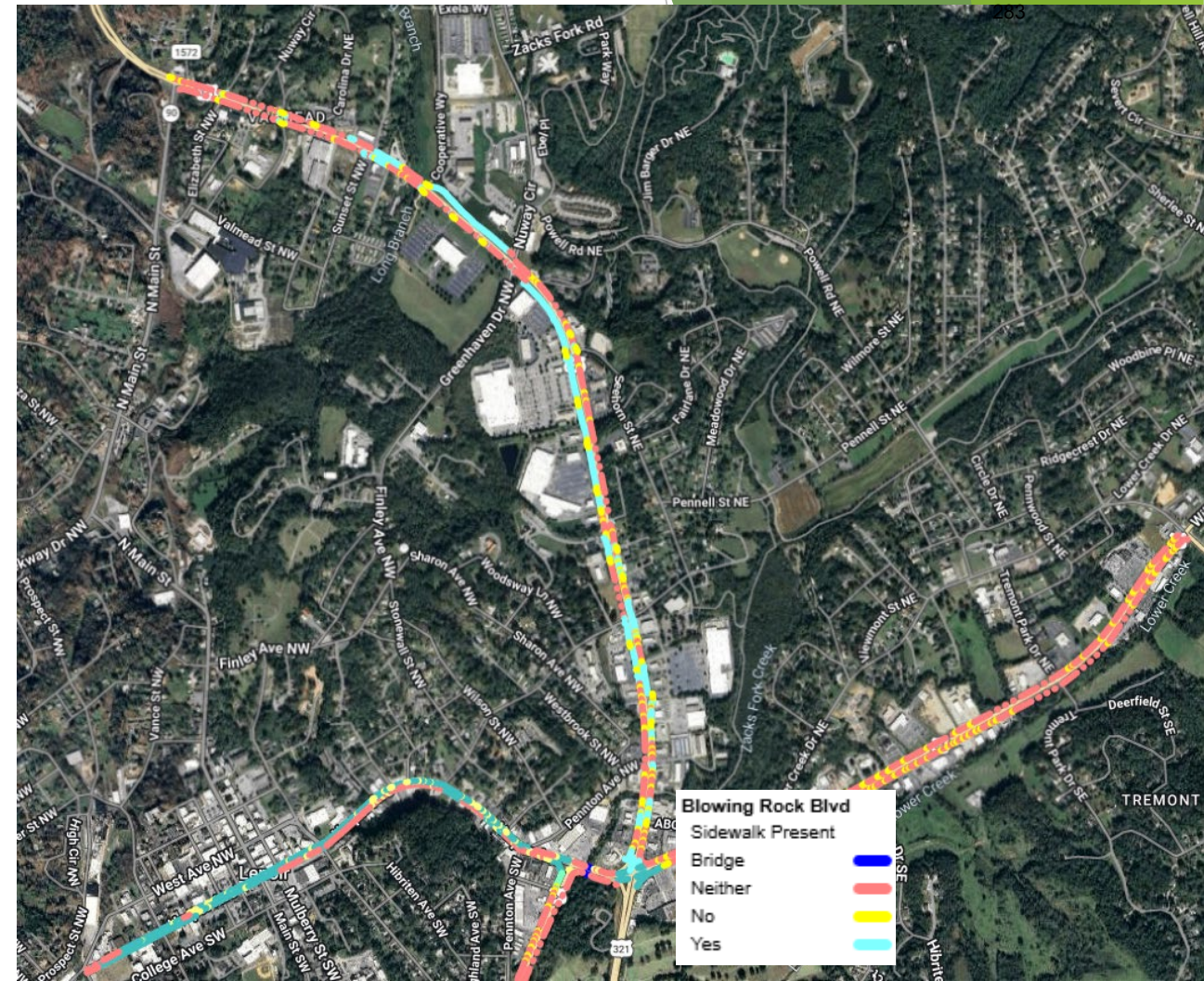
- ▶ Apartment Developers under contract
- ▶ Hotel Developer under contract
- ▶ Retail site on the market at Blowing Rock Blvd and Nuway Cir
- ▶ 1501 Norwood St (Fairway Shopping Center)
- ▶ Lowe's Outparcels on Hickory Blvd (fund payment)
- ▶ Hampton Inn Outparcels on Wilkesboro Blvd



US-321 Gaps

- ▶ Blowing Rock Blvd in Lenoir (Wilkesboro Blvd to N. Main) - 2.2 miles
- ▶ Sidewalk gaps:
 - ▶ West side missing 5,605 feet (1.06 miles)
 - ▶ 27 driveways lacking crosswalk
 - ▶ East side missing 6,219 feet (1.17 miles)
 - ▶ 30 driveways lacking crosswalks
 - ▶ Missing crosswalks: 5 major intersections

<https://diamondMaps.com/map.ashx?key=999999260204155138540>



Wilkesboro Blvd/NC-18 Gaps

- ▶ Wilkesboro Blvd in Lenoir (321 to 64) - 1.5 miles
- ▶ Sidewalk gaps:
 - ▶ North side missing 5087 feet (.96 miles)
 - ▶ 33 driveways lacking crosswalk
 - ▶ South side missing 5497 feet (1.04 miles)
 - ▶ 38 driveways lacking crosswalk
- ▶ Missing crosswalks:
 - ▶ 3 major intersections (north)
 - ▶ 4 major intersections (south)



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Morganton Blvd/NC-18 Gaps

- ▶ Morganton Blvd in Lenoir (Harper Ave. to Southwest Blvd.) - 2.75 miles
- ▶ Sidewalk gaps:
 - ▶ West/North side missing 2.67 miles of sidewalk
 - ▶ all driveways lacking crosswalk
 - ▶ East/South side missing 2.73 miles of sidewalk
 - ▶ all driveways lacking crosswalk
- ▶ Missing crosswalks: 5 major intersections



Reminder Greenway planned along southside of Morganton Blvd

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Key Issues

- ▶ Total sidewalk gaps:
 - ▶ US-321 (2.23 miles of missing sidewalk)
 - ▶ Wilkesboro Blvd (2 miles of missing sidewalk)
 - ▶ Morganton Blvd (5.4 miles of missing sidewalk)
- ▶ Safety concerns:
 - ▶ Numerous driveways and streets without crosswalks.
 - ▶ Inconsistent sidewalk sizes and conditions.
- ▶ Pedestrian connectivity remains limited.



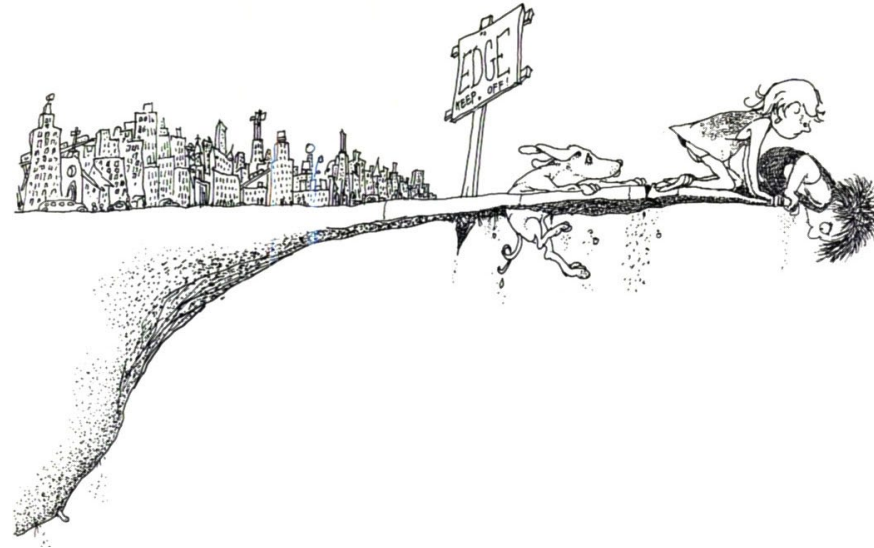
Shown: pedestrian “desire line” along Blowing Rock Blvd near intersection with Hospital Avenue, May 2024.

Priority Segments

- ▶ The corridors explicitly mentioned are all identified as high priority in the City's Pedestrian Plan (2012)
 - ▶ US-321
 - ▶ Harper to Pennton (Dairio to Fast Stop Gas Station)
 - ▶ Commercial Ct to Walgreens @ Hospital
 - ▶ Many recommended segments have been addressed through site development requirements (Dairio, Biscuitville, Burger King update, Mavis Tire, Chipotle/Aspen Dental, Valvoline/T-Mobile)
 - ▶ US-64/NC-18
 - ▶ Mulberry to Edgewood Drive (Little Caesar's to Bonnie Mist)
 - ▶ Wilkesboro Blvd
 - ▶ 321 to Lower Creek Drive
- ▶ Driveways, especially connecting multiple commercial sites need crosswalks
- ▶ Natural paths have been created due to foot traffic on areas without sidewalks along the three main corridors
- ▶ Street to street sidewalks

Sidewalk Fund Update

- ▶ Total Charged
\$301,220.56
- ▶ Total Received since September 2016
\$215,637.65



Next Steps

- ▶ Continue to enforce sidewalk construction along commercial corridors when/where required
- ▶ Self-perform shorter gaps in priority areas identified in Pedestrian Plan
- ▶ Contract out sidewalks over bridges or near greenway
 - ▶ Taco Bell/Hannah's BBQ area



Quarterly Business Report

Retail Recruitment Update



Joshua Davis
Portfolio Director



Zach Price
Retail Development
Coordinator

Retail Win!

Regional QSR

We're excited to announce that there's officially an executed lease along Highway 321!

Our team began recruiting this retailer in the fall of 2024, following the company's announcement of significant expansion plans.

Throughout this process, we evaluated multiple potential sites and shared extensive market data to support their site selection efforts.

In February 2025, a close friend of our firm informed us that he held the listing for a former QSR along this corridor. Based on our understanding of their desired market positioning, we immediately presented this site to their real estate team.

From there, we connected the listing broker with their team to initiate negotiations. While the process included several challenges and the lease took nearly a year to finalize, we remained actively engaged with both parties, providing support wherever possible.

We are thrilled that an agreement was reached and look forward to welcoming them to the Lenoir market later this summer!



Quarterly Business Report

Current Interest & Ongoing Conversations

Full-Service Restaurant

This national full-service restaurant has been apart of the handful of full-service restaurants that are expanding in the Carolinas.

We shared the old Dodge City Steakhouse with their corporate team and unfortunately, they turned it down due to not being able to use the 2nd generation space (too large of a space) and it not being economically sound for them to tear it down and rebuild.

Regional C-Store

Initially expressed interest in the corner outparcel owned by Lowe's Hardware at the intersection of McLean Drive and US-321. Their primary question centered on the feasibility of a right-in/right-out driveway along McLean Drive, which is a DOT-controlled roadway. We directed them to our DOT contact to evaluate access feasibility.

They indicated they would only require approximately half of the parcel; however, Lowe's preference is to sell the outparcel in its entirety. Their team noted the potential to develop the site for their use and consider a future subdivision. We also discussed our partnership with RS, and they confirmed it would be acceptable to share their contact information, with the possibility of a complementary QSR locating adjacent to the site.

Ultimately, they decided to passed on the Lowe's outparcel due to access constraints. Following this decision, we presented another outparcel opportunity, which was also declined.

In December, we shared the Hampton Inn outparcel, to which they responded that they remain in discussions internally, but nothing is concrete at this time. They continue to evaluate questions related to access, pricing, and the timeline available to close.



Quarterly Business Report

Current interest & Ongoing conversations

Fast Casual
Restaurant

The previous deal that they brand was working in the market fell through due to the developer not believing there was enough money to be made at this specific site. Regardless, they are still interested in the market and will entertain additional options to consider in 2026.

A regional broker/developer informed us that he would circle back with the brand and look at doing a BTS (build to suit) with his group as he is fine with what the margins were going to be.

National C-Store

REDACTED conducted a site visit during Q4 and expressed that they liked the site itself; however, they were disappointed by the level of traffic observed during their visit. At that time, the opportunity was considered a “50/50,” with a decision expected the following week.

Later in the same quarter, REDACTED advised that the site would need to be reviewed further with their market planning team and noted that, due to their hesitation, their process would likely move more slowly. They also indicated that if another offer were to materialize, it may be prudent to engage with that party.

As a result of this feedback and the extended decision timeline, the opportunity was ultimately declined and REDACTED shifted its focus to an alternative site.



Quarterly Business Report

Focus Properties



As we transition into 2026, our team will be prioritizing a select group of properties with the strongest potential to attract national retail interest.

Below is a shortlist of the sites we will be focusing on in the first few quarters of the year. Those of which, generated the most traction and momentum in 2025 and leading into the new year.

954 Blowing Rock Blvd – 2nd Generation Full-Service Restaurant

- We've pitched this restaurant to a few groups since it's closing. REDACTED and REDACTED are two of which we've gotten feedback from thus far.

Big Lots Vacancy – North Hill Plaza

- We're hoping a lease will be finalized soon to backfill this space. The vacancy came down to a few of our national REDACTED brand prospects consideration.

Bargain Hunt Vacancy – Eastwood Village Shopping Center

- We've been in touch with the broker for this space as he's informed us that they are working to get a signed lease to backfill the vacant space. Currently, all parties are being confidential about the prospective user as to not cause market disruptions.

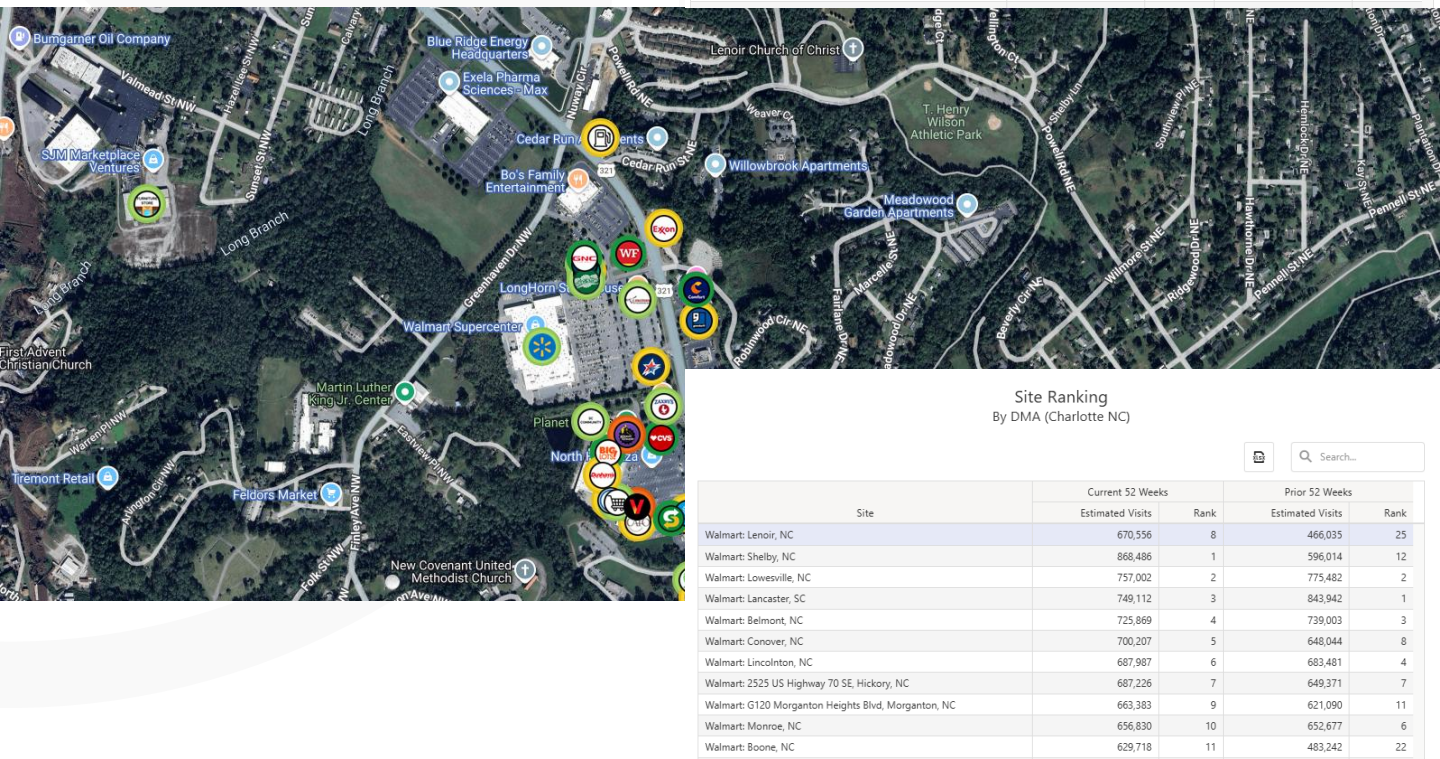
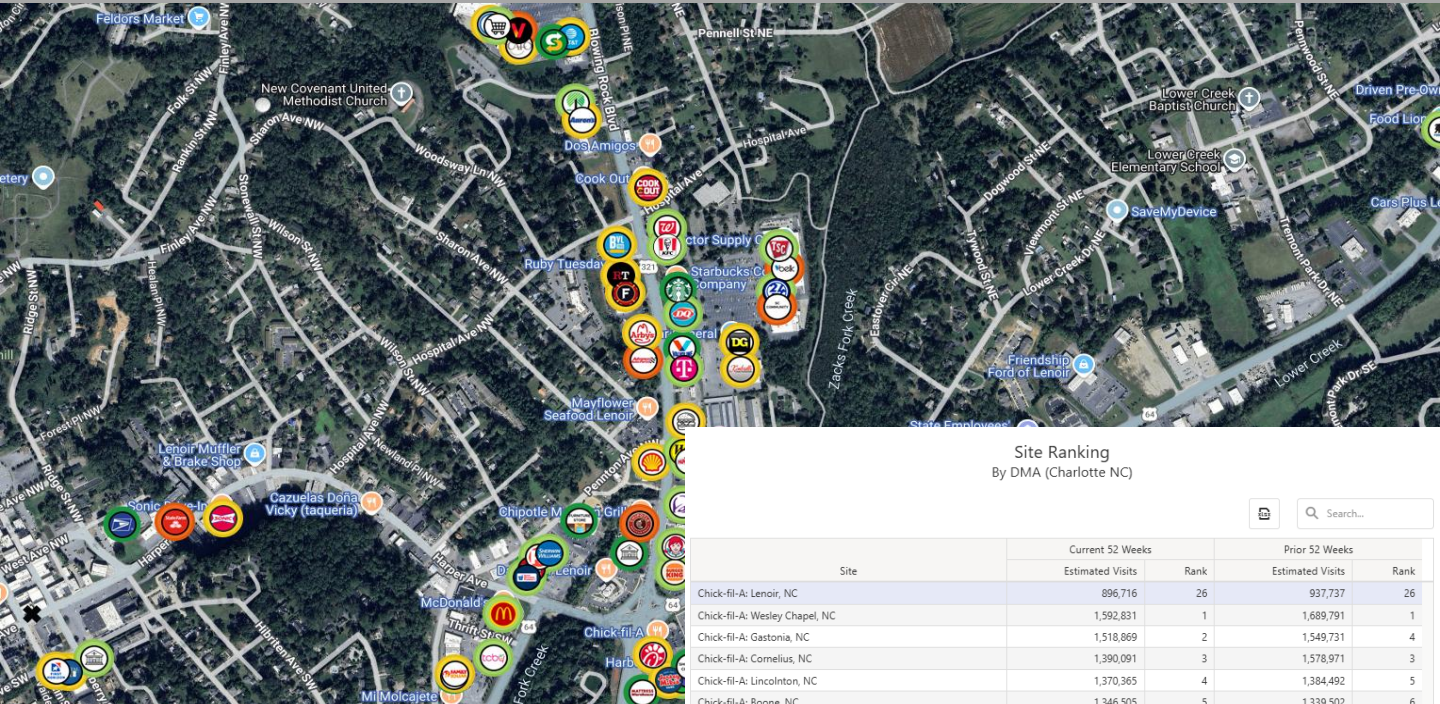
1.19 Acre Pad – Blowing Rock Blvd

- An entire ~2.2-acre site is being evaluated off Blowing Rock Blvd. While a ~1 acre of the parcel is already accounted for, the remaining 1.19 acres will be available for an additional complementary brand as well.



Quarterly Business Report

Mobile Data Insights – Highway 321





2026 Retail Trends & Market Overview

Key Takeaways

1

Grocery chains leading retail expansion with aggressive store openings and remodel investments across both states

2

QSR sector dominated by chicken concepts (Raising Cane's, Dave's Hot Chicken) with explosive visit growth and development pipelines

3

Burger and steakhouses showing strong growth, particularly Freddy's and the Darden Restaurant Group with major multi-unit development agreements

4

Commercial real estate market strengthening with 40%+ YoY sales growth, improving capital availability, and favorable rate environment

5

Population growth and business friendly municipalities are positioning the Carolinas as prime targets for continued retail and restaurant expansion

Grocery Sector Expansion

Food Lion

- 4 New stores announced for opening in early 2026
- Expansion tied to \$500 million capital investments in Charlotte area remodels

Harris Teeter

- Expansion centered around their newest Clemson location and migrated throughout the eastern/central region of South Carolina.
- Focused on expanding in regions where they already service neighboring areas via distribution warehouses

Publix

- Targeting markets with established market shares and several in the pipeline in the Carolinas.
- Publix is on pace to opening 43 new stores annually, making them one of if not the most aggressive grocer in this category.

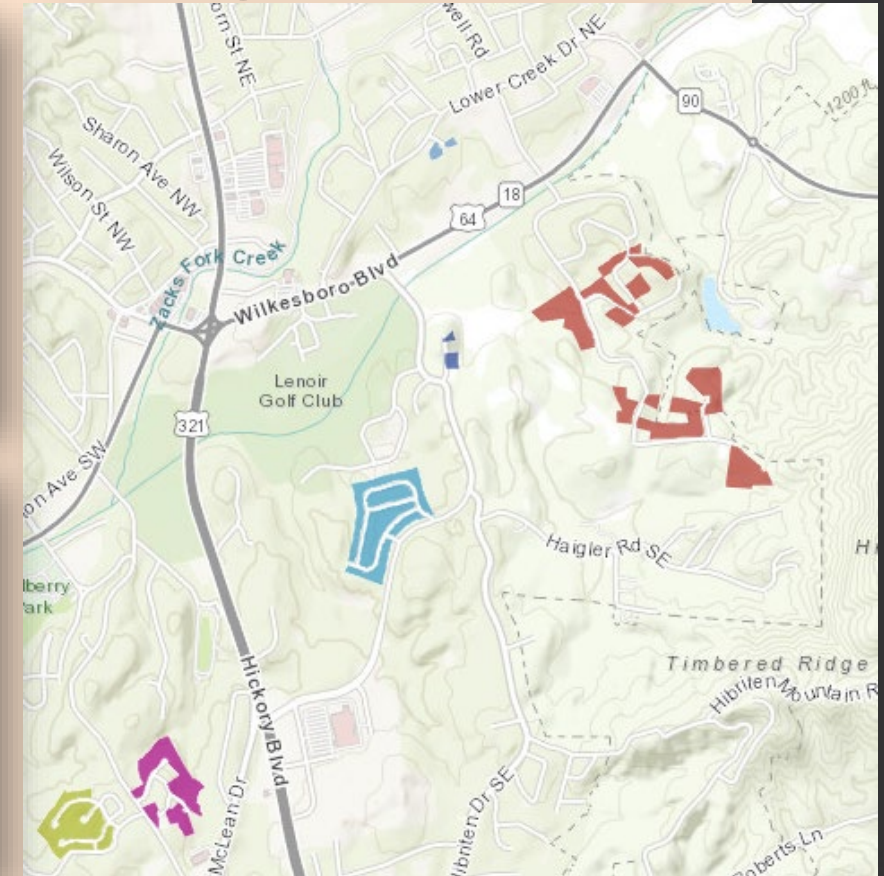
Lenoir Housing Update

February 6, 2026

City Council Strategic Retreat

Single-Family Housing

- In 2025, 71 single-family home permits were issued
- As of February 2026, 51 of the 71 (71%) house permits also issued building permit from CCBI
- Neighborhoods are steadily being built out
 - Summerhill
 - Huntington Woods
 - Park View
 - Stonecroft
 - Georgetown Estates
 - Olde Farm





Multi-Family Housing

Market Rate Multi-Family

299



Palisades of Lenoir

- 2115 Hickory Blvd
- 220 Units Proposed
- Grading and clearing in progress



Steele Cotton Mill

- 1201 Steele St
- 60 Units Proposed
- Utility Relocation Grant applied for in January – award notice by March.



More Apartment Interest

- Zack's Fork Area
- Potentially 25-30 unit
- Local Developer

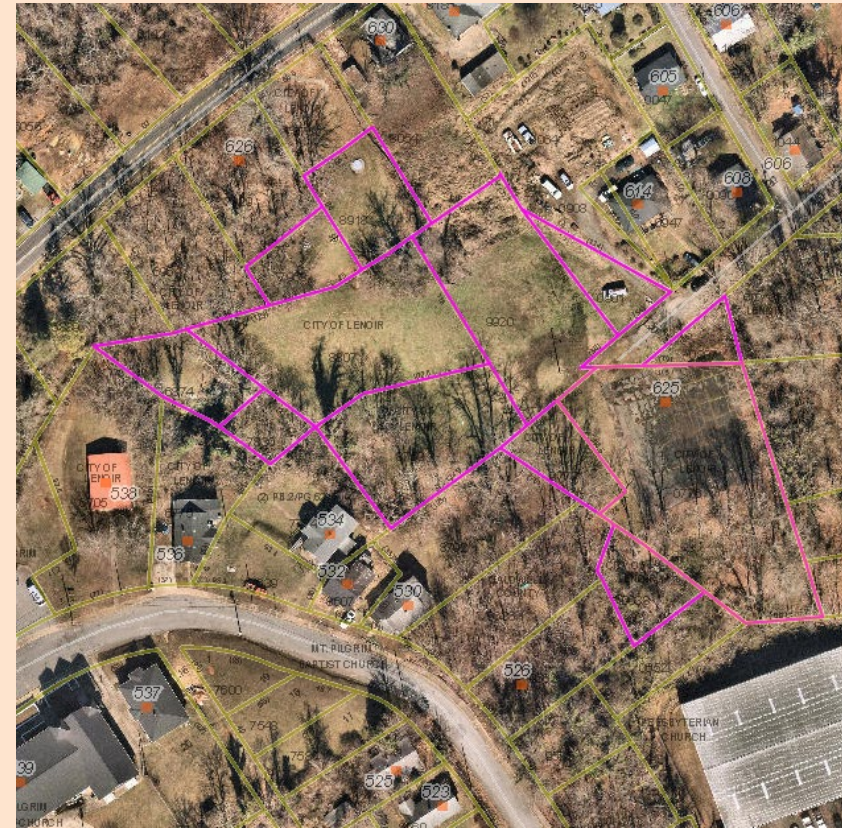
Affordable Multi-Family



- A Low-Income Housing Tax Credit Apartment Project is highly likely to be funded in Caldwell County this year.
 - 5+ years since last project
 - Hurricane Helene
 - Tier 1
- At least one LIHTC Developer has a property under contract in Lenoir.
 - 70-80 units intended on his site
 - Rezoning Public Hearing Required

Affordable Duplex/Single Family

- CDBG-Disaster Recovery funding available to address impacts from Helene
- WPCOG will apply on behalf of City of Lenoir, focusing on building housing on City-property.
 - West End property
 - Foreclosures
- First public hearing prior to grant application - February 17, 2026



Adaptive Reuse

- West Lenoir Elementary
 - Preservation NC could help source a buyer of historic properties to redevelop the school into housing without compromising architecture
 - Built in 1935, closed in 2022
 - Sold to current owner in 2023
 - Owner started seeking inquiries in 2025



COUNCIL PRIORITIES & CITY ACCOMPLISHMENTS

City of Lenoir employees worked to implement and achieve City Council's priorities set during your 2025 Council Retreat.



2025 Council Priorities



1. Continue efforts to offer competitive compensation and benefits for employees to improve recruitment and retention.
2. Develop options to increase code enforcement and improve beautification in three primary areas:
 - Abandoned and neglected housing
 - Dilapidated commercial properties
 - Appearance of downtown buildings
3. Update the Lenoir Comprehensive Pedestrian Plan and improve walkability.
4. Evaluate long-term Downtown parking needs.
5. Continue to fund and support the Water and Sewer Capital Improvements Plan.

1. Continue efforts to offer competitive compensation and benefits for employees to improve recruitment and retention.

- Developed a structured training and certificate compensation.
- Continued to offer a graduated and increased holiday bonus to recognize employee's longevity.
- During the past 10 years, we have made significant progress in improving employee salaries. For example, during that time, the starting pay for a Firefighter I has risen by 99% and the starting pay for a Patrol Officer I has risen by 109%.
- Provided 3.75% COLA to all full-time employees.
- Absorbed a 27% increase in health insurance costs
- Absorbed Local Government Retirement increases of 0.75% for general employees and 19% for law enforcement.



2. Develop options to increase code enforcement and improve beautification - Abandoned and neglected housing

- Sent 38 properties sent to foreclosure during 2025.
- The Police Department targeted enforcement efforts led to the investigation of 250 properties for a variety of nuisance violations. Of these cases, 177 were successfully abated either by the property owner or by the City of Lenoir.
- Planning had six abatement ordinances passed and three owner abated properties.
- There were 10 demolitions totaling \$126,704. Of the 182 cases opened in planning, 92 were minimum housing cases in 2025 which is up from 34 in 2024 (171% increase).



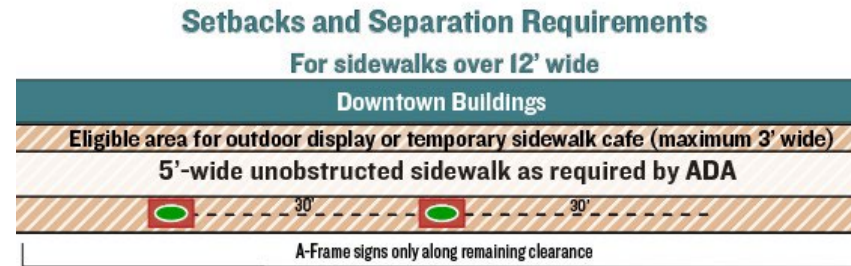
2. Develop options to increase code enforcement and improve beautification - Dilapidated commercial properties

- Between Police, Fire and Planning, there were 10 commercial property cases worked with five of those being in the Whitnel area.
- LPD/ALE Consent Order with Red Roof Inn
- Updated Residential Minimum Housing code.
- Planning contracted N Focus Planning and Design to update Nonresidential Minimum Standards and staff plans to implement enforcement of those standards in 2026
- Continued to contract with WPCOG for code enforcement.



2. Develop options to increase code enforcement and improve beautification - Appearance of downtown buildings

- Via a walk through of Downtown, staff has evaluated some of the buildings and the new Non-residential Minimum Standards should help with this focus.
- Public Works beautification projects:
 - North Main Street
 - New planters
 - Harper Avenue Streetscape Plan



North Main Street

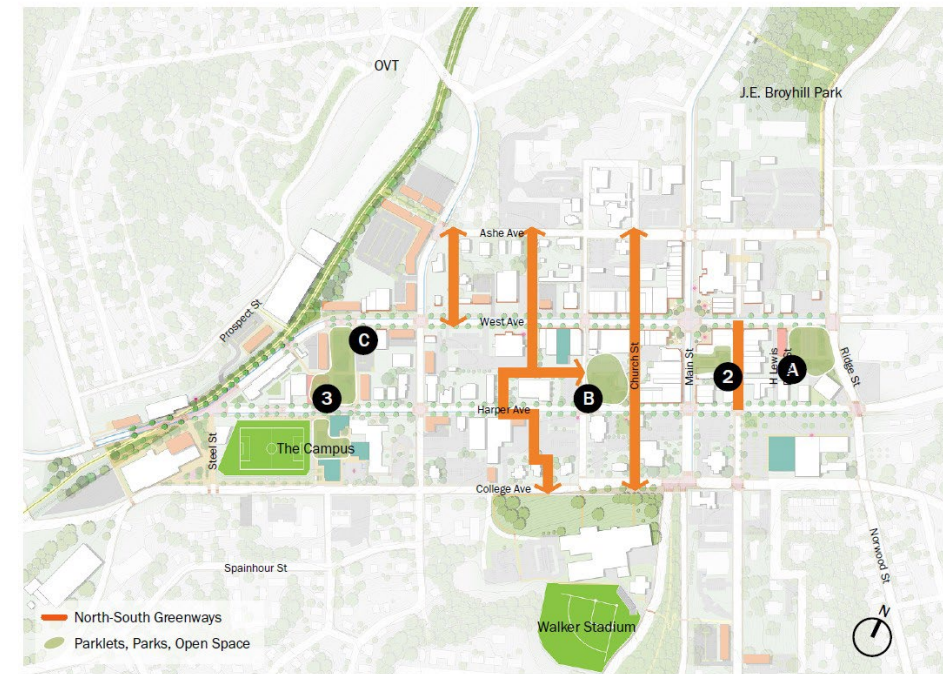


West Avenue

3. Update the Lenoir Comprehensive Pedestrian Plan and improve walkability.

- Council adopted the Downtown Lenoir Comprehensive Plan and a new Parks and Recreation Master Plan. Both plans include recommendations to improve walkability in Downtown Lenoir and the City.
- Sidewalk Gap Study
- Greenway Extensions

Placemaking, Open Space, and the Public Realm



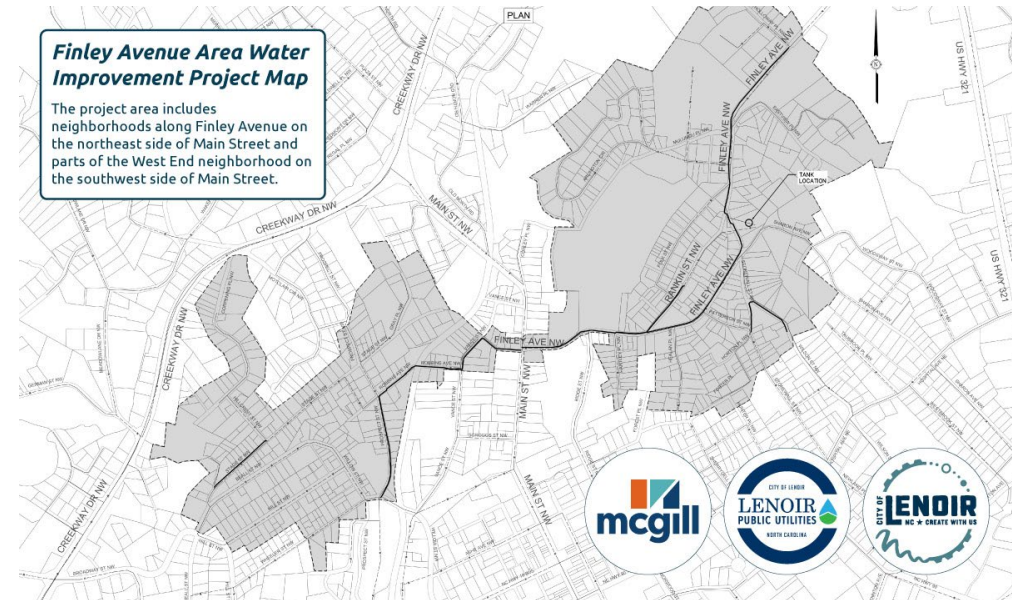
4. Evaluate long-term Downtown parking needs.

- The City continues to evaluate and address parking needs in Downtown. Although we don't have a parking problem in Downtown, staff plans to add parking for The Campus by acquiring two parcels from College Avenue Baptist Church. We're also renewing the lease with First Baptist Church to maintain current municipal parking lots in Downtown Lenoir.



5. Continue to fund and support the Water and Sewer Capital Improvements Plan.

- The City continued work on **10** Water and Sewer projects amounting to over \$36 million dollars in improvements. This includes the Finley Avenue Area Water Improvement Plan and upcoming Lenoir-Valdese Interconnect Project.



Questions?



CITY PROJECTS

The City has **\$132.9 Million** in projects in the pipeline.



Project Funding Approved 95% - 100% Completed

- | | |
|---|--|
| 1. Community Garden Teaching/Learn Pavilion | 1. Mulberry/West End Playground Improvements |
| 2. Comp Plan | 2. Parks and Recreation Master Plan |
| 3. MLK Center Improvements | 5. TH Broyhill Walking Park Retaining Wall Replacement |
| 4. Mulberry Pickleball Court Conversion | |

\$815,500



LHS Campus Project Funding

- Pavilion/Farmers Market
- Gym at the Campus at Historic LHS
- Lenoir High School Campus (Auditorium/Gymnasium)
- Lenoir High School Campus (Auditorium/Gymnasium)
- Total Gym and Auditorium

\$9,834,316



Project Funding Approved - Underway

- AIA SEWER
- AIA WATER
- Aquatics Center (LAFC)/Rotary Soccer Complex
- Brownfield Assessment Grant - #2
- Clock Tower
- Downtown Veterans Monument Plaza Improvements
- Finley Avenue Area Water Project
- Gateway Signs (4) Phase #3
- Greenway Expansion
- Harper Avenue Sewer Line Replacement
- Harper Avenue Streetscape - Conceptual
- Harper Avenue Streetscape - Implementation
- Hospital Avenue Sidewalk
- Lead Service Line ID and Replacement - Phase 2



Project Funding Approved - Underway

- Lead Service Line ID and Replacement - Phase 3
- Lenoir Fire Sinkhole - Building Stabilization - Stormwater Repair
- Lenoir Fire Sinkhole - Sewer Line Repair - Ridge Street
- Lower Creek Wastewater Treatment Plant Process Basin
- OVNHT Greenway Link
- Stormwater Mapping
- Stormwater Planning Grant
- Water Interconnection Project Lenoir Valdese
- Wayfinding Signs
- West End Community Park Upgrades

\$57,174,737



Project Funding - Approved But Not Started Or in the Planning Phase

- Downtown Signalization Improvements - Two Way Streets
- Greenway Bridge
- Greenway LAPP Project

\$3,691,658



Funding Opportunities Application Submitted

- Arrowood Bridge Replacement
- EPA-Community-Wide Assessment Grant
- EPA Brownfield - Clean-up Grant
- Lenoir Resilience Wastewater Infrastructure/Sewer Outfall Upgrade
- OVT Connector Greenway and Sidewalk Project
- Steel Street Mills
- Whitnel Water Transmission Main Replacement - Phase #1

\$19,680,991



Pending Projects

- Water Project - Hwy 18
- Hickory Water interconnect

\$42,600,000



Total Projects

Excluding the first slide, the City has

- ***42 projects*** to complete
- totaling ***\$132,981,702.***

Questions?



City of Lenoir - Projects										
Project	Funding Source	START/END DATE	TERMS	Description	Grant/ Loan Amount	City Match	ARPA/SCIF	LTDA/CDBG	Other	Total Cost
Project Funding Approved - 95% - 100% Completed										
Community Garden Teaching/Learn Pavilion	OSBM	10/23/2024	Funds appropriated by the General Assembly. The funds must be spent by 10-2025	The City received \$125,000 in state allocated funding for this project for constructions of a Community Garden Teaching/Learn Pavilion partnership with Appalachian State University. In 2018-2019 the City partnered with the local Master Gardeners Association and Appalachian State University to design a covered pavilion addition for the Unity Park & Community Garden (UPCG). The final design, completed by architectural design studio students, was crafted through site visits, community research, and input from UPCG stakeholders. Completed			125,000.00			125,000.00
Comp Plan	City Funding	TBD	Funding from Operating funding.	Funding will need to allocated for a Comprehensive Plan Consultant to assist planning staff with visualizing development in Lenoir over the next 20 years. Estimated cost of \$125,000. Complete		125,000.00				125,000.00
MLK Center Improvements	OSBM	10/23/2024	Funds appropriated by the General Assembly. The funds must be spent by 10-2025	The City received \$300,000 in state allocated funding for this project for improvements to the MLK Center. A wide variety of planned improvements to the interior and exterior of the Martin Luther King Jr. Recreation Center were packaged into a single Request for Proposals (RFP) and advertised for bids in June 2024. This project is 95% complete. Painting should be complete in the first quarter of 2026.			300,000.00			300,000.00
Mulberry Pickleball Court Conversion	Local Funds	11/1/2024 thru 2/28/2025		The City programmed renovation funds to improve existing court areas at MRC. During the design process a decision was made to expand the pickleball court offerings by reconfiguring the existing courts and adding new courts in the additional space, yielding a total of 12 courts. Complete		87,000.00				87,000.00
Mulberry/West End Playground Improvements	Local Funds	3/1/2025		This project includes replacement or new installation of select pieces of playground equipment at the City's Mulberry Rec. Center and West End Community Park. Complete		71,000.00				71,000.00
Parks and Recreation Master Plan	ARP Funds	3-21/Encumbered by 12-24, Spent by 12-26	ARPA Revenue Replacement option - funds must be obligated by December 31, 2024 and spent by December 31, 2026	ARPA funding will be allocated for a Parks and Recreation Master Plan to assist staff with CIP development and planning over the next 20 years. Estimated cost of \$50,000. This plan was combined with the Comp Plan. Complete			50,000.00			50,000.00
TH Broyhill Walking Park Retaining Wall Replacement	Broyhill Foundation	11/1/2024 thru 3/30/2025		The City requested 50,000 in funding assistance from the Broyhill Foundation to replace failing cross-tie retaining walls at TH Broyhill Park. The project was redesigned after reviewing initial bids and will now feature a naturalized approach with boulder walls and outcrops. Complete	50,000.00	7,500.00				57,500.00
Subtotal					50,000.00	290,500.00	475,000.00	-	-	815,500.00
LHS Campus Project Funding										
Pavilion/Farmers Market	State Allocated Funds/LTDA Appropriation	4/1/2022	State Funds were appropriated in the General Assembly. LTDA funding allocated 2-23.	The City received a state grant for a OVT Farmer's Market Pavilion adjacent to the Campus in the amount of \$450,000. The LTDA allocated \$50,000 for this project as well. The City purchased the property for \$70,000. #10232. The City acquired an adjacent .24 acre property from Lenoir Building Supply in December 2025. The property borders the Pavilion property on the west side. The property acquisition has allowed for changes in the site design and significant cost savings in stormwater management for the project.			450,000.00	50,000.00	3,500,000.00	4,000,000.00
Gym at the Campus at Historic LHS	OSBM	10/23/2024	Funds appropriated by the General Assembly.	The City received \$1,000,000 in state allocated funding for this project for improvements to the gym at The Campus at Historic LHS. #10234 Funding from CDBG will be used for phased improvements to the auditorium in the Historic Lenoir High School.			1,000,000.00			1,000,000.00
Lenoir High School Campus (Auditorium/Gymnasium)	Rural Downtown Transformation Grant/LTDA Appropriation	12/22/2025	RDTG Funds must be obligated by December 31, 2024 and spent by December 31, 2026, LTDA funding allocated 2-23	The City received grant funding of \$580,000 for this project for major renovations to the LHS Campus. The LTDA allocated \$50,000 for this project as well. Construction is planned to start in February 2026.	580,000.00			50,000.00		630,000.00
Lenoir High School Campus (Auditorium/Gymnasium)	Rural Infrastructure Authority	4/24/2025		The City received a \$325,000 grant for the renovation of the LHS Gymnasium and Auditorium for improved accessibility, and the construction of a 4,300-square-foot covered outdoor pavilion as a part of the expansion of the Over Mountain Victory Trail.	325,000.00					325,000.00
Lenoir High School Campus	State Allocated Funds/LTDA Appropriation	7/15/1905	Funds appropriated by the General Assembly.	The City received \$1,000,000 in state allocated funding for this project for major renovations to the LHS Campus. Final cost estimates to be determined. State Funding Project #10235.			1,000,000.00	302,380.00	2,576,936.00	3,879,316.00
Total Gym and Auditorium					905,000.00	-	2,000,000.00	352,380.00	2,576,936.00	5,834,316.00
Subtotal					905,000.00	-	2,450,000.00	402,380.00	6,076,936.00	9,834,316.00
Project Funding Approved - Underway										
AIA SEWER	DEQ	Awarded 2/21/23	Begin 8-21-23	This grant would pay for a detailed inventory and assessment of the entire sewer system. Work on this project continues. Approximately 40% completed	200,000.00					200,000.00
AIA WATER	DEQ	Awarded 2/21/23	Begin 8-21-23	This grant would pay for a detailed inventory and assessment of the entire water system. Work on this project continues. Approximately 45% completed	200,000.00					200,000.00
Aquatics Center (LAFC)/Rotary Soccer Complex	PARTF Grant/ARP Match	11-22/10-25	Grant for \$500,000 and City match using ARPA funds of \$590,375.and local fund of \$269,710. Grant period November 1, 2022 to April 1, 2026	This grant will fund much needed upgrades and renovations at the LAFC and the Rotary Soccer complex. Some of the updates include a splash pad and picnic shelter at the Rotary Soccer Complex, a complete renovation of the locker rooms, new flooring throughout the building, including the pool deck, new LED lighting, and a new decktron system to reduce the moisture inside the building. Given the complexity of interior modifications necessary to create accessible restroom spaces, and the existing layout of the abutting locker room floor plan, the City decided to use the “Design-Build” method of project delivery to complete the interior renovation project. J.M. Cope, Inc was contracted for design-build services for this project in January of 2025. The project was originally slated for completion in October 2025. The splash pad was completed and designs for the LAFC were approved and construction began. The Aquatics Center remodel should be complete in March of 2026. Improvement include renovations of the locker rooms, creation of an ADA accessible locker room, new flooring throughout the building, new LED lighting, new paint throughout the building, new full size doors to access the racquet ball courts, new breakroom, and a new hot tub being installed on the indoor pool deck. The new projected completion date is March of 2026.	500,000.00		590,375.00		269,710.00	1,360,085.00
Brownfield Assessment Grant - #2	United States Environmental Protection Agency	7-22/9-26	\$500,000 in grant funding for grant period of July 1, 2022 to September 30, 2026	The City was awarded a second EPA Brownfield assessment grant in the amount of \$500,000.00 to complete the work at the old Broyhill site and several other sites in Lenoir including the former American and Efrid location, Steele Cotton Mill and the LHS Campus. Project 97% complete.	500,000.00					500,000.00
Clock Tower	Donation	In progress	Donor is working on designs with staff	The funds will cover a sculpture to hold the historic clock on the square. This project will be funded by a private donations. This projects is in progress. The initial fabrication of the tower is complete.		8,300.00			78,725.00	87,025.00
Downtown Veterans Monument Plaza Improvements	OSBM	10/23/2024	Funds appropriated by the General Assembly.	The City received \$200,000 in state allocated funding for this project for improvements to the Downtown Veterans Memorial Plaza Improvements. Final cost estimates to be determined. Planning is underway. The design is complete and bids have been awarded.			200,000.00			200,000.00

City of Lenoir - Projects										
Project	Funding Source	START/END DATE	TERMS	Description	Grant/ Loan Amount	City Match	ARPA/SCIF	LTDA/CDBG	Other	Total Cost
Finley Avenue Area Water Project	State Allocated Funds	2022/2024	Allocation of nonrecurring funds appropriated for the 2022-2023 fiscal year from the Clean Water and Drinking Water Reserve. Funds must be obligated by December 31, 2024 and spent by December 31, 2026 (S.L. 2022-74)	This project was identified and placed in the CIP several years ago. Its will improve the low pressure concerns in the area around the Finley water tank through system improvements that create a medium pressure zone in the specified area. Preliminary engineering has been completed and the report was used for a funding application that was submitted to the State Revolving Loan Fund in the fall of 2020. The first application was declined. The applications was resubmitted after making several changes to the scope of the project. The project was not funded by the State Revolving Loan Fund. The project was approved for funding utilizing APR funds allocated at the state level in 2022. Bids were awarded to TP Howard's Plumbing Co., Inc, Caldwell Tanks, Inc. and McGill Associates, PA Certification No. 1 has been partially submitted after completion of the water main work on the tank site.		2,491,360.00	6,948,640.00			9,440,000.00
Gateway Signs (4) Phase #3	LTDA and Local Funds	TBD	TBD	Funding for four entry signs at the City Limit entrances. Funding was received from the LTDA for the design phase. Rite Lite Signs was awarded the contract for the Phase II Gateway Project. There will be a contract addendum for Destination by Design for \$41,477 on the February 3, 2026 City Council agenda. This will cover the design, survey and administrative work for the fourth sign location (Valmead) that was not included in the original contract.		469,749.00		100,000.00		569,749.00
Greenway Expansion	State Allocated Funds	4/1/2022	Funds were appropriated in the General Assembly.	The funds will be utilized to expand the City's greenway network with the goal of having a connected network of greenway trails and multiuse paths. The funding for this allocation will be used to expand the greenway by joining greenway sections across the City as well as connectivity to the Over Mountain Victory Trail. Staff worked with Mattern & Craig Engineers to design a .50-mile Greenway loop that connects the Zack Fork restroom facility and Splash pad to existing greenway and parking. Greenway was installed in April of 2025 just prior to Splash Pad opening.			750,000.00			750,000.00
Harper Avenue Sewer Line Replacement	Enterprise Funds	TBD		The City of Lenoir lists the proposed project titled the Harper Avenue Sewer Line Replacement Project the current CIP and included in the current fiscal year's budget. The Harper Avenue sewer replacement project general involves the replacement of approximately 2,000 linear feet of an existing 8-inch diameter gravity sewer line that is a contributor to inflow and infiltration and has limited capacity due to pipe degradation. Additionally, the project may include the replacement and/or the remediation of manholes. A Request for Qualifications process was initiated and three firms submitted qualifications. These firms were Goodwyn Mills Cawood, McGill Associates, Wetherill Engineering. After review of the qualifications, the City awarded the contract to McGill Associates. Work is scheduled to begin once the weather breaks.		726,820.00				726,820.00
Harper Avenue Streetscape - Conceptual	Operating & SCIF	TBD		The project includes a conceptual streetscape plan for upgrading the Harper Avenue streetscape from NC-64 to Ridge Street NW that attracts and welcomes visitors from the highway into Downtown Lenoir. Harper's Ave is a city owned Street with two travel lanes and a center turn lane. The proposed study area is approximately 3,300 linear feet. Freese and Nichols, Inc., will provide services for the City of Lenoir. Staff worked with Freese Nichols, and the public to complete a Conceptual Streetscape plan for Harper Ave. from Ridge St. to Morganton Blvd. Conceptual Design was presented at Public Meeting on Wednesday January 7, 2026.		198,511.00				198,511.00
Harper Avenue Streetscape - Implementation	TBD/SCIF 10236	TBD		The project includes implementing the streetscape plan for upgrading the Harper Avenue streetscape from NC-64 to Ridge Street NW that attracts and welcomes visitors from the highway into Downtown Lenoir. Harper's Ave is a city owned Street with two travel lanes and a center turn lane. The proposed area is approximately 3,300 linear feet.			2,000,000.00		8,200,000.00	10,200,000.00
Hospital Avenue Sidewalk	NCDOT	6-17/TBD	Federal Highway Administration Funds \$3,469,863.56 with \$2,536,000 from grants and \$933,863.56 city match Estimates were revised in 2025.	The Hospital Avenue Sidewalk Project was funded by a grant and local funds to engineer, design, acquire rights-of-way, relocate utilities, and construct sidewalks on Hospital Avenue. This project is ongoing. The initial LET in December 2024 received no bids. In February of 2025, the LET was sent out again and the construction contract was awarded to Neil Grading Construction. Construction is set to begin in Feb of 2026. The budget was amended in May of 2025 to a total of 3,469,863.56.	2,536,000.00	200,000.00	234,000.00		499,863.56	3,469,863.56
Lead Service Line ID and Replacement - Phase 2	NC Division of Water Infrastructure	TBD	500,000 loan approved -300,000 forgiven. Project #SRF-D-LSL-0037.	The City submitted a Lead Service Line Identification and Replacement Grant application with the NC Division of Water Infrastructure for Assistance for Lead Service Line Identification and Replacement for the project in order 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. This application will also assist in meeting new EPA requirements regarding lead service line replacements. The City was approved for a 0% interest loan not a grant for \$500,000 with 60 % forgiveness up to a maximum of 300,000. The City received another 0% loan in the amount of 1,000,000 to continue this project.	500,000.00					500,000.00
Lead Service Line ID and Replacement - Phase 3	NC Division of Water Infrastructure	TBD	1,000,000 loan approved and forgiven 7-17-25. Project # 01-14-010	The City submitted a Lead Service Line Identification and Replacement Grant application with the NC Division of Water Infrastructure for Assistance for Lead Service Line Identification and Replacement for the project in order 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 loan will provide funding up to \$1,000,000. This application will also assist in meeting new EPA requirements regarding lead service line replacements. The City was approved for a 0% interest loan for \$1,000,000 and the principal was forgiven. North Carolina Department of Environmental Quality (NCDEQ) has accepted a proposal for Lenoir to conduct computerized predictive modeling to assist in the required lead and copper inventory requirements. A revised contract to include the work to develop the predictive model program is being prepared by Freese and Nichols.	1,000,000.00					1,000,000.00
Lenoir Fire Sinkhole - Building Stabilization - Stormwater Repair	ARPA Funds/OSBM	ARPA - 3-21/ Encumbered by 12-24, Spent by 12-26 OSBM - 10-23 start	ARPA Revenue Replacement option - funds must be obligated by December 31, 2024 and spent by December 31, 2026. OSBM - Funds appropriated by the General Assembly.	The City received \$500,000 in state allocated funding for the Lenoir Fire Dept Building Stabilization that will be used for the repair of the sinkhole at Fire Station 1. ARPA will cover 623,843.15 of the project. Engineering plans have been completed to repair the sinkhole. The City has \$1,123,843.15 in hand. The LFD Infrastructure Repair Project was LET in May 2024. No bids were received and project was not rebid. After conversation it was decided to seek alternative design solutions for public utility (water, sewer) relocation. The utility relocation portion of this project will be bid out separate of the infrastructure repair and building stabilization portion of the project. (See below) Engineers are currently working on the plans. WK Dickson (ARDURRA Group) has completed stormwater design updates based on the Ridge Street Sewer Relocation Project. Updated Engineers estimate is \$2,324,000.00 for construction. Project will let on January 30, 2026 with a bid opening date of March 5, 2026.		1,450,157.00	1,123,843.00			2,574,000.00

City of Lenoir - Projects										
Project	Funding Source	START/END DATE	TERMS	Description	Grant/ Loan Amount	City Match	ARPA/SCIF	LTDA/CDBG	Other	Total Cost
Lenoir Fire Sinkhole - Sewer Line Repair - Ridge Street	Enterprise Funds			The utility relocation portion of this project will be bid out separate of the infrastructure repair and building stabilization portion of the project. Once utility relocation plans have been finalized, the infrastructure repair/stabilization design will be updated and LET for bid. In an attempt to simplify the LFD Infrastructure Repair (sinkhole) project and attract more potential bidders, the replacement and/or relocation of approximately 900 linear feet of sanitary sewer was removed from the original project scope. After a review of alternatives and a feasibility study by McGill Associates, a relocation of the sanitary sewer infrastructure within the project footprint was authorized by City staff. The new design, performed by McGill Associates, includes replacement of existing sewer main north of West Avenue and relocation/re-routing of sewer main from West Avenue to Ridge Street and Harper Avenue. This portion of the project is complete.		1,200,000.00				1,200,000.00
Lower Creek Wastewater Treatment Plant Process Basin	DEQ	7/23/2025	2.62% interest for 20 years	The Process Basin at the Lower Creek Wastewater Treatment Plant is in need of upgrades. The City of Lenoir requested statements of qualifications from engineering firms to evaluate their professional civil engineering qualifications in accomplishing the subject project in accordance with the Request for Qualifications (RFQ). The City has been approved to receive CWSRF funding for the subject project. The subject project will address the ammonia NOV's by replacing the mixers, diffusers, and air piping within the Process Basins and blowers to support efficient and effective Biological Nutrient Removal (BNR). The subject project includes the replacement of mixers in the anaerobic, anoxic, and aeration basins, replacement of diffusers in the aeration basins, replacement of air piping that feeds the diffusers, replacement of all three (3) blowers, concrete repairs to treatment basins, and all associate electrical wiring, conduits, instrumentation, and panels for this equipment. The upgrades and equipment replacements will not increase the treatment capacity, 6.0 MGD, of the WWTP. The City received qualifications from the engineering firm of McGill Associates.	5,600,000.00					5,600,000.00
OVNHT Greenway Link	RTP Grant	12-20/TBD	Spring 2020 Recreational Trail Program Grant of \$250,000 with \$62,500 city match	The City of Lenoir received a \$250,000 Recreational Trails Program grant to design and build three street crossings along the Overmountain Victory National Historic Trail (OVNHT) that runs through downtown. The total project cost to design and build the crossings is \$312,500. The grant is \$250,000 and the City is matching the grant with \$62,500 in local, in-kind contributions. Mattern and Craig Engineers have completed 60% Construction Plans as of January 2026. Some ROW acquisition will be required which will be managed by M&C.	250,000.00	62,500.00				312,500.00
Stormwater Mapping	Local Funds	3/1/2023	City contracted with the WPCOG to pay \$183,044.00 during the period beginning March 1, 2023, and ending December 31, 2025. Billing will begin July 1, 2023, and occur on a monthly basis of \$6,101.46 .	In order to renew the NPDES permit by June 2026, the City will be required to provide a map of the entire stormwater system. The City's MS4 is partially mapped (approximately 20%), and there was no additional mapping of MS4 infrastructure this year. It is likely that the Lenoir area will be audited for permit compliance prior to the renewal of the permit, so the WPCOG has recommended that the majority of the MS4 should be mapped by June 2025. It is anticipated that this will be funded from the General Fund Operating Budget over the next three years. To date FNI has completed the stormwater inventory piece of this grant. FNI has also completed a drainage study along the Harper Ave Streetscape footprint (Morganton Blvd. to Ridge St.). Remaining funds will be utilized for additional drainage studies within the city.		183,044.00				183,044.00
Stormwater Planning Grant	DEQ/Stormwater Planning Grant (LASII) -North Carolina Department of Environmental Quality utilizing American Rescue Plan funding	Approved 7-18-23 must be spent by 12-26	ARPA funding - funds must be obligated by December 31, 2024 and spent by December 31, 2026.	The City of Lenoir applied for a Stormwater Planning grant in the amount of \$400,000. The City of Lenoir has identified three top stormwater system priorities to address that will further position the City to better manage and plan for the operations of the city-wide stormwater system. The priorities and associated strategies were developed by the City staff and consultants from Freese & Nichols, Inc. The City was awarded \$248,640 in funding from the North Carolina Department of Environmental Quality utilizing American Rescue Plan funding. Ongoing	248,640.00					248,640.00
Water Interconnection Project Lenoir Valdese	OSBM	10/23/2024	Funds appropriated by the General Assembly.	The water distribution system analysis identified a possible interconnection of the Lenoir water system with a neighboring utility in the region. A more detailed engineering review of this project is being finalized. This will generally include the construction of approximately 4 miles of 20-inch diameter water transmission main between the Town of Valdese's Water System and City of Lenoir's Water System, including a Lake Rhodhiss water main crossing, a water pump station with standby generator, valves, hydrants, master meter, water main connections, and all related appurtenances The City received a direct appropriation of \$17,000,000 (less loan fees)through the NC General Assembly in the 23-24 state budget to fund the undertaking of this project. This project is being designed by McGill currently. The Interconnect project is in the surveying, design, and easement acquisition phase. Survey field work and mapping has been completed for the Valdese Water Treatment Plant site. Survey field work is in progress for the Waterfront Club and Caldwell Timber properties. The community meeting for Waterfront Club was held on January 22, 2026. The city will meet with the owners of the property for the proposed Water Booster Pump Station.			17,000,000.00			17,000,000.00
Wayfinding Signs	NC Commerce Tourism Grant/ARC		GRANT, TBD, LTDA funding allocated 2-23	Grant funding for a wayfinding system to provide information regarding attractions, municipal amenities and local businesses. Signs will encourage travelers on 321 to visit downtown, the LHS Theater Auditorium and Recreational Fields, Mountain Bike Trails, OVT Trails, Greenway, MLK and Aquatic Center - to name just a few. LTDA allocated \$50,000 FY 2023 and \$100,000 in FY 2024. The signs are in the process of being installed.	250,000.00	37,000.00	142,500.00	200,000.00		629,500.00
West End Community Park Upgrades	Local Funds	3/1/2025		Several improvements to the West End Community Park are programmed for FY24-25, including shelter repairs and upgrades, basketball court repairs, and walkway repairs. These improvements will compliment the addition and relocation of playground equipment installed in 2025. Ongoing		25,000.00				25,000.00
Subtotal					11,784,640.00	7,052,441.00	28,989,358.00	300,000.00	9,048,298.56	57,174,737.56
Project Funding - Approved But Not Started Or in the Planning Phase										
Downtown Signalization Improvements - Two Way Streets	OSBM	10/23/2024	Funds appropriated by the General Assembly. The funds must be spent by 10-2025	The City received \$300,000 in state allocated funding for this project for Downtown Signalization Improvements and two-way streets in the downtown area. The signal light at College and Mulberry was removed in 2025.			300,000.00		1,170,000.00	1,470,000.00
Greenway Bridge	FEMA	TBD	TBD	Greenway Pedestrian Bridge is part of Lenoir Greenway multi-purpose path/trails for outdoor activities that was damaged during hurricane Helene..	53,658.00					53,658.00

City of Lenoir - Projects										
Project	Funding Source	START/END DATE	TERMS	Description	Grant/ Loan Amount	City Match	ARPA/SCIF	LTDA/CDBG	Other	Total Cost
Greenway LAPP Project	Surface Transportation Program Direct APPT Fund		Funding for Connection Project Segments 1 through 5 in the amount of \$2,167,750 and the City committed up to \$433,550 as a cash match for the selected Lenoir Greenway Extension	Park Connection Project proposes the addition of five (5) greenway segments that will provide connectivity to existing and future greenway segments and segments currently under construction. The total proposed segments have a length of 7,225 LF or approximately 1.37 miles. The proposed greenway segments run parallel to existing right of ways and crosses through sections of private property. In 2024, the Design was completed, M&C is working to secure Right Of Way from adjacent property owner (Lenoir Building Supply) in order to build this Greenway Connector. Greenway LAP Project: BL-0065 STIP Project Scheduling was pushed to 2006 in 2025. We have updated the project schedule and it has been amended on the STIP. New project schedule is PE/DESIGN:FFY26, ROW:FFY27, UTILITY:FFY27, CONSTRUCTION: FFY28 .	1,734,400.00		433,600.00			2,168,000.00
Subtotal					1,788,058.00	-	733,600.00	-	1,170,000.00	3,691,658.00
Funding Opportunities - Application Submitted										
Arrowood Bridge Replacement	FEMA BRIC	TBD	TBD	The Public Works Director worked with consultant, Mattern and Craig, to develop a FEMA grant application for replacement of the Arrowood Street Bridge. The application process began in November, 2021, with intermediate submission deadlines in November, December, and a final submission deadline in January, 2022. The application includes a funding request for \$525,000 (70%), and notice of award, if successful, should occur in July, 2022. The Grant was not funded but was resubmitted Fall of 2022 and was not funded. Two new grant applications were submitted in 2025 for this project and decisions haven't been made yet regarding the funding.					834,000.00	834,000.00
EPA-Community-Wide Assessment Grant	North Carolina Department of Environmental Quality (DEQ) Brownfields Redevelopment Section	TBD	TBD	Application was made for a U.S. EPA Brownfields Community-Wide Assessment Grant that will focus on the assessment of the Former Harper Plant #2, Southeastern Adhesives, and Marine Technology Solutions sites.	500,000.00					500,000.00
EPA Brownfield - Clean-up Grant	North Carolina Department of Environmental Quality (DEQ) Brownfields Redevelopment Section	TBD	TBD	The City applied for a Brownfield Clean-up grant for 429 College Avenue, SW through the North Carolina Department of Environmental Quality (DEQ) Brownfields Redevelopment Section.	500,000.00					500,000.00
Lenoir Resilience Wastewater Infrastructure/Sewer Outfall Upgrade	FEMA BRIC	TBD	TBD	FEMA made available a grant opportunity for funding projects that improves or mitigates infrastructure that is located in flood hazard areas. The Utilities Department, working with the Western Piedmont COG, identified a potential project and submitted a grant application for 75% funding with a 25% local match. The project would involve the construction of an equalization basin to equalize the flow during severe rain events and a new septic tank receiving station at the Lower Creek Wastewater Treatment Facility. In addition, funds have been requested to replace the sewer line that follows Zack’s Fork Creek from Pennell Street to the soccer complex on Zack’s Fork Rd. The total project cost is The City of Lenoir is dedicated to contribute 25% of the overall cost, amounting \$2,400,000.00, as matching funds from the Enterprise Fund for this \$9,600,000 project.. The sewer line replacement is currently in the Utilities Department CIP. The equalization basin is part of a larger renovation project for Lower Creek also identified in the current CIP. The Grant was not funded but was resubmitted in the Spring of 2024 and remains unfunded. The City applied for a Hazard Mitigation Grant for 719,097.75 in June of 2025 and has not heard yet regarding approval and is also waiting for the final ruling regarding the BRIC grant.	7,200,000.00	2,400,000.00				9,600,000.00
OVT Connector Greenway and Sidewalk Project	NC Great Trails State Grant Program	TBD	TDB	This funding application was submitted 11.12.24 and includes a request of \$497,994 (66% project cost) for construction of greenway and sidewalk connections from Harper and West Avenue to Willow Street and the OVT Pavilion project. The grant was submitted to Great Trail late 2024. We have not been awarded any Great Trails funds.	497,994.00	248,997.00				746,991.00
Steel Street Mills	NC Commerce Small Business Infrastructure Grant Program (SmBIZ)	TBD	TBD	The City, with the assistance of the WPCOG, applied for a grant is through NC Commerce Small Business Infrastructure Grant Program (SmBIZ) to assist a local developer relocate a stream that runs underneath their historic building. This stream relocation will require the City of Lenoir to make infrastructure changes to allow for proper runoff of stormwater to avoid flooding in the area, which could affect area businesses. It is proposed to reroute the stormwater from College Avenue and Harper Avenue to join the infrastructure just West of Steele Street. A concrete junction box will be constructed under Steele Street where the corrugated piping begins to connect the stormwater from both College Avenue and Harper Avenue into this box. Completing this project will result in improved stormwater management and allow for the redevelopment of the property for much needed housing. This property is a locally designated Historic Landmark and is on the National Register of Historic Places. This downtown area is also located in a US Qualified Opportunity Zone.	500,000.00					500,000.00
Whitnel Water Transmission Main Replacement - Phase #1	Infrastructure Funds or SRF Funding - TBD	TBD	TBD	This project was identified in the water distribution system analysis as a top priority project. It would replace the existing 20 inch line from the water plant to Sawmills with a 24 inch line. A funding resolution was passed on 10/7/25 to apply for funding.					7,000,000.00	7,000,000.00
Subtotal					9,197,994.00	2,648,997.00	-	-	7,834,000.00	19,680,991.00
Pending Projects										
Water Project - Hwy 18	TBD	TBD	TBD	Fund water line upgrade to improve the water pressure on Morganton Blvd. (HWY 18) and the Fairview area. The total project cost is estimated to be approximately \$2.6 million.					2,600,000.00	2,600,000.00
Hickory Water interconnect	TBD	TBD	TBD	Exploring the possibility of interconnecting with Hickory for a back-up water supply. Estimated costs \$40,000,000 to \$70,000,000.					40,000,000.00	40,000,000.00
Subtotal					-	-	-	-	42,600,000.00	42,600,000.00
Grant Total					23,725,692.00	9,991,938.00	32,647,958.00	702,380.00	66,729,234.56	133,797,202.56

CITY OF LENOIR
COUNCIL ACTION FORM

I. Agenda Item:

Request Council approve the FY2026 Annual Audit Contract for the City of Lenoir as submitted by C. Randolph CPA, PLLC.

II. Background Information:

Request Council approve the FY2026 Annual Audit Contract for the City of Lenoir as submitted by C. Randolph CPA, PLLC for audit services in the amount of \$45,000, which is the same as last year.

III. Staff Recommendation:

Approve as requested

IV. Reviewed by:

City Attorney:

Donna Bean

Finance Director:

Public Works/Public Utilities Director:

Planning Director:

Recreation Director:

The of and	Governing Board Honorable Mayor and City Council
	Primary Government Unit City of Lenoir
	Discretely Presented Component Unit (DPCU) (if applicable) N/A

Primary Government Unit, together with DPCU (if applicable), hereinafter referred to as Governmental Unit(s)

and	Auditor Name C. Randolph CPA, PLLC
	Auditor Address 560 Beaver Creek School Rd., West Jefferson, NC 28694

Hereinafter referred to as Auditor

for	Fiscal Year Ending 06/30/26	Date Audit Will Be Submitted to LGC 12/31/26
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Must be within six months of FYE

hereby agree as follows:

1. The Auditor shall audit all statements and disclosures required by "U.S. Auditing Standards – AICPA (Clarified)," referred to as generally accepted auditing standards (GAAS) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s). The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types). Budgetary comparison information shall be prepared in accordance with applicable GASB standards. Budget-to-actual comparisons at the level of the legally adopted budget ordinance shall be presented as required supplementary information and shall not be included in the basic financial statements. Any other budgetary comparison information shall be presented only as supplementary information for funds required to be budgeted under NCGS Chapter 159, Article 3.

2. At a minimum, the Auditor shall conduct the audit and render the report in accordance with GAAS. If the Governmental Unit expended \$100,000 or more in combined Federal and State financial assistance during the reporting period, the Auditor shall perform the audit in accordance with *Generally Accepted Government Auditing Standards* (GAGAS). The Governmental Unit is subject to federal single audit requirements in accordance with Title 2 US Code of Federal Regulations Part 200 *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards*, Subpart F (*Uniform Guidance*) and the State Single Audit Implementation Act. Currently the threshold is \$1,000,000 for federal and state single audits, or such other threshold as applicable for the fiscal year under audit. This audit and all associated audit documentation may be subject to review by federal and State agencies in accordance with federal and State laws, including the staff of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit requires a federal single audit in accordance with the Uniform Guidance (§200.501) the Auditor and Governmental Unit(s) should discuss, in advance of the execution of this contract, the responsibility for submission of the audit and the accompanying data collection form (form SF-FAC) to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512) to ensure proper submission.

If the audit and Auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC State Board).

3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.

4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC Staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.

5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards* (2018 revision or subsequent revisions, as applicable) issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he or she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and to the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon the Auditor's receipt of an updated peer review report. If the audit firm receives a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to *Government Auditing Standards* or if financial statements are not prepared in accordance with U.S. generally accepted accounting principles (GAAP) and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment to this contract or in an amendment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed, and the report of audit submitted to LGC Staff, within six months of fiscal year end. At the time of the execution of this contract, if the parties know that the anticipated submission date of the audit exceeds six months after fiscal year end, a written explanation shall be provided to the Secretary of the LGC on this contract form (see the space provided on Page 7). If it becomes necessary to amend the audit fee or the date that the audit report will be submitted to the LGC, an amended contract along with a written explanation of the change shall be submitted to the Secretary of the LGC for approval.

7. It is agreed that GAAS include a review of the Governmental Unit's (Units') systems of internal control and accounting as they relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth the Auditor's findings, together with his or her recommendations for improvement. That written report shall include all matters determined to be "significant deficiencies and material weaknesses" in accordance with AU-C §265 "Communicating Internal Control Related Matters Identified in an Audit" of GAAS. The Auditor shall file a copy of that report with the Secretary of the LGC.

For GAAS or *Government Auditing Standards* audits, if an Auditor issues an AU-C §260 report, "Auditor's Communication With Those Charged With Governance," commonly referred to as a "Governance Letter," LGC staff does not require the report to be submitted unless the Auditor cites significant findings or issues from the audit, as defined in AU-C §260 paragraphs 12 - 14. This would include issues such as difficulties encountered during the audit, significant or unusual transactions, uncorrected misstatements, matters that are difficult or contentious for which the Auditor consulted outside the engagement team and, in the Auditor's judgment, are significant and relevant to those charged with governance, and other findings or issues that the Auditor believes are significant and relevant. If matters identified during the audit were required to be reported as described in AU-C §260 paragraphs 12 - 14 and were communicated in a method other than an AU-C §260 letter, the written documentation must be submitted.

8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Approval is also required for the Alternative Compliance Examination Engagement for auditing the Coronavirus State and Local Fiscal Recovery Funds expenditures as allowed by US Treasury. Approval is not required on audit contracts and invoices for system improvements and similar services of a non-auditing nature.
9. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit(s) until the invoice has been approved by the Secretary of the LGC. This also includes any progress billings [G.S. 159-34 and 115C-447]. All invoices for audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoice marked 'approved' with approval date shall be returned to the Auditor to present to the Governmental Unit(s) for payment. This paragraph is not applicable to contracts for audits of hospitals.
10. In consideration of the satisfactory performance of the provisions of this contract, the Governmental Unit(s) shall pay to the Auditor, upon approval by the Secretary of the LGC if required, the fee, which includes any costs the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (federal and state grantor and oversight agencies or other organizations) as required under the Federal Single Audit Act and the State Single Audit Act. This does not include fees for any pre-issuance reviews that may be required by the North Carolina Association of Certified Public Accountants (NCACPA) Peer Review Committee or North Carolina State Board of CPA Examiners (see Paragraph 13).
11. If the Governmental Unit(s) has/have outstanding revenue bonds, the Auditor shall submit to LGC Staff, either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor shall submit to LGC Staff simultaneously with the Governmental Unit's (Units') audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.
12. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit(s) and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit(s) or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board upon completion.
13. If the audit firm is required by the Secretary of the Local Government Commission to obtain a pre-issuance review or take corrective action as a result of peer review findings or quality control deficiencies, such corrective action shall be consistent with the authority and requirements of the North Carolina State Board of Certified Public Accountant Examiners, the AICPA Peer Review Program, and established Local Government Commission practice, including the use of report addenda or other remedial measures, as appropriate.

14. In accordance with G.S. 159-34, the Finance Officer of the Unit is responsible for filing the audited financial statements with the Secretary of the Local Government Commission.

The Auditor may upload the audit report and related documents through the LGC's electronic submission system; however, submission shall not be deemed complete until the Finance Officer has reviewed and certified the submission.

The Auditor, Finance Officer, other Unit staff member designated by the Finance Officer, or a third party approved by the Unit may enter all Data Input Report information except the information on the "transmittal doc info" tab. The "transmittal doc info" tab must be completed by the Auditor.

The Finance Officer shall review, approve, and certify the accuracy and completeness of the Data Input Report (DIR) in the LGC's LOGOS system prior to LGC review, regardless of whether the DIR is prepared by the Auditor or the Unit.

Finance Officer certification is required for any corrected or revised submissions.

Finance Officer certification of the DIR shall be completed in a timely manner following notification that the DIR is ready for review and within time frames prescribed by the LGC. Failure to complete certification in a timely manner may result in the audit being considered late due to unit action rather than auditor performance.

The Auditor shall conduct the audit in accordance with generally accepted auditing standards and shall ensure that the financial statements are prepared in accordance with generally accepted accounting principles as of the fiscal year end. Budget-to-actual comparisons at the level of the legally adopted budget ordinance shall be presented in required supplementary information, separate from the basic financial statements, and shall not be included in the audit opinion. The Auditor shall confirm that such information reconciles to the financial statements and is consistent with applicable accounting guidance and any LGC reporting requirements.

The Finance Officer shall certify in a timely manner that all data inputted in LOGOS used for preparation of the financial statements and required supplementary information is complete and accurate.

For audits of units other than hospitals, the audit report should be submitted when (or prior to) submitting the final invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the LGC by any interested parties. Any subsequent revisions to these reports shall be sent to the Secretary of the LGC. These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and for other lawful purposes of the Governmental Unit(s) without requiring consent of the Auditor. If the LGC Staff determines that corrections need to be made to the Governmental Unit's (Units') financial statements and/or the compliance section, those corrections shall be provided within three business days of notification unless another deadline is agreed to by LGC Staff.

15. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the LGC, this contract may be modified or amended to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.
16. If an approved contract needs to be modified or amended for any reason, the change shall be made in writing and preaudited if the change includes a change in audit fee (preaudit requirement does not apply to hospitals). This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted to the Secretary of the LGC for approval. No change to the audit contract shall be effective unless approved by the Secretary of the LGC.
17. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit(s), shall be attached to this contract, and except for fees, work, and terms not related to audit services, shall be incorporated by reference as if fully set forth herein as part of this contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Paragraph 30 of this contract. Engagement letters containing indemnification clauses shall not be accepted by LGC Staff.
18. Special provisions should be limited. Please list any special provisions in an attachment.
19. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in The Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU shall be named along with the primary government on this audit contract. DPCU Board approval date, signatures from the DPCU Board chairman and Finance Officer also shall be included on this contract.
20. The contract shall be executed, preaudited (preaudit requirement does not apply to hospitals) and physically signed by all parties including Governmental Unit(s) and the Auditor, then submitted in PDF format to the Secretary of the LGC.
21. The contract is not valid until it is approved by the Secretary of the LGC. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.
22. Retention of Client Records: Auditors are subject to the NC State Board of CPA Examiners' Retention of Client Records Rule 21 NCAC 08N .0305 as it relates to the provision of audit and other attest services, as well as non-attest services. Clients and former clients should be familiar with the requirements of this rule prior to requesting the return of records.

23. This contract may be terminated at any time by mutual consent and agreement of the Governmental Unit(s) and the Auditor, provided that (a) the consent to terminate is in writing and signed by both parties, (b) the parties have agreed on the fee amount which shall be paid to the Auditor (if applicable), and (c) no termination shall be effective until approved in writing by the Secretary of the LGC.

24. The Governmental Unit's (Units') failure or forbearance to enforce, or waiver of, any right or an event of breach or default on one occasion or instance shall not constitute the waiver of such right, breach or default on any subsequent occasion or instance.

25. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.

26. E-Verify. The Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if the Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.

27. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and *Government Auditing Standards, 2018 or 2024 Revision* (as applicable). Preparing financial statements in their entirety shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. If the Auditor cannot reduce the threats to an acceptable level, the Auditor cannot complete the audit. If the Auditor is able to reduce the threats to an acceptable level, the documentation of this determination, including the safeguards applied, must be included in the audit workpapers.

All non-attest service(s) being performed by the Auditor that are necessary to perform the audit must be identified and included in this contract. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the services and accept responsibility for the results of the services performed. If the Auditor is able to identify an individual with the appropriate SKE, the Auditor must document and include in the audit workpapers how the Auditor reached that conclusion. If the Auditor determines that an individual with the appropriate SKE cannot be identified, the Auditor cannot perform both the non-attest service(s) and the audit. See "Fees for Audit Services" page of this contract to disclose the person identified as having the appropriate SKE for the Governmental Unit.

28. **Applicable to audits with fiscal year ends of June 30, 2021 and later.** The Auditor shall present the audited financial statements including any compliance reports to the Government Unit's Governing Board or audit committee in an official meeting in open session as soon as the audited financial statements are available but not later than 45 days after the submission of the audit report to the Secretary of the LGC. The Auditor's presentation to the Governing Board or audit committee shall include:

- a) the description of each finding, including all material weaknesses and significant deficiencies, as found by the Auditor, and any other issues related to the internal controls or fiscal health of the Government Unit as disclosed in the management letter, the Single Audit or Yellow Book reports, or any other communications from the Auditor regarding internal controls as required by current auditing standards;
- b) the status of the prior year audit findings;
- c) the values of Financial Performance Indicators based on information presented in the audited financial statements; and
- d) notification to the Governing Board that the Governing Board shall develop a "Response to the Auditor's Findings, Recommendations, and Fiscal Matters," if required under Rule 20 NCAC 03 .0508.

29. Information based on the audited financial statements shall be submitted to the Secretary of the LGC through the LGC's LOGOS system, including completion of the Data Input Report (DIR). Submission is not complete and shall not be accepted by the LGC until the Finance Officer has reviewed and certified the DIR in accordance with Paragraph 14 of this contract.

30. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Paragraph 17 for clarification). #26

31. The process for submitting contracts, audit reports and invoices is subject to change. Auditors and Units should use the submission process and instructions in effect at the time of submission. Refer to the N.C. Department of State Treasurer website at <https://www.nctreasurer.com/state-and-local-government-finance-division/local-government-commission/submitting-your-audit>.

32. All communications regarding audit contract requests for modification or official approvals will be sent to the email addresses provided on the signature pages that follow.

33. **Applicable to audits with fiscal year ends of June 30, 2025, and later.** The Unit authorizes the LGC to grant access to the LGC's LOGOS system, including the Data Input Report (DIR), to employees of the contracted audit firm who are associated with and acting on behalf of the firm for purposes of performing audit and reporting services under this contract. Such access shall be limited to the scope necessary to perform contracted services and shall not relieve the Auditor or the Unit of their respective responsibilities under this contract.

34. Changes or edits to the text of this contract form are not permitted, except for the Secretary's authority to revise or update this contract form pursuant to LGC Rule 20 NCAC 03. 0502.

For contracts with an anticipated audit submission date exceeding six months after fiscal year end, please use this space to explain the reason for the late submission, as required by Paragraph 6 of this contract form:

FEES FOR AUDIT SERVICES

1. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct (as applicable) and *Government Auditing Standards, 2018 Revision*. Refer to Paragraph 27 of this contract for specific requirements. The following information must be provided by the Auditor; contracts presented to the LGC without this information will be not be approved.

Financial statements were prepared by: ☒ Auditor ☐ Governmental Unit ☐ Third Party

If applicable: The individual at the Governmental Unit designated to have the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the non-attest services and accept responsibility for the results of these services:

Name:

Title and Unit / Company:

Email Address:

Donna Bean

Finance Officer

dbean@ci.lenoir.nc.us

OR Not Applicable ☐ (Identification of SKE Individual on the LGC-205 Contract is not applicable for GAAS-only audits or audits with FYEs prior to June 30, 2020.)

2. Fees may not be included in this contract for work performed on Annual Financial Information Reports (AFIRs), Form 990s, or other services not associated with audit fees and costs. Such fees may be included in the engagement letter but may not be included in this contract or in any invoices requiring approval of the LGC. See Paragraphs 8 and 13 for details on other allowable and excluded fees.

3. The audit fee information included in the table below for both the Primary Government Fees and the DPCU Fees (if applicable) should be reported as a specific dollar amount of audit fees for the year under this contract. If any language other than an amount is included here, the contract will be returned to the audit firm for correction.

4. Prior to the submission of the completed audited financial report and applicable compliance reports subject to this contract, or to an amendment to this contract (if required) the Auditor may submit interim invoices for approval for services rendered under this contract to the Secretary of the LGC, not to exceed 75% of the billings for the Unit's last annual audit that was submitted to the Secretary of the LGC. All invoices for services rendered in an audit engagement as defined in Rule 20 NCAC .0503 shall be submitted to the Secretary of the LGC for approval before any payment is made. Payment before approval is a violation of law. (This paragraph not applicable to contracts and invoices associated with audits of hospitals).

Primary Government Unit	City of Lenoir
Audit Fee (financial and compliance if applicable)	\$ 34,000
Fee per Major Program (if not included above)	\$
Additional Fees Not Included Above (if applicable):	
Financial Statement Preparation (incl. notes and RSI)	\$ 9,500
All Other Non-Attest Services	\$ 1,500
TOTAL AMOUNT NOT TO EXCEED	\$ 45,000

Discretely Presented Component Unit	N/A
Audit Fee (financial and compliance if applicable)	\$
Fee per Major Program (if not included above)	\$
Additional Fees Not Included Above (if applicable):	
Financial Statement Preparation (incl. notes and RSI)	\$
All Other Non-Attest Services	\$
TOTAL AMOUNT NOT TO EXCEED	\$

SIGNATURE PAGE

AUDIT FIRM

Audit Firm*	
C. Randolph CPA, PLLC	
Authorized Firm Representative (typed or printed)* Cynthia D. Randolph	Signature* 
Date* 02/06/26	Email Address* cindy@crandolphcpa.com

GOVERNMENTAL UNIT

Governmental Unit*	
City of Lenoir	
Date Governing Board Approved Audit Contract* (Enter date in box to right)	✓
Mayor/Chairperson (typed or printed)* Joseph L. Gibbons	Signature* ✓
Date ✓	Email Address* josephlgibbons@yahoo.com

Chair of Audit Committee (typed or printed, or "NA") N/A	Signature
Date	Email Address

GOVERNMENTAL UNIT – PREAUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1). Not applicable to hospital contracts.

This instrument has been preaudited in the manner required by The Local Government Budget and Fiscal Control Act or by The School Budget and Fiscal Control Act.

Sum Obligated by This Transaction:	\$ 45,000
Primary Governmental Unit Finance Officer* (typed or printed) Donna Bean	Signature* ✓
Date of Preaudit Certificate* ✓	Email Address* dbean@ci.lenoir.nc.us

SIGNATURE PAGE – DPCU
(complete only if applicable)

DISCRETELY PRESENTED COMPONENT UNIT

DPCU* N/A	
Date DPCU Governing Board Approved Audit Contract* (Enter date in box to right)	
DPCU Chairperson (typed or printed)*	Signature*
Date*	Email Address*

Chair of Audit Committee (typed or printed, or "NA") N/A	Signature
Date	Email Address

DPCU – PREAUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1). Not applicable to hospital contracts.

This instrument has been preaudited in the manner required by The Local Government Budget and Fiscal Control Act or by The School Budget and Fiscal Control Act.

Sum Obligated by this Transaction:	\$
DPCU Finance Officer (typed or printed)*	Signature*
Date of Preaudit Certificate*	Email Address*

Remember to print this form, and obtain all
required signatures prior to submission.

PRINT

C. Randolph CPA, PLLC
Certified Public Accountant
 560 Beaver Creek School Rd.
 West Jefferson, North Carolina 28694
 Phone: (336) 846-3211
 Fax: (336) 846-1142

To the Honorable Mayor, City Council and Finance Director

City of Lenoir

PO Box 958

Lenoir, NC 28645

We are pleased to confirm our understanding of the services we are to provide for City of Lenoir for the year ended June 30, 2026.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of City of Lenoir as of and for the year ended June 30, 2026. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement City of Lenoir's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Lenoir's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Schedule of Changes in Total Pension Liability – Law Enforcement Officers' Special Separation Allowance
- 3) Schedule of Total Pension Liability as a Percentage of Covered Payroll
- 4) Proportionate Share of Net Pension Liability (Asset)
- 5) City of Lenoir's Contributions – Local Government Retirement System
- 6) Schedule of Changes in Total OPEB Liability and Related Ratios

We have also been engaged to report on supplementary information other than RSI that accompanies City of Lenoir's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements.

- 1) Schedule of Expenditures of Federal and State Awards.
- 2) Combining and Individual Fund Schedules

3) Schedules of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

- 1) Schedule of Ad Valorem Taxes Receivable
- 2) Analysis of Current Tax Levy – City-Wide Level
- 3) Schedule of Cash and Investment Balance
- 4) Capital Assets Used in the Operation of Governmental Funds
- 5) Statistical Section

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal and state awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of the accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Lenoir's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal and state statutes, regulations, and the terms and conditions of federal and state awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of City of Lenoir's major programs. For federal and state programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on City of Lenoir's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal and state awards, and related notes of City of Lenoir in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal and state awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statements, schedule of expenditures of federal and state awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal and state awards, and related notes and that you have reviewed and approved the financial statements, the schedule of expenditures of federal and state awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal and state awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also

responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal and state awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal and state statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal and state awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal and state awards; federal and state award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal and state awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review on December 15, 2026.

You are responsible for identifying all federal and state awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal and state awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal and state awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal and state awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal and state awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal and state awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal and state awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal and state awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

With regard to publishing the financial statements on your website, you understand that websites are a means of distributing information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information on the website with the original document.

Engagement Administration, Fees, and Other

SmartVault portal is used solely as a method of exchanging information and is not intended to store city of Lenoir's information. At the end of the engagement, C. Randolph CPA, PLLC will provide City of Lenoir with a copy (in an agreed-upon format) of deliverables and data related to the engagement from the SmartVault portal. For multi-year engagements, this exchange will occur annually.

Upon completion of the engagement, data and other content will either be removed from the SmartVault portal or become unavailable to C. Randolph CPA, PLLC within a reasonable time frame. For multi-year engagements, completion of the engagement occurs when the deliverables are completed for that year.

We understand that your employees will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarize our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal and state awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the Federal Audit Clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the City; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of C. Randolph CPA, PLLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the Local Government Commission or its designee, a federal or state agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of C. Randolph CPA, PLLC personnel. Furthermore, upon request, we may provide

copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Local Government Commission. If we are aware that a federal or state awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Cynthia D. Randolph is the engagement CPA and is responsible for supervising the engagement and signing the reports.

Our audit engagement ends on delivery of our audit report. Any follow-up services that might be required will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, confirmation service provider fees, etc.) except that we agree that our gross fee, including expenses, will not exceed \$45,000. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly.

Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Honorable Mayor and City Council of City of Lenoir.

We will make reference to Lowdermilk Church & Co., LLP's audit of City of Lenoir ABC Board in our report on your financial statements.

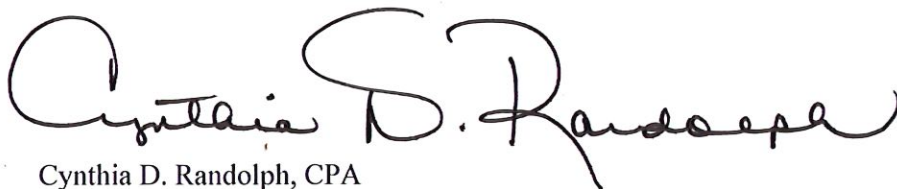
Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to the City of Lenoir and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

You have requested that we provide you with a copy of our most recent external peer review report and any subsequent reports received during the contract period. Accordingly, our 2024 peer review report accompanies this letter.

Very truly yours,

A handwritten signature in cursive script, reading "Cynthia D. Randolph".

Cynthia D. Randolph, CPA

RESPONSE:

This letter correctly sets forth the understanding of City of Lenoir.

Management signature: ✓

Title: ✓

Date: ✓

Governance signature: ✓

Title: ✓

Date: ✓



Report on the Firm's System of Quality Control

To the Owner of C. Randolph CPA, PLLC and the
Peer Review Committee, Coastal Peer Review, Inc.

We have reviewed the system of quality control for the accounting and auditing practice of C. Randolph CPA, PLLC (the firm) in effect for the year ended October 31, 2024. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a system review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported on in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under Government Auditing Standards, including a compliance audit under the Single Audit Act, and an audit of an employee benefit plan.

As part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of C. Randolph CPA, PLLC in effect for the year ended October 31, 2024, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. C. Randolph CPA, PLLC has received a peer review rating of *pass*.

Dean Dorton Allen Ford, PLLC

Dean Dorton Allen Ford, PLLC
January 7, 2025



Lenoir Police Department

Council Action Form



I. Agenda Item:

This agenda items calls for the Council to approve the surplus of (1) Sig Sauer P-320 pistol and (1) Lenoir Police badge to Sergeant Matt Spears upon his retirement on February 1, 2026.

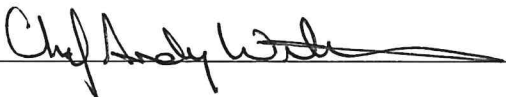
II. Background Information:

Sergeant Matt Spears retired on February 1, 2026. In keeping with longstanding tradition, the City of Lenoir has historically surplused an officer's duty pistol and presented it as a token of appreciation for their service to the law enforcement profession and the City of Lenoir. Sgt. Spears has honorably served our community for seventeen years, earning numerous accomplishments and recognitions throughout his distinguished career.

III. Staff Recommendation:

Lenoir Police staff recommend surplusung the Sig Sauer P-320 and Lenoir Police badge to Sgt. Matt Spears effective February 1, 2026 upon his last day of service to the City of Lenoir and the Lenoir Police Department.

IV. Reviewed by:

City Attorney: _____	Date: _____
City Manager: _____	Date: _____
Police Major: 	02/04/2026 Date: _____
Police Chief: 	02/04/2026 Date: _____

REQUEST TO SURPLUS CITY PROPERTY

Department Requesting Disposal of Surplus Property	
Date of Request	2/4/2026
Department Name	Police Department
Contact Name	Chief Andy Wilson
Phone	828-757-2100

ITEM	QTY	CODE*	SERIAL/VIN #	MAKE	MODEL YEAR	MILEAGE/ MACHINE HOURS	REASON FOR REQUEST	CURRENT LOCATION OF THE ITEM	ORIGINAL PURCHASE PRICE	DATE OF PURCHASE	ESTIMATED SALVAGE VALUE	ITEM IN WORKING ORDER Y/N	APPROVED TO LIST ON GOVDEALS
Sig Sauer P-320 Pistol	1	S1	58J472282	Sig Sauer			Sgt. Spears Retirement	PD	\$ 764.00	9/1/23		Y	☐
Police Badge (Sgt. Spears)	1	S1	N/A	Blackinton			Retirement	PD	\$ 128.00	Unk		Y	☐
													☐
Retirement of Sgt. Matt Spears													☐
													☐
													☐

* Please enter one CODE per item: (S1) Obsolete (S2) Too Costly to Maintain (S3) Beyond Repair (S4) Cannibalized

APPROVED BY	DATE

ITEM	DATE OF SALE	SELLING PRICE	DATE OF DEPOSIT	BUDGET CODE FOR DEPOSIT	DATE ITEM REMOVED FROM INVENTORY		BY WHOM - SIGNATURE	DATE ITEM REMOVED FROM INSURANCE	BY WHOM - SIGNATURE	DATE TAG CANCELLED OR TRANSFERRED	BY WHOM - SIGNATURE

ALL SURPLUS ITEMS ARE LISTED ON GOVDEALS IN ACCORDANCE WITH CITY OF LENOIR RESOLUTION NO. 6-2007, NC GENERAL STATUTES 160A-270 AND NCGS 160A-270 (c)

CITY OF LENOIR
COUNCIL ACTION FORM
February 17, 2026

I. Agenda Item:

Resolution to declare City of Lenoir's support regarding implementation of a compliant National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) to discharge stormwater, inclusive of the required Stormwater Management Plan prepared by the City of Lenoir and the Western Piedmont Council of Governments (WPCOG) and approved by the North Carolina Department of Environmental Quality (NCDEQ).

II. Background Information:

In July 2021, NCDEQ issued the City its third NPDES MS4 permit for discharge of stormwater. In February 2026, the City was issued a Notice of Violation for noncompliance with the issued permit. The City, through the Stormwater Partnership with WPCOG, aims to self-audit for permit compliance and develop a Stormwater Management Plan draft to comply with Clean Water Act and NPDES MS4 requirements in no later than 4 months from receipt of NOV on February 2, 2026.

The MS4 Program Audit Report and acknowledgement of audit report and compliance letter is attached.

III. Staff Recommendation:

Staff recommends approval of the resolution to consider and declare support for implementation of a compliant stormwater plan including compliance with NPDES MS4 to discharge stormwater. The City and WPCOG must resolve these issues to avoid future non-compliance of stormwater requirements and maintain a working relationship with NCDEQ.

IV. Reviewed by:

City Attorney: _____

Finance Director: _____

Hannah Williams

Planning Director: _____



CITY MANAGER
SCOTT E. HILDEBRAN

CITY OF LENOIR
NORTH CAROLINA

MAYOR
JOSEPH L. GIBBONS

CITY COUNCIL
J. T. BEAL
R.C. DELLINGER
J. I. PERKINS
R. S. PRESTWOOD
K. R. ROGERS
D. F. STEVENS
C. D. THOMAS

**RESOLUTION AFFIRMING THE CITY OF LENOIR COUNCIL'S SUPPORT
REGARDING IMPLEMENTATION OF A COMPLIANT NPDES MS4 STORMWATER PROGRAM**

A RESOLUTION to develop and implement a compliant stormwater management program that meets the requirements of the CITY OF LENOIR National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Permit number NCS000474 to discharge stormwater, inclusive of the required Stormwater Management Plan to be prepared by the CITY OF LENOIR and approved by the North Carolina Department of Environmental Quality.

WHEREAS, Section 402(p) of the federal Clean Water Act requires NPDES permits for stormwater discharges from municipal separate storm sewer systems; and

WHEREAS, in North Carolina, NPDES Permits are issued by the North Carolina Department of Environmental Quality; and

WHEREAS, the North Carolina Department of Environmental Quality issued the CITY OF LENOIR its third NPDES MS4 Permit for discharge of stormwater on July 1, 2021; and

WHEREAS, the CITY OF LENOIR was issued Notice of Violation number NOV-2026-PC-0040 on February 2, 2026 for noncompliance with the issued NPDES MS4 Permit; and

WHEREAS, the CITY OF LENOIR acknowledges the specific Notice of Violation requirement to obtain a new individual NPDES MS4 Permit; and

WHEREAS, the CITY OF LENOIR acknowledges the specific Notice of Violation requirement to conduct a self-audit of permit compliance for the balance of permit requirements not specifically audited by the North Carolina Department of Environmental Quality, and to develop a draft Stormwater Management Plan to comply with Section 402(p)(3)(B)(iii) of the Clean Water Act, 40 CFR 122.34(b) and NPDES MS4 Permit requirements, and to submit its draft Stormwater Management Plan to the North Carolina Department of Environmental Quality no later than 120 Days from February 2, 2026 for review and approval; and

WHEREAS, the CITY OF LENOIR acknowledges the specific Notice of Violation requirement to adopt a Council Resolution to implement a compliant and enforceable stormwater management program as defined by both the NPDES MS4 Permit number NCS000474 and the required new Stormwater Management Plan, and said resolution is to be submitted to the North Carolina Department of Environmental Quality no later than 60 Days from February 2, 2026; and

WHEREAS, the CITY OF LENOIR acknowledges the requirement to provide adequate funding and staffing to implement a Stormwater Management Program that complies with its NPDES MS4 Permit and approved Stormwater Management Plan; and

WHEREAS, the CITY OF LENOIR acknowledges that North Carolina Department of Environmental Quality enforcement action and penalties could result from non-compliance with the specific requirements in Notice of Violation number NOV-2026-PC-0040; and

WHEREAS, the CITY OF LENOIR acknowledges that any North Carolina Department of Environmental Quality enforcement action and penalties may not prohibit the U.S. Environmental Protection Agency from taking its own enforcement action for non-compliance with the issued NPDES MS4 Permit.

NOW, THEREFORE, BE IT RESOLVED that the Council of the CITY OF LENOIR hereby affirms its support for development and implementation of a compliant NPDES MS4 Stormwater Program.

Joe Gibbons, Mayor

Scott Hildebran, City Manager

Alison Adams, Stormwater Program
Administrator

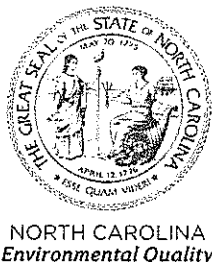
Lauren Hartley, City Clerk

ADOPTED BY the City Council of the CITY OF LENOIR, North Carolina the ____ day of _____, 2026 and signed in authentication thereof the ____ day of _____, 2026.

JOSH STEIN
Governor

D. REID WILSON
Secretary

WILLIAM E. TOBY VINSON, JR.
Director



February 2, 2026

CERTIFIED MAIL 9589 0710 5270 3110 8758 48
RETURN RECEIPT REQUESTED

City of Lenoir
Attn: Scott Hildebran
Post Office Box 958
Lenoir, North Carolina 28645

Subject: NOTICE OF VIOLATION (NOV-2026-PC-0040)
City of Lenoir
NPDES MS4 Permit No. NCS000474
Caldwell County

Dear Mr. Hildebran:

On March 19, 2025, staff from the North Carolina Department of Environmental Quality (DEQ) conducted a compliance audit of the subject National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Permit (Permit). The audit identified deficiencies with the certain components of the MS4 permit that were reviewed, as provided in the attached DEQ MS4 Permit Compliance Audit Report. This report lists and describes the deficiencies with specific components of the MS4 permit, which constitutes a violation of the Clean Water Act and may be grounds for enforcement action.

In accordance with Part 1 of the Permit, a new 5-year MS4 permit will be issued in response to the audit. As such, you are required to complete the following actions:

1. Pursuant to Section 6.8 of the Permit, respond in writing within thirty (30) calendar days from the date of receipt of this notice to acknowledge these requirements and the intent to comply.
2. Pursuant to Section 6.8 of the Permit and consistent with 40 CFR 122.21, 40 CFR 122.22, and 40 CFR 122.26(d), adopt a Council Resolution within sixty (60) calendar days from the date of receipt of this notice. The resolution is required to declare support for a compliant stormwater management program. A sample council resolution with the minimum requirements is enclosed with this notice. An original signed document must be submitted to DEQ to fulfill this requirement.
3. Pursuant to Section 1.6 of the Permit and 40 CFR 122.21(d)(2), submit the following for review and comment at least one hundred eighty (180) days prior to permit expiration:
 - a. A draft Stormwater Management Plan (SWMP) utilizing the DEQ Phase II MS4 SWMP Template detailing specific actions, measurable goals, and implementation timelines to bring the stormwater management program into compliance with NPDES MS4 requirements over the new 5-year permit term, consistent with 15A NCAC 02H .1017. In addition, the draft SWMP must address all known compliance deficiencies including, at a minimum, the items detailed in the DEQ MS4 Program Audit dated March 18, 2025.
 - b. An NPDES MS4 Permit renewal application consistent with 40 CFR 122.21 and 40 CFR 122.26(d).
4. Consistent with 40 CFR 122.21(e) and 40 CFR 122.26(d), respond to comments received upon DEQ's review of the draft SWMP and submit a signed final SWMP for DEQ approval and permit issuance. Upon approval by DEQ, the final SWMP shall be an enforceable component of the issued NPDES MS4 permit.

Required documentation shall be submitted via e-mail to Isaiah.Reed@deq.nc.gov, or by mail to:



North Carolina Department of Environmental Quality | Division of Energy, Mineral and Land Resources
512 North Salisbury Street | 1612 Mail Service Center | Raleigh, North Carolina 27699-1612
919.707.9200

Notice of Violation
City of Lenoir
February 2, 2026
Page 2 of 2

DEQ-DEMLR Stormwater Program
Attn: Isaiah Reed
2090 U.S. Highway 70
Swannanoa, NC 28778

Failure to comply with the aforementioned requirements, including the submission of a significantly noncompliant SWMP (draft or final) may result in enforcement action by DEQ or EPA, consistent with Section 6.1 of the Permit, N.C.G.S. 143-215.6A-6C, 33 USC 1319 and 40 CFR 122.41(a). Such enforcement may include, but is not limited to, a daily civil penalty of up to \$25,000 per day, criminal penalties or seeking injunctive relief. Additionally, as stated in Section 6.1(c) of the Permit, "Please note that compliance with the requirements of this notice and/or issuance of civil or criminal penalties levied by DEQ does not preclude the EPA from carrying out its own enforcement case against the permittee."

Thank you for your attention to this matter. Should you have any questions, please contact Isaiah Reed at (828) 296-4618 or Isaiah.Reed@deq.nc.gov.

Sincerely,



Isaiah Reed, PE, CPSWQ
MS4 Program Coordinator
North Carolina Department of Environmental Quality

Enclosures:
DEQ MS4 Permit Compliance Audit Report
Example Council Resolution

EC: Isaiah Reed, MS4 Program Coordinator Isaiah.reed@deq.nc.gov
Alison Adams, alison.adams@wpcog.org
DEMLR NPDES MS4 Permit Laserfiche File

**MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)
PROGRAM AUDIT REPORT**

NPDES PERMIT NO. NCS000474

LENOIR, NORTH CAROLINA

**801 West Ave NW
Lenoir, NC**

Audit Date: March 19, 2025

Report Date: April 28, 2025

**North Carolina Department of Environmental Quality
Division of Energy, Mineral & Land Resources Stormwater Program
512 N. Salisbury Street, 9th floor
1612 Mail Service Center
Raleigh, NC 27699-1612**

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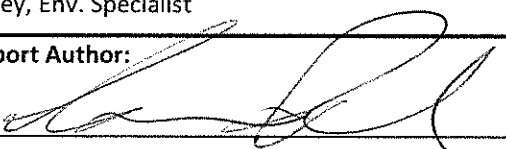
TABLE OF CONTENTS

Audit Details	1
Permittee Information	2
List of Supporting Documents	3
Program Implementation, Documentation & Assessment	4
Public Education and Outreach	4
Public Involvement and Participation	5
Illicit Discharge Detection and Elimination (IDDE)	5
Post-Construction Site Runoff Controls	5
Pollution Prevention and Good Housekeeping for Municipal Operations.....	6
Site Visit Evaluation: Municipal Facility No. 1	7
Site Visit Evaluation: Municipal Facility No. 2	8
Site Visit Evaluation: MS4 Outfall No. 1	9
Site Visit Evaluation: Post-Construction Stormwater Control Measure No. 1	10

DISCLAIMER

This audit consists of an evaluation of program compliance with the issued permit and implementation of the approved Stormwater Management Plan. This audit report does not include a review of all program components, and program deficiencies in addition to those noted may be present. The permittee is required to assess program progress and permit compliance, and to implement the approved Stormwater Management Plan in accordance with the issued permit.

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Audit Details	
Audit ID Number: NCS000474_lenoir MS4 Audit_20250319	Audit Date(s): March 19, 2025
Minimum Control Measures Evaluated: ☒ Program Implementation, Documentation & Assessment ☒ Public Education & Outreach ☒ Public Involvement & Participation ☒ Illicit Discharge Detection & Elimination ☐ Construction Site Runoff Controls – No delegated Sediment and Erosion Control Program ☐ Construction Site Runoff Controls – Delegated Sediment and Erosion Control Program ☒ Post-Construction Site Runoff Controls ☒ Pollution Prevention and Good Housekeeping for Municipal Operations ☐ Total Maximum Daily Loads (TMDLs)	
Field Site Visits: ☒ Municipal Facilities. Number visited: 2 ☒ MS4 Outfalls. Number visited: 1 ☐ Construction Sites. Number visited: Choose an item. ☒ Post-Construction Stormwater Runoff Controls. Number visited: 1 ☐ Other: _____ . Number visited: Choose an item. ☐ Other: _____ . Number visited: Choose an item.	
Inspector(s) Conducting Audit	
<u>Name, Title</u>	<u>Organization</u>
Isaiah Reed, MS4 Program Coordinator	NCDEQ
Mike Smith, Engineer	NCDEQ
Maggie Hollar, Env. Specialist	NCDEQ
Grace Titley, Env. Specialist	NCDEQ
Audit Report Author: Signature 	Date: 2/2/2026

Permittee Information		
MS4 Permittee Name: Lenoir	Permit Effective Date: July 1, 2021	Permit Expiration Date: June 30, 2026
Mailing Address: 801 West Avenue NW	Date of Last MS4 Inspection/Audit: 9/26/2018	
Co-permittee(s), if applicable: None		
Permit Owner of Record: Scott Hildebran, City Manager		
Primary MS4 Representatives Participating in Audit		
<u>Name, Title</u>	<u>Organization</u>	
Jonathan Hogan, Public Works Director	City of Lenoir	
Hannah Williams, Planning Director	City of Lenoir	
Haleigh Hopkins, Natural Resource Administrator	WPCOG	
Carolina Conway, Education and Outreach Coordinator	WPCOG	
MS4 Receiving Waters		
<u>Waterbody</u>	<u>Classification</u>	<u>Impairments</u>
Lower Creek	C	
Zack's Fork Creek	C	
Blair Fork	C	
Spainhour Creek	C	
Grassy Creek/Greasy Creek	C	
Millers Creek	C	
Gunpowder Creek	C	
Angley Creek	C	
Town Creek	C	

List of Supporting Documents		
Item Number	Document Title	When Provided (Prior to/During/After)
1	IDDE Plan	During
2	Outreach Flyers	During
3	IDDE PPT	During
4	IDDE Ordinance	During
5	SW Ordinance	During
6	Hampton Inn Inspection report	During
7	As-built Certification	During
8	Facility inventory	During
9	O&M Plan	During
10	Facility Inspection Form	During
11	Training Sign-in Sheet	During
12	Applicator license	During
13	MS4 Map	During

Staff Interviewed: (Name, Title, Role)	Hannah Williams, Planning Director John Huggin Public Works Director Haleigh Hopkins, Stormwater Administrator Carolina Conway, Environmental Education and Outreach		
Permit Citation	Program Requirement	Status	Supporting Doc No.
<u>2.1 Program Implementation</u>	The permittee maintained adequate funding and staffing to implement and manage the provisions of the Stormwater Plan and meet all requirements of the permit.	Yes	---
	The permittee evaluated the performance and effectiveness of the program components at least annually.	Yes	Laserfiche Repository
	Were any discharges determined to cause or contribute to non-attainment of any applicable water quality standards?	No	None known of
	Is the approved SWMP and all associated ordinances made available to the public online?	Yes	Cityoflenoir.com
	Has the permittee regularly submitted Annual Reports?	Yes	LF
<u>2.2 Minimum Control Measures</u>	Were written procedures for all Minimum Control Measures made available during the audit?	Partial	1
<u>2.3 Reliance on Alternative Programs</u>	Does the permittee rely on any qualifying alternative programs to meet any part of the permit requirements?	Not Applicable	
<u>2.4 Notification to Modify Program</u>	Did the permittee comply with any notifications from the Department to modify the program?	Not Applicable	
<i>All of the program is contracted out to WPCOG. GIS maintained by WPCOG. Code enforcement can be inspected by Lenoir staff. Partially in Catawba River Watershed.</i>			
<u>3.1 General Requirements</u>	Was the SWMP kept up-to-date to meet all permit requirements?	No	
<i>SWMP has not been reviewed and updated.</i>			
<u>3.2 Public Education and Outreach</u>	Did the permittee document an evaluation of target pollutants, likely sources and target audiences for outreach efforts?	Yes	2
	Did the permittee create and provide information for target audiences?	Yes	2
	Did the permittee maintain a webpage designed to convey the program's message?	Partial	Website
	Did the permittee provide information to employees, businesses, and the public about the hazards of illicit discharge?	No	

	Did the permittee maintain a hotline/helpline for public education purposes?	Partial	Hotline not identified completely.
<i>Flyers distributed to Town Hall and Public Library. Blackberry Festival. Kings Creek and Lenoir Middle. Presentations at the Library.</i>			
3.3 Public Involvement and Participation Program	Did the permittee provide a mechanism for public input on stormwater issues?	Yes	Website.
	Did the permittee provide volunteer opportunities for ongoing citizen participation?	No	
<i>City of Lenoir does 2 litter sweeps. Just city staff cooperate. Part of NCDOTs litter sweep. No Public Involvement and participation events known.</i>			
3.4 Illicit Discharge Detection and Elimination Program	Did the permittee develop/maintain a municipal storm sewer system map including conveyances, flow direction, major outfalls and waters of the US?	Yes	13
	Did the permittee maintain a legal ordinance or other regulatory mechanism to prohibit, detect, and eliminate illicit discharges?	Yes	4
	Did the permittee maintain a written up-to-date IDDE Plan and update/review in regularly?	No	1
	Did the permittee implement a Dry Weather Screening Program as outlined in the permit/approved SWMP?	Partial	Done but not documented correctly
	Did the permittee maintain and implement a tracking mechanism for illicit discharge reports/investigations?	Partial	
	Did the permittee maintain a training program which meets the requirements of part 3.4.5 of the permit?	No	
	Did the permittee provide and publicize a reporting mechanism for the public and staff to report illicit discharges?	Yes	11
<i>No training events specifically directed at IDDE. Sent a fine, but waived. Looked at IDDE NOV for Concrete dump site and septic tank pumping action. Complaint from anonymous neighbor. IDDE Plan not kept up-to-date.</i>			
3.6 Post-Construction Site Runoff Control Program	Does the Permittee maintain Plan review and approval authority?	Yes	5
	Does the permittee require Federal, State, and Local Governments to comply with the Post-Construction Program?	Yes	5
	Does the permittee maintain the Post-Construction Program as outlined in 3.6.2 of the permit?	Yes	5

	Does the permittee maintain Inspection and Enforcement authority as outlined in 3.6.3 of the permit?	No	Unclear
	Does the permittee maintain a regular inspection schedule for privately owned SCMs?	Partial	6
20 Privately owned SCMs. No municipally owned SCMs. Low density projects fill out application. Non-familiarity with the ordinance and inspection process. 18 SCMs inspected in 2024.			
3.7 Pollution Prevention and Good Housekeeping	Does the permittee maintain an O&M Plan for municipal facilities?	Yes	9
	Does the permittee maintain an inventory of municipal facilities with the potential to generate polluted stormwater runoff?	Yes	8
	Does the permittee regularly inspect all facilities with the potential to generate polluted stormwater runoff?	Partial	
	Does the permittee maintain Spill Response plans at/for all facilities that store materials with spill potential?	Yes	9
	Does the permittee maintain an O&M Plan for the MS4 system including inspections and maintenance?	Yes	8
	Does the permittee implement a training program for municipal staff on pollution prevention and good house-keeping?	Yes	11
	Does the permittee maintain an O&M Plan for municipally owned SCMs?	No	
	Does the permittee regularly inspect all municipally owned SCMs?	No	
	Does the permittee ensure all staff who use pesticides, herbicides and fertilizers are properly trained?	Yes	12
	Does the permittee implement a program to require staff to conduct vehicle and equipment maintenance and cleaning in a manner to minimize contamination of stormwater runoff?	Yes	9
	Does the permittee implement a Pavement Management Program to reduce pollutants in stormwater runoff from municipally owned streets roads and parking lots?	No	
2 WWTP, WTP, PW, Compost. Inspection program will include all applicable facilities.			

Site Visit Evaluation: Municipal Facility No. 1

Facility Name: Lower Creek Wastewater Treatment Plant	Date of Site Visit: March 20, 2025
Facility Address: 1905 Broadland Road	Facility Type (Vehicle Maintenance, Landscaping, etc.): WWTP
Name of MS4 Inspector(s) evaluated: Haleigh Hopkins	Most Recent MS4 Inspection (List date and name of inspector):
Name(s) and Title(s) of Facility Representative(s) Present During the Site Visit:	
Name	Title
Jeff Church	Public Utilities Director

Observations

Facility Documentation/Training

Does the facility have a Stormwater Pollution Prevention Plan (SWPPP) or similar document? Is it facility-specific?

Yes

What type of stormwater training do facility employees receive? How often?

Annual SW Training

Inspector Training/Knowledge

What type of stormwater training does the MS4 inspector receive? How often?

Annual Stormwater Training/Conference

Did the MS4 inspector appear knowledgeable about Permit requirements for pollution prevention and good housekeeping?

Yes

Did the MS4 inspector appear knowledgeable about stormwater pollution prevention and good housekeeping?

Yes

Inspection Procedures

Does the MS4 inspector's process include the use of a checklist or other standardized form?

Yes

Does the MS4 inspector's process include taking photos?

Yes

Does the MS4 inspector's process include reviewing the facility's SWPPP (or similar document)?

Yes

Does the MS4 inspector's process include walking the entire facility and inspecting all points of discharge?

Yes

Did the MS4 inspector miss any obvious areas of concern? If so, explain:

No

Does the MS4 inspector's process include presenting the inspection findings to the facility contact?

Yes

Inspection Results

Did the facility inspection result in any corrective actions to be implemented? If so, for what issue(s)?

Yes

If compliance corrective actions were identified, what timeline for correction/follow-up was provided?

Not determined on site.

Notes/Comments/Recommendations

Issues observed on site include:

Deteriorating stormwater infrastructure.

Residual Lime on the ground.

Failure to contain biosolids to storage area.

Failure to adequately contain septage receiving area.

Failure to properly contain waste materials at bar screen area.

Site Visit Evaluation: Municipal Facility No. 2	
Facility Name: Public Works	Date of Site Visit: March 20
Facility Address: 510 Greer Circle SW	Facility Type (Vehicle Maintenance, Landscaping, etc.): Public Works
Name of MS4 inspector(s) evaluated: Haleigh Hopkins	Most Recent MS4 Inspection (List date and name of inspector):
Name(s) and Title(s) of Facility Representative(s) Present During the Site Visit:	
Name	Title
Jonathan Hogan	Public Works Director
Observations	
Facility Documentation/Training	
Does the facility have a Stormwater Pollution Prevention Plan (SWPPP) or similar document? Is it facility-specific? Yes	
What type of stormwater training do facility employees receive? How often? Annual SW Training	
Inspector Training/Knowledge	
What type of stormwater training does the MS4 inspector receive? How often? Annual SW Training/Conference	
Did the MS4 inspector appear knowledgeable about Permit requirements for pollution prevention and good housekeeping? Yes	
Did the MS4 inspector appear knowledgeable about stormwater pollution prevention and good housekeeping? Yes	
Inspection Procedures	
Does the MS4 inspector's process include the use of a checklist or other standardized form? Yes	
Does the MS4 inspector's process include taking photos? Yes	
Does the MS4 inspector's process include reviewing the facility's SWPPP (or similar document)? Yes	
Does the MS4 inspector's process include walking the entire facility and inspecting all points of discharge? Yes	
Did the MS4 inspector miss any obvious areas of concern? If so, explain: No	
Does the MS4 inspector's process include presenting the inspection findings to the facility contact? Yes	
Inspection Results	
Did the facility inspection result in any corrective actions to be implemented? If so, for what issue(s)? Yes. Not determined on site.	
If compliance corrective actions were identified, what timeline for correction/follow-up was provided? Not determined on site.	
Notes/Comments/Recommendations	
Indication of vehicle washing on site in areas not designated as such. Need to doublecheck that all secondary containment necessary is provided.	

Site Visit Evaluation: MS4 Outfall No. 1		
Outfall ID Number: None given		Date of Site Visit: March 20, 2025
Outfall Location: 102 Harper Ave		Outfall Description (Pipe Material/Diameter, Culvert, etc.): various
Receiving Water: Zacks Fork		Is Flow Present? If So, Describe (Color, Approximate Flow Rate, Sheen, Odor, Floatables/Debris, etc.): None
Most Recent Outfall Inspection/Screening (Date): Not reviewed		
Days Since Last Rainfall: Not evaluated	Inches: N/A	
Name of MS4 Inspector(s) evaluated: Haleigh Hopkins		
Observations		
Inspector Training/Knowledge		
What type of stormwater training does the MS4 inspector receive? How often?		
Annual SW Training		
Did the MS4 inspector appear knowledgeable about illicit discharge indicators and investigations?		
Yes		
Inspection Procedures		
Does the inspector's process include the use of a checklist or other standardized form?		
Yes		
Does the inspector's process include taking photos?		
Yes		
Did the MS4 inspector miss any obvious potential illicit discharge indicators or maintenance issues? If so, what were they?		
No		
Inspection Results		
Did the outfall inspection result in any work orders or maintenance requests? If so, for what issue(s)?		
No		
Will a follow-up outfall inspection be conducted? If so, for what reason?		
Yes, Routine		

Site Visit Evaluation: Post-Construction Stormwater Control Measure No. 1

Site Name: Hampton Inn	Date of Site Visit: March 20, 2025
Site Address: 262 Hotel St SE	SCM Type: Wet Pond
Name of MS4 Inspector(s) evaluated: Haleigh Hopkins	Most Recent MS4 Inspection (Include Date and Entity): June 18, 2024
Name(s) and Title(s) of Site Representative(s) Present During the Site Visit:	Most Recent MS4 Enforcement Activity (Include Date): None
Name	Title
None	
Observations	
Site Documentation	
Does the site have an operation and maintenance plan? Yes	
Does the site have records of annual inspections? Are they performed by a qualified individual? No	
Inspector Training/Knowledge	
What type of stormwater training does the MS4 inspector receive? How often? Annual SW Training/Conference	
Did the MS4 inspector appear knowledgeable about MS4 requirements for post-construction site runoff controls? Yes	
Did the MS4 inspector appear knowledgeable about post-construction BMPs (general purpose/function, components, O&M requirements, etc.)? Yes	
Inspection Procedures	
Does the MS4 inspector's process include the use of a checklist or other standardized form? What format? Yes	
Does the MS4 inspector's process include taking photos? Yes	
Does the MS4 inspector's process include reviewing the site's operation and maintenance plan and records of annual inspections? Unclear	
Does the MS4 inspector's process include walking the entire site and inspecting all points of discharge? Yes	
Did the MS4 inspector miss any obvious operation and maintenance deficiencies? If so, explain: No	
Does the MS4 inspector's process include presenting the inspection findings to the site contact in writing? Yes	
Compliance/Enforcement	
What, if any, enforcement actions (verbal warnings, NOV, etc.) did the inspection result in? None	
If compliance issues were identified, what timeline for correction/follow-up was provided? N/A	