

CITY OF LENOIR  
AFTER ACTION MEMO

To: Department Heads/Division Superintendents

From: W. Lane Bailey, City Manager

Date: Thursday, January 9, 2014

Subject: Action taken by City Council on Tuesday, January 7, 2014.  
Review all information to insure that your department maintains action taken by City Council.

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- ✓ City Council approved the minutes from the City Council Meeting of Tuesday, December 3, 2013 as submitted.
- ✓ City Council approved the minutes from the Committee of the Whole Meeting of Tuesday, November 26, 2013 as submitted.
- ✓ City Council approved the FY2013-2014 Audit Contract for the City of Lenoir in the amount of \$28,500 as submitted by S. Eric Bowman, P.A.
- ✓ City Council approved a resolution accepting a State Revolving Loan in the amount of \$1,275,000 with 0% interest for the Meadowood Sewer Replacement Project. Mayor Pro-Tem Rohr voted against this request.
- ✓ City Council approved a Financing Proposal as submitted by Branch Banking and Trust Company (BB&T) for 2013-2014 Budgeted Capital Items to be Financed in the amount of \$487,000 at an interest rate of 1.36%.
- ✓ City Council approved an Engineering Services Contract as submitted by McGill Associates for the engineering design work for the Meadowood Sewer Line Project.
- ✓ City Council approved the low bid of \$689,397.03 as submitted by NHM Constructors, LLC, for the Fairview Drive Bridge Replacement Project (B-5011.)
- ✓ City Council delayed taking any action for a Minimum Housing Ordinance for property located at 731 Stage Street until a later date.
- ✓ Pursuant to N.C.G.S. §143-318.11(a), (4), (6), City Council entered into closed session to discuss a property acquisition and personnel. Upon re-entering into open session, City Council took the following action:

1) Mayor Gibbons reported that City Council has completed its annual review of the City Manager, which was extremely positive. He stated that Council was well pleased with Mr. Bailey's performance and also commended him for all his accomplishments. Councilman Perdue also stated that Mr. Bailey was held in high regard across the state of North Carolina. Mayor Gibbons briefly mentioned there would not be a salary increase due to staff not receiving a raise this current year; however, it was noted that

Mr. Bailey previously declined an increase as well. Should Council approve a salary increase for employees in the FY2014-2015 budget, City Manager Bailey would receive the same pay increase.

2) City Council approved the purchase of property located at the corner of College Avenue & Virginia Street known as the former Lenoir Furniture site. The property is currently owned by Applied Abatement. The City has applied for a \$200,000 Brownfields grant from the U. S. Environmental Protection Agency to be used for the clean-up of the property. The City will also be held harmless for any environmental issues on this site.

- ✓ Upon recommendations by Mayor Gibbons, City Council approved a list of Representatives to be appointed to various Authorities/Boards/Commissions. (Please refer to pages 3 & 4.)
- ✓ By consensus of the Council, the calendar for the month of January was approved with various meetings and events. The following events were highlighted:
  - The Sister Cities Committee cancelled their meeting of Wednesday, January 8 at 11:30 a.m.
  - The Lenoir Tourism Development Authority will meet on Thursday, January 9 at 3:00 p.m. at City Hall, Third Floor, former Council Chambers.
  - Curbside Christmas Tree Pickup ends on Friday, January 10 and Curbside Leaf Pickup ends on Wednesday, January 15.
  - The City/County Services Committee will meet on Monday, January 13 at 11:45 a.m.
  - The Lenoir Business Advisory Board will meet on Tuesday, January 14 at 6:00 p.m., at City Hall, Third Floor, former Council Chambers.

City Council approved the following Board/Committee appointments on Tuesday, January 7, 2014 while assembled in Regular Session:

**Appointments/Re-Appointments**

**Planning Board**

Timothy Scobie  
William (Doug) Spicer)

**New Term Expires**

January 2018 \*new appointment  
January 2018

**Lenoir Recreation Advisory Board**

Leah Beth Parsons

January 2016 \*new appointment

**Lenoir Business Advisory Board**

Curt Hiller

January 2017 \*new appointment

**Sister Cities**

Betty Buss  
Susan Strawn

**New Term Expires**

January 2016  
January 2016 \* new appointment

**Lenoir Tourism Development Authority** **New Term Expires**

Glenda Wilson  
Deborah Ashley-Smith

January 2018  
Ex-Officio Member of Board

\*Note: Council also amended the number of Board members from seven to six.

**Appointments/Re-Appointments**

**Western Piedmont Council of Governments (Delegate & Alternate Delegate)**

Ben Willis, Delegate  
Ron Stilwell, Alternate

**Western Piedmont Council of Governments Metropolitan Planning Organization**

Ben Willis

**Western Piedmont Council of Governments Air Quality Division**

Ike Perkins

**Caldwell Railroad Commission**

David Stevens  
Todd Perdue

**City/County Coordinating Committee**

David Stevens  
Todd Perdue  
Ron Stilwell

**Lenoir Business Advisory Board**

Ron Stilwell Ex-Officio Member

Ike Perkins Ex-Officio Member

Crissy Thomas Ex-Officio Member

**Recreation Advisory Board**

Crissy Thomas Ex-Officio Member

CITY OF LENOIR  
AFTER ACTION MEMO

To: Department Heads/Division Superintendents

From: W. Lane Bailey, City Manager

Date: Thursday, January 23, 2014

Subject: Action taken by City Council on Tuesday, January 21, 2014.  
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- ✓ City Council approved the minutes from the City Council Meeting of Tuesday, January 7, 2014 as submitted.
- ✓ City Council approved an FY2013-2014 Budget Amendment in the amount of \$96,120 for improvements to the City's Downtown Wi-Fi System. Google funded this amount to the City for these improvements which include a separate internet fiber, new wireless controller and replacement of thirteen access points.
- ✓ Upon a recommendation by Mayor Gibbons, Danny Gilbert, Assistant City Manager & Finance Director, was appointed to serve on the Firemen's Relief Fund Board.
- ✓ Pursuant to N.C.G.S. §143-318.11(a), (3), City Council entered into closed session to discuss potential litigation.
- ✓ City Council commended Planning Director Jenny Wheelock for coordinating the City's Corridor Committee Meeting and providing great information for North Main Street residents/business owners on Tuesday, January 14. The purpose of the meeting was to identify areas for investment and improvements. A second meeting will be scheduled in the spring for additional public input.
- ✓ Councilman Willis, Lee Carol Giduz, Caldwell Arts Council, and Kaye Reynolds, Communications Director/Resource Director, recently attended the Appalachian Regional Gateway to the Community Conference in Abingdon, Virginia. Mr. Willis will present a report of the conference in the near future.
- ✓ The following events for January were highlighted:
  - The City/County Coordinating Committee will meet on Monday, January 27 at 11:30 a.m.
  - City Council has scheduled a strategic planning retreat on Monday, January 27 & Tuesday, January 28 at the J.E. Broyhill Civic Center.
  - The Foothills Regional Airport Authority will meet on Wednesday, January 29 at noon.
  - A Community Meeting is scheduled for Thursday, January 30 beginning at 6:00

p.m. at New Life Baptist Church located at 2111 Walt Arney Road. The public is encouraged to attend.

- The Lenoir Planning Board has rescheduled their January meeting to Monday, February 3 at 5:30 p.m.

CITY OF LENOIR  
AFTER ACTION MEMO

To: Department Heads/Division Superintendents

From: W. Lane Bailey, City Manager

Date: Wednesday, February 5, 2014

Subject: Action taken by City Council on Tuesday, February 4, 2014.  
Review all information to insure that your department maintains action taken by City Council.

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- ✓ City Council approved the minutes from the City Council Meeting of Tuesday, January 21, 2014 as submitted.
- ✓ The Planning Board met on Monday, February 3. The Board scheduled a public hearing to be held on Tuesday, February 18 for the following item:
  - a) Zoning Ordinance Amendment, as submitted by Staff. The proposed amendment would add “Pharmaceutical Manufacturing” to the list of Permitted Uses in the B-2 (General Business) zoning district.
- ✓ City Council approved the final Subdivision Plat, as submitted by Larry Taylor, for the Stonecroft Subdivision, Phase 3. The final plat approval is for five (5) lots at the end of Foxridge Court.
- ✓ City Council approved a piggyback contract with the City of Thomasville for a 25 yard, 2015 Freightliner Model 1085D Sanitation Packer. The low bid in the amount of \$169,791.00 was awarded to Carolina Environmental Systems, Inc.
- ✓ City Manager Bailey informed City Council about additional code issues the City has encountered at the site of the proposed Homeless Shelter at the former Carolina Custom Cabinets located on Harper Avenue. These code issues were found by the Caldwell County Building Inspector during the installation of the recently approved sprinkler system for this facility. The estimated cost to bring the building up to code is \$21,000.
- ✓ Councilman Willis thanked City Staff and the community for hosting the recent group of visiting students from Brazil. The students were treated to a variety of events along with a breakfast prepared by Lenoir Fire Department personnel.
- ✓ Pursuant to N.C.G.S. §143-318.11(a), (3), (4), City Council entered into closed session to discuss potential litigation and two property acquisitions.
- ✓ By consensus of the Council, the calendar for the month of February was approved with various meetings and events. The following events were highlighted:
  - The City/County Services Committee will meet on Monday, February 10 at 11:45 a.m.

- The Caldwell County Economic Development Commission will meet on Tuesday, February 11 at 8:00 a.m.
- The ABC Board will meet on Tuesday, February 11 at 5:30 p.m. at Lenoir Store #1 located at 123 ABC Court.
- The Lenoir Business Advisory Board will meet on Tuesday, February 11 at 6:00 p.m. at City Hall, Third Floor, former Council Chambers.
- The Sister Cities Committee will meet on Wednesday, February 12 at 11:30 a.m.
- The Lenoir City Council will meet on Thursday, February 13 at 8:30 a.m. at City Hall, Third Floor, former Council Chambers, for a continuation of the Strategic Planning Retreat held on January 27 & 28.
- The Lenoir Tourism Development Authority will meet on Thursday, February 13 at 4:00 p.m. at City Hall, Third Floor, former Council Chambers.
- The City/County Coordinating Committee will meet on Monday, February 17 at 11:30 a.m.
- The Parks & Recreation Advisory Board will meet on Monday, February 17 at 6:00 p.m.

CITY OF LENOIR

AFTER ACTION MEMO

To: Department Heads/Division Superintendents

From: W. Lane Bailey, City Manager

Date: Wednesday, February 19, 2014

Subject: Action taken by City Council on Tuesday, February 18, 2014.  
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- ✓ City Council approved the minutes from the City Council Meeting of Tuesday, February 4, 2014 as amended.
- ✓ City Council approved the minutes from the Strategic Planning Retreat of Monday, January 27 & January 28, 2014 as submitted.
- ✓ On behalf of the City of Lenoir, City Council approved a Resolution of Support for the Western Piedmont Council of Governments' Investing in Manufacturing Communities Program application.
- ✓ City Council approved a request as submitted by the Police Department to post "No Trespassing" signs on a section of property on Arlington Circle directly past the Harrington Street Apartments which is jointly owned by the City and Caldwell County.
- ✓ City Council postponed a request to call for a public hearing until Tuesday, March 4 to consider a comprehensive update to the City's Code Enforcement procedures related to nuisance, minimum housing, and zoning violations in Chapters 1, 10, 12 and Appendix A of the Lenoir City Code. The public hearing will be held on Tuesday, March 18.
- ✓ City Council approved a Zoning Ordinance Amendment, as submitted by Staff to add "Pharmaceutical Manufacturing" to the list of Permitted Uses in the B-2 (General Business) zoning district.
- ✓ Ken Briscoe, Fire Chief, presented an overview of the Department's FY2013 Annual Report. Chief Briscoe reported the Department answered 2,624 calls, responded to an additional six working structure fires and logged over 17,000 training hours. In addition there were 323 fire inspections and 4,000 citizens from Pre-K to senior citizens attended fire education sessions. The City of Lenoir is also rated as a Class 4 fire district which results in savings for homeowners on their insurance rate. On behalf of City Council, Mayor Gibbons thanked him for the good report.
- ✓ City Council called for a public hearing to be held on Tuesday, March 4 to consider an annexation petition as submitted by the Caldwell County Board of Education for the proposed new middle school to be located adjacent to Hibriten High School. The metes and bounds legal description accurately describes the new City limits and the subject properties are being recombined into a single lot, as described in the petition.

- ✓ Upon a recommendation by Mayor Gibbons, the following individuals were appointed/re-appointed to serve on the following Authorities/Boards/Commissions:
  - Doug Spicer, Member, and James Bradshaw, Alternate – Board of Adjustments
  - Terese Almquist - Lenoir Business Advisory Board
  - Erik Rabinowitz - Parks & Recreation Advisory Board
  - Dana Clark and Keith Nordan - Lenoir Tourism Development Authority
- ✓ Mayor Gibbons commended the Fire Department, Police Department, Public Works and Public Utilities Staff for all their hard work during the recent snow storm and power outages that occurred throughout the City.
- ✓ Pursuant to N.C.G.S. §143-318.11(a), (3), (4), City Council entered into closed session to discuss potential litigation and a property acquisition.
- ✓ The following events for February were highlighted:
  - The Planning Board will meet on Monday, February 24 at 5:30 p.m.
  - The Committee of the Whole will meet on Tuesday, February 25 at 8:30 a.m. at City Hall, Third Floor, former Council Chambers.
  - The Foothills Regional Airport Authority will meet on Wednesday, February 26 at noon.
  - The Budget Retreat scheduled for Friday, February 28 had been rescheduled for Wednesday, March 19 beginning at 8:00 a.m. at City Hall, Third Floor, former Council Chambers.

CITY OF LENOIR  
AFTER ACTION MEMO

To: Department Heads/Division Superintendents

From: W. Lane Bailey, City Manager

Date: Saturday, March 22, 2014

Subject: Action taken by City Council on Tuesday, March 4, 2014.  
Review all information to insure that your department maintains action taken by City Council.

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- ✓ City Council approved the minutes from the City Council Meeting of Tuesday, February 4, 2014 as submitted.
- ✓ City Council rescheduled an annexation petition submitted by the Caldwell County Board of Education for the proposed new middle school to be located adjacent to Hibriten High School until Tuesday, March 18, 2014.
- ✓ City Council adopted a Resolution to Receive Preferred Brand Alternate Bids for Aqua-Aerobic Systems Equipment brand equipment to be used for the Gunpowder Creek Wasterwater Treatment (WWTP) Improvements Project. The City has accepted a State Revolving Funding loan offer in the amount of \$3,850,000 for these improvements.
- ✓ City Council received an update of the FY2013-2014 Financial Report by Assistant City Manager Gilbert. Mr. Gilbert reported the City's General Fund and Water & Sewer Fund are in good financial shape and that sales tax revenue is up slightly from 2013.
- ✓ Rick Oxford, Plan Administrator, Western Piedmont Council of Governments, held the first of two public meetings to receive public comments regarding the proposed FY2014 Unifour Consortium's Consolidated Plan and the FY2014 Action Plan for the City of Lenoir Consolidated Plan. The City of Lenoir serves as the Lead Entity for this program. A second public meeting is scheduled for Tuesday, April 1 with the proposed FY2014-2015 Action Plan and Consolidated Plans being submitted to City Council for their review.
- ✓ The Planning Board met on Monday, February 24 and scheduled public hearings to be held on Tuesday, March 18 for the following items:
  - a) Rezoning Request as submitted by Annie Ruth Hollar, for property located at 238 McCrary Place SE. The applicant seeks rezoning from Heavy Industrial Zoning to Multi-Family Residential (I-2) to (R-6.) Multiple neighboring properties located on McCrary Place and Drum Circle also seek rezoning of property from Heavy Industrial Zoning to Multi-Family Residential (I-2) to (R-6.)
  - b) Special Use District/Special Use Permit as submitted by Dustin Hartley, for property located at 118 H. Lewis Price Street. The applicant seeks a Special Use Permit to

operate an auto garage.

c) Amendment to Code Enforcement: The Police and Planning Departments are proposing changes to several chapters of the City of Lenoir's Code of Ordinances (specifically, Chapters, 1, 10, 12 and Appendix A) to modify the process of Code Enforcement in the City.

- ✓ Planning Director Jenny Wheelock, Police Chief Scott Brown, Nuisance Abatement Investigator Stacy Whalen-Hall and Zoning & Housing Inspector, Zach Clark presented a report on the City's Code Enforcement procedures related to nuisance, minimum housing and zoning violations in Chapters 1, 10, 12 and Appendix A of the Lenoir City Code. This item will be further discussed at the public hearing on Tuesday, March 18.
- ✓ Police Chief Brown presented an overview of the Department's FY2013 Annual Report. Chief Brown stated this was the most impressive annual report in twenty-six years and commended his Staff. He noted that overall crime is down by 10% which is the lowest since 2007. A copy of the full report is on file in the City Clerk's office.
- ✓ Police Chief Brown reported that four meetings have been held to establish a Steering/Study Committee in order to develop a Community Coalition Development Group in our community for "Project Lazarus." The goal of this committee will be public awareness of the problem of prescription drug overdose, to identify needs and to improve interventions in order to address this issue. Councilman Perkins has agreed to serve on this committee.
- ✓ Councilman Ben Willis gave an update from the WPOCG Metropolitan Planning Organization. He reported the Organization is currently working on plans to develop a Transportation Plan in order to address issues regarding pedestrian traffic and the Greenway.
- ✓ By consensus of the Council, the calendar for the month of March was approved with various meetings and events. The following events were highlighted:
  - The National League of Cities Conference will be held March 8 – 12 in Washington, DC.
  - The City/County Services Committee will meet on Monday, March 10 at 11:45 a.m.
  - The Caldwell County Economic Development Commission will meet on Tuesday, March 11 at 8:00 a.m.
  - The Lenoir ABC Board will meet on Tuesday, March 18 at 5:30 p.m. at Lenoir Store #1 located at 123 ABC Court.
  - The Lenoir Business Advisory Board will meet on Tuesday, March 11 at 6:00 p.m. at City Hall, Third Floor, former Council Chambers.
  - The Sister Cities Committee will meet on Wednesday, March 12 at 11:00 a.m.
  - The City/County Challenge Event (Leprechaun Leap) will be held on Saturday, March 15 at the Aquatic & Fitness Center beginning at 9:00 a.m.
  - The Parks & Recreation Advisory Board will meet on Monday, March 17 at 6:00 p.m.

- The City Council Budget Retreat will be held on Wednesday, March 19 at 8:00 a.m. at City Hall, Third Floor, former Council Chambers.
  - City Manager Bailey informed Council that Nick Dula has accepted the position of Economic Development Director for Harnett County. Mr. Bailey and City Council wished Nick well as he begins his new position on Monday, March 24. Planning Director Jenny Wheelock will serve as the Interim Director.
  - The Foothills Regional Airport Authority will hold a Visioning Meeting on Thursday, March 20 beginning at 9:00 a.m. at the Community House in Morganton.
- ✓ Pursuant to N.C.G.S. §143-318.11(a), (3), (4), City Council entered into closed session to discuss current litigation, potential litigation and a property acquisition.

CITY OF LENOIR

AFTER ACTION MEMO

To: Department Heads/Division Superintendents

From: W. Lane Bailey, City Manager

Date: Thursday, March 27, 2014

Subject: Action taken by City Council on Tuesday, March 18, 2014.  
Review all information to insure that your department maintains action taken by City Council.

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- ✓ City Council approved the minutes from the Committee of the Whole/Strategic Planning Session of Tuesday, February 25, 2014 as amended.
- ✓ City Council approved a proclamation proclaiming the month of March as “Red Cross Month” throughout the City of Lenoir and Caldwell County. Ms. Suzan Anderson accepted the proclamation on behalf of the American Red Cross.
- ✓ City Council approved a proclamation proclaiming the month of April as “Fair Housing Month” throughout the City of Lenoir and Caldwell County. Ms. Regina Jenkins accepted the proclamation on behalf of the Catawba Valley Realtors Association.
- ✓ City Council adopted a resolution as submitted by the Lenoir Fire Department documenting the Fire Department is chartered as part of the municipal government of the City of Lenoir in order to meet the requirements of G.S. 58-2-40 and G.S. 58-36-10.
- ✓ City Council approved a resolution authorizing the City Manager to execute and file an application on behalf of the City of Lenoir with the state of North Carolina for a Technical Assistance Grant for a Biosolids Facility Evaluation. Mayor Pro-Tem Rohr voted against this motion.
- ✓ Ms. Linda Haas, 2116 Lakeside Terrace, Lenoir, NC, addressed City Council about the recent thefts of vases at Blue Ridge Memorial Park, the unattractiveness of plants in the medians at Smith Crossroads, snow removal, and the proposed City & County joint purchase of the Transload Facility. City Council informed Ms. Haas they would take her concerns and suggestions under advisement. In addition, Ms. Haas commended the Public Works Staff for all their hard work for the citizens of Lenoir.
- ✓ City Council approved an Annexation Petition as submitted by the Caldwell County Board of Education for the proposed new middle school to be located adjacent to Hibriten High School.
- ✓ City Council approved a Rezoning Request as submitted by Annie Ruth Hollar, Ronald Stallings, Guido Sanniota and the Planning Board for all industrial properties located adjacent to McCrary Place and Drum Circle to be rezoned from Heavy Industrial Zoning to Multi-Family Residential (I-2 to R-6.)

- ✓ City Council approved a Special Use District Overlay as submitted by Dustin Hartley, for property located at 118 H. Lewis Price Street. The applicant applied for a Special Use Permit to operate an auto garage. Mayor Pro-Tem Rohr voted against this request.
- ✓ City Council approved a Special Use Permit as submitted by Dustin Hartley, for property located at 118 H. Lewis Price Street with the following six conditions:
  1. Outdoor storage of materials and/or inoperable vehicles is prohibited. Vehicles with valid tags in operable condition may be stored outdoors awaiting customer pick-up.
  2. All signs and any exterior changes to the building shall comply with the design standards of the B-3 zoning district.
  3. This approval is for an automobile repair business only. Use of the site as a car dealership shall require a separate Special Use Permit.
  4. If a privilege license from the City of Lenoir for an automobile repair business has not been issued within 24 months of the adoption of the Special Use District/Special Use Permit, the approval shall be considered null and void.
  5. Upon cessation of an automobile repair business on the subject site, the property owner shall have 24 months to re-use the building with another automobile repair business, subject to the conditions of this approval, before the use of the building reverts to those uses specifically permitted within the B-3 zoning district.
  6. The Planning Board recommended approval with the following condition: They only use the bottom floor for auto repair.

- ✓ City Council approved a Comprehensive Update to the City of Lenoir’s Code Enforcement Procedures, Chapters 1, 10, 12 & Appendix A as follows:

**First Motion**

Councilman Stilwell moved to table this item to allow Staff additional time to reflect the requested changes within the proposed ordinance. This motion failed by a 3 to 4 vote. Councilmembers Rohr, Perkins and Stilwell voted in favor of the motion and Councilmembers Perdue, Stevens, Thomas and Willis voted against the motion.

**Second Motion**

Upon a motion by Mayor Pro-Tem Rohr, Council voted 7 to 0 to amend **Section 12-12. A-2, Nuisances Declared** by striking the final sentence that reads as follows: ~~It will be the determination of the inspector as to how this provision applies to each individual property~~ from the proposed ordinance. This motion carried unanimously.

**Third Motion**

Upon a motion by Councilman Willis, Council voted 4 to 3 to **approve the revised Comprehensive Update as presented and as amended above in the second motion and to further amend to retain Section 12-32. Notice of Removal within the ordinance** as recommended by Planning Staff and Police Department Staff. Councilmembers Perkins, Rohr and Stilwell voted against the motion. **Note:** A copy of the ordinance is on file in the City’s Planning Department for public review.

- ✓ Mr. Andy Lovingood, McGill Associates, presented a report on the proposed repairs/improvements to the West Avenue & Harper Avenue Stormwater System. A copy of the presentation is on file in the City Clerk’s office for public review.
- ✓ Upon a recommendation by Mayor Gibbons, City Council re-appointed Joel Kincaid to serve a two-year term on the Lenoir Parks & Recreation Advisory Board and Ron Smith

to serve a three-year term on the Lenoir Housing Authority.

- ✓ Pursuant to N.C.G.S. §143-318.11(a), (3), (4), City Council entered into closed session to discuss current litigation, potential litigation and a property acquisition. Upon returning to open session, City Council took the following action:
- ✓ City Council approved closed session minutes of November 5, 2013, November 19, 2013, December 3, 2013, January 7, 2014, January 21, 2014, January 27, 2014, February 4, 2014, February 18, 2014 and March 4, 2014 as reviewed by the City Attorney, City Manager and City Council. **Note:** The February 4 and March 4 closed session minutes were amended as recommended by City Council.
- ✓ City Council voted 4 to 3 to join in the purchase of the Transload Facility equally with the Caldwell County Commission with the City's share being \$150,000 for the purchase of the Transload and the additional three acres pursuant to a specific contract to be negotiated by the City Attorney, City Manager, County Attorney and County Manager. Note: Councilmembers Perkins, Rohr and Stilwell voted against the motion.
- ✓ The following events for the month of March were highlighted:
  - The City Council Budget Retreat will be held on Wednesday, March 19 at 8:00 a.m. at City Hall, Third Floor, former Council Chambers.
  - The Planning Board will meet on Monday, March 24 at 5:30 p.m.
  - The annual Employee Recognition Banquet will be held on Tuesday, March 25 at 6:00 p.m. at the J.E. Broyhill Civic Center.
  - The Foothills Regional Airport Authority will meet on Wednesday, March 26 at noon.
  - A Community Meeting will be held on Thursday, March 27 at 6:00 p.m. at New Life Baptist Church.
  - The Business Growth Committee will meet on Thursday, March 27 at 11:30 a.m. at City Hall, Second Floor Conference Room.
  - The Foothills Regional Airport Committee will conduct a Visioning Meeting on Thursday, March 20 at 9:00 a.m. at the Community House in Morganton.

CITY OF LENOIR  
AFTER ACTION MEMO

To: Department Heads/Division Superintendents

From: W. Lane Bailey, City Manager

Date: Wednesday, April 2, 2014

Subject: Action taken by City Council on Tuesday, April 1, 2014.  
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- ✓ City Council approved the minutes from the City Council Meetings of Tuesday, March 4 and Tuesday, March 18, 2014 as submitted.
- ✓ City Council approved a resolution in recognition of Caldwell Community College and Technical Institute's 50<sup>th</sup> Anniversary. On behalf of City Council, Mayor Gibbons presented a copy of the resolution to Dr. Ken Boham, President, CCC&TI.
- ✓ The Planning Board met on Monday, March 24, 2014. The Board scheduled public hearings to be held on Tuesday, April 15 for the following two items:
  - 1) Rezoning Request R#2-14 submitted by Aiken Development, for property located at 520 Realty Street. The applicant seeks rezoning from General Business Zoning to Heavy Industrial (B-2 to I-2.)
  - 2) Special Use District/Special Use Permit SUD#2-14 submitted by RHA Health Services, for property located at 2415 Morganton Boulevard. The applicant seeks a Special Use District Overlay and a Special use Permit to make an addition to Smokey Mountain Center for a twelve bed expansion for their Facility Based Crisis program.
- ✓ City Council approved the addition of two (2) parking spaces to be located in front of Medical Arts Pharmacy, 328 Mulberry Street, as requested by Ms. Rebecca Snow, property owner.
- ✓ City Council approved a Municipal Agreement in the amount of \$120,000 between the City of Lenoir and NCDOT to complete the retaining wall and landscaping at Smith Crossroads. Mayor Pro-Tem Rohr voted against this motion.
- ✓ Rob Wedding, Heritage Sports, presented a report to Council on the "Save the Walker Stadium Fund." The All-American Collegiate Baseball League will host games at the stadium over June and July 2014. A Caldwell County Team will participate in these games. Additional information regarding these events may be found at [www.heritagesports.org](http://www.heritagesports.org).
- ✓ Pursuant to N.C.G.S. §143-318.11(a), (4), City Council entered into closed session to discuss economic development.

- ✓ By consensus of the Council, the calendar for the month of April was approved with various meetings and events. The following events were highlighted:
  - The Google Gravity Games will be held on Saturday, April 5 beginning at 8:30 a.m. in downtown Lenoir.
  - A Cruise-In Event will be held on Saturday, April 5 in downtown Lenoir from 4:00 – 9:00 p.m.
  - The Caldwell County Economic Development Commission will meet on Tuesday, April 8 at 8:00 a.m.
  - The ABC Board will meet on Tuesday, April 8 at 5:30 p.m. at Lenoir Store #1 located at 123 ABC Court.
  - The Lenoir Business Advisory Board will meet on Tuesday, April 8 at 6:00 p.m. at City Hall, Third Floor, former Council Chambers.
  - The Sister Cities Committee will meet on Wednesday, April 9 at 11:30 a.m.
  - The Parks & Recreation Department's annual Easter Egg Hunt will be held on Saturday, April 12 beginning at 10:00 a.m. at the Mulberry Recreation Center. \*A rain date of Sunday, April 13 at 3:00 p.m. has been set in case of inclement weather.
  - The City/County Services Committee will meet on Monday, April 14 at 11:45 a.m.

CITY OF LENOIR

AFTER ACTION MEMO

To: Department Heads/Division Superintendents

From: W. Lane Bailey, City Manager

Date: Thursday, April 17, 2014

Subject: Action taken by City Council on Tuesday, April 15, 2014.  
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- ✓ City Council approved the minutes from the City Council Meeting of Tuesday, April 1, 2014 as submitted.
- ✓ City Council approved the minutes from the Committee of the Whole Meeting of Tuesday, March 25, 2014 as submitted.
- ✓ City Council approved the minutes from the City Council Budget Retreat of Wednesday, March 19, 2014 as submitted.
- ✓ On behalf of City Council, Mayor Gibbons presented a proclamation to Scott Brown, Chief of Police, proclaiming the month of May as "*Motorcycle Safety and Awareness Month*" throughout the City of Lenoir and Caldwell County.
- ✓ City Council approved a Rezoning Request as submitted by Aiken Development, for property located at 520 Realty Street to be rezoned from General Business Zoning to Heavy Industrial (B-2 to I-2.)
- ✓ City Council approved a Special Use District Overlay and a Special Use Permit request as submitted by RHA Health Services, for property located at 2415 Morganton Boulevard. The applicant seeks a Special Use District overlay and a Special Use Permit for a 12-bed rehabilitation center in the I-1 zoning district, as an expansion to the existing outpatient treatment center. The following conditions will apply to the Special Use District/Special Use Permit: 1) All provisions of the I-1 zoning district, including height, setback, buffering, parking, and sign standards continue to apply; 2) If a building permit has not been issued within 24 months of the adoption of the Special Use District/Permit, the approval shall be null and void; and 3) A future expansion of an additional 12 beds, to bring the total in-patient capacity of the facility to 24 beds, shall be permitted without additional review and approval by the Planning Board and City Council as a Special Use Permit, provided the expansion meets all other provisions of Lenoir's Zoning Ordinance.
- ✓ City Council approved a request as recommended by City Staff to proceed with the purchase of property joining the Lenoir Greenway west of Powell Road from Mrs. Jan Pennell and Mrs. Reva Pennell for the purpose of constructing a new sewer line. The cost of the property is \$12,000.00.

- ✓ City Council approved an Articles of Organization and an Operating Agreement for the Caldwell-Lenoir Rail Transload, LLC. The City and Caldwell County jointly purchased the Transload Facility and are forming a limited liability company for the management of the facility.
- ✓ Councilman Willis commended everyone for their support of the recent Caldwell is Hiring Event held at the Civic Center. The event was a success with over 500 participants.
- ✓ Pursuant to N.C.G.S. §143-318.11(a), (3), (4), City Council entered into closed session to discuss two property acquisitions, contract negotiations and personnel.
- ✓ The following events were for April were highlighted:
  - City offices will be closed on Friday, April 18 in observance of Good Friday.
  - The City/County Coordinating Committee will meet on Monday, April 21 at 11:30 a.m. at City Hall.
  - The Parks & Recreation Advisory Board will meet on Monday, April 21 at 6:00 p.m.
  - The Sanitation Division's annual Spring Trash Bash is scheduled for the week of April 21 through Friday, April 26. Additional information is available on the City's website at [www.cityoflenoir.com](http://www.cityoflenoir.com).
  - The Committee of the Whole will meet on Tuesday, April 22 at 8:30 a.m. at City Hall, Third Floor, former Council Chambers.
  - The Lenoir Police Department will host a graduation ceremony for the Citizens Police Academy on Tuesday, April 22 at 6:00 p.m. at the Police Department.
  - NCDOT's annual Spring Litter Sweep begins on Saturday, April 26 through May 10.
  - The Planning Board cancelled their meeting for Monday, April 28 at 5:30 p.m. The next meeting is scheduled for Monday, May 19 at 5:30 p.m.
  - A Community Meeting is scheduled for Tuesday, April 29 at 6:00 p.m. at West Lenoir Baptist Church located at 311 Abington Road. The public is invited to attend.
  - The Foothills Regional Airport Authority cancelled its meeting of Wednesday, April 30. The next meeting is scheduled for Wednesday, May 28 at noon.
  - The annual Mayor's Prayer Breakfast is scheduled for Thursday, May 1 at 7:30 a.m. at the First Presbyterian Church located at 1002 Kirkwood Street, NW. Tickets are \$10.00 each and available at City Hall. The guest speaker is the Honorable Edgar V. Starnes, Majority Leader of the North Carolina House of Representatives. The public is cordially invited to attend.

CITY OF LENOIR  
AFTER ACTION MEMO

To: Department Heads/Division Superintendents

From: W. Lane Bailey, City Manager

Date: Thursday, May 8, 2014

Subject: Action taken by City Council on Tuesday, May 6, 2014.  
Review all information to insure that your department maintains action taken by City Council.

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- ✓ City Council approved the minutes from the City Council Meeting of Tuesday, April 15, 2014 as submitted.
- ✓ City Council approved the minutes from the Committee of the Whole Meeting of Tuesday, April 22, 2014 as amended.
- ✓ City Council honored and recognized Battalion Chief/Suppression Randy Swanson who has announced his retirement from the Lenoir Fire Department effective May 1, 2014 following 30 years of exemplary service to the City of Lenoir. Mayor Gibbons thanked him for his dedicated service and presented him with a framed resolution. Mayor Pro-Tem Rohr presented him with a shadow box containing his badge, bar ribbons and fire shield.
- ✓ On behalf of City Council, Mayor Gibbons recognized Assistant Scoutmaster Amy Greene and members of Scout Troop 254 who were in attendance at the City Council Meeting as part of their citizenship badge requirements.
- ✓ On behalf of City Council, Mayor Gibbons presented a proclamation to Scott Brown, Chief of Police, proclaiming the week of May 12 – May 16 as “*Peace Officers Memorial Week*” throughout the City of Lenoir and Caldwell County.
- ✓ On behalf of City Council, Mayor Gibbons presented a proclamation to Charles Beck, Public Works Director, proclaiming the week of May 18 – May 24 as “*National Public Works Week*” throughout the City of Lenoir and Caldwell County.
- ✓ City Council approved updates to the City of Lenoir’s Personnel Policy, Article IX, Section 6. Pre-dismissal Conference (page 36) and Article X. Section 6. Grievance and Adverse Action Appeal Procedure for Discrimination (page 40) as further amended by City Council.
- ✓ City Council approved the FY2014 Unifour Consortium’s Consolidated Plan and the FY2014 Action Plan for the City of Lenoir Consolidated Plan as presented by Rick Oxford, Plan Administrator, Western Piedmont Council of Governments. Copies of these plans are available for public review in the City Clerk’s office. Mayor Pro-Tem Rohr voted against the motion.

- ✓ Councilman Todd Perdue and several members of City Council attended a Community Walk for the North Main Street Corridor on Saturday, May 3. The Planning Department sponsored the walk and will be submitting an Action Plan in the early fall to address needed improvements in this area.
- ✓ Pursuant to N.C.G.S. §143-318.11(a), (4), City Council entered into closed session to discuss a property acquisition.
- ✓ By consensus of the Council, the calendar for the month of May was approved with various meetings and events.
- ✓ The following events for May were highlighted:
  - The City/County Services Committee will meet on Monday, May 12 at 11:45 a.m.
  - The annual Bloom Blast event will be held on Saturday, May 10 at 8:30 a.m. in downtown Lenoir.
  - The Caldwell County Economic Development Commission will meet on Tuesday, May 13 at 8:00 a.m.
  - The ABC Board will meet on Tuesday, May 13 at 5:30 p.m. at Lenoir Store #1 located at 123 ABC Court.
  - The Lenoir Business Advisory Board will meet on Tuesday, May 13 at 6:00 p.m. at City Hall, Third Floor, and former Council Chambers.
  - The Sister Cities Committee will meet on Wednesday, May 14 at 11:30 a.m.
  - The Lenoir Police Department will host a Vehicle Injury Prevention Program on Thursday, May 15 from 10:00 a.m. until 2:00 p.m. at the Hibriten High School Stadium.
  - The annual Multi-Cultural Festival will be held on Saturday, May 17 from 10:30 a.m. – 4:00 p.m. at Mulberry Recreation Center.
  - The City/County Coordinating Committee will meet on Monday, May 19 at 11:30 a.m. at the City/County Chambers.
  - Public Works will host a breakfast on Wednesday, May 21 at 7:30 a.m. at 1841 Café in honor of all Public Works employees.
  - The Lenoir Police Department will host a DARE Fishing Tournament (Fundraiser) event on Saturday, May 24 from 7:00 a.m. until 1:00 p.m. on Lake Hickory (Whittenburg Access.) Contact the Police Department for additional information.
  - The outdoor pool at the Aquatic & Fitness Center will officially open on Saturday, May 24.

CITY OF LENOIR

AFTER ACTION MEMO

To: Department Heads/Division Superintendents

From: W. Lane Bailey, City Manager

Date: Wednesday, May 21, 2014

Subject: Action taken by City Council on Tuesday, May 20, 2014.  
Review all information to insure that your department maintains action taken by City Council.

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- ✓ City Council approved the minutes from the City Council Meeting of Tuesday, May 6, 2014 as submitted.
- ✓ Mr. Charlie Downs, Assistant General Manager of the Hickory Crawdads Baseball Team, presented information to City Council regarding new features and promotions with the Hickory Crawdads. Mr. Downs reported the corporation has recently renovated the L.P. Frans Stadium at a cost of \$2.5 million and noted their mission statement is to provide affordable family entertainment.
- ✓ City Manager Bailey presented the recommended FY2014-2015 Annual Budget to City Council. The budget is comprised of General Fund \$15,212,019, Water & Sewer Fund of \$8,182,149, Special Downtown District of \$178,838, and Tourism Development of \$55,000 for a total budget of \$23,628,006. The proposed budget includes a 1-cent tax increase for a property tax rate of \$0.57 per \$100 valuation. The budget also includes a 1.2% increase in water rates and a 2% increase in sewer rates. Council also scheduled a public hearing to be held on Tuesday, June 3 for consideration of adoption of the proposed budget.
- ✓ City Council adopted a resolution to award the Gunpowder Creek WWTP Improvements Project to Gilbert Engineering Company up to a maximum total bid amount of \$3,475,599 contingent upon approval by the North Carolina Department of Environment and Natural Resources Division of Water Infrastructure (DWI.) City Council also approved the establishment of a construction contingency in the amount of \$173,799 (5%), which is the maximum allowable by DWI for funding.
- ✓ City Council adopted a Minimum Housing Ordinance for property located at 721 Stage Street for demolition and removal of the structure as recommended by the Planning Board contingent upon City Council receiving verification of the April 28, 2014 signed certified mail receipt.
- ✓ Mr. Larry Caudill, Southern Land, LLC, presented an Offer to Purchase and Contract in the amount of \$835,540.00 for 568.36 acres of City owned property located on the Zacks Fork Road. This property is the former Watershed Property and the City's Firing Range is located there. On behalf of City Council, Mayor Gibbons stated Council would take this offer under consideration.

- ✓ City Manager Bailey introduced Walton Robinson, ASU student, who will be completing an internship with the City over the summer months. Mr. Robinson will be working with all City Departments.
- ✓ Councilman Willis commended Kaye Reynolds, Communications Director/Resource Director, and Lee Carol Giduz, Executive Director, Caldwell Arts Council, for their success upon the City receiving an Appalachian Gateway Communities Initiative Seed Grant in the amount of \$7,500.00. This grant will enable the City to create the Lenoir Greenway Sculpture Trail. The Caldwell Arts Council will relocate two of their existing pieces of sculpture there plus an additional sculpture will be purchased for the Trail.
- ✓ On behalf of City Council, Mayor Gibbons commended Scott Brown, Police Chief, upon the recent Caldwell County Peace Officer Memorial Service that was held on Thursday, May 15 at First Baptist Church in Lenoir.
- ✓ On behalf of City Council, Mayor Gibbons commended Charles Beck, Public Works Director, and all Departmental employees in honor of Public Works Week and further expressed Council's appreciation for the Staff and all their hard work for the citizens of Lenoir.
- ✓ Mayor Gibbons commended Rob Winkler, Recreation Director, upon the successful Festival in the Park event held on Saturday, May 17. The event was well attended and had numerous participants/vendors.
- ✓ City Manager Bailey informed Council the City was successful in purchasing some of the lighting fixtures that were recently replaced at the L.P. Frans Stadium. This lighting may be installed at Walker Stadium in the future.
- ✓ The following events for May were highlighted:
  - Public Works will host a breakfast on Wednesday, May 21 at 7:30 a.m. at 1841 Café in honor of all Public Works employees.
  - The Lenoir Police Department will host a DARE Fishing Tournament (Fundraiser) event on Saturday, May 24 from 7:00 a.m. until 1:00 p.m. on Lake Hickory (Whittenburg Access.) Contact the Police Department for additional information.
  - The outdoor pool at the Aquatic & Fitness Center will officially open on Saturday, May 24.
  - City offices will be closed on Monday, May 26 in observance of Memorial Day.
  - American Legion Post 29 will conduct a Memorial Day Service on the square beginning at 11:00 a.m. on Monday, May 26. The public is encouraged to attend.
  - City Council will conduct a Budget Work Session on Tuesday, May 27 at 8:30 a.m. during the Committee of the Whole Meeting, Third Floor, former Council Chambers. Note: An additional budget work session will be held on Thursday, May 29 at 6:00 p.m. if necessary.
  - The Foothills Regional Airport Authority will meet on Wednesday, May 28 at noon.
  - The North Carolina League of Municipalities annual Town Hall Day is scheduled for Wednesday, June 4 in Raleigh.

CITY OF LENOIR

AFTER ACTION MEMO

To: Department Heads/Division Superintendents

From: W. Lane Bailey, City Manager

Date: Wednesday, June 4, 2014

Subject: Action taken by City Council on Tuesday, June 3, 2014.  
Review all information to insure that your department maintains action taken by City Council.

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- ✓ City Council approved the minutes from the City Council Meeting of Tuesday, May 20, 2014 as submitted.
- ✓ City Council awarded the low bid of \$88.00 per ton as submitted by Maymead, Inc. for the two-year Asphalt Contract for the City of Lenoir.
- ✓ City Council approved the FY2014-2015 annual Privilege License Fee Schedule as submitted. Councilmembers Perdue and Rohr voted against this motion.
- ✓ City Council approved Staff's recommendation to amend the amount of the Capital Project Budget Ordinance for the Gunpowder Creek WWTP Improvements Projects from \$3,917,000 to \$4,253,400.
- ✓ City Council approved the FY2014-2015 Annual Budget for the City of Lenoir with an effective date of July 1, 2014. The budget is comprised of \$15,328,527 General Fund & \$8,182,149 Water & Wastewater Fund for a total budget of \$23,510,676. The Special Downtown District budget is \$178,838 and the Tourism Development budget is \$55,000 for a total budget of \$233,838. The budget includes a 2-cent tax increase for a property tax rate of \$0.58 per \$100 valuation, along with a 1.2% increase in water rates and a 2% increase in sewer rates. The budget is available for public inspection in the City Clerk's office. Note: Councilmembers Rohr, Stilwell and Thomas voted against the budget due to the proposed tax increase.
- ✓ Mrs. Linda Haas, 2316 Lakeside Terrace, addressed City Council in opposition of the proposed 2-cent property tax increase.
- ✓ Mr. Larry Baker, 207 Ridge Street, addressed City Council in opposition of the proposed 2-cent tax increase, 1.2% water increase and the 2% sewer rate increase.
- ✓ City Council scheduled a public hearing to be held on Tuesday, June 17 to consider naming the unnamed connector street between US Highway 321 and Haven Circle SW as "Buffington Street." Note: Caldwell County Emergency-911/Addressing and City of Lenoir public safety officials have approved "Buffington Street" as the proposed name.
- ✓ City Council accepted the dedicated permanent right-of-way and easement to extend McCrary Place, a public street, by forty-feet (40'.) Note: James and Wanda Correll, property owners, have dedicated this easement to the City in an effort to comply with

regulations governing the minor subdivision of property.

- ✓ Pursuant to N.C.G.S. §143-318.11(a), (4), City Council entered into closed session to discuss economic development.
- ✓ Upon a recommendation by Mayor Gibbons, Council reappointed Phyllis Huffstetler and Lucy McCarl to serve a term on the Board of Adjustments. City Council also appointed Brenda Deitz to serve a three-year term on the Sister Cities Committee.
- ✓ By consensus of the Council, the calendar for the month of June was approved with various meetings and events. The following events were highlighted:
  - The North Carolina League of Municipalities Town Hall Day is scheduled for Wednesday, June 4 in Raleigh.
  - Friday after Five events begins on Friday, June 6 with the Harris Brothers performing on the square from 7:00 – 10:00 p.m.
  - A Cruise-In will be held on Saturday, June 7 from 4:00 – 9:00 p.m. in the downtown area.
  - The City/County Services Committee will meet on Monday, June 9 at 11:45 a.m.
  - The Caldwell County Economic Development Commission will meet on Tuesday, June 10 at 5:30 p.m.
  - The Lenoir Business Advisory Board will meet on Tuesday, June 10 at 6:00 p.m., City Hall, Third Floor, former Council Chambers.
  - The Sister Cities Committee will meet on Wednesday, June 11 at 11:30 a.m.
  - Pop Ferguson will host a Block Party on Friday, June 13 from 6:00 – 8:00 p.m. at the Martin Luther King, Jr. Center, as part of the Pop Ferguson Blues Festival. The event is free to the public.
  - Pop Ferguson will host Work Shop on Saturday, June 14 from 9:00 a.m. – noon at the Highland Coffee House located in downtown Lenoir.
  - The City/County Coordinating Committee will meet on Monday, June 16 at 11:30 a.m.

CITY OF LENOIR  
AFTER ACTION MEMO

To: Department Heads/Division Superintendents

From: W. Lane Bailey, City Manager

Date: Wednesday, June 18, 2014

Subject: Action taken by City Council on Tuesday, June 17, 2014.  
Review all information to insure that your department maintains action taken by City Council.

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- ✓ City Council approved the minutes from the City Council Meeting of Tuesday, June 3, 2014 as amended.
- ✓ City Council approved the minutes from the Committee of the Whole Meeting of Tuesday, May 27, 2014 as amended.
- ✓ City Council approved closed session minutes of March 18 as amended, April 15, April 22, May 6, May 27 & June 3 as submitted and as reviewed by the City Attorney, City Manager and City Council.
- ✓ Mayor Gibbons presented Ms. Roberta Maddox with a proclamation proclaiming the week of June 23-29 as "*Amateur Radio Recognition & Appreciation Week*" throughout the City of Lenoir and Caldwell County. Mayor Gibbons thanked Ms. Maddox and their organization for all of their community service.
- ✓ Mayor Gibbons presented a proclamation to Ms. Gwen Gibson, President, Altrusa International Club of Caldwell County, in honor and recognition of Altrusa's forty years of exemplary service to the citizens of Lenoir and Caldwell County and also proclaimed the week of June 22-28 as "*Altrusa International Week.*" Mayor Gibbons thanked Ms. Gibson and stated that Altrusa provides a great civic service to the community.
- ✓ City Council approved Staff's request to name the unnamed connector street between US Hwy 321 and Haven Circle SW as "Buffington Street."
- ✓ City Council adopted a resolution as amended authorizing the City Manager to submit a formal request to NCDOT to reduce the speed limit one mile outside of the City limits on NC Highway 90 and US Highway 64 due to the anticipated additional traffic at the proposed new middle school. Mayor Pro-Tem Rohr voted against the motion.
- ✓ City Council adopted a resolution authorizing the acceptance of state loan assistance for the Gunpowder Creek WWTP Improvements Project. Mayor Pro-Tem Rohr voted against the motion.
- ✓ Mayor Gibbons commended Kaylynn Horn, Economic Development Director, for all of her assistance and hard work regarding the Pop Ferguson Blues Festival held in downtown Lenoir on June 13 & 14. The well attended event was a huge success.

- ✓ Pursuant to N.C.G.S. §143-318.11(a), (3), City Council entered into closed session to discuss two contract negotiations.
- ✓ The following events for June were highlighted:
  - Friday after Five is scheduled for Friday, June 20 with the Silvio Martinat Swing Band performing on the square from 7:00 – 10:00 p.m.
  - The City Council Marketing Committee will meet on Monday, June 23 at 3:00 p.m. at City Hall, Third Floor, former Council Chambers.
  - The Planning Board will meet on Monday, June 23 at 4:30 p.m.
  - The Committee of the Whole will meet on Tuesday, June 24 at 8:30 a.m. at City Hall, Third Floor, former Council Chambers.
  - The Foothills Regional Airport Authority will meet on Wednesday, June 25 at noon.
  - The Lenoir Tourism Development Authority will meet on Thursday, June 26 at 3:00 p.m. at City Hall, Third Floor, former Council Chambers.
  - Fabulous Film Night is scheduled for Saturday, June 28 with the movie “Cloudy with a Chance of Meatballs 2” being shown on the square at 8:30 p.m.
  - City offices will be closed on Friday, July 4 in observance of Independence Day.
  - Parks & Recreation will sponsor the annual Fourth of July activities on Friday, July 4 from 5:00 - 10:00 p.m. at the Mulberry Recreation Center. The event will conclude with a fireworks display.
  - City Council will conduct one regularly scheduled City Council Meeting on Tuesday, July 15 at 6:00 p.m. **Note:** The Committee of the Whole will not meet in July.
  - A reception will be held on Monday, June 30 in observance of the City of Lenoir’s fiftieth anniversary of Council-Manager form of government. The time and location will be announced.

CITY OF LENOIR

AFTER ACTION MEMO

To: Department Heads/Division Superintendents

From: W. Lane Bailey, City Manager

Date: Friday, July 18, 2014

Subject: Action taken by City Council on Tuesday, July 15, 2014.  
Review all information to insure that your department maintains action taken by City Council.

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- ✓ City Council approved the minutes from the City Council Meeting of Tuesday, June 17, 2014 as submitted.
- ✓ City Council approved the minutes from the Committee of the Whole Meeting of Tuesday, June 24, 2014 as amended.
- ✓ City Council approved a Capital Project Budget Ordinance in the amount of \$1,016,600 for the 2014 Unifour Consortium HOME Program as recommended by City Staff.
- ✓ City Council approved a Capital Project Budget Ordinance in the amount of \$155,004 for the 2014 Community Development Block Grant Program (CDBG) as recommended by City Staff.
- ✓ City Council approved a Resolution of Support for the establishment of a Western Campus of the North Carolina School for Science and Mathematics in Morganton, North Carolina as recommended by City Staff.
- ✓ Ms. Terese Almquist, Board Member, Wig Bank of Caldwell County, presented information regarding the organization's annual Summer Bash 2014 that will be held at the Caldwell County Fairgrounds on Saturday, August 9. Tickets are available at the News-Topic or from any Wig Bank Board member and can also be purchased at the gate. Additional information is available on their website at [www.wigbank.org](http://www.wigbank.org).
- ✓ Mr. Roger Patterson, 330 Eastview Place, addressed City Council and expressed safety concerns about a minimum housing code issue at 302 Glenwood Place. City Staff will be presenting a report on minimum housing violations at the August 5 City Council meeting.
- ✓ City Council adopted a resolution to tentatively award the low bid of \$488,040 to Max Prestwood Water & Sewer, Inc., for the Powell Road Sewer Line Replacement Project, subject to approval by the Division of Water Infrastructure (DWI) to award the project and execute the construction contract. City Council also approved Staff's request to establish a construction contingency in the amount of \$24,400 (5%), which is the maximum allowable by the Division of Water Infrastructure for funding.
- ✓ Mayor Gibbons commended City Departments for all their hard work and support during the recent Blackberry Festival held on Saturday, July 12 in downtown Lenoir.

The annual festival, which is sponsored by the Chamber of Commerce, was a huge success and well attended by visitors from across the state.

- ✓ Jared Wright, Chairperson, Customer Service Design Team, was selected by Alliance for Innovation to participate in a webinar about customer service on Wednesday, July 23.
- ✓ Pursuant to N.C.G.S. §143-318.11(a), (4), City Council entered into closed session to discuss two economic development projects.
- ✓ The following events for June were highlighted:
  - Friday after Five is scheduled for Friday, July 18 with the band Tim Hall & Buffalo Country performing on the square from 7:00 – 10:00 p.m. The Logic Band will perform on the square on Friday, July 25.
  - The City/County Coordinating Committee meeting scheduled for Monday, July 21 has been cancelled. The next meeting will be held on Monday, August 18 at 11:30 a.m. at the City/County Chambers.
  - The Committee of the Whole will not meet in July. The next meeting is scheduled for Tuesday, August 26 at 8:30 a.m.
  - Fabulous Film Night is scheduled for Saturday, July 26 with the movie “Despicable Me 2” being shown on the square at 8:30 p.m.
  - The Planning Board will meet on Monday, July 28 at 5:30 p.m.
  - The Foothills Regional Airport Authority will meet on Wednesday, August 6 at noon.
  - The annual Harambee Festival is scheduled from Saturday, August 2 through Friday, August 8 at the Martin Luther King, Jr. Center.

CITY OF LENOIR

AFTER ACTION MEMO

To: Department Heads/Division Superintendents

From: W. Lane Bailey, City Manager

Date: Wednesday, August 6, 2014

Subject: Action taken by City Council on Tuesday, August 5, 2014.  
Review all information to insure that your department maintains action taken by City Council.

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- ✓ City Council approved the minutes from the City Council Meeting of Tuesday, July 15, 2014 as submitted.
- ✓ City Council approved a Project Budget Ordinance in the amount of \$590,070 for the Powell Road Greenway Sewer Line Replacement Project as recommended by City Staff.
- ✓ City Council approved FY2013-2014 Budget Amendments in the amount of \$450,000 for the General Fund and \$125,000 for the Water/Sewer Fund for a total amount of \$575,000.
- ✓ Ms. Eugenia Harrell, 1793 Dulatown Road, and Mr. Doug Perkins, presented a proposal to City Council for the LINK Center located in the West End Community. City Council reviewed a power point presentation of the group's long-term and short-term goals for the Center along with proposed improvements to bring the facility up to code. City Council was in consensus to review the cost of the project and to see if programs already offered at the City's recreational facilities may be incorporated at the LINK Center as well.
- ✓ Planning Director Jenny Wheelock and Walton Robinson, ASU Intern, presented an update on Minimum Housing Enforcement to City Council. Mr. Robinson reviewed a Minimum Housing Database and Master File he created which catalogs over 300 physical cases of minimum housing from 2008 to present. The database will allow Staff to address the backlog of cases and prioritize them in the most efficient way.
- ✓ Upon a recommendation by Mayor Gibbons, Marvin Lovins was re-appointed to serve a three-year term on the ABC Board. Mr. Lovins currently serves as Chair of the Board.
- ✓ Pursuant to N.C.G.S. §143-318.11(a), (4), City Council entered into closed session to discuss two economic development projects and potential litigation.
- ✓ By consensus of the Council, the calendar for the month of August was approved. The following events were highlighted:
  - The annual Harambee Festival will be held on August 2 through August 8 at the Martin Luther King, Jr. Center. Additional information is available on the City's website at [www.cityoflenoir.com](http://www.cityoflenoir.com).
  - Friday after Five is scheduled for Friday, August 8 with the Chad Triplett Band

performing on the square from 7:00 – 10:00 p.m. The Night Move Band will perform on Friday, August 15.

- Fabulous Film Night is scheduled for Saturday, August 9 with the movie “The Smurfs 2” being shown on the square at 8:30 p.m.
- The City/County Coordinating Committee will meet on Monday, August 18 at 11:30 a.m. at the City/County Chambers.
- The Parks & Recreation Advisory Board will meet on Monday, August 18 at 6:00 p.m.
- The ABC Board will meet on Tuesday, August 19 at 5:30 p.m. at Lenoir Store #1 located at 123 ABC Court.
- City Staff has completed some preliminary work for a crosswalk on US Highway 321 and Seehorn Street. Additional information will be presented in the near future.

CITY OF LENOIR  
AFTER ACTION MEMO

To: Department Heads/Division Superintendents

From: W. Lane Bailey, City Manager

Date: Wednesday, August 20, 2014

Subject: Action taken by City Council on Tuesday, August 19, 2014.  
Review all information to insure that your department maintains action taken by City Council.

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- ✓ City Council approved the minutes from the City Council Meeting of Tuesday, August 5, 2014 as submitted.
- ✓ City Council approved a Resolution of Official Intent to Reimburse for the FY2014-2015 Budget in the amount of \$1,135,000.
- ✓ City Council scheduled a public hearing on Tuesday, September 2 to consider amending the Charter Code of Ordinances, Chapter 11, Motor Vehicles and Traffic, Article II, Section 11-51, Stopping or Parking Prohibited, No Signs Required and Chapter 12, Nuisances, Article II, Section 12-12, Nuisances Declared.
- ✓ City Council approved an Authorizing Resolution to authorize acceptance of state loan assistance for the construction of a Drinking Water Treatment Works Project at the George L. Bernhardt, Sr., Water Treatment Plant. Mayor Pro-Tem Rohr voted against this motion.
- ✓ City Council approved a request as submitted by Merchants Distributors, Inc., to change the name of Vantage Foods Court to *Homegrown Court*.
- ✓ City Council reviewed a list of options and recommendations as submitted by City Staff for the LINK Facility located in the West End Community. City Council directed members of the American Legion Post 231 and the Upward Movement Ministries Program to bring back a proposal to City Council regarding plans for the use of this facility.
- ✓ Upon a recommendation by Mayor Gibbons, Council appointed Lemuel Patterson to serve a two-year term on the Parks & Recreation Advisory Board and Reverend Charlie Rivens to serve a three-year term on the Lenoir Housing Authority Board.
- ✓ Councilman Ben Willis presented information from the National League of Cities Conference he recently attended in Mountain View, California. Mr. Willis reviewed ways the City of Lenoir could become more interactive with its citizens and also ideas on how to better market the City.
- ✓ Mayor Pro-Tem T.J. Rohr presented a brief report from the National League of Cities FAIR Steering Committee, Summer Policy Forum, he recently attended in St. Paul, Minnesota. Mr. Rohr reviewed information he learned from representatives of AT&T,

Comcast, Google & Verizon regarding the current telecommunications industry plus ways to strengthen the partnership between these industries and local elected officials.

- ✓ Pursuant to N.C.G.S. §143-318.11(a), (3), (4), & (5), City Council entered into closed session to discuss two potential litigation issues, two property acquisitions and economic development.
- ✓ The following events for the month of August were highlighted:
  - Friday after Five is scheduled for Friday, August 22 with Deacon Black performing on the square from 7:00 – 10:00 p.m. Hannah Gardner & Mercury Rising will perform on Friday, August 29.
  - Fabulous Film Night is scheduled for Saturday, August 23 with the movie “Disney Planes” being shown on the square at 8:30 p.m.
  - The Planning Board will meet on Monday, August 25 at 5:30 p.m.
  - The Committee of the Whole will meet on Tuesday, August 26 at 8:30 a.m. at City Hall, Third Floor, former Council Chambers
  - The Foothills Regional Airport Authority will meet on Wednesday, August 27 at noon.
  - City offices will be closed on Monday, September 1 in observance of Labor Day.
  - City Council will participate in two Legislative Update Webinars on Wednesday, September 3 and Tuesday, September 9 from 10:00 a.m. – noon. The Webinars are offered by the UNC School of Government and are designed to highlight the most significant pieces of legislation affecting local governments. These meetings are open to the public.
  - A City-wide Employee Recognition Event is scheduled for Thursday, August 28 from 4:00 – 8:00 p.m. at the Lenoir Aquatic & Fitness Center.
  - The City of Lenoir will host the Western Piedmont Council of Governments annual Mayor/Managers Meeting on Thursday, August 28 at the Lenoir Golf Club beginning at 6:00 p.m.

CITY OF LENOIR  
AFTER ACTION MEMO

To: Department Heads/Division Superintendents

From: W. Lane Bailey, City Manager

Date: Wednesday, September 3, 2014

Subject: Action taken by City Council on Tuesday, September 2, 2014.  
Review all information to insure that your department maintains action taken by City Council.

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- ✓ City Council approved the minutes from the City Council Meeting of Tuesday, August 19, 2014 as submitted.
- ✓ On behalf of City Council, Mayor Gibbons presented a resolution to Mr. G. Alex Bernhardt, Sr., Chairman, Mrs. Anne Bernhardt and Mr. William Howard, Vice-President of Bernhardt, Furniture Company, Inc. in honor and recognition of Bernhardt's 125<sup>th</sup> Anniversary.
- ✓ City Council approved a proclamation as requested by Second Harvest Food Bank, proclaiming the month of September as "*Hunger Action Month*" throughout the City of Lenoir and Caldwell County.
- ✓ City Council approved amendments to the Charter Code of Ordinances, Chapter 11, Motor Vehicles and Traffic, Article II, Section 11-51, Stopping or Parking Prohibited, No Signs Required and Chapter 12, Nuisances, Article II, Section 12-12, Nuisances Declared as further revised. Mayor Pro-Tem Rohr voted against this motion.
- ✓ Mr. Jimmy Bright, Recruiter, Tarheel Challenge Academy, presented information regarding this program for at risk high school students. Mr. Bright stated the twenty-two week program is state and federally funded resulting in no cost to families. Additional information may be found on their website at [www.nc-tcchallenge.org](http://www.nc-tcchallenge.org).
- ✓ City Council approved a lease agreement between the City of Lenoir and American Legion Post No. 231 for the West End Community Center (LINK Center.) The lease will automatically renew each year unless a thirty-day termination notice is given. The American Legion Post plans to utilize the facility to provide services, programs and recreational activities for area military veterans and for other area citizens. (A copy of the lease agreement is on file in the City Clerk's office.)
- ✓ On behalf of City Council, Mayor Gibbons commended City employees for all their hard work during the recent annual Employee Recognition Event.
- ✓ Pursuant to N.C.G.S. §143-318.11(a), (3), City Council entered into closed session to discuss two potential litigation issues. Note: Mayor Pro-Tem Rohr was excused from the closed session due to a conflict.
- ✓ By consensus of the Council, the calendar for the month of September was approved

with various meetings and events.

- City Council will participate in two Legislative Update Webinars on Wednesday, September 3 and Tuesday, September 9 from 10:00 a.m. – noon. The Webinars are offered by the UNC School of Government and are designed to highlight the most significant pieces of legislation affecting local governments. These meetings are open to the public.
- The annual Sculpture Celebration will be held on Saturday, September 6 beginning at 9:00 a.m. at the T.H. Broyhill Walking Park.
- A Cruise-In event will be held in downtown Lenoir on Saturday, September 6 from 4-9:00 p.m.
- The Sister Cities Board is hosting a Southern Summer Supper in honor of guests from Altenburger Land, Germany, on Sunday, September 7 at 7:00 p.m.
- The City/County Services Committee will meet on Monday, September 8 at 11:45 a.m.
- The Caldwell County Economic Development Commission will meet on Tuesday, September 9 at 8:00 a.m.
- The Lenoir Business Advisory Board will meet on Tuesday, September 9 at 6:00 p.m.
- Fabulous Film Night is scheduled for Saturday, September 13 with the movie “The Nut Job” being shown at 7:00 p.m. at the LHS Auditorium. The “Lego Movie” will also be shown on Saturday, September 27 at LHS Auditorium at 7:00 p.m.
- The Sanitation Division’s Annual Fall Trash Bash will be held the week of September 15-19. Citizens are encouraged to participate.
- The City/County Coordinating Committee will meet on Monday, September 22 at 11:30 a.m. at the City/County Chambers. **Please note date change.**
- The Planning Board will meet on Monday, September 22 at 5:30 p.m.
- The Parks & Recreation Advisory Board will meet on Monday, September 22 at 6:00 p.m.
- The Lenoir City Council **cancelled** its previously scheduled meeting for Thursday, September 18. The next City Council meeting will be held on Tuesday, October 7 at 6:00 p.m. at the City/County Chambers.
- NCDOT’s annual Fall Litter Sweep begins on Saturday, September 20 through October 4. The public is encouraged to participate.
- The Committee of the Whole will meet on Tuesday, September 23 at 8:30 a.m. on third floor of City Hall.
- The Foothills Regional Airport Authority will meet on Wednesday, September 24 at noon.

CITY OF LENOIR

AFTER ACTION MEMO

To: Department Heads/Division Superintendents

From: W. Lane Bailey, City Manager

Date: Wednesday, October 8, 2014

Subject: Action taken by City Council on Tuesday, October 7, 2014.  
Review all information to insure that your department maintains action taken by City Council.

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- ✓ City Council approved the minutes from the City Council Meeting of Tuesday, September 2, 2014.
- ✓ City Council approved the minutes from the Committee of the Whole Meeting of Tuesday, September 23, 2014.
- ✓ City Council approved the minutes from the Committee of the Whole Meeting of Tuesday, September 23, 2014.
- ✓ Mayor Gibbons presented a framed copy of a certification certificate to City Council that was given to the City of Lenoir at a Dedication Ceremony held on Saturday, September 27 officially designating Fort Crider, known as the former Lenoir High School, on the National Historic Trail as an "Over Mountain Victory Trail" site.
- ✓ Mr. Eric Bowman, PA, presented the FY2013-2014 Audit Report to City Council. Mr. Bowman reported the City's Fund Balance is \$5,748,769 with a net change of \$234,427. The Water & Sewer Fund's revenues over (under) expenditures amount is \$292,106. The City's cash equivalent is \$7,460,106. Mr. Bowman reported the City is in good financial shape.
- ✓ Mr. Kevin Mosteller, P.E., HDR Engineers, presented a report on the Catawba-Wateree Management Group Water Supply Master Plan. Mr. Mosteller reported the main purpose of the Plan is to find ways to extend the life of the basin by forty-years before it reaches capacity. The basin is comprised of 4,750 square miles and currently supports 2,000,000 people by providing drinking water, power generation, support to industries, and crop & livestock production along with irrigation.
- ✓ City Council also approved a Non-Binding Resolution in support of the Water Supply Plan for the Catawba-Wateree River as recommended by City Staff.
- ✓ City Council appointed Mayor Pro-Tem T.J. Rohr as the Delegate and Councilman Ben Willis as the Alternate Voting Delegate to represent the City of Lenoir at the National League of Cities (NLC) Annual Business Meeting to be held on Saturday, November 22 at the Congress of Cities & Exposition Conference in Austin, Texas.
- ✓ Jenny Wheelock, Planning Director, presented several options the City submitted to

NCDOT officials regarding their proposed NCDOT Smith Crossroads Project U-4700 that includes a divergent diamond interchange for Lenoir. City Council was in consensus to allow NCDOT to conduct an environmental impact analysis for the entire length of the project, which is required before any work can begin on Phase A of the three phase project. The environmental study will begin on US Highway 70 in Hickory and continue to Smith Crossroads. The first phase of the project (Phase A) is to replace the Catawba River Bridge which has already been approved for funding. The City of Lenoir is opposed to NCDOT's current proposal because the proposed interchange will displace over twenty businesses surrounding Smith Crossroads.

- ✓ Pursuant to N.C.G.S. §143-318.11(a), (3), (4), City Council entered into closed session to discuss a property acquisition and two potential litigation issues. Note: Mayor Pro-Tem Rohr was excused from the discussion for one potential litigation issue due to a conflict.
- ✓ By consensus of the Council, the calendar for the month of October was approved with various meetings and events.
  - The ABC Board will meet on Tuesday, October 7 at 5:30 p.m. at Lenoir Store #1.
  - The Police Department hosted its annual National Night Out on Tuesday, October 7 from 6:00 – 9:00 p.m. in downtown Lenoir.
  - The annual North Carolina League of Municipalities Conference will be held on Sunday, October 12 through Tuesday, October 14 in Greensboro.
  - The City/County Services Committee will meet on Monday, October 13 at 11:45 a.m.
  - The Caldwell County Economic Development Commission will meet on Tuesday, October 14 at 8:00 a.m.
  - The Lenoir Business Advisory Board will meet on Tuesday, October 14 at 6:00 p.m.
  - The Sister Cities Committee will meet on Wednesday, October 15 at 11:30 a.m.
  - Fabulous Film Night is scheduled for Saturday, October 18 at the LHS Auditorium with the movie “Muppets: Most Wanted” being shown at 7:00 p.m.
  - City Staff will host a breakfast on Monday, October 20 at 8:30 a.m. at Fire Station #1 in honor of our two guests from the country of East Timor who are visiting Lenoir as part of the International City Manager’s Association (ICMA) Fellows Program.
  - The City/County Coordinating Committee will meet on Monday, October 20 at 11:30 a.m. at City Hall, Third Floor, former Council Chambers.
  - The Parks & Recreation Advisory Board will meet on Monday, October 20 at 6:00 p.m.
  - One Stop Voting begins on Thursday, October 23 through November 1 at the City/County Chambers.

CITY OF LENOIR

AFTER ACTION MEMO

To: Department Heads/Division Superintendents

From: W. Lane Bailey, City Manager

Date: Wednesday, October 22, 2014

Subject: Action taken by City Council on Tuesday, October 21, 2014.  
Review all information to insure that your department maintains action taken by City Council.

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- ✓ City Council approved the minutes from the joint City Council/ABC Board Meeting of Tuesday, September 30, 2014.
- ✓ City Council approved the minutes from City Council Meeting of Tuesday, October 7, 2014 as amended.
- ✓ City Council approved closed session minutes of June 17, July 15, August 5, August 19, September 2, September 23 & October 7, 2014 as amended & as reviewed by the City Attorney, City Manager and City Council.
- ✓ City Council proclaimed the week of October 23 – 31 as “Red Ribbon Week” throughout the City of Lenoir and Caldwell County as requested by Commander Greg Ross, Young Marines, Greensboro, N.C.
- ✓ City Manager Bailey introduced Jose (Josh) Trindade and Ivo Mateus (Marco) Goncalves, who are visiting the City of Lenoir as part of the International City Manager’s Association (ICMA) Professional Fellows Exchange Program. Mr. Trindade presented a power point presentation on their country Timor Leste a.k.a. East Timor. A copy of the presentation will be available on the City’s website at [www.cityoflenoir.com](http://www.cityoflenoir.com).
- ✓ Planning Director Jenny Wheelock presented an update to City Council on Minimum Housing in the City of Lenoir. Director Wheelock reported there were seven (7) total demolitions, three (3) owner-abated repairs, fourteen (14) current active cases and one hundred twenty-three (123) priority cases. The City has twenty-two (22) mobile home parks which City Staff is required to inspect and issue annual operating licenses to the property owners.
- ✓ City Council tabled a requested by Staff until Tuesday, November 4 to consider adoption of a proposed ordinance that prohibits weapons on City property. Following approval, the Charter Code of Ordinances will be amended to include this ordinance in Chapter 13, Offenses and Miscellaneous Provisions, Article I, Section 13-6.
- ✓ Upon a recommendation by Mayor Gibbons, the following individuals were re-appointed to serve on the City’s Authorities/Boards/Commissions: Matthew Underwood, Lenoir Tourism Development Authority, Catherine Matz and Michael

Davis, Student Representatives on the Parks & Recreation Advisory Board and Joe Gibbons on the Foothills Regional Airport Authority. Note: Mayor Gibbons currently serves as the City of Lenoir's representative on the Airport Authority Board.

- ✓ Pursuant to N.C.G.S. §143-318.11(a), (3), (4), City Council entered into closed session to discuss economic development and potential litigation. Note: Mayor Pro-Tem Rohr was excused from the discussion of the potential litigation issue due to a conflict.
- ✓ The following events were highlighted for the month of October:
  - One Stop Voting begins on Thursday, October 23 through November 1 at the City/County Chambers.
  - The Committee of the Whole will meet on Tuesday, October 28 at 8:30 a.m. at City Hall, Third Floor, former Council Chambers.
  - The City of Lenoir will host a community meeting on Tuesday, October 28 at Smith Memorial United Methodist Church, 426 Woodsway Street, NW, beginning at 6:00 p.m.
  - The Foothills Regional Airport Authority will meet on Wednesday, October 29 at noon.
  - The annual Downtown Trick or Treat Event will be held on Friday, October 31 from 3:00 p.m. – 5:00 p.m.
  - The City Council Meeting scheduled for Tuesday, November 4 at 6:00 p.m. will be held at City Hall, Third Floor, former Council Chambers, due to Election Day.
  - City offices will be closed on Tuesday, November 11 in observance of Veterans Day.
  - The American Legion Post 29 will host a Veterans Day Ceremony on Tuesday, November 11 beginning at 11:00 a.m. at the Veterans Plaza on the square.
  - The FY2015 Holiday Schedule was submitted to Council as information.
  - City Council approved the FY2015 City Council Meeting Schedule as submitted by City Manager Bailey.

CITY OF LENOIR

AFTER ACTION MEMO

To: Department Heads/Division Superintendents

From: W. Lane Bailey, City Manager

Date: Wednesday, November 5, 2014

Subject: Action taken by City Council on Tuesday, November 4, 2014.  
Review all information to insure that your department maintains action taken by City Council.

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- ✓ City Council approved the minutes from the City Council Meeting of Tuesday, October 21, 2014 as submitted.
- ✓ City Council approved the minutes from the Committee of the Whole Meeting of Tuesday, October 28, 2014 as submitted.
- ✓ Mayor Gibbons recognized Joachim Korner, Hibriten High School Faculty Member, Angelika Dahlmanns and Holger Haberstroh, Faculty Members from Germany, along with Jim Propst, West Caldwell Faculty Member, and a group of exchange students of the German American Partnership Program (GAAP) who are visiting our area for a two week period. Mayor Gibbons welcomed them to the City and presented each one with a business card holder and a lapel pin.
- ✓ City Council tabled a request by City Staff until the Committee of the Whole Meeting scheduled for Monday, November 17 to call for a public hearing to be held on Tuesday, December 2 to consider adoption of a revised Ordinance, Weapons Prohibited on City Property as recommended by City Staff. Following approval, the Charter Code of Ordinances, Chapter 13, Offenses and Miscellaneous Provisions, Article I, Section 13-6, will be amended to include the revised ordinance.
- ✓ City Council scheduled a public hearing to be held on Tuesday, December 2, to consider a request as submitted by Blue Ridge Electric Membership Corporation to re-name "Expo Boulevard" to "Cooperative Way." The street name has been verified by the Planning Department as meeting all requirements for street naming in the City.
- ✓ Pursuant to N.C.G.S. §143-318.11(a), (3), (4), (5), City Council entered into closed session to discuss economic development, potential litigation and a property acquisition.
- ✓ By consensus of the Council, the calendar for the month of November was approved with various meetings and events. The following events were highlighted:
  - The Marketing Committee will meet on Thursday, November 6 at noon at City Hall, Second Floor Conference Room.
  - The Lenoir Tourism Development Authority will meet on Thursday, November 6 at 3:00 p.m. at City Hall, Third Floor, former Council Chambers.

- The City/County Services Committee will meet on Monday, November 10 at 11:45 a.m.
- City offices will be closed on Tuesday, November 11 in observance of Veterans Day.
- American Legion Post 29 will host a Veterans Day Ceremony on Tuesday, November 11 at 11:00 a.m. at the Veterans Plaza on the square.
- The Sister Cities Committee will meet on Wednesday, November 12 at 11:30 a.m.
- The Caldwell County Economic Development Commission will meet on Thursday, November 13 at 8:00 a.m. at the J.E. Broyhill Civic Center.
- The Meleah Mikeal Half-Marathon will be held on Saturday, November 15 at 9:00 a.m. at the Aquatic & Fitness Center.
- The Committee of the Whole will meet on Monday, November 17 at 8:30 a.m. at City Hall, Third Floor, former Council Chambers. **Note date change.**
- The City/County Coordinating Committee will meet on Monday, November 17 at 11:30 a.m. at the City/County Chambers.
- The Planning Board will meet on Monday, November 17 at 5:30 p.m. **Note date change.**
- The City Council will not meet on Tuesday, November 18. The next meeting will be held on Tuesday, December 2 at 6:00 p.m.
- The ABC Board will meet on Tuesday, November 18 at 6:00 p.m. at 5:30 p.m. at 123 ABC Court.
- The Lenoir Business Advisory Board will meet on Tuesday, November 18 at 6:00 p.m. at City Hall, Third Floor, former Council Chambers. **Note date change.**
- The National League of Cities Annual Conference will be held on Tuesday, November 18 through Sunday, November 23 in Austin, Texas.
- The annual Light up Lenoir Event will be held on Thursday, November 20 from 3:00 – 6:00 p.m. in downtown Lenoir.
- The annual Downtown Light Show begins on Thursday, November 20 through Friday, January 2 from 6:00 – 10:00 p.m.
- Fabulous Film Night is scheduled for Saturday, November 22 with the movie “Free Birds” being shown at 7:00 p.m. at the LHS Auditorium
- City offices will be closed on Thursday, November 27 & Friday, November 28 in observance of the Thanksgiving Holiday.
- The annual Christmas Parade is scheduled for Friday, December 5 at 6:30 p.m. in downtown Lenoir.

CITY OF LENOIR

AFTER ACTION MEMO

To: Department Heads/Division Superintendents

From: W. Lane Bailey, City Manager

Date: Thursday, December 4, 2014

Subject: Action taken by City Council on Tuesday, December 2, 2014.  
Review all information to insure that your department maintains action taken by City Council.

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- ✓ City Council approved the minutes from the City Council Meeting of Tuesday, November 4, 2014 as submitted.
- ✓ City Council approved the minutes from the Committee of the Whole Meeting of Monday, November 17, 2014 as submitted.
- ✓ City Council approved a resolution honoring H. Dewitt “Dee” Blackwell upon his forty-years of dedicated public service to the Western Piedmont Council of Governments and other organizations.
- ✓ City Council approved a resolution authorizing the City Manager to enter into appropriate agreements on behalf of the City of Lenoir for or related to the acquisition of street, waterline and sewer line easements and rights-of-way, together with related improvements, which are necessary to serve the City’s municipal water, sewage and street systems.
- ✓ City Council approved a Resolution of Support for the NCDOT Bicycle and Pedestrian Planning Grant Application. The application for grant funding for a municipal bicycle plan requires endorsement of the City Council. Mayor Pro-Tem Rohr voted against this motion.
- ✓ City Council approved a revised Ordinance, Weapons Prohibited on City Property as recommended by City Staff. The Charter Code of Ordinances, Chapter 13, Offenses and Miscellaneous Provisions, Article I, In General, Section 13-19 Weapons Prohibited on City Property, will be amended to include the revised ordinance. Mayor Pro-Tem Rohr and Councilman Perdue voted against this motion.
- ✓ City Council approved a request as submitted by Blue Ridge Electric Membership Corporation to re-name “Expo Boulevard” to “Cooperative Way.” The street name has been verified by the Planning Department as meeting all requirements for street naming in the City.
- ✓ City Council approved a Special Use District Overlay and a Special use Permit #3-14 as submitted by Kevin Steer and Neil White, for property located at 1028 West Avenue with the following conditions: 1) The dilapidated roll-up door must be replaced. If a metal roll-up door is used, it must be painted with a non-reflective color to blend into the

district; 2) A kneewall (2-3 ft. high) must be installed to provide a buffer between the pedestrian/public realm and the non-conforming front yard parking. Planter boxes are strongly encouraged to add landscaping to site and mimic the downtown streetscape; 3) The existing windows must be maintained as clear, transparent glass to allow for visibility into the building, except for the 20% allowance for window decal signs in the Downtown district; 4) All automotive repair work must be done within the building. No inoperable vehicles shall be permitted to be parked outside and absolutely no outdoor storage shall be permitted; and 5) If a building permit has not been issued within 24 months of the adoption of the Special Use District/Permit, the approval shall be considered null and void. The applicant seeks a Special Use District overlay and a Special Use Permit to allow for an automobile repair use in the existing 14,000 square foot building. Mayor Pro-Tem Rohr voted against the Special Use District Overlay request.

- ✓ City Council approved the second supplement to the City/County Water Sale and Purchase Agreement as presented. Note: The Caldwell County Commission approved the agreement at its December 1 meeting. Mayor Pro-Tem Rohr was excused by Council from voting on this matter due to a previous conflict.
- ✓ Ms. Sylvia Greene, Finley Avenue, addressed City Council on behalf of a group of citizens that are seeking to have property in the Freedman area designated as historic. City Council was in agreement to further review this request.
- ✓ Ms. Debbie Eller, Executive Director, Communities in Schools, presented information to City Council regarding their organization and services. Ms. Eller gave an overview of CIS's annual report and commended City Council for their support of this worthy program.
- ✓ Mr. Doug Perkins, 427 Sharon Avenue, addressed City Council on behalf of a group of citizens who would like to see the West End Community Center be changed back to serve as a "community center." Currently, the City leases the building to American Legion Post 231 who is the primary tenant of the facility. Post 231 has the option to sub-lease the building to other interested parties. City Council will discuss this issue further at its January 6 City Council Meeting.
- ✓ Upon a recommendation by Mayor Gibbons, Ms. Kimmie Rogers and Mr. Sean Williams were appointed to serve four-year terms on the Lenoir Business Advisory Board.
- ✓ Mayor Pro-Tem Rohr and Councilman Willis represented the City of Lenoir at the recent National League of Cities Conference in Austin, Texas. They each serve on an NLC committee and expressed their appreciation for the opportunity to attend.
- ✓ Pursuant to N.C.G.S. §143-318.11(a), (4), City Council entered into closed session to discuss economic development.
- ✓ By consensus of the Council, the calendar for the month of December was approved with various meetings and events. The following events were highlighted:
  - A Community Walk is scheduled for Thursday, December 4 for the Patterson Street and Finley Avenue neighborhood.
  - The annual Christmas Parade is scheduled for Friday, December 5 at 6:30 p.m. in

downtown Lenoir.

- The annual Luminary Display is scheduled on Friday, December 5 from 6:00 – 9:00 p.m. at the Blue Ridge Memorial Park. \*In case of inclement weather, a rain date has been scheduled for Friday, December 12.
- A Cruise-In will be held on Saturday, December 6 from 1-4:00 p.m. in the downtown area.
- The City/County Services Committee will meet on Monday, December 8 at 11:45 a.m.
- The Caldwell County Economic Development Commission will meet on Tuesday, December 9 at 8:00 a.m.
- The ABC Board will meet on Tuesday, December 9 at 5:30 p.m. at Lenoir Store #1 located at 123 ABC Court.
- The Lenoir Tourism Development Authority will meet on Tuesday, December 9 at 3:00 p.m. at City Hall, Third Floor, former Council Chambers.
- The Lenoir Business Advisory Board has cancelled its regular December meeting. The next meeting will be held on Tuesday, January 13.
- Fabulous Film Night is scheduled for Saturday, December 13 with the movie “Frozen” being shown at the LHS Auditorium.
- The City/County Coordinating Committee will meet on Monday, December 15 at 11:30 a.m. at the City/County Chambers.
- The Planning Board will meet on Monday, December 15 at noon at City Hall, third floor, former Council Chambers.
- The City Council meeting scheduled for Tuesday, December 16 has been cancelled. The next meeting will be held on Tuesday, January 6 at 6:00 p.m.
- City offices will be closed on December 24, 25 & 26 in observance of the Christmas holidays and also on Thursday, January 1 in observance of New Year’s Day.