

CITY OF LENOIR

AFTER ACTION MEMO

To: Department Heads/Division Superintendents

From: Scott Hildebran, City Manager

Date: Thursday, October 20, 2016

Subject: Action taken by City Council on Tuesday, October 18, 2016.
Review all information to ensure that your department maintains
action taken by City Council.

- ✓ Mr. Eric Bowman, PA, presented the FY2015-2016 Annual Audit Report to City Council. Mr. Bowman reported the City is in great financial shape and also added a total of \$556,124 to its Fund Balance in FY2015-2016, which represents 25% of the City's expenditures in reserves.
- ✓ On behalf of City Council, Mayor Gibbons welcomed a group of Exchange Students and Faculty from Gymnasium Achern, Germany, along with Mr. Sascha Sanderlin, German Instructor, Hibriten High School and Mr. James Propst, German Instructor, West Caldwell High School. The students will be in our area from October 11 through October 31.
- ✓ On behalf of City Council, Mayor Gibbons also recognized Tatevik Hamlet from Armenia and Patrick Bopoto from Zimbabwe who are here through the Teaching Excellence and Achievement Program (TEA). They are currently in Caldwell County for two weeks team teaching at Hibriten High School and the Early College.
- ✓ On behalf of City Council, Mayor Gibbons congratulated Mayor Pro-Tem Ben Willis upon achieving the level of *Mentor* in the Local Elected Leaders Academy (LELA). The School of Government, in partnership with the North Carolina League of Municipalities and the North Carolina Association of County Commissioners, offers municipal and county elected officials training through the Local Elected Leaders Academy.
- ✓ On behalf of City Council, Mayor Gibbons and City Manager Hildebran commended Kaylynn Horn, Economic Development Director, along with all City Departments & Staff for all their assistance and hard work regarding the recent Smoking in the Foothills Barbeque Festival held in downtown Lenoir.
- ✓ City Council approved the minutes from the City Council meeting of Tuesday, October 4, 2016 as submitted.
- ✓ City Council approved amendments to the Municipal Records Retention and Disposition Schedule pertaining to 911 Recordings, Law Enforcement Audio and Video Recordings and Personnel Records including Accreditation Records, Family Medical Leave Act (FMLA) Records, Leave File and Leave without Pay as submitted.
- ✓ City Council approved a resolution between the City of Lenoir and the North Carolina Department of Natural and Cultural Resources (DNCR) to formally accept the North Carolina Parks and Recreation Trust Fund Grant (PARTF) in the amount of \$327,200

and further approved the NC PARTF Project Contract Agreement as submitted.

- ✓ City Council approved a resolution formally accepting the North Carolina Department of Environmental Quality (NCDENR) grant in the amount of \$140,000 for the Wastewater Asset Inventory and Assessment Project.
- ✓ City Council approved a resolution formally accepting the North Carolina Department of Environmental Quality (NCDENR) grant in the amount of \$80,000 for the Water Asset Inventory and Assessment Project.
- ✓ City Council approved the Request for Proposals for a Comprehensive Boundary Survey for the Lenoir Watershed Conservation Easement Property as required by the Clean Water Management Trust Fund (CWMTF) and also approved the proposal as submitted by Western Carolina Surveyors to complete the Comprehensive Boundary Survey for the Lenoir Watershed Conservation Easement Property.
- ✓ City Council approved the contract between the City of Lenoir and Brushy Mountain Builders (as modified) and as recommended by McGill Associates in the amount of \$42,000 for the Harper Avenue and Fairview Drive Waterline Project for the Habitat for Humanity Subdivision Project. Note: The City will receive funding in the amount of \$42,000 from the Community Development Block Grant Program for this project.
- ✓ City Council scheduled a public hearing to be held on Tuesday, November 1 to consider amending the Code of Ordinances, Appendix B, Traffic, to include a proposed ordinance prohibiting vehicles from passing in a designated no-passing zone on any City street. Upon approval, this ordinance would be included under Section 126, Unlawful Passing, in the City's Code of Ordinances.
- ✓ City Council scheduled a public hearing to be held on Tuesday, November 1 to consider amending the Code of Ordinances, Appendix B, Traffic, Section 114, 20 mile per hour speed limit on the following streets to include Corpening Place and Hillcrest Street and to also designate these streets as "no passing zones."
- ✓ City Council re-appointed Lemuel Patterson to serve a two-year term on the Lenoir Parks and Recreation Advisory Board.
- ✓ The 2017 Holiday Schedule for the City of Lenoir was presented to City Council as information. This information will be posted on the City's website at www.cityoflenoir.com.
- ✓ The 2017 City Council Meeting Schedule was approved by Council as submitted. This information will be posted on the City's website at www.cityoflenoir.com.
- ✓ The following events for the month of October were highlighted:
 - The ABC Board will host a joint meeting with the Lenoir City Council on Thursday, October 20 at 6:00 p.m. at City Hall, Third Floor, former Council Chambers.
 - The annual North Carolina League of Municipalities Annual Conference (NCLM) will be held in Raleigh on October 23 through October 25.
 - Googlefest 2016 will be held on Monday, October 24 & Tuesday, October 25 at the J.E. Broyhill Civic Center. Seminars will be held for educators on Monday and for small businesses and non-profit organizations on Tuesday.
 - A Community Meeting is scheduled on Monday, October 24 from 4:00 p.m. – 7:00 p.m. at the Unity Park Community Gardens to learn more about the

Fairfield South Project.

- The Committee of the Whole Meeting of Tuesday, October 25 has been cancelled due to City Council attending the NCLM Conference.
- The Foothills Regional Airport Authority will meet on Wednesday, October 26 at noon.
- The Caldwell Chamber of Commerce has scheduled their next Business after Hours event on Thursday, October 27 from 5:00 p.m. – 7:00 p.m. at Carolina House Distillery located at 1001 West Avenue NW. Entertainment will be provided by Patrick and Kay Crouch of *Strictly Clean and Decent*.
- The Mad Hatters Pumpkin Patch Parade along with the annual Downtown Trick or Treat Event will be held on Friday, October 28 from 3:00 p.m. – 6:00 p.m. The Parks and Recreation's annual Halloween Carnival will be held from 5:30 p.m. – 8:00 p.m. at the Martin Luther King, Jr. Recreation Center.
- One Stop Voting begins in the City/County Chambers located at 905 West Avenue, Lower Level, on Thursday, October 20 through Saturday, November 5.
- The City Council Meeting of Tuesday, November 1 will be held at City Hall, Third Floor, former Council Chambers due to early voting. Please note location change.
- Councilmember Crissy Thomas announced that plans are being made for the third annual "Turkey Tuesday" event which will be held on Tuesday, November 22 at the Martin Luther King, Jr. Center. Donations to purchase turkeys are currently being accepted and it was noted that this is a community event where families can stop by and receive a free turkey for the Thanksgiving holiday.