

**AGENDA  
CITY OF LENOIR  
COMMITTEE OF THE WHOLE  
801 WEST AVENUE  
TUESDAY, JUNE 23, 2020  
8:30 A.M.**

I. CALL TO ORDER

II. ITEMS OF DECISION

- A. FY2020-21 Annual Budget and Personnel Amendment: A public hearing was held on Tuesday, June 2, 2020 to receive public comments regarding the Annual Budget for the fiscal year beginning July 1, 2020 through June 30, 2021 for the City of Lenoir. A copy of the Budget Ordinance is attached.

Staff also recommends approval of an Amendment to the City’s Personnel Policy allowing employees one day (8 hours) of Personal Leave per fiscal year. **Note:** A decision was deferred from the June 2, 2020 City Council Meeting regarding the budget per remote meeting statutes.

- B. Blue Ridge Health Care-Tax Exempt Bond Issuance; Resolution: A public hearing was held on Tuesday, June 16 to consider approval of Blue Ridge HealthCare System, Inc.’s proposal by Resolution of tax exempt bonds (the “Bonds”) that will be issued by the Public Finance Authority of the State of Wisconsin (the “Authority”) for the benefit of Blue Ridge Healthcare System, Inc. in order to refinance its existing debt (the 2010A Bonds and the 2016A Bonds) and finance improvements to its hospital facilities.

While all of the new improvements being financed are located in Burke County, as are most of the facilities to be refinanced, there is one counseling office location in Lenoir at 212 Mulberry Street that the acquisition of was financed by bonds that are now proposed to be refinanced. The proposed Bonds to be issued will not constitute a debt of the City of Lenoir nor will the City of Lenoir have any obligation to repay the debt. The City Council’s consideration of this item is only required due to Federal tax law as described in the submitted documentation. **Note:** A decision on this item was deferred from the June 16, 2020 City Council meeting per remote meeting statutes.

III. CITIZEN COMMENT

IV. COMMITTEE ITEMS

- A. Update; Public Utilities – Public Utilities Director Radford Thomas
1. WaterSmart Customer Interface Presentation- Mr. Alex Zafra, Mueller Systems
- B. Update; Public Works - Street Superintendent Tracy Huffman

1. Norwood Street Parking Proposal

2. Update; Public Works Activities/Projects

V. Community Development

A. Lenoir Tourism Development Authority: The Lenoir Tourism Development Authority held an electronic meeting on Thursday, June 18 at 4:00 p.m. Kaylynn Horn, Economic Development Director, will present a report of the meeting.

B. Lenoir Business Advisory Board: The Lenoir Business Advisory Board held an electronic meeting on Thursday, June 18 at 6:00 p.m. Kaylynn Horn, Economic Development Director, will present a report of current projects.

C. Planning Board: The Planning Board did not meet in June. Planning Director Jenny Wheelock will present a report of current projects.

1. Hospital Avenue Sidewalk Project Update – Director Jenny Wheelock

D. Parks & Recreation Advisory Board: The Parks & Recreation Advisory Board did not meet in June. Kenny Story, Recreation Director, will present a report of current activities.

VI. FINANCE & ADMINISTRATION

A. Update – Finance Director Donna Bean

1. Budget Amendment – \*The amendment will be handed out at the meeting.

2. May Financial Summary – Finance Director Donna Bean

B. Update; Public Communications – Public Information Officer Joshua Harris

VII. PUBLIC SAFETY

A. Update; Police Department - Chief Brent Phelps

1. LPD Telecommunications Update

B. Update; Fire Department –Chief Ken Hair

VIII. OTHER

A. July Calendar

IX. ADJOURN

**CITY OF LENOIR**  
**COUNCIL ACTION FORM**

- I. **Agenda Item: II A. FY 2020-2021 Annual Budget:** A public hearing is scheduled to receive public comments regarding the annual budget for the fiscal year beginning July 1, 2020 through June 30, 2021 for the City of Lenoir.
- II. **Background Information:** The Recommended FY 2020-21 Budget is comprised of General Fund - \$17,830,516, Special District Fund - \$183,738, Tourism Development Fund - \$50,000 and Water/Sewer Fund - \$8,581,300, for a total budget of \$26,645,554. The current property tax rate of \$0.58 per \$100 valuation remains unchanged, as well as the current Rescue Readiness Tax of 0.85¢ per \$100 valuation and the current Downtown Municipal Service District Tax of \$0.25 per \$100 valuation. All other charges/fees in all funds remain unchanged.
- In accordance with NCGS 159-12, the Recommended Budget has been submitted to the Mayor and City Council and made available for public inspection and notice given that a public hearing will be held on Tuesday, June 2, 2020, beginning at 6:00 p.m., for the purpose of receiving input from citizens wishing to comment on the proposed budget.
- III. **Staff Recommendation:** Upon conclusion of the public hearing, Staff recommends Council defer action until the meeting of June 23, 2020 for adoption of the enclosed FY 2020-21 Budget Ordinance.
- IV. **Reviewed by:**

**City Attorney:**

**City Manager:**



CITY MANAGER  
SCOTT E. HILDEBRAN

CITY OF LENOIR  
NORTH CAROLINA

MAYOR  
JOSEPH L. GIBBONS  
CITY COUNCIL  
J.T. BEAL  
T.H. PERDUE  
J.I. PERKINS  
R.S. PRFSTWOOD  
D.F. STEVENS  
C.D. THOMAS  
B.K. WILLIS

May 19, 2020

Honorable Mayor Gibbons and Members of the City Council:

Pursuant to Section 159-11 of the North Carolina General Statutes (Local Government Budget and Fiscal Control Act), I am pleased to submit the Recommended FY 2020-2021 Budget for your review and consideration. This document provides a financial plan for the ensuing fiscal year and was developed in accordance with the City Council's Priorities established in both the February Strategic Planning Retreat and the March Budget Retreat as well as during Council/Departmental meetings held over the past year. Due to the COVID-19 pandemic and the uncertainty of future revenue projections and service demands, the preparation of the recommended budget has been one of the most challenging tasks in my 31 years in local government.

General Fund

The proposed General Fund budget totals \$17,830,516 and is balanced with the current property tax rate of 58¢ per \$100 of assessed property value and the current Rescue Readiness Tax of 0.85¢ per \$100 of assessed property value. All other General Fund charges/fees are unchanged.

Water and Wastewater Fund

The proposed Water/Sewer Fund budget totals \$8,581,300 and maintains the current water and sewer rates. All other Water/Sewer Fund charges/fees are unchanged.

For reference, the Consumer Price Index - South Region for All Urban Consumers over the past 12-month period is 1.9% (February 2020).

Budget Highlights

The key components of this budget are:

- Core services are continued with revenue projections estimated in a realistic, conservative manner. The projections include the consideration for uncertainties due to the COVID-19 impact on the current economic environment and follows the UNC School of Government's and N.C. League of Municipalities' guidance for local governments.
- Employee Compensation: City Council and Management continue to recognize that our employees are vital to the delivery of quality municipal services and represent our most valuable asset. As our top strategic priority, the budget includes a 3.0% cost of living increase effective on January 1, 2021. The implementation of the COLA will be re-evaluated later in 2020 to determine if it is feasible based on the impact of COVID-19. Further, the budget funds the required 1.2% increase for the Local Government Retirement System. In concert with the budget adoption and as discussed during our budget planning

session, it is also recommended to provide employees with (1) personal leave day each year to be used for any use they deem appropriate, such as a birthday, holiday, school visit/trip, funeral, etc.

- The City's group health insurance premiums will increase by 6%, while maintaining the current plan benefit levels.
- The cost of the City's property/liability and workers' compensation insurance coverages will be relatively flat in the coming year.
- Street Resurfacing: The budget increases funding to \$390,000 to continue implementation of the recent Pavement Study, subject to State of N.C. Powell Bill allocation. Also, the budget includes an additional \$100,000 for roads/bridges improvements.
- Downtown: Allocates funds from the CDBG Capital Project Fund to continue improvements on the old Lenoir High School Auditorium, Gym and Mack Cook Stadium.
- Fiduciary Responsibility: The budget appropriates \$400,000 in fund balance proceeds but maintains a General Fund balance of approximately 48%, which is double the City Council's 24% goal. Utilizing the appropriation of fund balance will take place only if the impact of COVID-19 requires.
- Sidewalks/Greenways/Trails: Increases funding by \$50,000 to \$125,000 in FY 2020-2021 for greenways, trails, sidewalks.
- Code Enforcement: The budget includes a 49%, or \$18,710 increase, in support of code enforcement activities, which includes \$34,710 toward building demolition, \$20,000 toward nuisance removal, and \$2,000 in foreclosure expenses.
- Technology: Continues to fund Computer/IT upgrades throughout the organization to enhance and improve operations and security and the ongoing implementation of the Advance Metering Infrastructure Project.
- Environmental: Allocates funds for the second year of the outsource of management and oversight of our NPDES Phase II Stormwater Program to the Western Piedmont Council of Governments Stormwater Partnership, as well as fully implements automated sanitation collection. Also, the budget continues to use EPA Brownfield Grant funding to conduct environmental assessments and Appalachian Regional Commission Grant funding to begin clean-up of city-owned property on College and Virginia Street. And, the budget continues funding the construction/installation of the Wastewater Biosolids Project and the upcoming Smith Crossroads Sewer Project.
- The budget also funds all debt obligations.

The following General Fund capital items are included: Patrol Cars (4), Detective Cars – Used (2), Quick Response Vehicles (3) for Fire, SCBAs, Public Works Replacement Trucks (2), Building Repairs for the Fire Station #2, Police Department, and Aquatic Center, a mower to help with the Greenway, and an ice machine.

The proposed General Fund budget contains \$365,000 for a new installment financing package for capital items. The purchase of capital items will be made after evaluating the impact of COVID-19 on the budget.

The following Water/Sewer Fund capital items are included: Hudson Water Valve Installations, Major Pressure Release Valve Vault, Sewer Camera Replacement, and Replacement Vehicles (2).

### Summary

In closing, this Recommended FY 2020-2021 Budget is balanced in accordance with State Statutes and attempts to address the goals and priorities that have been established by City Council for the City's future while being mindful of the current pandemic. Though the budget does not optimally fund all of the requested operating and capital needs, the Recommended FY 2020-2021 Budget represents a level of funding, which will allow the City to maintain and enhance current service levels while making organizational changes to be cost effective and more

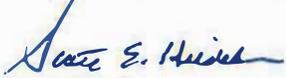
efficient. Further, our staff continues to display a culture that encourages cost savings to maximize resources to accomplish budget initiatives.

I would like to recognize the efforts of Finance Director Donna Bean, as she has been instrumental in the preparation of this document. Her thoroughness and guidance are appreciated.

Finally, I would also like to express my thanks to the Department Directors, Team Lenoir and City Council for their patience, understanding, and dedicated work on this important policy document. Our primary goal, each and every day, via our employee-led customer service initiative, remains to provide "Service Beyond Measure".

A work session to review the Recommended FY 2020-2021 Budget is scheduled to be held on Thursday, May 21, 2020, at 6:00 p.m. and a public hearing on the budget is scheduled on Tuesday, June 2, 2020, at 6:00 p.m.

Respectfully submitted,



Scott E. Hildebran  
City Manager

**City of Lenoir  
Budget Ordinance  
Fiscal Year July 1, 2020 – June 30, 2021**

**BE IT ORDAINED** by the Lenoir City Council in regular session assembled on June 23rd, 2020.

**Section 1.** That the following amounts are hereby appropriated for the operation of the government of the City of Lenoir and its activities for the fiscal year beginning July 1, 2020, and ending June 30, 2021.

<u>Fund</u>	<u>Estimated Revenues</u>	<u>Fund Balance Appropriated</u>	<u>Total Budget</u>	<u>Appropriated</u>
General	\$ 17,430,516	\$ 400,000	\$ 17,830,516	\$ 17,830,516
Water & Wastewater	\$ 8,581,300		\$ 8,581,300	\$ 8,581,300
<b>Total</b>	<b><u>\$ 26,011,816</u></b>	<b><u>\$ 400,000</u></b>	<b><u>\$ 26,411,816</u></b>	<b><u>\$ 26,411,816</u></b>

**Section 2.** That for said fiscal year there is hereby appropriated as expenditures of the General Fund the following:

Legislative	\$ 362,697
Administrative	\$ 576,008
Finance	\$ 666,377
Planning/Stormwater	\$ 427,180
Police	\$ 5,789,333
Fire	\$ 4,151,654
Recreation	\$ 1,809,879
Public Works:	
Administrative	\$ 217,851
Cemetery & Grounds	\$ 365,932
Building Maintenance	\$ 322,972
Sanitation	\$ 748,490
Streets	\$ 2,175,643
Vehicle Services	<u>\$ 216,500</u>
<b>Total</b>	<b><u>\$ 17,830,516</u></b>

**City of Lenoir**  
**Budget Ordinance**  
**Fiscal Year July 1, 2020 – June 30, 2021**

**Section 3.** That for said fiscal year there is hereby appropriated as expenditures of the Water & Wastewater Fund the following:

<u>DEPARTMENT/DIVISIONS</u>	<u>APPROPRIATION</u>
Admin. & Engineering	\$ 309,237
Utilities Maintenance	\$ 323,470
Rhodiss Water Treatment Plant	\$ 2,163,690
Water Distribution	\$ 2,260,330
Wastewater Collection	\$ 1,112,989
Wastewater Pretreatment	\$ 182,928
Wastewater Treatment Plants:	
Gunpowder Plant	\$ 773,676
Lower Creek Plant	<u>\$ 1,454,980</u>
<b>Total</b>	<b><u>\$ 8,581,300</u></b>

**Section 4.** There is hereby levied for the fiscal year ending June 30, 2021, the following rate of taxes on each one hundred dollars of assessed valuation of taxable property listed as of January 1, 2020, and of registered vehicles in accordance with G.S. 105-330.3(a)(1) for the purpose of raising the revenues from the current year's listed and registered property as set forth in the foregoing estimates of the General Fund revenues and in order to finance the foregoing General Fund appropriations.

General Fund.....\$.58 cents tax rate per one hundred dollars assessed valuation.

Rescue Readiness Tax.....\$.0085 cents tax rate per one hundred dollars assessed valuation.

**Said General Fund tax rates are based on an estimated total appraisal value of real and personal property for the purpose of taxation of \$2,212,733,726** with an assessment ratio of one hundred percent (100%) of appraised value and estimated collection rate of 95.77%. Said collection rates are based on the actual 2018-2019 collection rates.

**Section 5.** That for said fiscal year there is hereby appropriated as expenditures of the special Downtown Tax District Fund for the operation of the Economic Development/Main Street Lenoir program and Tourism Development.

<b>Fund</b>	<b><u>Estimated Revenues</u></b>	<b><u>Fund Balance Appropriated</u></b>	<b><u>Total Budget</u></b>	<b><u>Appropriated</u></b>
Special Downtown District	\$ 183,738		<u>\$ 183,738</u>	<u>\$ 183,738</u>
Tourism Development	<u>\$ 50,000</u>		<u>\$ 50,000</u>	<u>\$ 50,000</u>
<b>TOTAL</b>	<b><u>\$ 233,738</u></b>		<b><u>\$ 233,738</u></b>	<b><u>\$ 233,738</u></b>

**City of Lenoir**  
**Budget Ordinance**  
**Fiscal Year July 1, 2020 – June 30, 2021**

**Section 6.** There is hereby levied for the fiscal year ending June 30, 2021, the following rate of taxes on each one hundred dollars of assessed valuation of taxable property listed as of January 1, 2020, and of registered vehicles in accordance with G.S. 105-330.3(a)(1) for the purpose of raising the revenues from the current year's listed and registered property set forth in the foregoing estimates of Special Downtown District Fund revenues and in order to finance the foregoing Special Downtown District Fund appropriations.

Special Downtown District.....\$.25 cents tax rate per one hundred dollars assessed valuation.

**Said Special Downtown District tax is based on an estimated total appraised value of property for the purpose of taxation of \$ 13,217,768 with an assessment ratio of one hundred percent (100%) of appraised and registered real and personal property value. The estimated collection rate is 95.77%.**

**Section 7.** It is estimated that \$50,000 in revenue will be available in the Tourism Development Fund for the fiscal year beginning July 1, 2020 and ending June 30, 2021.

**Section 8.** Water & Sewer rates are established to be effective July 1, 2020 according to the following schedule:

<b>Water Inside Corporate Limits</b>		
	0 -1,000 gallons	\$10.54
	Over 1,000 gallons	\$3.33 per 1,000 gallons
<b>Sewer Inside Corporate Rates</b>		
	1 - 1,000 gallons	\$9.24
	Over 1,000 gallons	\$3.91 per 1,000 gallons
<b>Water Outside Corporate Limits</b>		
	0 - 1,000 gallons	\$21.08
	Over 1,000 gallons	\$6.67 per 1,000 gallons
<b>Sewer Outside Corporate Limits</b>		
	0 -1,000 gallons	\$18.49
	Over 1,000 gallons	\$7.83 per 1,000 gallons
<b>Resale Water</b>		
	\$2.22 per 1,000 gallons	
<b>Resale Sewer</b>		
	\$3.87 per 1,000 gallons	

**City of Lenoir**  
**Budget Ordinance**  
**Fiscal Year July 1, 2020 – June 30, 2021**

**Section 9.** Salaries & wages accounts provide for funding of all budgeted employee positions and City Council.

**Section 10.** The City Manager and Finance Director shall notify the City Council of any items of over-expenditure or shortfalls in revenue on a timely basis throughout the fiscal year. Request for appropriations not contained in the Budget Ordinance will be presented to Council after a review of the necessary revenue sources to offset the expenditure has been conducted by the Finance Director. Recommended budget amendments will be presented to the Council at the time the request for appropriation is submitted by the Finance Director.

**Section 11.** Copies of this Budget Ordinance shall be furnished to the Finance Director and the City Manager of the City of Lenoir, North Carolina, to be kept on file by them for their direction in the collection of revenues and the expenditures of amounts appropriated.

**Section 12.** The City Manager is authorized to amend the budget by transfer of appropriations within each fund. All amendments affecting revenues or total fund appropriations shall be approved by ordinance by the City Council, to be acted on at any regular or special meeting and approved by a simple majority of those present and voting, a quorum being present. Only one reading will be required and a public hearing or publication of notice is not necessary unless requested by Council.

**Adopted this 23rd day of June, 2020.**

**SEAL**

\_\_\_\_\_  
Joseph L. Gibbons, Mayor

**ATTEST:**

\_\_\_\_\_  
Shirley M. Cannon, City Clerk

## Amendment to the Personnel Policy for the City of Lenoir

Employees will be granted one day (8 hours) of Personal Leave per fiscal year to be used for any use they deem appropriate, such as a birthday, holiday, school visit/trip, funeral, etc. Employees must request leave from their respective Department Heads. The Department Head will attempt to arrange the work schedule so that an employee may be granted Personal Leave. The Personal Leave day must be taken during the fiscal year and will not roll over into another fiscal year nor will employees be paid for the day should they leave employment with the City of Lenoir.

CITY OF LENOIR  
COUNCIL ACTION FORM

**I. Agenda Item:**

Hold a public hearing to consider approval of Blue Ridge HealthCare System, Inc.'s proposal by Resolution of tax-exempt bonds (the "Bonds") that will be issued by the Public Finance Authority of the State of Wisconsin (the "Authority") for the benefit of Blue Ridge Healthcare System, Inc. in order to refinance its existing debt (the 2010A Bonds and the 2016A Bonds) and finance improvements to its hospital facilities.

**II. Background Information:**

While all of the new improvements being financed are located in Burke County, as are most of the facilities to be refinanced, there is one counseling office location in Lenoir at 212 Mulberry Street the acquisition of which was financed by bonds that are now proposed to be refinanced. The proposed Bonds to be issued will not constitute a debt of the City of Lenoir nor will the City of Lenoir have any obligation to repay the debt. The City Council's consideration of this item is only required due to Federal tax law as described in the submitted documentation.

**III. Staff Recommendation:**

Staff recommends approval and that Council defer action until the June 23 Committee of the Whole meeting in order to meet remote meeting guidelines.

**IV. Reviewed by:**

City Attorney: \_\_\_\_\_



CITY MANAGER  
SCOTT E. HILDEBRAN

CITY OF LENOIR  
NORTH CAROLINA

MAYOR  
JOSEPH L. GIBBONS

CITY COUNCIL  
J. T. BEAL  
T. H. PERDUE  
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R. S. PRESTWOOD  
D. F. STEVENS  
C. D. THOMAS  
B. K. WILLIS

**EXTRACTS FROM MINUTES OF CITY COUNCIL**

The City Council for the City of Lenoir, North Carolina (the “City”) held a regular meeting in the City/County Chambers located at 905 West Avenue NW, Lenoir, North Carolina 28645, the regular place of meeting, at 6:00 p.m., on June 16, 2020. The following Councilmembers were:

Present:

Absent:

\* \* \* \* \*

Motion was made by Councilmember \_\_\_\_\_, seconded by Councilmember \_\_\_\_\_ and carried unanimously, to open the public hearing.

**WHEREAS**, [Mayor Joe L. Gibbons (“Mayor Gibbons”)] announced that the City Council for the City of Lenoir (the “Council”) would proceed to hold a public hearing and would hear anyone who wished to be heard on the proposed issuance by the Public Finance Authority (the “Authority”), a joint powers commission and a unit of government and a body corporate and politic organized and existing under the laws of the State of Wisconsin, of its Health Care Facilities Revenue and Refunding Revenue Bonds (Blue Ridge HealthCare), Series 2020A (the “Bonds”), in an aggregate amount not to exceed \$125,000,000;

**WHEREAS**, the Authority has been requested to issue the Bonds and to lend the proceeds from the sale thereof to Blue Ridge HealthCare System, Inc. (the “Borrower”), a North Carolina nonprofit corporation;

**WHEREAS**, the Bonds will be qualified 501(c)(3) bonds as defined in Section 145 of the Internal Revenue Code, and the Borrower will use the proceeds of the Bonds to (1) finance additional healthcare facilities, including but not limited to (a) construction of a new bed tower to house an intensive care unit, emergency department, lab and other patient care services at Carolinas HealthCare System – Blue Ridge Morganton, located at 2201 South Sterling Street, Morganton, NC 28655 (the “Morganton Campus 2020 Project”), and (b) improvements and renovations at Carolinas HealthCare System – Blue Ridge Valdese, located at 720 Malcolm Boulevard, Valdese, NC 28690, including the renovation and relocation of the medical oncology unit, renovation and replacement of two existing radiation linear accelerators, renovation and relocation of the existing pain clinic center, wound center and rehabilitation services and the



conversion of existing operating rooms to an ambulatory surgical center (the “Valdese Campus 2020 Project,” and together with the Morganton Campus 2020 Project, the “2020 Project”), (2) refund all or a part of the outstanding North Carolina Medical Care Commission Health Care Facilities Refunding Revenue Bonds (Blue Ridge HealthCare), Series 2016A (the “2016A Bonds”), (3) refund all or a part of the outstanding North Carolina Medical Care Commission Health Care Facilities Refunding Revenue Bonds (Blue Ridge HealthCare), Series 2010A (the “2010A Bonds”) and (4) pay, or reimburse the Borrower for paying, certain expenses incurred in connection with the issuance of the Bonds by the Authority;

**WHEREAS**, the proceeds of the 2016A Bonds and the 2010A Bonds were used to refund prior bonds issued by the North Carolina Medical Care Commission for the benefit of the Borrower or its affiliates that had been used to finance and refinance the costs of (a) acquiring, constructing, improving, renovating, rehabilitating, expanding and equipping (i) various health care facilities located at Carolinas HealthCare System – Blue Ridge Morganton, formerly known as Grace Hospital, including a wellness and rehabilitation center and a medical office building, (ii) various health care facilities located at Carolinas HealthCare System – Blue Ridge Valdese, formerly known as Valdese Hospital, (iii) a physician office building located in Drexel, North Carolina, and (iv) an expansion of the continuing care retirement facility known as Grace Ridge and (b) acquiring the LifeWorks Psychological counseling practice, a psychological counseling practice then consisting of three offices in different locations, furniture, equipment, supplies and other assets of the practice (collectively, the “Prior Projects,” and together with the 2020 Project, the “Project”);

**WHEREAS**, one of the LifeWorks Psychological counseling practice office locations referenced in the immediately preceding paragraph was located in the City at 212 Mulberry Street, Lenoir, North Carolina 28645;

**WHEREAS**, the Borrower has requested that the Council approve the financing and refinancing of the Project, and the issuance of the Bonds in an amount not to exceed \$125,000,000 in order to satisfy the public approval requirement of Section 147(f) of the Internal Revenue Code of 1986, as amended (the “Code”);

**WHEREAS**, a notice of public hearing was published in the *News-Topic* setting forth a general, functional description of the type and use of the facilities to be financed and refinanced, the maximum principal amount of the Bonds, the initial owner, operator or manager of the facilities and the location of the facilities, among other things;

**WHEREAS**, the names, address and testimony of the persons who were present and who offered comments on the proposed issuance of the Bonds or who responded in writing to the notice of public hearing are as follows:

[None.]

**WHEREAS**, [Mayor Gibbons] inquired elsewhere in and around the meeting room to determine whether there were any other persons who wished to speak at the public hearing and [Mayor Gibbons] determined that no other persons who wished to speak at the public hearing were found; and

**WHEREAS**, the purpose of the above-described public hearing and this resolution is to satisfy the public approval requirement of Section 147(f) of the Code in order to qualify the

interest on the Bonds for exclusion from the gross income of the owners thereof for federal income tax purposes pursuant to the applicable provisions of the Code;

After the Council had heard all persons who had requested to be heard, Councilmember \_\_\_\_\_ moved that the public hearing be closed. The motion was adopted unanimously.

Councilmember \_\_\_\_\_ introduced the following resolution, a copy of which had been distributed to each Councilmember:

**RESOLUTION APPROVING THE ISSUANCE OF NOT TO EXCEED \$125,000,000 OF TAX-EXEMPT BONDS TO BE ISSUED BY THE PUBLIC FINANCE AUTHORITY TO FINANCE AND REFINANCE CERTAIN COSTS OF VARIOUS PROJECTS ON BEHALF OF BLUE RIDGE HEALTHCARE SYSTEM, INC.**

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF LENOIR, NORTH CAROLINA:**

Section 1. For the sole purpose of qualifying the interest on the Bonds for exclusion from the gross income of the owners thereof for federal income tax purposes pursuant to the applicable provisions of the Code, the Council hereby approves the issuance of the Bonds by the Authority for the purpose of providing funds to finance and refinance the Project, *provided that* in no event shall the City of Lenoir, the State of North Carolina or any political subdivision thereof be liable for such Bonds nor shall the Bonds constitute a debt of the City of Lenoir, the State of North Carolina or any political subdivision thereof.

Section 2. This resolution shall take effect immediately upon its passage.

Councilmember \_\_\_\_\_ seconded the motion and the motion was adopted by the following vote:

AYES:

NAYS:

\* \* \* \* \*

SEAL

\_\_\_\_\_  
Joseph L. Gibbons, Mayor

ATTEST:

\_\_\_\_\_  
Shirley M. Cannon, Mayor

**STATE OF NORTH CAROLINA )**  
**CITY OF LENOIR )**

I, Shirley M. Cannon, City Clerk for the City of Lenoir, North Carolina, **DO HEREBY CERTIFY** as follows:

1. A meeting of the City Council for the City of Lenoir, located in the State of North Carolina, was duly held June 16, 2020, such meeting having been noticed, held and conducted in accordance with all requirements of law (including open meetings requirements), and minutes of that meeting have been or will be duly recorded in the Minute Book kept by me in accordance with law for the purpose of recording the minutes of the Council.

2. The attached extract accurately reflects the actions taken by the City Council for the City of Lenoir with respect to the matters therein.

3. The attached extract correctly states the time when the meeting was convened and the place where the meeting was held and the members of the Council who attended the meeting.

**IN WITNESS WHEREOF**, I have hereunto set my hand and have hereunto affixed the seal of the City as of June \_\_\_\_, 2020.

(SEAL)

\_\_\_\_\_  
Shirley M. Cannon, City Clerk

# News-Topic

123 Pennton Avenue  
Lenoir, N.C. 28645

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# CLASSIFIED

Call to place an ad: 828-610-0220

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**0955 Legals**  
**NOTICE OF PUBLIC HEARING FOR THE CITY OF LENOIR, NORTH CAROLINA REGARDING TAX-EXEMPT BONDS TO BE ISSUED BY THE PUBLIC FINANCE AUTHORITY FOR THE BENEFIT OF BLUE RIDGE HEALTHCARE SYSTEM, INC.**

NOTICE IS HEREBY GIVEN to all interested persons that the City Council for the City of Lenoir, North Carolina (the "City") will hold a public hearing in the City/County Chambers located at 905 West Avenue NW, Lenoir, North Carolina 28645, the regular place of meeting, at 6:00 p.m., on June 16, 2020, as required by Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), at which time any person may be heard regarding the health-care facilities proposed to be financed and refinanced by the Authority (as defined below) with proceeds from the issuance of its Health Care Facilities Revenue and Refunding Revenue Bonds (Blue Ridge HealthCare, Series 2010A (the "2010A Bonds"), Series 2020A (the "2020A Bonds"), Series 2016A (the "2016A Bonds") and Series 2018A (the "2018A Bonds") to be issued pursuant to Section 56.0301 of the Wisconsin Statutes, as amended, by the Public Finance Authority (the "Authority"), a commission organized under and pursuant to the provisions of Sections 66.0301, 66.0303 and 66.0304 of the Wisconsin Statutes, as amended, and will be loaned to Blue Ridge HealthCare System, Inc., a North Carolina nonprofit corporation (the "Borrower").

The Bonds will be qualified 501(c)(3) bonds as defined in Section 145 of the Internal Revenue Code and the Borrower will use the proceeds of the Bonds to (1) finance additional health-care facilities, including but not limited to (a) construction of a new bed tower to house an intensive care unit, emergency department, lab and other patient care services at Carolinas HealthCare System - Blue Ridge Morganton (the "Morganton Campus 2020 Project") and (b) improvements and

renovations at Carolinas HealthCare System - Blue Ridge Valdeise, including the renovation and relocation of the medical oncology unit, renovation and replacement of two existing radiation linear accelerators, renovation and relocation of the existing pain clinic center, wound center and rehabilitation services and the conversion of existing operating rooms to an ambulatory surgical center (the "Valdeise Campus 2020 Project") and together with the Morganton Campus 2020 Project, the "2020 Project"; (2) refund all or a part of the outstanding North Carolina Medical Care Commission Variable Rate Health Care Facilities Revenue Bonds (Blue Ridge HealthCare, Series 2010A (the "2010A Bonds"), Series 2005B (the "2005B Bonds"), and (3) pay certain expenses incurred in connection with the issuance of the 2010A Bonds.

The proceeds of the 2010A Bonds were used to (1) refund the North Carolina Medical Care Commission Hospital Revenue Bonds (Grace Hospital, Inc., Series 1996 (the "1996 Grace Bonds"), (2) refund the North Carolina Medical Care Commission Variable Rate Health Care Facilities Revenue Bonds (Blue Ridge HealthCare System Project, Series 2005B (the "2005B Bonds"), and (3) pay certain expenses incurred in connection with the issuance of the 2010A Bonds.

The 1996 Grace Bonds were used to (1) refund the North Carolina Medical Care Commission Hospital Revenue Bonds (Grace Hospital, Inc., Series 1987A (the "1987A Bonds"), (2) refund the North Carolina Medical Care Commission Hospital Revenue Bonds (Grace Hospital Project, Series 1987B (the "1987B Bonds"), (3) finance costs of acquiring, constructing, improving, renovating, rehabilitating, expanding and equipping various health care facilities located at Carolinas HealthCare System - Blue Ridge Morganton, then known as Grace Hospital, including a wellness and rehabilitation center and a medical office building (collectively, the "Grace 1986 Project"), and (4) pay certain expenses incurred in connection with the issuance of the 1996 Grace Bonds.

The 1987A Bonds were issued to refund the North Carolina Medical Care Commission Hospital Revenue Bonds (Grace Hospital Project, Series 1983A (the "1983A Bonds"). The 1983A Bonds were issued to refund the North Carolina Medical Care Commission Hospital Revenue Bonds (Grace Hospital Project, Series A (the "Series A Bonds"). The Series A Bonds were issued to finance costs of acquiring, constructing, improving, renovating, rehabilitating, expanding and equipping various health care facilities located at Carolinas HealthCare System - Blue Ridge Valdeise, then known as Valdeise Hospital

as Grace Hospital (the "Grace Series A Project"). The 1987B Bonds were issued to refund the North Carolina Medical Care Commission Hospital Revenue Bonds (Grace Hospital Project, Series 1983B (the "1983B Bonds"). The 1983B Bonds were issued to finance costs of acquiring, constructing, improving, renovating, rehabilitating, expanding and equipping various health care facilities located at Carolinas HealthCare System - Blue Ridge Morganton, then known as Grace Hospital (the "Grace 1983 Project").

The 2005B Bonds were used to (1) refund the North Carolina Medical Care Commission Variable Rate Health Care Facilities Revenue Bonds (Blue Ridge HealthCare System Project, Series 1998 (the "1998 Valdeise Bonds"), (2) refund the North Carolina Medical Care Commission Hospital Revenue Bonds (Grace Hospital, Inc., Series 2000 (the "2000 Grace Bonds"), (3) finance a portion of the costs of the 2005 Project and (4) pay certain fees and expenses incurred in connection with the issuance of the 2005B Bonds.

The 1998 Valdeise Bonds were used to (1) refund the North Carolina Medical Care Commission Hospital Revenue Bonds (Valdeise General Hospital Project, Series 1991 (the "1991 Valdeise Bonds") and (2) pay certain fees and expenses incurred in connection with the issuance of the 1998 Valdeise Bonds. The 1991 Valdeise Bonds were used to (1) finance and refinance costs of acquiring, constructing, improving, renovating, rehabilitating, expanding and equipping various health care facilities located at Carolinas HealthCare System - Blue Ridge Valdeise, then known as Valdeise Hospital (the "Valdeise 1991 Project"), (2) fund a debt service reserve fund for the 1991 Valdeise Bonds, and (3) pay certain expenses incurred in connection with the issuance of the 1991 Valdeise Bonds.

The 2000 Grace Bonds were used to (1) finance costs of acquiring, constructing, improving, renovating, rehabilitating, expanding and equipping (a) various health care facilities located at Carolinas HealthCare System - Blue Ridge Morganton, then known as Grace Hospital, and (b) a physician office building (the "Grace 2000 Project") and collectively with the Morganton Campus 2020 Project, the Grace 2005 Project, the Grace 1986 Project, the Grace 1983 Project and the Grace Series A Project, the "Morganton Projects"; (2) finance costs of acquiring, constructing, improving, renovating, rehabilitating, expanding and equipping the facilities of the continuing care retirement facility known as Grace Ridge (the "Grace Ridge Project"); (3) finance the acquisition, construction, improvement, renovation, rehabilitation, expansion and equipping of the LifeWorks Psychological counseling practice, a then existing psychological counseling practice then consisting of three offices in different locations totaling approximately

1,850 square feet, furniture, equipment, supplies and other assets of the practice (the "LifeWorks Practice Assets"); and (4) pay certain expenses incurred in connection with the issuance of the 2000 Grace Bonds.

The 2020 Project, the 2005 Project, the Grace 1986 Project, the Grace 1983 Project, the Grace Series A Project, the LifeWorks Practice Assets and the Valdeise 1991 Project are owned by Blue Ridge HealthCare Hospitals, Inc., an affiliate of the Borrower. The Grace Ridge Project is owned by Grace LifeCare, Inc. db/a Grace Ridge Retirement Community, an affiliate of the Borrower. The Morganton Projects are located at 2301 S. Sterling Street, Morganton, North Carolina 28655, except for the physician office building described in clause (1)(b) of the immediately preceding paragraph, which is located at 304 South Main Street, Drexel, North Carolina 28619. The Grace Ridge Project is located at 500 Lenoir Road, Morganton, North Carolina 28655. The LifeWorks Practice Assets are located at (i) 401 South Green Street, Morganton, North Carolina 28645, (ii) 2134 14th Ave Cir NW, Hickory, North Carolina 28601 and (iii) 212 Mulberry Street, Lenoir, North Carolina 28645. The Valdeise Campus 2020 Project, the Valdeise 2005 Project and the Valdeise 1991 Project are located at 720 Malcolm Boulevard, Valdeise, Burke County, North Carolina. The Bonds will be special limited obligations of the Authority payable solely from the loan repayments to be made by the Borrower to the Authority, and certain funds and accounts established by the bond indenture for the Bonds. The principal of, premium, if any, and interest on the Bonds will not constitute an indebtedness or liability of the City of Lenoir, the State of North Carolina, or any political subdivision of the State of North Carolina, or a charge against their general credit or any taxing powers.

Any person wishing to comment in writing on the issuance of the Bonds should do so prior to such meeting to the City Council for the City of Lenoir, North Carolina, PO Box 958, 905 West Avenue NW, Lenoir, North Carolina 28645. Attention: City Clerk, CITY COUNCIL FOR THE CITY OF LENOIR, NORTH CAROLINA.  
By: City Clerk  
June 5, 2020

and an interest in the goods may pay the storage fees and redeem the items prior to the sale. Contents to be removed by 5 pm on the day following the sale.

June 5, 2020

Annual Meeting  
Patterson Fire / Rescue Department Inc. will hold its annual meeting for 2020 on Friday, June 26, 2020 at 8:00 PM. The meeting will be held at Patterson Station #1 located at 1414 Yackon River Rd. All property owners of the Patterson Fire / Rescue district are invited and encouraged to attend.

J. J. Moretz  
Administrative Officer  
June 5, 13, 19, and 26, 2020

NORTH CAROLINA  
CALDWELL COUNTY  
NOTICE TO CREDITORS

The undersigned, having qualified Baras Executor of the Estate of Barbara Smith Puett AKA Barbara Jean Smith Puett, deceased, hereby notifies all persons, firms and corporations having claims against said Estate to present them to the undersigned on or before September 7, 2020 or this notice will be pleaded in bar of their recovery. All persons, firms and corporations indebted to said Estate will please make immediate payment to the undersigned.

This the 5th day of June, 2020

Philip Hayward Puett  
Executor of the Estate of  
Barbara Smith Puett AKA  
Barbara Jean Smith Puett  
2110 Glass Road  
Lenoir, NC 28645

June 5, 12, 19, 26, 2020

PUBLIC NOTICE OF  
BUDGET HEARING

The proposed fiscal year 2020-2021 budget for the Village of Cedar Rock has been presented to the Village of Cedar Rock Board and is available for public inspection in the office of the Clerk for the Village.

The Village of Cedar Rock will hold a public hearing on the proposed budget on June 16, 2020 at 4:45pm at the Cedar Rock Country Club for the purpose of receiving comments on the proposed budget. Persons wishing to be heard are invited to make a written or oral comment.

Pamela Mayberry  
Village Clerk  
June 5, 2020

Executor's Notice

Having qualified as the Executor for the Estate of JAMES H. WILLIAMS, SR, deceased, late of Caldwell County, North Carolina, notice is hereby given to all persons having claims against the estate to present a certified statement thereon to the undersigned on or before August 29, 2020 or this notice will be pleaded in bar of their recovery. All persons indebted to said estate are requested to make prompt settlement.

This the 29th day of May 2020.

James H. Williams, Jr.  
Executor for the  
Estate of James H. Williams,  
Sr., deceased  
Vanderboerzen & White, PA  
Attorneys at Law  
P.O. Drawer 1320  
Lenoir, NC 28645

May 29, June 5, 12, 19, 2020

No listing fees for household goods valued at \$200 or less. You must state price of goods in ad. Offer good for private parties only no business or commercial ads.

Original forms only. No photocopies.

Limited to 3 Lines (about 10 words including phone number) for 4 days  
Add photo for \$5 - Add internet for \$1  
All Ads will publish under Merchandise For Sale

**SELL IT FOR FREE!**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Daytime Phone \_\_\_\_\_ Are you a Subscriber \_\_\_\_\_

Mail your entry to: Sell It For Free c/o News-Topic Advertising Dept., 123 Pennton Ave., Lenoir, N.C. 28645  
or Drop off at: News-Topic Advertising Dept., 123 Pennton Ave., Lenoir, N.C.

**OMAHA STEAKS**

GET THE TABLE'S BUNDLE INTRODUCTORY PRICE: \*79.99

415 of 1 Bacon's Cut Pork Mignon  
415 of 1 Bourbon Steak Chop  
415 of 1 Omaha Steaks Burgers  
415 of 1 Gourmet Jumbo Frites  
415 of 2 of Pullman Art Gravy  
415 of 1 Crowned Apple Turnip  
OMAHA STEAKS Smoking Packet

+ 4 MORE BURGERS FREE THAT'S 20 BURGERS - 40 IS A BARGAIN!

ORDER NOW! 1.828.928.8193 or visit our website  
www.OmahasSteaks.com/amf299

AFFP  
NOTICE OF PUBLIC HEARING BY T

**Affidavit of Publication**

STATE OF NORTH CAROLINA }  
COUNTY OF *Edwards* SS

Guy Lucas, being duly sworn, says:

That he is Publisher of the News-Topic, a daily newspaper of general circulation, printed and published in Lenoir *Calhoun* County, North Carolina; that the publication, a copy of which is attached hereto, was published in the said newspaper on the following dates:

June 05, 2020

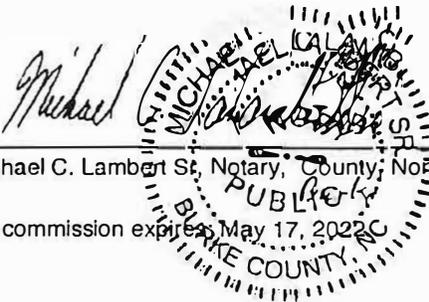
That said newspaper was regularly issued and circulated on those dates.

SIGNED:

*Guy Lucas*

\_\_\_\_\_  
Publisher

Subscribed to and sworn to me this 5th day of June 2020.



\_\_\_\_\_  
Michael C. Lambert, Notary, County, North Carolina

My commission expires *May 17, 2022*

30103242 30905949 704-378-4000

ROBINSON BRADSHAW & HINSON  
101 NORTH TRYON ST, SUITE 1900  
CHARLOTTE, NC 28246



# AMI Customer Portal Review

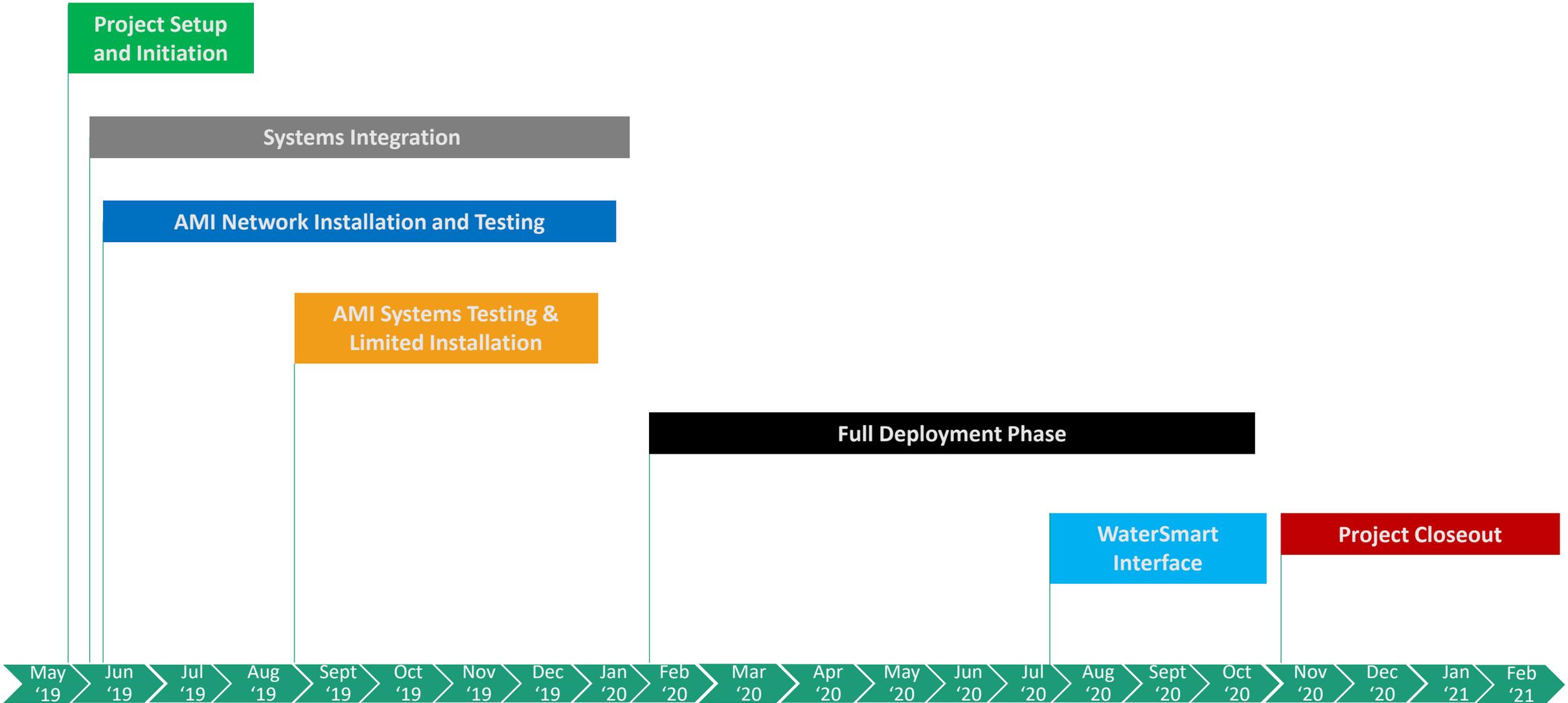
City Council Presentation  
June 23, 2020



# Proposed Agenda

- AMI Project Timeline
- Portal Overview
- Features & Functionality
- Contract Pricing
- Proposed Portal Timeline
- Recommendations

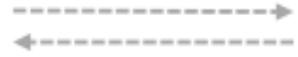
# AMI Project Timeline



# How WaterSmart Works

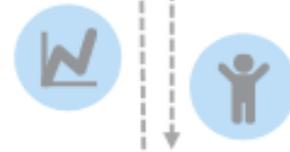
## UTILITY DATA

Meters, MDM, Billing, CIS



## EXTERNAL DATA

Surveys, Property, Climate



**PROGRAM DATA**  
Results, user activity, payments



## INSIGHTS & ENGAGEMENT

Utility Analytics Dashboard,  
Customer Portal, Outbound Communication

# Key Benefits



Electronic payments



Superior customer service from WaterSmart



Quick and painless integration



Data analytics tools



Targeted customer communications



Household water use comparisons



Customized savings recommendations



Water-use disaggregation



Consumption trends



Real-time leak alerts

# Customer Messaging

- Automated alerting & notification
- Targeted timely message modules
- Social media announcements
- Personalized water-saving recommendations
- Easy access to information via mobile or desktop

Group Messenger

+ NEW MESSAGE

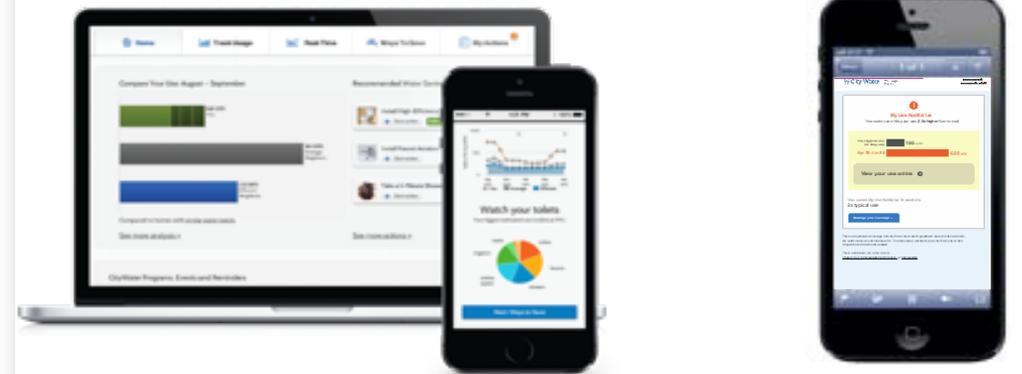
Scheduled & Sent Group Messages 3

Click any message for more information. "STOP" will cancel any scheduled but unsent messages.

DELIVERY METHOD	NAME	LAST UPDATED BY	ACCOUNTS	DELIVERY DATES	EMAIL RESPONSE
Email	Low Income Assistance	WaterSmart Support	157		
Email	Leak Follow-up	WaterSmart Support	11	AUG 11	40.0% opened 25.0% clicked 1.0% bounced
Email	Top savers kit	WaterSmart Support	49	AUG 11	45.0% opened 22.0% clicked 1.0% bounced

Draft Group Messages 1

DELIVERY METHOD	NAME	LAST UPDATED BY	ACCOUNTS	MORE COLUMNS
Email	<New Message>	WaterSmart Support	0	



# WaterSmart Support and Resources



## SUCCESS TEAM

- Dedicated success manager
- Pre-launch, team training
- Bimonthly KPI checkpoints



## MARKETING KIT

- Out-of-the-box: Customer letters, postcards, bill stuffers, and web banners
- Easily promote adoption of Portal and Alerts with consistent messaging
- Campaign ideas and marketing calendar



## ONLINE SUPPORT SITE

- Live chat
- Product guides and how-to videos
- Monthly release updates and quarterly product webinars
- Customer Detail Page

# 26 Privacy and Security Protocols

- Tight access control and role-based authentication, ensuring only approved users are granted access
- Encryption in transfer, to keep data secure as it flows in and out of system boundaries
- State-of-the-art cloud hosting and application servers
- Private database, eliminating the possibility of data corruption, entanglement, or breach
- Fail-safe servers and failover procedures, to provide data redundancy and high-performance networks
- Privacy policy and trust, ensuring no sharing of personally-identifiable customer information without prior authorization



# Portal Pricing Proposal

Description	Units/Price	Cost
WaterSmart Platform Setup Fee	1	\$8,500
Harris Integration Fee	1	\$5,700
Year 1: WaterSmart Support Fee	9,612 @ \$1.75	\$16,821
Year 2: WaterSmart Support Fee	9,612 @ 2.20	\$21,146.40
Year 3: WaterSmart Support Fee	9,612 @ 2.25	\$21,627.00



# Proposed Project Timeline

TASK	WEEK 1-2	WEEK 3-4	WEEK 5-6	WEEK 7-8	WEEK 9-10	Week 11-12
Kickoff Meeting & Program Setup	█					
Data Collection & Transfer Process	█	█				
Portal Configuration & Content Review Process	█	█	█	█		
QA Process & Dashboard/Portal Launch					█	█
WaterSmart Training for Utility Staff						█

## Recommended Next Steps

### Completed activities:



- Received quote from Harris for development
- Staff completed WaterSmart data survey
- Received integration plan and initial test files
- Set up dashboard and staff logins



Legal review of agreement (in progress)



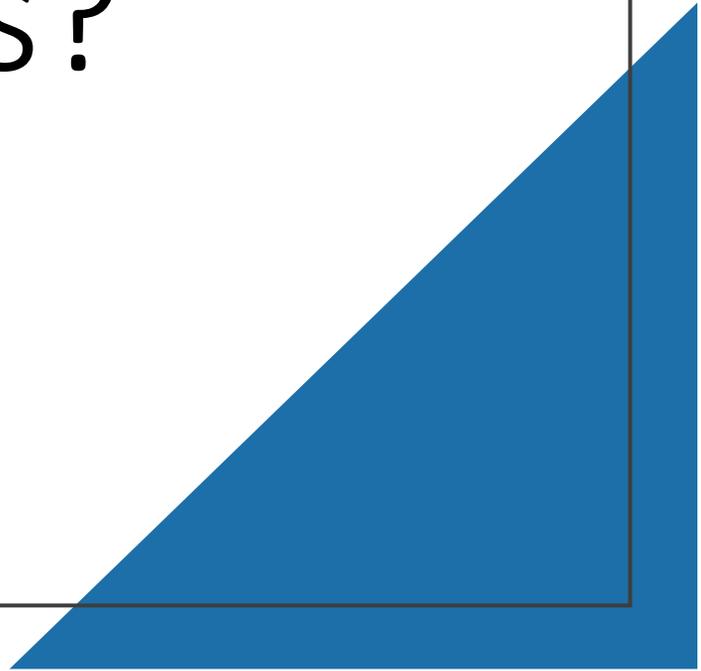
Approve and authorize agreement



Schedule project kickoff



Questions?



**City of Lenoir**  
**Public Works Department**



# DEPARTMENT MEMORANDUM

---

**DATE: June 12, 2020**

**Mr. Scott Hildebran, City Manager**

**Mr. Brent Phelps, Police Chief**

**RE: Norwood Street – On-street parking assessment**

This memorandum outlines efforts of the Public Works Department to identify suitable areas to allow on-street parking on the one-way portion of Norwood Street, specifically in the blocks south of College Avenue to a point 1,000 feet south of the intersection of College Avenue and Norwood Street.

The study area was identified by City staff as the section of Norwood Street with higher housing density, driveways, and potential conflicts with vehicular traffic exiting driveways and vehicles parked on the street. In early 2020 the City of Lenoir Police Department conducted a traffic and parking study on Norwood Street, and this memorandum should be used as a supplement to those findings.

## **Background – Roadway and Parking Space Dimensions**

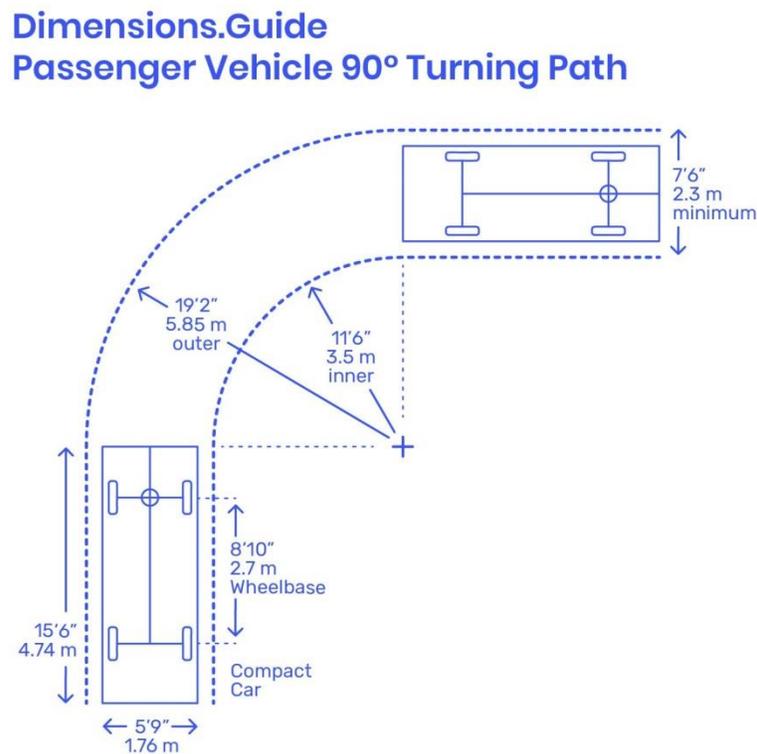
The section of Norwood Street within the study area features a paved street surface with curb and gutter on each side. The street right-of-way in this area is 50 feet, however the actual pavement width measures 19 feet. This measurement was taken from curb face to curb face since the gutter pan on each side of the street has been paved over and functions as part of the useful travel lane.



Parking space dimensions used for space identification in the study area were 9 feet x 18 feet. The 9 feet width requirement is a common dimension for on-street parallel spaces and off-street parking stalls. The 18 feet length may not fully accommodate larger trucks and SUV's, but is acceptable for most passenger vehicles. These dimensions were used to maximize possible spaces in the study area while still offering adequate width for passenger vehicles within the space.

### Parking Space Identification

One of the concerns identified with current on-street parking conditions in the study area was conflicts between parked cars on the eastern side of the street (by ordinance, parking is only allowed on the eastern side), and backing movements from vehicles exiting driveways on the western side of the street. In an effort to minimize these conflicts, turning movements from all western-side driveways were modeled and measured on-site. The turning radius used for this modeling was 15 feet (assumed center of backing vehicle – 11+' near edge, 19+' far edge, see example below).



Staff also attempted to prevent conflicts with traffic exiting eastern side driveways by establishing a sight triangle between the nearest proposed parking space and the northern edge of each driveway. A 15 feet horizontal leg measured at the curb/driveway interface was used for this dimension (see graphic below).



Using each of the above criteria, 15 feet turning radii for driveways on the western side of the street, and 15' site triangles for driveways on the eastern side, staff identified non-encroachment zones for proposed parking spaces. These zones were avoided during parking space layout. The work resulted in identifying a potential for 17 marked spaces within the 1,000 feet study area. The general space locations are shown on the attached maps, however the maps are for illustrative purposes only and are not to scale. Additionally, please note that many of the areas shown with two spaces between non-encroachment zones do not use the entire available area, so marked spaces may be shifted north or south by several feet. These areas can easily accommodate two spaces but will not allow for a third marked space.

Public Works staff is prepared to work with the Police Department to initiate necessary ordinance revisions and complete space marking should City Council decide to perform these improvements.

Respectfully submitted,

City of Lenoir  
Public Works Department

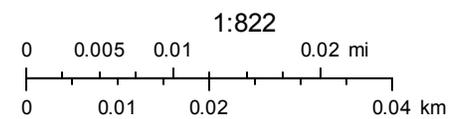
JARED WRIGHT  
Public Works Director

# Norwood 1



May 29, 2020

This map is NOT of land survey quality and is NOT suitable for such use.



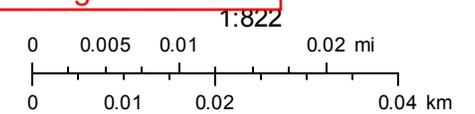
# Norwood 2



May 29, 2020

This map is NOT of land survey quality and is NOT suitable for such use.

END - 1000' from  
College Ave.



**City of Lenoir**  
**Public Works Department**



# DEPARTMENT MEMORANDUM

---

**DATE: June 23, 2020**

**City of Lenoir City Council**  
**Mr. Scott Hildebran, City Manager**  
**Mr. Tracy Huffman, Street Superintendent**

**RE: Committee of the Whole Meeting, June 23, 2020, Public Works Department Update**

## Current Activities

- **Sanitation Division** – Continued with implementation of the automated collection conversion;
  - Cart deliveries for missed address points and new accounts completed during the week of June 8<sup>th</sup> – June 12<sup>th</sup>;
  - Standard forms for additional cart requests have been revised (required coordination with Finance Department for billing purposes – additional \$5.00/cart) and additional cart deliveries began during the week of June 15<sup>th</sup>;
  - New route design development for Thursday and Friday routes is ongoing, with full weekly route design expected to be complete and ready for review by July 17<sup>th</sup> (new route design includes dedicated daily automated routes, rear loader routes for downtown and surrounding areas, and Pak-Rat routes for special pick-ups);
  - Sanitation staff has completed a revised staffing plan for division of duties after fully transitioned to automated collection;
  - Public Works Admin. staff and Finance Department staff have begun a city-wide audit of solid waste accounts to verify correct assessment of fees – this effort is ongoing.
  
- **Streets Division** – Prepared the bid package for the 2 year asphalt resurfacing contract (FY2020-FY2022) and advertised the contract for bidding;
  - Important dates for contract letting are as follows: Advertisement – last week of June, Pre-Bid Meeting – July 7<sup>th</sup>, 2:00pm, Bid Opening – July 14<sup>th</sup>, 2:00pm, Contract Award at regular Council Meeting – July 21<sup>st</sup>;
  - Assisted with Norwood Street parking space identification;
  - Streets Admin. staff and Planning Department staff have begun updating and revising the City's Public right-of-way records book (last revision was 2008);
  - Continued with standard operations – right-of-way mowing and tree trimming, brush collection, asphalt patching, and street sign maintenance and replacement.

- **Cemeteries Division** – Standard operations:
  - Performed maintenance and upkeep of Blue Ridge Memorial Park, Bellview Cemetery, Fairfield Cemetery, and Downtown areas;
  - Continued with grave sales in BRMP, gravesite identification in BRMP and Bellview;
  - Installed customer-purchased gravesite markers;
  - Provided Sanitation Division staff to assist with cart deliveries.
  
- **Vehicle Services Division** – Standard operations:
  - Performed maintenance services for City fleet;
  - Performed fabrication work for PU mini-excavator and PW Sanitation Division;
  - Administered the auction of surplus vehicles and equipment through GovDeals.
  
- **Building Maintenance Division** – Standard operations:
  - Guardrail repairs at Broyhill Walking Park;
  - Performed HVAC unit filter changes and general maintenance city-wide;
  - Completed significant gate operator repairs at PW;
  - Mitre-cut fence posts for Parks & Recreation;
  - Provided personnel to Sanitation Division to assist with cart deliveries.
  
- **Engineering Division** – Assisted with the following projects:
  - Automated Sanitation Conversion
  - Downtown Outdoor Dining Options
  - Norwood Street Parking Assessment
  - Bernhardt Garage Lease – PW/PU Facility
  - Linkside/Hotel Street
  - PW Facility and WWTP NPDES Stormwater Discharge Permitting
  - Lakeside Terrace Stormwater Issue (private)
  - FY2020-2022 Asphalt Resurfacing Contract
  - RTP Trails Grant Application

Respectfully submitted,

City of Lenoir  
Public Works Department



JARED WRIGHT  
Public Works Director



**City of Lenoir  
Financial Summary  
As of 5/31/2020**



<b>General Fund</b>					
	<b>2019-2020 Budget</b>	<b>5/31/2020</b>	<b>% of Budget</b>	<b>Change from Previous Year</b>	<b>5/31/2019</b>
Total Revenue	\$ 18,403,707.96	\$ 17,165,058.70	93%	\$ 231,432.52	\$ 16,933,626.18
Expenditures	\$ 18,403,707.96	\$ 15,855,783.94	86%	\$ 497,367.40	\$ 15,358,416.54
Over/Under	\$ -	\$ 1,309,274.76		\$ (265,934.88)	\$ 1,575,209.64

<b>Downtown District</b>					
	<b>2019-2020 Budget</b>	<b>5/31/2020</b>	<b>% of Budget</b>	<b>Change from Previous Year</b>	<b>5/31/2019</b>
Revenues	\$ 183,736.00	\$ 181,200.85	98.6%	\$ (29,681.48)	\$ 210,882.33
Expenditures	\$ 183,736.00	\$ 169,189.79	92%	\$ 2,990.39	\$ 166,199.40
Over/Under	\$ -	\$ 12,011.06		\$ (32,671.87)	\$ 44,682.93

<b>Water/Sewer Fund</b>					
	<b>2019-2020 Budget</b>	<b>5/31/2020</b>	<b>% of Budget</b>	<b>Change from Previous Year</b>	<b>5/31/2019</b>
Revenues	\$ 8,941,688.00	\$ 8,636,322.47	97%	\$ 36,850.22	\$ 8,599,472.25
Expenditures	\$ 8,941,688.00	\$ 7,180,830.14	80%	\$ 174,304.44	\$ 7,006,525.70
Over/Under	\$ -	\$ 1,455,492.33		\$ (137,454.22)	\$ 1,592,946.55

# May 2020 Communication Report

By Joshua Harris, Director, Communication & Public Information 6/12/2020



**LENOIR**  
NORTH CAROLINA

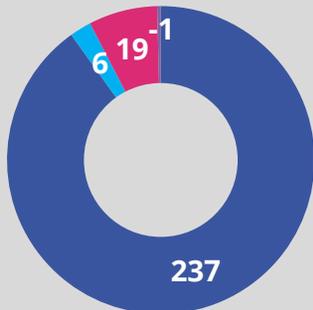
## CONTENT CREATION

News Releases	Photos	Videos	Radio Spots	Social Posts	Notify Me	Q&A	eSign
<b>9</b>	<b>5</b>	<b>2</b>	<b>2</b>	<b>159</b>	<b>23</b>	<b>31</b>	<b>1</b>

## PUBLIC ENGAGEMENT

### New Followers

**261**



Facebook Instagram Twitter City Alerts

### Social Reach

**68,787**

Facebook ..... **63,547**

Twitter ..... **4,863**

### Video Views

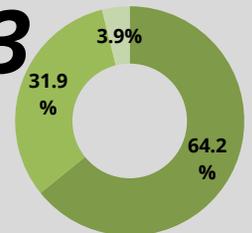
**673**

Facebook ..... **673**

YouTube

### Website Views

**34,423**



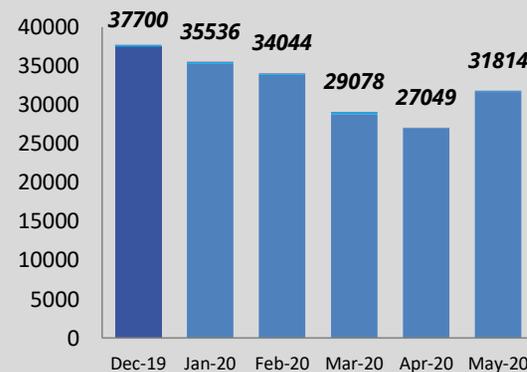
#### Top Pages

- 1 Payment Options
- 2 COVID-19
- 3 Garbage Collection
- 4 Water & Sewer Service
- 5 City facilities remaining closed through 5
- 6 Jobs
- 7 City rolling out new garbage carts

### Total Followers



### Social Engagement

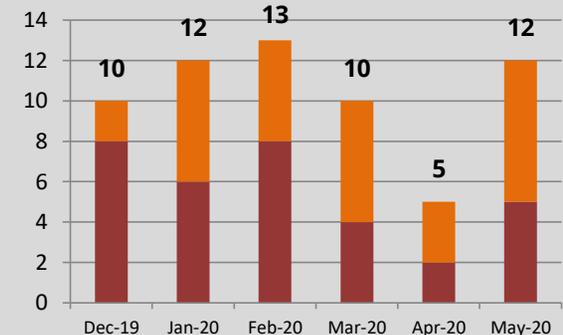


### Media Coverage

**12**

**Papers 5**

**Web 7**





# Top Facebook

Reach: The number of people who saw the post on their feed

Engagements: Reactions, comments, shares, photo/video views, and clicks

## Total Facebook Followers

# 25,510

Last Month 25,273

Gain **237**

**City of Lenoir Fire Department** is with Chris Jacobs and Tucker Price.  
Published by Andrew N Kamerin Lafon [?] · May 20 at 9:35 AM · 🌐

Lenoir Ladder 2 responded to Hudson this morning for an early morning fire to assist Hudson Fire Department!



7,497 People Reached      1,928 Engagements      [Boost Post](#)

👍👎👤 You and 179 others      9 Comments 53 Shares

	Paid	Organic	Rate
Reach		<b>7,497</b>	
Engagements		<b>1,928</b>	26%
> Comments		<b>9</b>	
> Shares		<b>53</b>	

**Lenoir Police Department**  
Published by Police Dept [?] · May 29 at 2:18 PM · 🌐

May 29, 2020

Chief Phelps welcomed our newest officer, Shane Woodward, who brings over 5 years of law enforcement experience with him. We look forward to working with Shane and will plan a more formal reception to include his family at a later date. We wish to thank him for his service and offer our best wishes as he continues to serve and protect the residents of Caldwell County in the years to come.



6,120 People Reached      1,321 Engagements      [Boost Post](#)

👍👎👤 222      44 Comments 10 Shares

	Paid	Organic	Rate
Reach		<b>6,120</b>	
Engagements		<b>1,321</b>	22%
> Comments		<b>44</b>	
> Shares		<b>10</b>	

**City of Lenoir, NC Government**  
Published by Joshua Harris [?] · May 11 at 5:20 PM · 🌐

If you have received your new garbage cart, please start using it for garbage. Also, please make sure there is at least 5 feet of clearance around the cart.

How to Properly Place Carts on Collection Day

**STEP #1: CLOSE THE LID & ROLL TO CURBSIDE**  
Place all items in trash bags in the cart(s) and make sure the lid is completely closed. ROLL the cart to the edge of the curb.

**STEP #2: MAKE SURE THE CART HANDLE IS FACING YOUR HOME.**  
PLACE the cart(s) at the edge of the curb with the wheels and handle facing your house and the lid opening facing the street.

**STEP #3: CARTS MUST HAVE 5 FEET OF SPACE.**  
Make sure there is nothing in front of the cart. There MUST be 5 FEET of space on all sides of the cart(s). Do NOT place any trash on the lid or beside the cart. All garbage must be inside the cart with the lid completely closed.

**STEP #1**  
**CLOSE THE LID & ROLL TO CURBSIDE**  
Place all items in trash bags in the cart(s) and make sure the lid is completely closed. ROLL the cart to the edge of the curb.

**STEP #2**  
**MAKE SURE THE CART HANDLE IS FACING YOUR HOME.**  
PLACE the cart(s) at the edge of the curb with the wheels and handle facing your house and the lid opening facing the street.

**STEP #3**  
**CARTS MUST HAVE 5 FEET OF SPACE.**  
Make sure there is nothing in front of the cart. There MUST be 5 FEET of space on all sides of the cart(s). Do NOT place any trash on the lid or beside the cart. All garbage must be inside the cart with the lid completely closed.

*If your cart is not placed in the correct manner, our sanitation workers may not collect your garbage. Please return your cart to your house within 24 hours. Owners who leave their carts out longer than 24 hours may be assessed a fine.*

**LENOIR NORTH CAROLINA**

*If you have questions, call Public Works at 828-757-2354, or visit [cityoflenoir.com/garbage](http://cityoflenoir.com/garbage)*

5,810 People Reached      1,182 Engagements      [Boost Post](#)

👍👎👤 30      93 Comments 40 Shares

	Paid	Organic	Rate
Reach		<b>5,810</b>	
Engagements		<b>1,182</b>	20%
> Comments		<b>93</b>	
> Shares		<b>40</b>	



# Top Tweets

*Impressions: Times people saw this Tweet on Twitter*

*Engagements: Times people interacted with this Tweet*

Total Twitter Followers

# 719

Last Month 713 Gain **6**



**City of Lenoir, NC** @CityofLenoir  
If you have received your new garbage cart, please start using it for garbage. Also, please make sure there is at least 5 feet of clearance around the cart. [pic.twitter.com/qDAvQEhkbl](https://pic.twitter.com/qDAvQEhkbl)

Impressions	442
Total engagements	13
Media engagements	11
Likes	1
Profile clicks	1



**City of Lenoir, NC** @CityofLenoir  
The City of Lenoir is distributing new, roll-out garbage carts this week. The Sanitation Division plans to start automated garbage collection on the Monday route next week. The remaining routes will be phased in during the next two months. <https://bit.ly/2W71xZB>  
[pic.twitter.com/H6QvL2uTrk](https://pic.twitter.com/H6QvL2uTrk)

Impressions	401
Total engagements	13
Detail expands	5
Link clicks	4
Media engagements	3
Likes	1

**Downtown Lenoir, NC** @DowntownLenoir  
You may have noticed the historic Guarantee Store building has been getting a facelift... More exciting news coming soon! @Lenoir Downtown Historic District  
<https://www.instagram.com/p/CAqTmUcl-Cb/?igshid=5e6ti39fimjl> ...

Impressions	146
Total engagements	6
Likes	2
Link clicks	2
Profile clicks	2



# Top Instagram

Likes: The number of people who liked the post on their feed

Total Instagram Followers

# 3,173

Last Month 3,154 Gain 19

Likes 73

Comments 2

Likes 76

Comments 2



**downtownlenoir** • Following  
Lenoir Downtown Historic District

**downtownlenoir** You may have noticed the historic Guarantee Store building has been getting a facelift... More exciting news coming soon!

2w

**carolina\_girl** We have such a beautiful little town ❤️

2w 2 likes Reply

**aunt\_frams** I love love love the character of the old architecture of these buildings!! ❤️❤️

2w 1 like Reply

73 likes  
MAY 26



**cityoflenoirnc**  
Lenoir, North Carolina

**cityoflenoirnc** The City of Lenoir is distributing new, roll-out garbage carts this week. The Sanitation Division plans to start automated garbage collection on the Monday route next week. The remaining routes will be phased in during the next two months. <https://bit.ly/2W71xZB>

5w

**bettyboham** Awesome! So happy for Lenoir! When we moved there in 1995, I called the City wanting to know where to go to pick up my garbage cart. The lady on the phone said, "Walmart?" 🤔

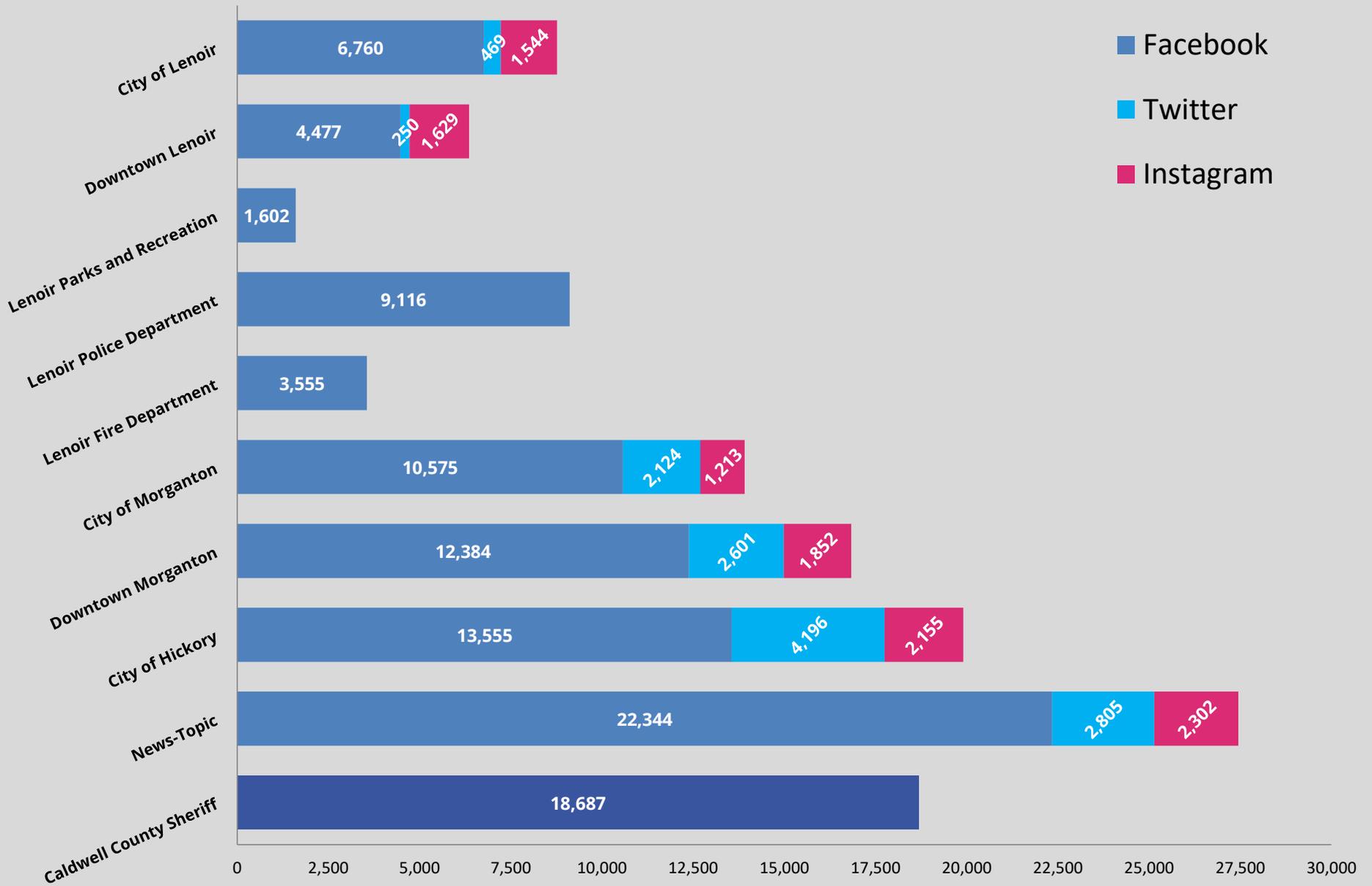
5w 1 like Reply

46 likes  
MAY 7



# Social Comparison

The chart below compares Lenoir's social accounts with surrounding organizations.





# Questions and Requests

# 31

**Bulk Garbage 10**  
**Garbage Pickup 2**  
**Cart Issue 15**

I am interested in being a vendor for the July 4th event.

I've received the new garbage collection cart. What do I do with the old one?

My SUV was keyed. I am not sure of the location of where it was damaged because I just noticed it yesterday.

Who do I contact about getting speed limit signs placed back on Wakefield Drive and speed humps being installed on the same road?

Will the green bin be picked up? If we get to keep it, will we be charged the extra \$5 a month for the second bin?

I have a concern, I live in Kincaid St.

One of those nice trash cans has been left at 316 Lower Creek Drive. No one lives there.

What happens if I am out of town on Monday for two or three days, having put the garbage out for collection on Sunday night?

What are the rules for riding a Segway on the greenway?

Neighbors recently put a mobile home on an adjacent lot, the driveway is mud, and mud is washing from their property on to concrete driveway, and missing new trash cans delivery.

I'm wondering if you will be distributing leaf mulch any time soon ?

On what day will grass clippings/ yard waste be collected in the old green cans?

We live on Norwood Street. Can we leave them on the curb/sidewalk area?

What is the box that the Lenoir PD put on the street light pole across from my house?

I was wondering why we did not receive a new trash can like my other neighbors did.

Has the compost been rescheduled yet?

I am trying to reach Shane Barrier or whomever I need to speak with about trash collection for my mother

I haven't received a trash.

Regarding the new GARBAGE CAN regulations: what about disabled people or people with limited mobility?

Overgrown grass and shrubs

Public records request for information about 330, 334, 340, 350, and 360 Blowing Rock Boulevard

If I have always sat my garbage can at the upper end of my yard but they sat it out in my driveway, may I continue to set it where I normally have for

As of today 5/22 all indoor and outdoor pools are allowed to open, when do you plan to open the Rec Center Pool please?

I have reason to believe this abandoned trailer is a meeting place for drug addicts and homeless people.

I want to know the mayor's salary? Does the mayor receive any fringe benefits such as a take-home vehicle, cellphone, etc.?

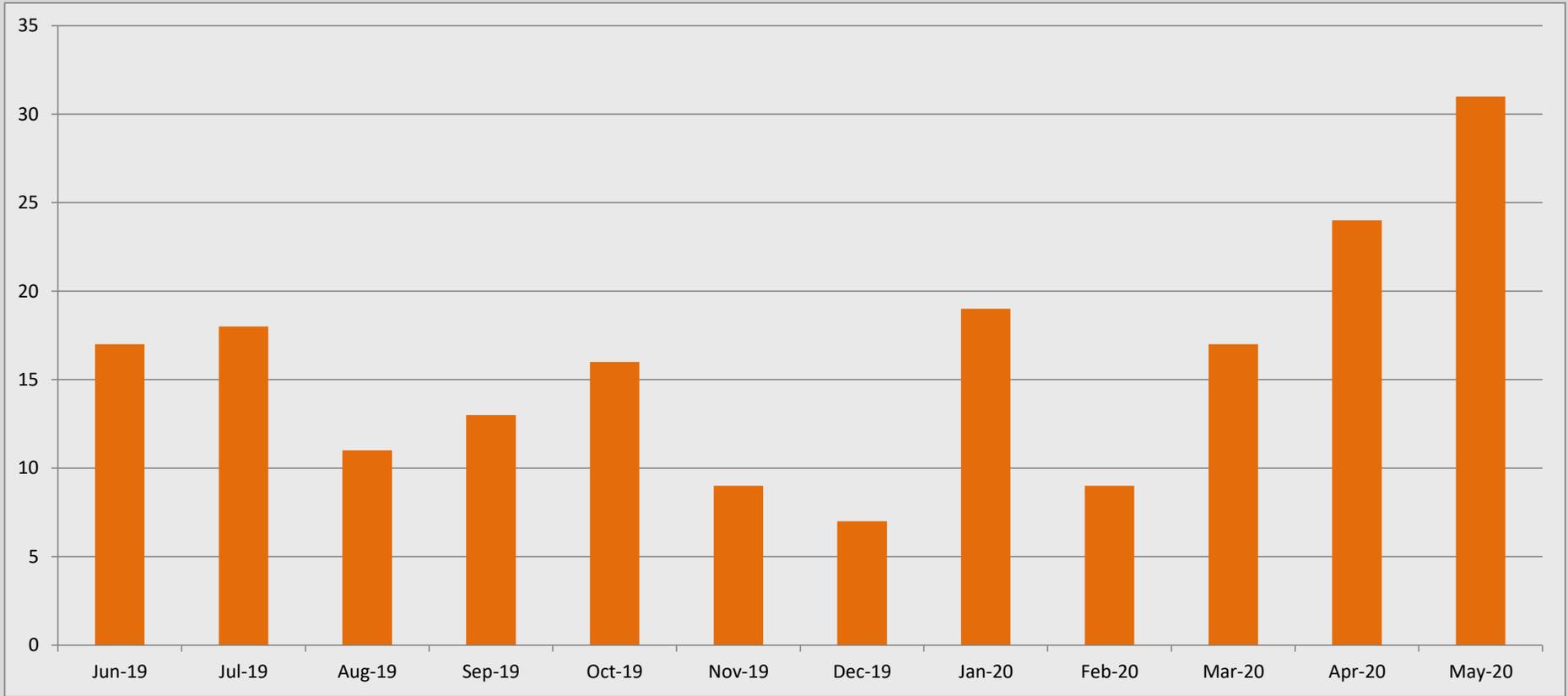
What are the water/sewer rates? Does the water treatment plant operate 24/7? If not, how many hours a day? How many water/sewer customers c

I would like to request a brush pick up in front of my business

I am contacting you to confirm that this account has been finalized and will no longer receive further billing.

We've been trying to get service with Spectrum in our new home, part of Habitat houses.

Someone needs to fix the growing hole on the exit to Southwest Blvd from Hwy 18N!





# July 2020



Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3 City Offices Closed! in observance of Independence Day!	4
5	6	7 Cancelled-City Council Meeting	8	9	10	11
12	13 11:45 a.m. City/County Services Committee	14 8:00 a.m. EDC	15	16 6:00 p.m. Lenoir Business Dev. Board	17	18
19	20	21 6:00 p.m. City Council	22 9:00 a.m. Staff Mtg.	23	24	25
26	27 5:30 p.m. Planning Board	28 Cancelled-Committee of the Whole	29	30	31	
		<b>Notes for August</b>				