Committee of the Whole
Meeting Minutes
Tuesday, September 22, 2026
8:30 AM

Present: Mayor Joe Gibbons, Mayor Pro-Tem Ike Perkins, Councilmembers present were Jonathan Beal, Ralph Prestwood, Kimmie Rogers, Crissy Thomas, David Stevens, and City Manager Scott Hildebran

City Staff: In attendance was Public Services Public Works Director Jon Hogan, Police Chief Andy Wilson, Planning Director Hannah Williams, City Parks & Recreation Director Phil Harper, Planning Technician Kim Staines, Assistant Fire Chief Tyrone Sturgis, Budget, Procurement & Financial Analyst Josh Angle, Public Services Public Utilities Director Jeff Church, and Community Engagement Coordinator Ashley Smith.

Absent Councilmember Rebecca Dellinger, Finance Director Donna Bean, Communication & Public Information Director Joshua Harris, Fire Chief Norman Staines, Economic Development Main Street Director Brenda Floyd, and Director of Special Projects and Grants David Coffey.

I. Call to Order

Mayor Pro-Tem Ike Perkins welcomed everyone and called the meeting to order.

II. Citizen Comment

There were no citizen comments presented at this time.

III. Public Safety

A. Police Chief Andy Wilson gave the following update:

- The Communication Merger is going well.
- There are several employee candidates from the BLET class at Caldwell Community College and Technical Institute.
- The Caldwell County Fair will be held September 23–27, with officers on duty.
- National Night Out will be held October 6 from 6:00 p.m. to 9:00 p.m.
- New all-wheel drive SUVs are currently being outfitted with stripes and are expected to be in service within a few weeks.

B. Assistant Fire Chief Tyrone Sturgis gave the following update:

- The completion date for the new ladder truck is October 20. Staff will travel to the Pierce Plant in Appleton, Wisconsin to conduct a final inspection prior to the truck being delivered to Lenoir.
- Staff are working on the annual inspection of all hydrants within the city. This should be completed by the end of September. Once completed, staff will start conducting annual testing of hydrants.

- October is Fire Prevention month.
- Staff will participate in facilities training at Catawba Valley Community College (CVCC) on October 14-16. This will finish the 18 hours of facilities training for all staff this year.
- The fire department is hosting a Fire Officer I, Fire Officer II, Fire Inspector I, and Technical Rescuer Ropes certification course over the next few months.

IV. Public Services

A. Public Services Public Works Director Jon Hogan gave the following update:

- Lenoir Fire Department Infrastructure: Design/Build Request for Qualifications (RFQ) meeting was held. GeoSpecialties plans to begin work, with a three-phase process: micro-pile installation to secure footing, pipe patching, and pressure grouting. The contract is to be completed within 90 days.
- Hospital Avenue Sidewalk Project: Neill Grading has a crew building curb and gutter and pouring the sidewalk at the Harper end. Retaining Wall #1 is complete and retaining wall #2 is under construction.
- Phase II Gateway Project: Sign installation was delayed until October due to material delivery. Encroachment revisions to three of the signs (South, East and West) are complete and are working on the northern location. They plan to pour concrete and set final signs November 19–24, 2026.
- Veterans Plaza Project: The project is 90% complete. We are still waiting for the delivery of planters and the additional monument and plaque to add future names.
- Clock Tower: The Notice of Award was sent to G&M Structures LLC, and will issue the Notice to Proceed. The overall goal is to have the tower installed by mid-November.
- Steel Street Stormwater: McGill is working on a site survey, then the design and scope will begin.
- Triangle Park: Demo will start within the next week.
- Greenway Links:
    - Harper/West Ave. realignment and Greenway: Mattern & Craig Engineers has 100% construction plans for the connector, which we are currently reviewing. The goal is to have this out to bid within the next month.
    - BL-0065/Morganton Blvd. connector at Harper Ave: Solicitation for Request for Letters of Interest (RFLOI) for PE/Design opened on September 21 and are due by Friday, October 9, 2026.
    - NC-18 Crossing:The City will revisit and reevaluate the Hawk Signal option.

B. Public Services Public Utilities Director Jeff Church gave the following update:

- Lenoir–Valdese Water Interconnect: A joint progress meeting with Lenoir

and Valdese staff was held on August 12 to review the project and key design decisions. The water application was submitted to Public Water Supply for review, followed by the Duke line crossing application. Plans and applications are being updated for submittals to NCDOT for the encroachment agreement and to DEQ for the erosion and sediment control approval. Easement plats are being prepared and submitted to Colliers for easement acquisition.

- Lower Creek WWTP Process Basin Upgrades: Project costs (*current funding received is $5.6 million*) will be significantly higher, as discussed at the September 10 progress meeting, since the basins will need expanded aeration capacity. As design progresses towards 60%, efforts will be made to identify potential cost reductions for the project.
- Arc Flash Assessments: Reports will be finalized once Duke Energy provides the remaining information. Labels will be printed and then applied to the electrical gear.
- Water and Sewer AIAs: The Asset Management Plans for both the Water and Sewer AIA projects are being prepared. The plan is to present the AMPs at the Committee of the Whole meeting in late October.
- Finley Area Water Improvements: Painting of the elevated water tank is underway. Water line construction continues in the project area, with installation completed along Finley to Main Street.
- East Harper Sewer Replacement: The Contractor is working to provide as-built elevations and to repair items in the area.

1. Approval Change Order Number One, Finley Area Water System Improvements; This change order results in an increase of the original contract amount, $2,063,700, by $22,224.18, resulting in a final contract price of $2,091.924.18. Project contingency funds will be used to cover the increase. Staff recommends approval of the change order, as submitted.

A copy of the change order is attached to the minutes.

Public Services Public Utilities Director Jeff Church explained the need for the change order. Councilmembers agreed and had no concerns.

Upon a motion by Councilmember Beal, City Council voted 6 to 0 to approve the Change Order Number One, Finley Area Water System Improvements, as presented.

V. Community Development

A. Community Engagement Coordinator Ashley Smith gave the following update:

- The Main Street America assessment will begin soon.
- The Downtown Lenoir Development Alliance (DLDA) will hold education sessions for downtown businesses to help with websites in October.

- The second round of mural boxes downtown has been completed.
- The holiday decor has been ordered.
- Downtown music services have transitioned from Spectrio to Pandora for better performance.
- Promotional updates include filming by Roseland Pictures and still image sessions for Visit Lenoir.
- Bloom Blast will be held on Saturday, October 3.

B. Planning Director Hannah Williams gave the following report and update:

- The September Planning Board meeting did not have any cases. The board reviewed the new state laws limiting local zoning authority regarding minimum parking counts and home-based businesses.
- There is one Planning Board seat vacancy, with an application under review.
- The site plan for Dutch Brothers is under review.
- A new healthcare facility (Senior TLC) is moving into the former Bargain Hunt space, which includes improved pedestrian connectivity.
- There are currently no applications submitted for the October Planning Board meeting, it may be canceled.

C. Parks & Recreation Director Phil Harper gave the following update:

- A sign dedication was held for Rick Pierce, a longtime member of the Parks & Recreation Advisory Board.
- Registration is open for basketball, cheer, adult softball, and tennis lessons through early October.
- The outdoor pool is now closed and the indoor pool and plunge pool are open.
- LED lighting upgrades have been completed at the Martin Luther King Jr. Center and Mulberry Recreation facilities.
- The Aquatic Fitness Center will have new exercise equipment soon.
- The Parks & Recreation Advisory Board will meet on Monday, October 19 at the Martin Luther King Jr. Center.

VI. Finance & Administration

A. Finance Director Donna Bean was not present, City Manager Scott Hildebran gave a update.

1. Financial Summary:The General Fund was within budget and progressing as expected. A copy of the financial summary is attached to these minutes as information.

City Manager Scott Hildebran introduced new employee Josh Angle. Josh will be the new Budget Procurement & Financial Analyst.

B. Director of Special Projects and Grants David Coffey was not present to give an update.

VII. Other

A. The calendar for the month of October was provided in the packet as information.

VIII. Adjournment

There being no further business, the meeting was adjourned at 9:28 a.m.

Change Order No. 001

Date of Issuance: 09/15/2026 Effective Date: 09/15/2026

Project: Finley Area Water System Improvements	Owner: City of Lenoir	Owner's Contract No.: DWI No. SRP-D-ARP-0198
Contract: Finley Area Water System Improvements		Date of Contract: 08/29/2025
Contractor: Caldwell Tanks, Inc.		Engineer's Project No.: 21.01145

The Contract Documents are modified as follows upon execution of this Change Order:

Description: Undercut and replacement of poor soils encountered during the excavation for the tank foundation. To meet the design soil bearing the foundation had to be undercut 3 FT at the direction of the Geo-Technical Engineer, BLE and then replaced with flowable fill concrete.

Attachments (list documents supporting change):
Summary of change order items: Contractor's Cost Proposal per Engineer's markups.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: $2,063,700.00	Original Contract Times: ☐ Working ☒ Calendar days Substantial completion (days or ~~date~~): 360 Ready for final payment (days or ~~date~~): 390
[~~Increase~~] [~~Decrease~~] from previously approved Change Orders No. 0 to No. 0: $0.00	[~~Increase~~] [~~Decrease~~] from previously approved Change Orders No. 0 to No. 0: Substantial completion (days): 0 Ready for final payment (days): 0
Contract Price prior to this Change Order: $2,063,700.00	Contract Times prior to this Change Order: Substantial completion (days or ~~date~~): 360 Ready for final payment (days or ~~date~~): 390
[Increase] [~~Decrease~~] of this Change Order: $28,224.18	[~~Increase~~] [~~Decrease~~] of this Change Order: Substantial completion (days or ~~date~~): 0 Ready for final payment (days or ~~date~~): 0
Contract Price incorporating this Change Order: $2,091,924.18	Contract Times with all approved Change Orders: Substantial completion (days or ~~date~~): 360 Ready for final payment (days or ~~date~~): 390

RECOMMENDED:	ACCEPTED:	ACCEPTED:
Engineer:	Owner:	Contractor:
Print: DOUGLAS CHAPMAN	Print: Scott Hildebrand	Print: Matthew Tuminski
Date: 9-18-26	Date: 9/5/2026	Date: 9-15-2026
Approved by Funding Agency (if applicable):		Date:

CALDWELL
Since 1887

August, 21, 2026

McGill Associates
1240 19th Street Lane NW
Hickory, NC 28601

Attention: Curtis Baker

Subject: 9575 Foundation Change Order

Mr. Baker,

Attached is revised Change Order based of your revisions: During subgrade inspection to verify bearing capacity on 03/05/26, soft residual soils were encountered which did not meet the required bearing of 4000psf. Excavation was deepened by 3ft and widened accordingly to maintain safe side slopes. The following day on 03/06/26, the subgrade was reinspected and two small areas of softer residual soils were found in the southwest corner of the excavation. These areas were undercut an additional 1-2 feet until stiff residual soils were found that met the 4000psf requirement. The over excavation was then brought back to grade with a 3ft +/- thick concrete mudmat which totaled 126 cubic yards. See attached BLE field reports.

Revised Change Order Request Amount	$ 3,120.00
	$19,750.00
	$ 2,049.88
Ozark OH&P 5%	1,246.00
Sub Total	$26,165.88
Caldwell PM Time and 5 % Markup	2,058.30
Total	$28,224.18

Let me know if you have any additional questions.

Sincerely,

Matt Tuminski
Project Manager
Caldwell Tanks, Inc

Finley Area Water System Improvements

DWI Project No. SRP-D-ARP-0198

Original Contract			Days	Date		Contract Amount
Substantial Completion			360	Oct. 22, 2026		
Final Completion			390	Nov. 21, 2026		$ 2,063,700.00
C.O.	**Line Item Adds**	**Description**	Units	QTY	Unit Price	Total
1		Undercut and Replacement	LS	1	$ 28,224.18	$ 28,224.18
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
Total Change Order No. 1						**$ 28,224.18**
New Contract Total			**Original**	**Add**	**New**	
Contract Time		Days to Substantial	360	0	360	**$ 2,091,924.18**
		Days to Final	390	0	390	

City of Lenoir
Financial Summary
As of 08/31/2026

General Fund

	2026-2027 Budget	8/31/2026	% of Budget	Change from Previous Year	8/31/2025
Total Revenue	$ 27,104,230.00	$ 13,936,525.37	51%	$ 1,741,070.25	$ 12,195,455.12
Expenditures	$ 27,104,230.00	$ 4,995,726.87	18%	$ 161,301.76	$ 4,834,425.11
Over/Under	$ -	$ 8,940,798.50		$ 1,579,768.49	$ 7,361,030.01

Downtown District

	2026-2027 Budget	8/31/2026	% of Budget	Change from Previous Year	8/31/2025
Revenues	$ 285,875.00	$ 14,214.24	5%	$ (3,148.10)	$ 17,362.34
Expenditures	$ 285,875.00	$ 37,691.75	13%	$ 6,110.77	$ 31,580.98
Over/Under	$ -	$ (23,477.51)		$ (9,258.87)	$ (14,218.64)

Water/Sewer Fund

	2026-2027 Budget	8/31/2026	% of Budget	Change from Previous Year	8/31/2025
Revenues	$ 14,523,270.00	$ 2,179,046.83	15%	$ 52,867.06	$ 2,126,179.77
Expenditures	$ 14,523,270.00	$ 1,852,855.43	13%	$ 173,787.61	$ 1,679,067.82
Over/Under	$ -	$ 326,191.40		$ (120,920.55)	$ 447,111.95

City of Lenoir
Financial Summary By Department
As of 08/31/2026

General Fund					
	BUDGET	8/31/2026	8/31/2025	Difference	% of Budget
REVENUE					
PROPERTY TAXES	$ 11,509,984.00	$ 12,438,382.05	$ 11,683,001.49	$ 755,380.56	108%
SALES TAX	$ 6,630,325.00	$ -	$ -	$ -	0%
FRANCHISE TAX	$ 2,500,000.00	$ -	$ -	$ -	0%
SOLID WASTE FEE	$ 1,125,705.00	$ 187,986.21	$ 187,989.58	$ (3.37)	17%
OTHER	$ 5,338,216.00	$ 1,310,157.11	$ 324,464.05	$ 985,693.06	25%
TOTAL	$ 27,104,230.00	$ 13,936,525.37	$ 12,195,455.12	$ 1,741,070.25	51%
EXPENDITURES					
LEGISLATIVE	$ 447,051.00	$ 58,168.81	$ 105,997.05	$ (47,828.24)	13%
ADMINISTRATIVE	$ 892,576.00	$ 257,385.47	$ 250,269.35	$ 7,116.12	29%
FINANCE	$ 1,254,745.00	$ 206,347.84	$ 195,484.87	$ 10,862.97	16%
PLANNING	$ 588,647.00	$ 89,244.02	$ 130,099.89	$ (40,855.87)	15%
POLICE	$ 8,774,910.00	$ 1,504,744.26	$ 1,419,760.72	$ 84,983.54	17%
FIRE	$ 6,523,292.00	$ 1,009,965.63	$ 938,785.36	$ 71,180.27	15%
RECREATION	$ 2,133,394.00	$ 370,171.40	$ 412,568.90	$ (42,397.50)	17%
PUBLIC WORKS	$ 6,489,615.00	$ 1,499,699.44	$ 1,381,458.97	$ 118,240.47	23%
TOTAL	$ 27,104,230.00	$ 4,995,726.87	$ 4,834,425.11	$ 161,301.76	18%
OVER/UNDER	-	$ 8,940,798.50	$ 7,361,030.01	$ 1,579,768.49	32%

Downtown District					
	BUDGET	8/31/2026	8/31/2025	Difference	% of Budget
TOTAL REVENUES	$ 285,875.00	$ 14,214.24	$ 17,362.34	$ (3,148.10)	5%
TOTAL EXPENDITURE	$ 285,875.00	$ 37,691.75	$ 31,580.98	$ 6,110.77	13%
OVER/UNDER	-	$ (23,477.51)	$ (14,218.64)	$ (9,258.87)	-8%

Water/Sewer Fund					
	BUDGET	8/31/2026	8/31/2025	Difference	% of Budget
REVENUE					
WATER SALES	$ 8,254,288.00	$ 1,446,468.54	$ 1,374,990.43	$ 71,478.11	18%
SEWER SALES	$ 3,888,782.00	$ 667,583.29	$ 682,795.33	$ (15,212.04)	17%
CAPITAL RESERVE	$ 1,600,000.00	$ -		$ -	0%
OTHER	$ 780,200.00	$ 64,995.00	$ 68,394.01	$ (3,399.01)	8%
TOTAL REVENUES	$ 14,523,270.00	$ 2,179,046.83	$ 2,126,179.77	$ 52,867.06	15%
EXPENDITURES					
ADMIN & ENGINEERING	$ 580,590.00	$ 174,541.66	$ 108,237.46	$ 66,304.20	30%
WATER RESOURCES	$ 478,057.00	$ 167,528.77	$ 68,300.16	$ 99,228.61	35%
RHODHISS PLANT	$ 3,666,026.00	$ 282,821.17	$ 348,526.17	$ (65,705.00)	8%
WATER DISTRIBUTION	$ 2,997,400.00	$ 556,754.06	$ 626,020.17	$ (69,266.11)	19%
WASTEWATER COLLECTION	$ 2,766,617.00	$ 201,618.03	$ 174,792.44	$ 26,825.59	7%
WASTEWATER PRETREATMENT	$ 281,628.00	$ 67,174.12	$ 30,064.62	$ 37,109.50	24%
GUNPOWDER WASTEWATER PL	$ 903,474.00	$ 85,721.37	$ 67,632.14	$ 18,089.23	9%
LOWER CREEK WASTEWATER PL	$ 2,849,478.00	$ 316,696.24	$ 255,494.66	$ 61,201.58	11%
TOTAL EXPENDITURE	$ 14,523,270.00	$ 1,852,855.43	$ 1,679,067.82	$ 173,787.61	13%
OVER/UNDER	$ -	$ 326,191.40	$ 447,111.95	$ (120,920.55)	4%

October 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3 Bloom Blast
4	5	6 6:00 p.m. City Council 6:00-9:00 p.m. National Night Out	7 9:00 a.m. Staff Mtg.	8 6:00 p.m. LBAB (City Hall, 3rd Floor)	9	10
11	12 Noon-City/County Services Committee Planning Board 5:30 p.m.	13 8:15 a.m. Economic Dev.Adv. Committee (Civic Center) 2:00 p.m. ABC Board	14	15	16	17
18	19 6:00 p.m. Parks & Recreation Advisory Board (MLK Center)	20 6:00 p.m. City Council	21 9:00 a.m. Staff Mtg.	22	23	24
25	26	27 8:30 a.m. Committee of the Whole (City Hall, 3rd Floor)	28 Noon-Foothills Regional Airport Authority	29	30 4:00-6:00 p.m. Downtown Spooktacular 5:30-8:30 p.m. Friday Night Live- News @ 11	31

City of Lenoir
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Joseph L. Gibbons, Mayor
Scott E. Hildebran, City Manager
Lauren Hartley, City Clerk