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

**I. Agenda Item:** Staff requests Council to approve the close out of the Wayfinding Signs project.

**II. Background:**

The City of Lenoir periodically establishes capital project ordinances for projects involving construction, infrastructure improvements, or grant funding that extend beyond a single fiscal year. Because these projects often span multiple fiscal years, a capital project ordinance allows the City to appropriate funds for the duration of the project without requiring the governing body to appropriate funds annually.

The City of Lenoir contracted with Destination by Design, a multidisciplinary economic development firm located in Boone, North Carolina, to provide design, bid administration, and construction oversight for the Lenoir Vehicular Wayfinding Sign Project. The project included the manufacturing and installation of 53 wayfinding signs at designated locations along public streets and corridors to assist motorists in locating City amenities.

In July 2022, the City applied for and was awarded a $250,000 grant from the Appalachian Regional Commission (ARC). The original project budget included a local contribution of $291,500, bringing the total project cost to $541,500. In June 2024, the project budget was revised to account for change orders and additional work, increasing the total project budget to $629,500. The additional local funding consisted of $50,000 from the Lenoir Tourism Development Authority and $38,000 in local funding. This project was complete as of August, 2026 with total expenditures of $627,229.62. The project was completed under budget, with total expenditures coming in $2,270.38 below the approved budget. The final project budget and expenditures are summarized below:

The following expenditures were anticipated:

| Description | Revised Budget | Actual | Variance |
|---|---|---|---|
| Wayfinding Signs Construction, Installation & Design | $629,500.00 | $627,229.62 | $2,270.38 |
| Total Expenditures | $629,500.00 | $627,229.62 | $2,270.38 |

The following revenues were anticipated to be available to complete this project:

| Description | Revised Budget | Actual | Variance |
|---|---|---|---|
| ARC Grant Funding | $250,000.00 | $250,000.00 | $0.00 |
| ARPA Revenue Replacement Funds | $291,500.00 | $291,500.00 | $0.00 |
| LTDA Allocation | $50,000.00 | $50,000.00 | $0.00 |
| Local Funding | $38,000.00 | $35,729.62 | $2,270.38 |
| Total Revenue | $629,500.00 | $627,229.62 | $2,270.38 |

Staff would like to close out the capital project noted above. A Capital Project Budget Ordinance to Close Capital Project has been prepared and is attached for your review and approval.

**III. Staff Recommendation:**

Approve the request to close the Wayfinding Signs Capital Project.

**IV. Reviewed by:**

**Finance Director: Donna Bean**

**CAPITAL PROJECT BUDGET ORDINANCE TO CLOSE CAPITAL PROJECT FOR THE CITY OF LENOIR**

**WHEREAS**, The City of Lenoir periodically establishes capital project ordinances for endeavors that involve construction/infrastructure activities or grant funding for a purpose covering more than one year. In most cases, the duration of a project will extend from one fiscal year into another. Consequently, the adoption of a capital project ordinance allows the governmental entity to appropriate funds for the life of the project without the governing board having to reallocate funding on a fiscal year basis.

**WHEREAS,** the City Council desires to recognize the completion of the following Capital Project and

**WHEREAS,** The City adopted the revised Capital Project Budget Ordinance for the Wayfinding Signs Capital Project in June of 2024 with a total project budget of $629,500.00. This project was complete as of August, 2026 with total expenditures of $627,229.62. The project was completed under budget, with total expenditures coming in $2,270.38 below the approved budget.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LENOIR, NORTH CAROLINA, THAT:**

The Capital Project Budget Ordinance for the Wayfinding Signs Capital Project be closed.

Adopted this 20th day of October, 2026

_____Mayor

Attest:

_____, City Clerk