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Near the City. Near the Mountains. Near Perfect.

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CITY ATTORNEY
John M. Friguglietti, Jr.

STAFF REPORT

TO:	**City Council**
VIA:	Ritchie Haynes, City Manager
DATE:	June 26, 2025
FROM:	Scott Clark, Assistant City Manager
PREPARED BY:	Scott Clark, Assistant City Manager
SUBJECT:	Information Security Agreement

SUMMARY STATEMENT

City Council is requested to approve an Information Security Agreement. The document would be utilized by staff for future, infrastructure-related records requests. Those requesting such information would be required to sign the agreement.

REVIEW

The City of Lincolnton receives multiple requests for infrastructure-related information. Such information may consist of water/sewer/electric mapping data. Typically, this data is used for design purposes for future developments, roadway projects, and infrastructure-related community improvements. These requests are most often requested by Engineering/Architectural Consultants, contractors, or utility providers.

This information is sensitive in nature and critical to the services we provide to our community. The Information Security Agreement protects our sensitive data and ensures accountability of those requesting these records. The agreement is utilized by other municipally-owned utilities and is written in accordance with North Carolina

General Statute Chapter 132. Our City Attorney has reviewed and approved of the agreement as written.

RECOMMENDATION

Staff recommends City Council approve the Information Security Agreement as written and authorize staff to begin the immediate use of it.

Attachments: Information Security Agreement