AGENDA
City of Lenoir
City Council Meeting
905 West Ave. NW, Lenoir, NC 28645
Tuesday, November 3, 2026 | 6:00 PM

I. Call to Order

A. Moment of Silence & Pledge of Allegiance

B. Special Recognition: The Planning Department was awarded a Marvin Collins Award in the small community comprehensive plan category for the Living Lenoir 2045 Comprehensive Plan by the American Planning Association North Carolina Chapter at the Planning Conference in Cherokee, North Carolina.

II. Matters Scheduled for Public Hearings

III. Consent Agenda Items

A. Minutes: Approval of the City Council minutes of the meeting of Tuesday, October 20, 2026, as submitted.

B. Minutes: Approval of the Committee of the Whole minutes of the meeting of Tuesday, October 27, 2026, as submitted.

C. Acceptance of the Water and Sewer System Asset Management Plan Approval Resolution; The City of Lenoir, with the assistance of McGill Associates, developed Asset Management Plans and Asset Inventory and Assessments for its water and sewer systems. The project is funded through the North Carolina Department of Environmental Quality Division of Water Infrastructure AIA Grant program. The purpose of this project is to deliver a long-term roadmap for the continuation of the proactive management of the City's Public Utilities assets. On October 27, 2026, Council was presented with the project findings. To assist in improving future funding opportunities. Staff recommends approval of the Water and Sewer System Asset Management Plan Approval Resolution, as submitted.

Copies of the Asset Management Plans and the Executive Summaries are located at:
https://www.cityoflenoir.com/665/AIA-AMP-Reports

D. Approval Non-Discrimination Policy; Request for Non-Discrimination Policy be adopted for ARPA funding to meet guidelines for the Coronavirus State and Local Fiscal Recovery Funds (“ARPA/CSLFRF Award”) as recommended by the North Carolina Department of Environmental Quality. Staff recommends approval of the request for the Non-Discrimination Policy be adopted, as submitted.

IV. Requests and Petitions of Citizens

V. Reports and Boards and Commissions

VI. Reports and Recommendations of the City Manager

A. Items of Information

1. The Lenoir Tourism Development Authority will meet on Thursday, November 5 at 4:00 p.m. at City Hall, Third Floor.
2. The City/County Services Committee will meet on Monday, November 9 at noon at the J.E. Broyhill Civic Center.
3. The Planning Board will meet on Monday, November 9 at 5:30 p.m. at the City/County Chambers.
4. The Economic Development Advisory Committee will meet on Tuesday, November 10 at 8:15 a.m. at the J.E. Broyhill Civic Center.
5. The Veterans Day Ceremony hosted by Dysart-Kendall American Legion Post 29 will be held Wednesday, November 11 at 11:00 a.m. at the Downtown Stage.
6. The City offices will be closed Wednesday, November 11 in observance of Veterans Day.
7. The ABC Board will meet on Thursday, November 12 at 2:00 p.m.
8. The Lenoir Business Advisory Board will meet on Thursday, November 12 at 6:00 p.m. at City Hall, Third Floor.
9. The City Council will not meet on Tuesday, November 17 and the Committee of the Whole will also not meet in November.
10. The Light Up Lenoir event will be held on Thursday, November 19 from 5:00 p.m. to 7:00 p.m.in Downtown Lenoir.
11. Storytime with Mrs. Clause will be held Friday, November 20 from 7:00 p.m. to 8:00 p.m. at the Downtown Stage.
12. The Merry Market on Main event will be held Saturday, November 21 in Downtown from 10:00 a.m. to 6:00 p.m.
13. The annual Drive-By Community Turkey Tuesday event will be held Tuesday, November 24, beginning at 5:00 p.m. at the Martin Luther King Jr. Center located at 313 Greenhaven Drive until all the turkeys have been handed out. One turkey will be given per family or a person may walk up to receive one turkey.
14. The City offices will be closed November 26 and 27 in observance of Thanksgiving holiday.
15. Small Business Saturday will be held in Downtown on Saturday, November 28.

VII. Reports and Recommendations of the City Attorney

VIII. Reports and Recommendations of the Mayor

A. Board Appointment: Mayor Gibbons will recommend Ben Boaz to be appointed to the Foothills Regional Airport Authority (2028 Unexpired). This appointment will be placed on the December 1 City Council Agenda.

IX. Reports and Recommendations of Council Member

X. Adjournment

City Council
Meeting Minutes
Tuesday, October 20, 2026
6:00 PM

Present: Mayor Joe Gibbons presiding. Mayor Pro-Tem Ike Perkins, Councilmembers present were Jonathan Beal, Rebecca Dellinger, Kimmie Rogers, David Stevens, Crissy Thomas, City Clerk Lauren Hartley, and Attorney Timothy Rohr.

Via Telephone: City Manager Scott Hildebran

City Staff: In attendance were Finance Director Donna Bean, Public Services Public Works Director Jon Hogan, Fire Chief Norman Staines, Police Chief Andy Wilson, City Parks & Recreation Director Phil Harper, Economic Development Main Street Director Brenda Floyd, Public Services Public Utilities Director Jeff Church, and Planning Technician Kim Staines.

Absent Councilmember Ralph Prestwood, Planning Director Hannah Williams, and Communication & Public Information Director Joshua Harris.

I. Call to Order

Mayor Gibbons made the following announcements:

- Please continue with thoughts and prayers for Councilmember Beal and his family for the passing of his mother and recovery for his father.
- Mayor Gibbons encouraged everyone to vote during this election. Voting is open now through November 3.
- Congratulations to the Planning Department, who will be presented with an award at the APA-NC Conference in Cherokee, NC for The Lenoir 2045 Comprehensive Plan, which won a Marvin Collins Award in the Comprehensive Plan for the small community category.
- The City of Lenoir and Caldwell County will be recognized by The North Carolina Society of Historians and presented an award for the America 250 "Our Story: The History of Caldwell County" at the 2026 awards program.

A. The meeting was opened by a moment of silence and the pledge of allegiance led by Mayor Gibbons.

Mayor Gibbons said City Manager Scott Hildebran is joining via telephone, he is attending the International City/County Management Association (ICMA) Annual Conference.

II. Matters Scheduled for Public Hearings

There were no public hearings.

III. Consent Agenda Items

Mayor Gibbons presented the following items:

A. Minutes: Approval of the City Council minutes of the meeting of Tuesday, October 6, 2026, as submitted.

B. Approval Capital Project Ordinance to close out the Vehicular Wayfinding Signsproject; The City of Lenoir contracted with Destination by Design 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. 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 included in the packet. Staff recommends approval of the request, as submitted.

C. Approval Capital Project Ordinance close out for the North Carolina Departmentof Natural and Cultural Resources for the North Carolina Parks and Recreation Trust Fund Grant (PARTF) – Lenoir Aquatic and Fitness Center (LAFC) project. In October 2022, the City of Lenoir received a Parks and Recreation Trust Fund (PARTF) grant for the Lenoir Aquatic and Fitness Center (LAFC) Project. The project included renovations to the LAFC, replacement of the pool slide, and construction of a splash pad and shelters at the Soccer Complex. In August 2025, the project budget was revised to account for change orders and additional work, increasing the total project budget to $1,360,085. The project was completed in October 2026 within the approved budget. The final project budget and expenditures are included in the packet. Staff recommends approval of the request, as submitted.

D. Budget Amendment, State Appropriated Law Enforcement Officer Bonus SessionLaw 2026-41. Session Law 2026-41 section 41.3 directs the State Bureau of Investigation to award local law enforcement officers with a lump sum compensation bonus in the amount of $1,750. To be eligible for the bonus, officers must be sworn, employed as a law enforcement officer as of June 30, 2026, and be either employed full-time or permanent part-time. Additional State funding is provided to cover the cost of the City's share of FICA payroll taxes related to the bonuses. The total amount of State funding provided equates to $1,883.88 per FTE. Applying the criteria for eligibility, the City has determined 53 FTEs are eligible for the bonus. Legislation requires the bonus to be paid separately from the employee's regular salary, and payable as close as practicable to October 15, 2026. Staff is requesting an appropriation of $99,845.64 (53 x $1,883.88) to process the LEO state-funded bonuses, as submitted. No City funding is required for the bonuses.

E. Approval Right of Way Acceptance of Dedication for Crestline Place; Dutch BrosInc. is in development for the site located northeast of the intersection at Blowing Rock Blvd (US-321) and Crestline Place. In an abundance of caution based on community feedback, the development group will expand Crestline Place to allow for a 12' wide right-turn lane onto Blowing Rock Blvd. The attached site plan has been reviewed by the Public Works Director for compliance with right-of-way widths and paving design, in accordance with Chapter 18 of the

Lenoir City Code and NCDOT has issued the encroachment agreement. Staff recommends approval of the request, as submitted.

Upon a motion by Councilmember Stevens, City Council voted 6 to 0 to adopt the above listed items (A through E) on the Consent Agenda as listed and recommended.

IV. Requests and Petitions of Citizens

There were no Requests and Petitions of Citizens.

V. Reports and Boards and Commissions

There was no report from Boards and Commissions.

VI. Reports and Recommendations of the City Manager

City Manager Scott Hildebran presented the following items of information:

A. Items of Information

1. The Committee of the Whole will meet on Tuesday, October 27, at 8:30 a.m. at City Hall, Third Floor.

2. The Foothills Regional Airport Authority will meet on Wednesday, October 28, at noon.

3. The Downtown Spooktacular event will be held on Friday, October 30, from 4:00 p.m. to 6:00 p.m. in Downtown Lenoir.

4. The Fall Festival will be held on Friday, October 30, from 4:00 p.m. to 7:00 p.m. at the Martin Luther King Jr. Center.

5. Friday Night Live concert featuring News @ 11 will be held Friday, Octobe r30, from 5:30 p.m. to 8:30 p.m. at the Downtown Lenoir Stage.

6. The Foothills Regional Airport will host a Business @ the Border joint event hosted by the Caldwell Chamber of Commerce and the Burke County Chamber of Commerce on Thursday, October 22, from 4:30 p.m.-7:00 p.m.

City Manager Scott Hildebran said while attending the International City/County Management Association (ICMA) Annual Conference, former Hudson Town Manager Dee Freemen, and former City of Lenoir Manager Lewis Price were recognized for their careers as they both passed away this past year.

VII. Reports and Recommendations of the City Attorney

There was no report from the City Attorney.

VIII. Reports and Recommendations of the Mayor

A. Board Appointment: Mayor Gibbons recommended Leah Hamilton to be appointed to the Planning Board (2029 Unexpired Term). This appointment was announced at the October 6 City Council meeting.

Upon a motion by Councilmember Thomas, City Council voted 6 to 0 to approve

Leah Hamilton be appointed to the Planning Board (2029 Unexpired Term), as presented.

IX. Reports and Recommendations of Council Member

There was no report from Councilmembers.

X. Adjournment

There being no further business, Mayor Gibbons adjourned the meeting at 6:17 p.m.

_____	_____
Lauren Hartley, City Clerk	Joseph L. Gibbons, Mayor

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

CITY OF LENOIR, NC CHARTERED JANUARY 28, 1851

Attest:

_____, City Clerk SEAL

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, In October 2022, the City of Lenoir received a Parks and Recreation Trust Fund (PARTF) grant for the Lenoir Aquatic and Fitness Center (LAFC) Project. The project included renovations to the LAFC, replacement of the pool slide, and construction of a splash pad and shelters at the Soccer Complex.

In August 2025, the project budget was revised to account for change orders and additional work, increasing the total project budget to $1,360,085. The project was completed in October 2026 within 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 North Carolina Department of Natural and Cultural Resources for the North Carolina Parks and Recreation Trust Fund Grant (PARTF) – Lenoir Aquatic and Fitness Center (LAFC) Capital Project be closed.

Adopted this 20th day of October, 2026

_____ Mayor

CITY OF LENOIR, NC CHARTERED JANUARY 28, 1851

Attest:

_____, City Clerk

SEAL

Dear Lenoir Police Department Contacts,

The North Carolina State Bureau of Investigation (SBI) is pleased to confirm that a check has been issued to **City of Lenoir** on behalf of **Lenoir Police Department** for the 2026 Local Law Enforcement Bonus Program.

Payment Details

Agency:	Lenoir Police Department
Invoice/Reference Number:	LEA0207
Certified Sworn FTEs:	53.
Base Bonus Amount:	$92,750.00
Employer Social Security and Medicare (FICA):	$7,095.64
Total Check Amount:	**$99,845.64**

The total check amount is based on the eligible sworn FTEs certified by your agency and includes the base bonus funding plus the employer portion of FICA associated with those bonus payments.

2026-2027 Fiscal Year

Capital Project Amendment

Tuesday, October 20, 2026

Request for a budget amendment to allocate funding for State appropriated Law Enforcement Officer Bonus (Session Law 2026-4)

ITEM 1: Allocate funding for State appropriated Law Enforcement Officer Bonus (Session Law 2026-4).

	Use	Amount of Increase	
10-10-4310-121	Regular Salaries and Wages	10,500.00	
10-10-4311-121	Regular Salaries and Wages	19,250.00	
10-10-4312-121	Regular Salaries and Wages	63,000.00	
10-10-4310-180	FICA Expense	803.28	
10-10-4311-180	FICA Expense	1,472.68	
10-10-4312-180	FICA Expense	4,819.68	
10-10-3430-340	Local Law Enforcement Reimbursement	99,845.64	

SITE NOTES:

1) ALL PROPOSED DIMENSIONS USED TO SHOW THE GEOMETRIC LAYOUT OF THE PROPOSED PARKING LOT ARE SHOWN AT THE FACE OF CURB. ALL PROPOSED DIMENSIONS USED TO SHOW THE GEOMETRIC LAYOUT OF THE PROPOSED BUILDING LOCATION ARE GIVEN AT THE OUTSIDE FACE OF THE BUILDING CORNERS. ALL CURB RADII ARE GIVEN AT THE FACE OF CURB.

2) CONTRACTOR SHALL NOTIFY ENGINEER OF ANY DISCREPANCIES BETWEEN THE EXISTING CONDITIONS IN THE FIELD AND THE SURVEY SHOWN ON THE PLANS BEFORE PROCEEDING WITH ANY NEW CONSTRUCTION.

3) CONTRACTOR IS RESPONSIBLE FOR CORRECT HORIZONTAL AND VERTICAL ALIGNMENT OF ALL TIES BETWEEN PROPOSED AND EXISTING PAVEMENTS, CURB AND GUTTER, SIDEWALKS, WALLS, AND UTILITIES.

4) SEE ARCHITECTURAL PLANS FOR BUILDING FLOOR PLAN DIMENSIONS, DOOR LOCATIONS, SITE LIGHTING PLAN, AND OTHER ARCHITECTURAL DETAILS.

5) ALL BUFFERS, TREE SAVE AREAS, AND UNDISTURBED AREAS SHALL BE CLEARLY IDENTIFIED BY FLAGGING AND/OR FENCING PRIOR TO COMMENCEMENT OF ANY LAND DISTURBANCE.

6) ALL CONSTRUCTION RELATED PERMITS DURING THE CONSTRUCTION PHASE OF THIS PROJECT ARE THE RESPONSIBILITY OF THE OWNER. ALL EROSION, SEDIMENT CONTROL AND TREE PROTECTION MEASURES SHALL BE INSTALLED PRIOR TO ANY GRADING.

7) CITY OF LENOIR ACCEPTS NO RESPONSIBILITY FOR THE AMERICANS WITH DISABILITIES ACT (ADA), EXCEPT FOR NOTIFICATION REQUIREMENT, THE OWNER/DEVELOPER IS SOLELY RESPONSIBLE FOR COMPLIANCE FOR SAID ACT.

8) CONTRACTOR SHALL COORDINATE WITH THE CITY OF LENOIR, THE CITY OF LENOIR WATER AND SEWER DEPARTMENT, AND DEPARTMENT OF TRANSPORTATION INSPECTORS REGARDING ALL CERTIFICATE OF OCCUPANCY REQUIREMENTS AND COORDINATE WITH THE ENGINEER APPROXIMATELY 8 WEEKS PRIOR TO ANTICIPATED CERTIFICATE OF OCCUPANCY DATE REGARDING ANY ITEMS REQUIRING APPROVAL OR CERTIFICATIONS BY THE ENGINEER.

9) CONTRACTOR SHALL BE RESPONSIBLE FOR ALL RELOCATIONS, (UNLESS OTHERWISE NOTED ON PLANS) INCLUDING BUT NOT LIMITED TO, ALL UTILITIES, STORM DRAINAGE, SIGNS, TRAFFIC SIGNALS & POLES, ETC. AS REQUIRED. ALL WORK SHALL BE IN ACCORDANCE WITH GOVERNING AUTHORITIES REQUIREMENTS AND PROJECT SITE WORK SPECIFICATIONS AND SHALL BE APPROVED BY SUCH. ALL COST SHALL BE INCLUDED IN BASE BID.

10) REFER TO ARCHITECTURAL PLANS FOR SITE LIGHTING ELECTRICAL PLAN.

11) ALL GENERAL CONTRACTOR WORK TO BE COMPLETED (EARTHWORK, FINAL UTILITIES, AND FINAL GRADING) BY THE MILESTONE DATE IN PROJECT DOCUMENTS.

12) CONTRACTOR SHALL REFER TO ARCHITECTS PLANS & SPECIFICATIONS FOR ENTRY LOCATION OF ALL WATER, SEWER SERVICE, ELECTRICAL, TELEPHONE & GAS SERVICE. CONTRACTOR SHALL COORDINATE INSTALLATION OF UTILITIES IN SUCH A MANNER AS TO AVOID CONFLICTS & ASSURE PROPER DEPTHS ARE ACHIEVED AS WELL AS COORDINATING WITH THE REGULATORY AGENCY AS TO THE LOCATION & TIE-INS/CONNECTIONS TO THEIR FACILITIES.

13) THE CONTRACTOR IS RESPONSIBLE FOR THE PROTECTION OF ALL AREAS INDICATED TO REMAIN UNDISTURBED OR TO REMAIN AS BUFFERS, ALL PROPERTY CORNERS, & REPLACING ALL PINS ELIMINATED OR DAMAGED DURING CONSTRUCTION.

14) CONTRACTOR IS RESPONSIBLE FOR REPAIRS OR DAMAGE TO ANY EXISTING IMPROVEMENTS DURING CONSTRUCTION, SUCH AS, BUT NOT LIMITED TO, DRAINAGE, UTILITIES, PAVEMENT, STRIPING, CURB, ETC., REPAIRS SHALL BE EQUAL TO OR BETTER THAN EXISTING CONDITIONS.

15) IN HEAVY DUTY PAVEMENT AREAS G.A.B. SHALL EXTEND UNDER THE GUTTER TO PROVIDE ADDITIONAL STABILITY FOR TRUCK TRAVEL.

SITE DATA

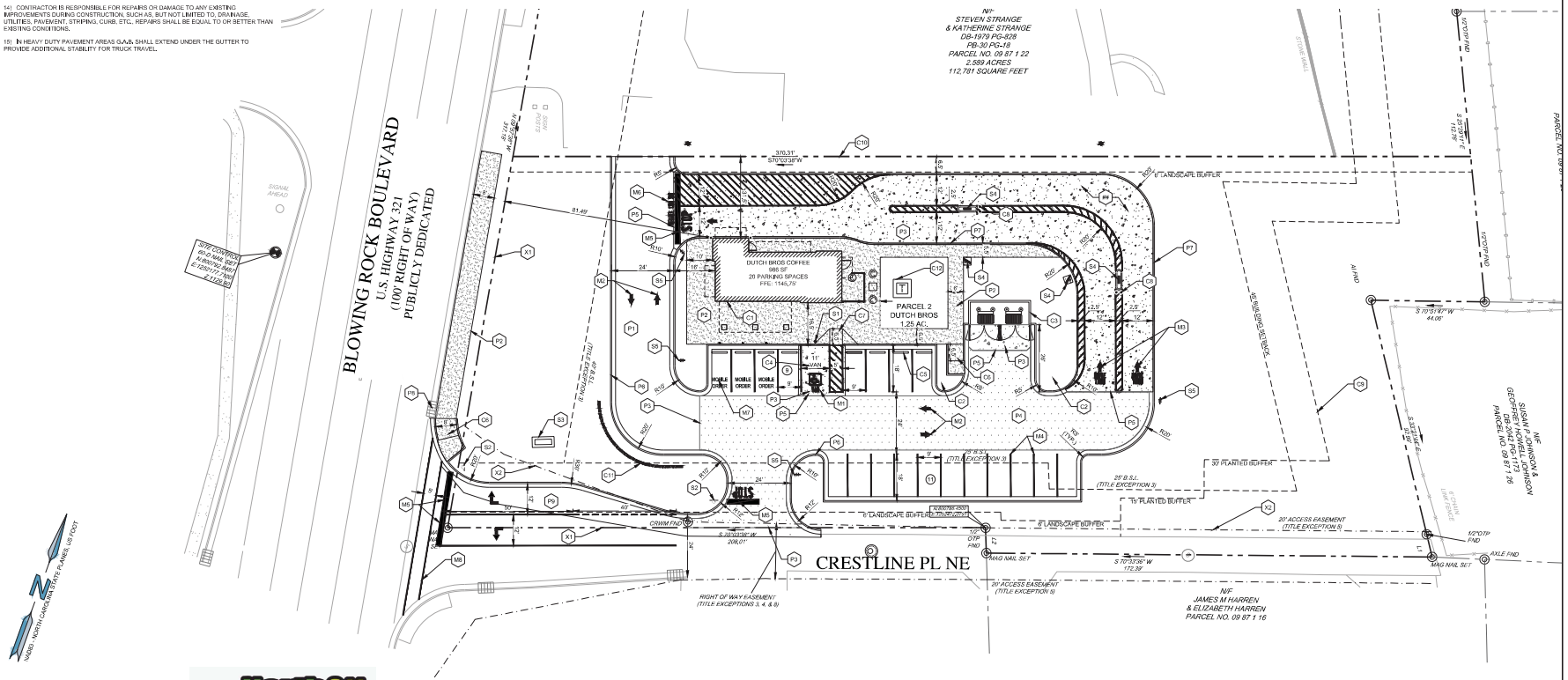
ZONING:		B-2 (GENERAL BUSINESS)
PARCEL IDENTIFICATION NUMBER:		2850213080
TOTAL SITE AREA:		2.589 AC.
PROJECT SITE AREA:		1.250 AC.
DISTURBED AREA:		1.2 AC.
IMPERVIOUS SURFACE AREA PROPOSED (%):		0.650 AC. (52.0%)
IMPERVIOUS SURFACE AREA EXISTING (%):		0.224 AC. (17.9%)
PERVIOUS SURFACE AREA PROPOSED (%):		0.600 AC. (48.0%)
BUILDING SETBACK -	FRONT:	40 FT
	SIDE:	25 FT
	REAR:	45 FT
LANDSCAPE BUFFER -	FRONT:	6 FT
	SIDE:	6-30 FT
	REAR:	30 FT
BUILDING FLOOR AREA:		984 S.F.
FLOOR AREA RATIO PROPOSED:		1.81
BUILDING HEIGHT:		24'-0"
PARKING RATIO REQUIRED -	RETAIL:	1 SPACE / 3 SEATS
PARKING REQUIRED:		0 SPACES
PARKING PROVIDED:		20 SPACES
ACCESSIBLE PARKING REQUIRED:		1 SPACES
ACCESSIBLE PARKING PROVIDED:		1 SPACES

LINE LEGEND

- PROPERTY LINE
- PROPOSED BUILDING WALLS
- PROPOSED CURB AND GUTTER

KEY PLAN, SYMBOL LEGEND, & DETAIL REFERENCE

P1	STANDARD DUTY ASPHALT PAVING (TYP.)	C-6
P2	CONCRETE SIDEWALK PAVING (TYP.)	C-6
P3	HEAVY DUTY CONCRETE PAVING (TYP.)	C-6
P4	HEAVY DUTY ASPHALT PAVING (TYP.)	C-6
P5	HEAVY DUTY CONCRETE / HEAVY DUTY ASPHALT TRANSITION (TYP.)	C-6
P6	24" CONCRETE CURB AND GUTTER (TYP.)	C-6
P7	6" CONCRETE HEADER CURB (TYP.)	C-6
P8	TIE-IN CURB FLUSH WITH EXISTING	
P9	CONTRACTOR TO MATCH EXISTING PAVEMENT WITHIN CITY ROW.	
M1	ACCESSIBLE PARKING SPACE WITH INTERNATIONAL SYMBOL OF ACCESSIBILITY PARKING SPACE MARKING	C-7
M2	PAINTED TRAFFIC ARROWS - DRIVEWAY TRAFFIC FLOW DIRECTIONAL ARROWS	C-7
M3	PAINTED TRAFFIC ARROWS - DRIVE THROUGH MARKING	C-7
M4	PARKING STRIPING	C-7
M5	24" STOP BAR AND "STOP" LABEL STRIPING	C-7
M6	"DO NOT ENTER" LABEL STRIPING	
M7	MOBILE ORDER PAVEMENT MARKING AND SIGNAGE (SEE ARCH. PLANS FOR DETAILS)	
M8	CROSSWALK STRIPING - 5' WIDE	
C1	ACCESSIBLE SERVICE COUNTER	C-7
C2	LANDSCAPE ISLAND (TYP.)	
C3	DUMPSTER WITH ENCLOSURE TO MATCH BUILDING EXTERIOR. SEE ARCHITECTURAL FILES FOR DETAILS	
C4	ACCESSIBLE PARKING	C-7
C5	CONCRETE WHEEL STOP (TYP.)	C-7
C6	ACCESSIBLE CURB RAMP	C-7
C7	ACCESSIBLE CURB RAMP WITH FLARES	C-7
C8	BOLLARD (SEE ARCH. PLANS FOR DETAILS AND EXACT LOCATIONS, TYP.)	
C9	PROPOSED PLANTED BUFFER (CONDITION OF REZONING)	
C10	PROPOSED PROPERTY LINE	
C11	PROPOSED RETAINING WALL WITH 4 FT TALL ORNAMENTAL FALL PROTECTION FENCE WHERE WALL IS GREATER THAN 30" TALL. FALL PROTECTION FENCE SHALL MEET ALL IBC REQUIREMENTS.	
C12	TRANSFORMER ON 7'x7' CONCRETE PAD	
#	PARKING COUNT	
S1	POLE MOUNTED ACCESSIBLE SIGNAGE (TYP.)	C-7
S2	R1-1 "STOP" SIGN	
S3	MONUMENT SIGN. SEE SIGNAGE PACKAGE FOR DETAILS.	
S4	MENU BOARD (SEE ARCH. PLANS FOR DETAILS, TYP.)	
S5	DIRECTIONAL SIGNAGE (SEE ARCH. PLANS FOR DETAILS, TYP.)	
X1	*EXISTING PROPERTY LINE (TYP.)*	
X2	*EXISTING 20' ACCESS EASEMENT (TYP.)*	



North Carolina 811
www.nc811.org

ENGINEER:
FORESITE group
ENGINEERING OF NORTH CAROLINA, PLLC
North Carolina Authorization Number: P-2475
Foresite Group Engineering
of North Carolina, PLLC
51 12th Street South
Birmingham, AL 35233
o | 205.397.0370
f | 844.272.8997
w | www.foresitegroup.net

TENANT:
DUTCH BROS
1930 W RIO SALADO PARKWAY
TEMPE, AZ 85281
(541) 955-4700
CONTACT: TBD

PROJECT:
DUTCH BROS
710 BLOWING ROCK BLVD
LENOIR, NC 28645
PARCEL # 2850213080

SEAL:
NORTH CAROLINA PROFESSIONAL SEAL 055255 ENGINEER NATHAN RILEY FRANCE
03/10/26
FOR REVIEW PURPOSES ONLY
(NOT RELEASED FOR CONSTRUCTION)

REVISIONS	DATE

PROJECT MANAGER:	MFK
DRAWING BY:	CAH
JURISDICTION:	LENOIR, NC
DATE:	JULY 31, 2026
TITLE:	

SITE PLAN

SHEET NUMBER: C-3

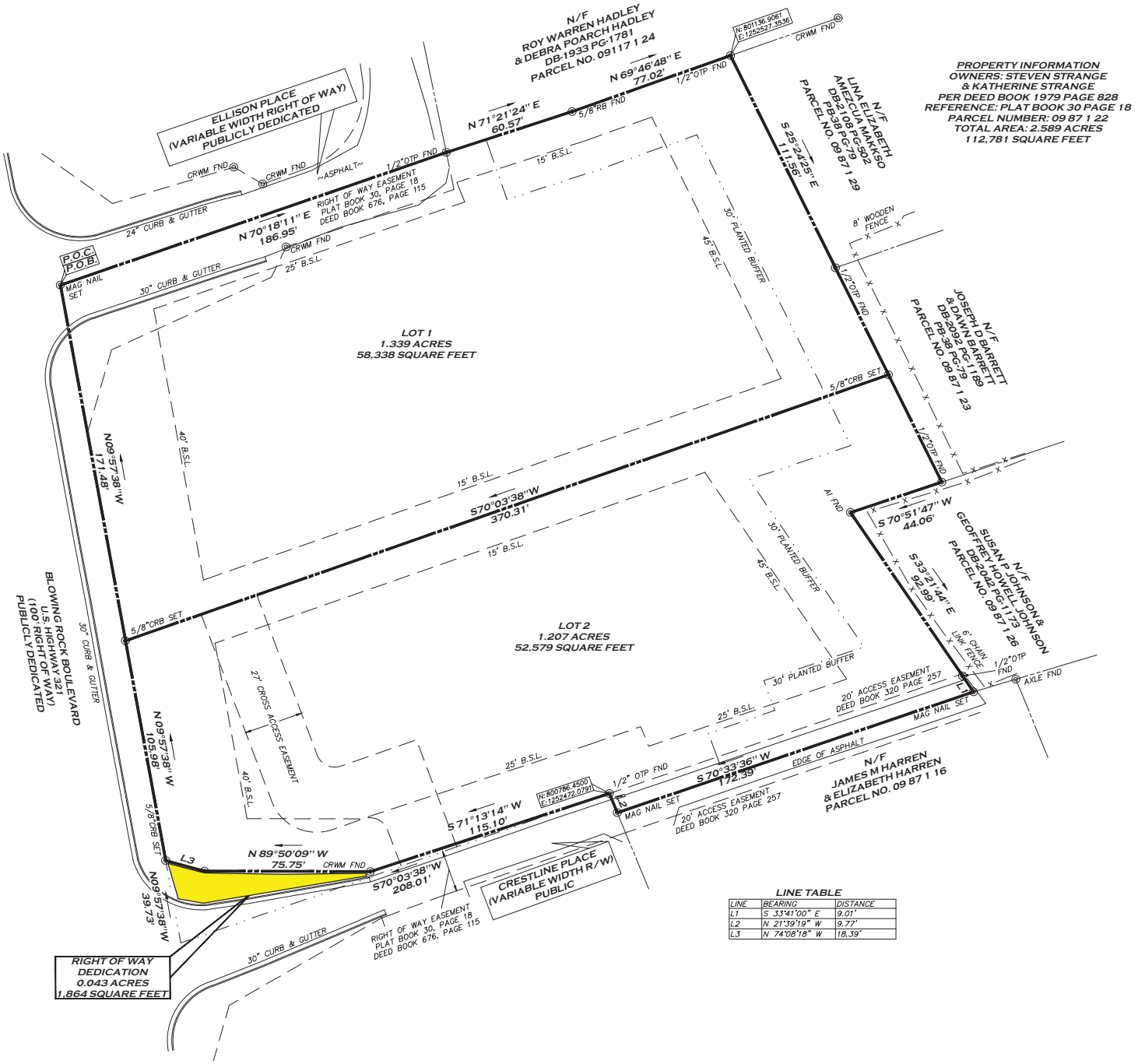
COMMENTS: NOT RELEASED FOR CONSTRUCTION

JOB/FILE NUMBER: 1580.026

Before Right-of-Way Dedication and Subdivision (Crestline/321)



Right of Way Dedication and Subdivision - Crestline Pl. (Dutch Bros. Coffee)



Committee of the Whole
Meeting Minutes
Tuesday, October 27, 2026
8:30 AM

Present: Mayor Joe Gibbons, Mayor Pro-Tem Ike Perkins, Councilmembers present were Jonathan Beal, Rebecca Dellinger, Ralph Prestwood, Kimmie Rogers, David Stevens, City Manager Scott Hildebran, and City Clerk Lauren Hartley.

City Staff: In attendance was Finance Director Donna Bean, Communication & Public Information Director Joshua Harris, Police Chief Andy Wilson, Planning Director Hannah Williams, City Parks & Recreation Director Phil Harper, Public Services Public Utilities Director Jeff Church, Economic Development Main Street Director Brenda Floyd, Assistant Fire Chief Chris Jacobs, Budget, Procurement & Financial Analyst Josh Angle, Parks & Public Properties Superintendant Jeff Holland, and Community Engagement Coordinator Ashley Smith.

Also in attendance was Joel Whitford and Greg Padgett, McGill Associates.

Absent Councilmember Crissy Thomas, Fire Chief Norman Staines, Director of Special Projects and Grants David Coffey, and Public Services Public Works Director Jon Hogan.

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:

1.

- Chief Wilson gave highlights of the Third Quarter Report July-September 2026, which is included in the agenda packet.
- The Police Department will be applying for the following grants:
  - BVP grant (bullet proof vests)
  - NC Association of Chiefs of Police (Essential Personnel Software annual coats)
  - Gary Sinise Foundation (2- UAV's "drones")
- The Police Department is working on records retention, which should be completed by January 2027.
- Additional police coverage and monitoring will be in place for Halloween.
- The Communication merger is going well. Once the new building is complete, all employees will be located there.
- Lieutenant Blanche has been accepted into the FBI National Academy

starting in January 2027.

B. Assistant Fire Chief Chris Jacobs gave the following update:

1.

- Assistant Fire Chief Jacobs gave highlights of the Third Quarter Report July-September 2026, which is included in the agenda packet.
- The Fire Department staff will go on November 2 to do the final inspection of the new fire truck. The fire truck is expected to be received by late November/December.

2. Approval for appointment of the Local Relief Fund Board (LRFB); The Lenoir Fire Department is requesting the appointment of Norman Staines to serve as one of the two selected by the City Council to serve on the Local Relief Fund Board (LRFB). Currently, Donna Bean serves as one of the representatives appointed by City Council and the LRFB needs one additional representative who resides within the City of Lenoir. Staff recommends approval for Chief Staines to serve one of the positions appointed by the City Council, as submitted.

Chief Jacobs said the relief fund is in case a firefighter is destitute in some way and also includes a small retirement stipend. There are five board members on the LRFB, one from the state, two from the city, one from the fire department, and one outside of the board.

Upon a motion by Councilmember Stevens City Council voted 6 to 0 to approve the appointment of Fire Chief Norman Staines to the Local Relief Fund Board (LRFB), as presented.

IV. Public Services

A. Parks & Public Properties Superintendent Jeff Holland gave the following update:

- Lenoir Fire Department Infrastructure: Design/Build RFQ: GeoSpecialties began work on 9/19/2026. Micro-Pile installation to secure footing, pipe patching and finally pressure grouting. Contract to be complete within 90 days. McGill has completed survey work for Phase III for the storm pipe replacement.
- Hospital Avenue Sidewalk Project: Project is roughly 70% complete, retaining walls #1 & #2 are complete. Curb and gutter and sidewalk are complete from Harper Ave. to Wilson Street. The next section is at Taubrook Place and will involve stormwater pipe and infrastructure replacement, as well as gas line relocation. We are awaiting Piedmont Natural Gas (PNG) for an updated relocation schedule.
- Phase II Gateway Project: Installation Schedule: Digging 11/16-11/17, Soil Bearing Test 11/16-11/18. Depending on test results, they plan to Pour Concrete/Set Final Signs 11/19-11/24.
- Veterans Plaza Project: Project is 90% complete. We are awaiting the delivery of four planters, the additional monument, and plaque to add future names (mid-November delivery).

- Clock Tower: The Notice to Proceed was issued to G&M Structures LLC on 9/18. Vegetation has been removed as well as existing concrete. G&M plans to pour footers then start on sidewalks. Work schedule and cure time put the tower installation around the second week of December.
- Steel Street Stormwater: McGill has completed survey work and has scheduled with KRG Utilty, Inc to provide a camera and condition assessment of the existing infrastructure.
- Triangle Park: Currently re-evaluating the submitted design.
- Greenway Links:
    - BL-0065 or the Morganton Blvd. connector at Harper Ave.: Solicitation for Request for Letters of Interest (RFLOI) for PE/Design opened on Monday 9/21 and were due by Friday October 9 2026. Only one Letter of Interest (LOI) was received. Currently updating the RFLOI based on firm feedback. Will re-advertise within the next two weeks.
    - BL-0190 or Harper Ave. Streetscape: The project was awarded $2,043,000 in Locally Administered (LAP) federal funds and consists of SR 1425 (Harper Ave); Ridge Street to US 64 (Morganton Blvd) Construct sidewalk and Corridor Improvements. Next step will be to begin project application and municipal agreement with NCDOT and advertise RFLOI for PE/Engineering.
- Reminder: Leaf collection season begins on November 2. Please remind folks to put leaves at the curb, separate leaves and limbs, and please do not block storm drains or ditches.

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

1. Source Water Resiliency and Response Plan (SWRRP) Revision Certification:

Director Church said 15A NCAC18C .1305 (g) requires any public water system required to create and implement a Source Water Resiliency and Response Plan (SWRRP) review and update its SWRRP at five-year intervals from its creation deadline. The latest revision is required to be completed by December 31, 2026. City staff certified the revisions in May 2026 and is informing Council of the completed revisions.

The documents are confidential, by statute. This is to inform the Council that this has been completed and certified.

2. Update-McGil AIA (Water & Sewer)

Joel Whitford and Greg Padgett, McGill Associates, presented to the Council a PowerPoint presentation on the Water & Sewer Systems Asset Inventory and Assessment gave the following comments.

The city staff and city officials have done a tremendous job over the past few decades in planning for water and sewer infrastructure needs. This AIA effort

really is an overall comprehensive review to go in depth on the facilities. This assessment is tied to the Capital Improvements Plan (CIP), which is important for viability needs.
The key components of the assessment are:

1. Asset Inventory
2. Asset Assessment
3. Capital Improvement Plan (CIP)
4. Operation & Maintenance Plan

The city's facilities are very well maintained. Over the years, the city has done a great job in identifying many good grant opportunities, zero-interest loans, and low-interest loans.

The following projects were identified, some of which are already included in the CIP:

1. Water System Capital Improvement Projects - **Total $240,200,000**
    - Current Transmission & Distribution System CIP - $70,900,000
    - Additional Transmission & Distribution System CIP - $103,800,000
    - Current Water Treatment Plant CIP - $65,500,000
2. Wastewater System Capital Improvements Projects - **Total $105,000,000**
    - Collection System Improvement CIP - $49,100,000
    - Wastewater Treatment Plant CIP - $55,400,000
    - Lift Station Improvements CIP - $500,000

A copy of the Water & Sewer Systems Asset Inventory and Assessment PowerPoint is attached to these minutes as information.

Jeff Church advised adoption of the plans will be on the November 3 agenda for Council consideration.

V. Community Development

A. Economic & Main Street Director Brenda Floyd gave the following update:

- Currently working on the Main Street accreditation assessment.
- The Downtown Lenoir Development Alliance is hosting monthly information sessions.
- The Paint it Forward Project is almost complete, with two paintings left.
- Working to coordinate with a videographer for promotion for the Time Well Spent Clock Tower Project.
- The North Carolina Society of Historians recognized the America 250 “Our Story: The History of Caldwell County” at the 2026 awards program.

- Working with Compass Media on the Visit Lenoir NC website.

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

- The road widening on Crestline Place was approved at the October 20 City Council meeting for the Dutch Bros development. Permits are still under site plan review with the Planning Department.
- The North Hill Plaza Shopping Center will have facade updates in the next six months, with at least two apparel uses in vacant spaces.
- The Planning Department issued 11 new house permits in Georgetown Estates, to the same home builder.
- The November Planning Board meeting will have two cases.
    - A special use permit for Whitnel United Methodist Church, which is a quasi-judicial case.
    - A conditional zoning ordinance for Sunrise Circle off Cottrell Hill Road for a seven-unit apartment complex.
- Planning Technician Kim Staines is in training for the certified zoning official class (CZO) and will be completing soon.
- The Planning Department was presented with an award at the APA-NC Conference in Cherokee, NC for The Lenoir 2045 Comprehensive Plan, which won a Marvin Collins Award in the Comprehensive Plan for small community category.

Director Williams reported that, in response to requests from members of the nonprofit community to operate temporary warming stations during the winter months, Assistant Fire Chief Chris Jacobs, Code Enforcement Officer Matt Bolick, and she have worked with the WPCOG Homelessness Response Team to design a compliance form for these temporary uses. The form is intended to distinguish temporary warming stations from permanent homeless shelters by collecting organization contact information, establishing basic operational parameters, and ensuring that warming stations are not used to provide residential accommodations. Director Williams noted that congregate residential uses, such as homeless shelters, are subject to specific building and fire code requirements that must be met before residential occupancy can be provided.

City Manager Scott Hildebran said the HRT has been meeting with area churches and non-profits to discuss on how to provide services to unhoused folks. Several entities have expressed interest in hosting warming stations. The HRT is working with them on coordination.

Director Williams also noted that these stations provide temporary relief from extreme weather, and are not meant to be residential.

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

- Director Harper said this would be his last Committee of the Whole meeting before his retirement in December. It has been a pleasure and thanked the City Manager, Finance Director Donna Bean, Department

Heads, and City Council.

- Youth flag football and tennis lessons have started. There are nine softball teams.
- The NC Foothills Finest Shockwave Basketball camp clinic was held in October at the Martin Luther King Jr, Center.
- The Fall Festival will be held on Friday, October 30, from 4:00 p.m. to 7:00 p.m. at the Martin Luther King Jr. Center.
- The Aquatic & Fitness Center now has new exercise equipment.
- New LED lighting has been installed at both the Mulberry Recreation Center and Martin Luther King Jr. Center.

1. Approval Bid Award for Playground Equipment for the Mulberry Recreation Center and Rotary Soccer Complex; Following review of bids received, staff recommends awarding the bids to Barrs Recreation, LLC for the 2-5 age playset at Mulberry Recreation Center and the 5-12 age playset at the Rotary Soccer complex for $54,090.23 and awarding the ADA standalone swing set and 5-12 age Sensory Dome set to GameTime for $21,044.15, for a total contract value for this project will be $75,134.38, as submitted.

Upon a motion by Councilmember Stevens, City Council voted 6 to 0 to approve the Bid Award for Playground Equipment, as presented.

VI. Finance & Administration

A. Finance Director Donna Bean gave the following 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.

- Director Bean stated several policy updates will be on the November 3 agenda for Council consideration.

2. Approval Parks & Recreation Director job description revision; Staff recommends approval of the revised job description for Parks & Recreation Director, as submitted.

Finance Director Donna Bean said the city decided to revise the Parks and Recreation Director's position and job description. There have been a few changes as far as moving Parks and Grounds into Public Works. The new and old job description is included in the packet.

Upon a motion by Councilmember Prestwood, City Council voted 6 to 0 to approve the Parks & Recreation Director job description revision, as presented.

B. Budget, Procurement & Financial Analyst Josh Angle gave the following update on The Campus project:

- The asphalt is now complete.

- In progress:
    - The gym is being painted and new lights installed.
    - The auditorium is being painted, the windows were a special order with a 14-week lead time.
    - Looking at some finished product to look at the ceiling in the gym.

VII. Other

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

VIII. Adjournment

There being no further business, the meeting was adjourned at 9:58 a.m.



Chief Andy Wilson

Third Quarter Report

July - September, 2026

This report should serve to document and describe the department's in-service educational activity by providing a detailed list of training conducted and the hours involved.

DEPARTMENTAL TRAINING

School Resource Training Hours	**98**
DARE Instructor Certification	80
School Resource Officer: Gang Awareness in Schools	2
Threat Assessment for Schools - School Shooters	16

Special Response Team Training Hours	**380**
SRT Non-Specified	190
Basic Breaching	40
Basic SWAT Operator	150

State Mandated Training Hours	**110**
Critical Decision-Making Model	2
DWI - Arrest to Conviction	28
Illegal Business Activity	26
Legal Update	28
Legislative Update	12
Understanding the Roles and Authority of Private Protective Services	14

Supplemental Training Hours	**78**
CJ Leads Training	5
CJIS - Security and Privacy Training	1
Hostage and Crisis Negotiations	40
Huntress I.T. Online Training: Information Security, Secure Browsing, Social Media	4
Standardized Field Sobriety Testing	28

Supervisory Training Hours	**16**
Pathway to Promotion	8
Supervising a Critical Incident	8

TOTAL TRAINING HOURS	**682**

DEPARTMENTAL ACTIVITIES

Achievements & Announcements

Certificates (400 hrs): Criminal Investigations Program - J. Massey, SRO Program - C. Rubio, CJ Intermediate - A. Ryerse

E911 Center and Telecommunications staff transfer to the responsibility of the Caldwell County Emergency Services

SVR Promotions: SGT D. Brown to LT, SGT B. MacLeod to LT, SNR DET J. Hamrick to SGT, CPL H. Reid to SGT, MPO C. Rubio to CPL

Committees & Meetings

ABC, Child A/F Prevention, Crime Stoppers, CJ Advisory, City Cust Svc Team , FOP, Robins Nest, Shelter Home, SCAT, Veterans

FBI-NAA Training Conferences

Demos, Events & Tours

Blood Drive & Mobile Bus

Community: Crime Stoppers Bingo Fundraiser, Employee Litter Sweep, Fireworks, Port Opioid Settlement Mtg., Sculpture event

Downtown: Blackberry Festival, Dawn Dash, Music Nights, 4-Mile Run, Tattoo Festival

Governor's Highway Safety Initiatives, Job Fairs, K9 Trials & Promotional Processes

Department Upgrades & Equipment

Can-Am ATV

Orientation & Training

e-Crash Program Implemented / conversion from TraCS

Intern Training Hours: D. Walker (High School)

Programs & Other Mentions

K9 Process: new Handlers R. Reed (Cezar) & H. Smith (Genghis)

Military Reserve Duty: Inman, Martinez

Social District Detail (weekend nights)



CRIMES AGAINST PERSONS

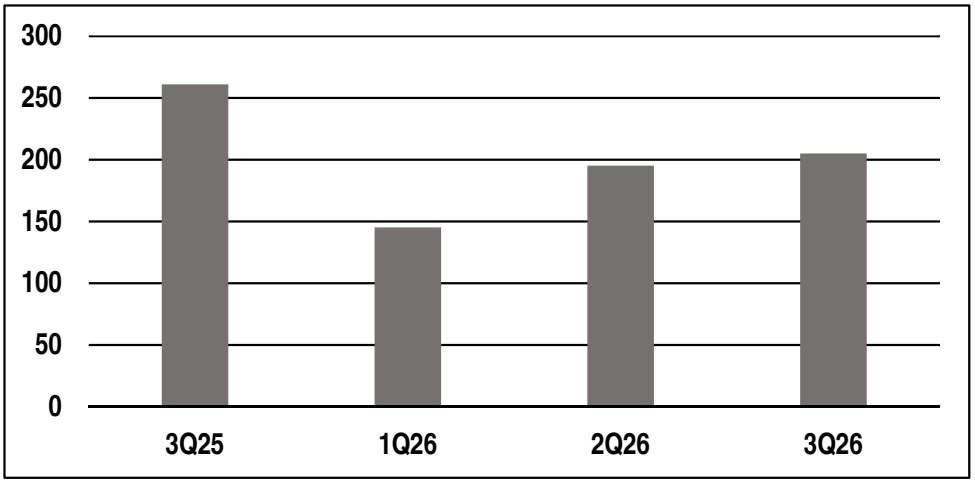
NIBRS	Charge Description	3Q25	1Q26	2Q26	3Q26
13A	Aggravated Assault	9	10	12	17
11D	Forcible Fondling	3	12	3	4
11A	Forcible Rape	3	3	4	3
11B	Forcible Sodomy	1	0	2	4
64A	Human Trafficking (Commercial Sex Acts)	0	0	0	0
64B	Human Trafficking (Involuntary Servitude)	0	0	0	0
36A	Incest	1	0	1	0
13C	Intimidation	15	17	12	22
09C	Justifiable Homicide	0	0	0	0
100	Kidnapping / Abduction	1	1	2	1
09A	Murder / Non-Negligent Manslaughter	0	0	0	0
09B	Negligent Manslaughter	0	1	0	0
11C	Sexual Assault with Object	0	0	0	1
13B	Simple Assault	87	94	98	75
36B	Statutory Rape	1	0	0	0
	TOTALS	**121**	**138**	**134**	**127**

CRIMES AGAINST SOCIETY

NIBRS	Charge Description	3Q25	1Q26	2Q26	3Q26
720	Animal Cruelty	1	1	0	2
40B	Assisting / Promoting Prostitution	0	0	0	0
35A	Drug / Narcotic Violations	67	85	52	72
35B	Drug Equipment Violations	40	33	28	24
39A	Gambling (Betting / Wagering)	0	0	0	0
39C	Gambling (Equipment Violations)	0	0	0	0
39B	Gambling (Operating / Promotion)	0	0	0	0
39D	Gambling (Sports Tampering)	0	0	0	0
370	Pornography / Obscene Materials	2	2	1	3
40A	Prostitution	0	0	0	0
40C	Purchasing Prostitution	0	0	0	0
520	Weapons Law Violations	8	11	11	8
	TOTALS	**118**	**132**	**92**	**109**

CRIMES AGAINST PROPERTY

NIBRS	Charge Description	3Q25	1Q26	2Q26	3Q26
200	Arson	2	1	1	0
510	Bribery	0	0	0	0
220	Burglary / Breaking & Entering	46	20	27	35
250	Counterfeiting / Forgery	1	1	0	0
290	Destruction/ Damage/ Vandalism of	53	22	30	41
270	Embezzlement	0	0	0	0
210	Extortion / Blackmail	0	0	0	0
26G	Hacking / Computer Invasion	0	0	1	0
26F	Identity Theft	2	4	8	3
23H	Larceny (All Other)	61	36	40	40
23D	Larceny (From Building)	11	7	19	12
23E	Larceny (From Coin-Operated Machines / Devices)	0	0	0	0
23F	Larceny (From Motor Vehicles)	20	10	9	10
23G	Larceny (Motor Vehicle Parts and Accessories)	4	5	3	1
23A	Larceny (Pick-Pocket)	0	1	0	1
23B	Larceny (Purse Snatching)	0	0	0	0
23C	Larceny (Shoplifting)	21	6	25	19
240	Motor Vehicle Theft	10	5	3	8
26B	Fraud (Credit / Debit Card / ATM)	10	9	12	1
26A	Fraud (False Petense / Swindle / Confidence Game)	11	11	8	28
26C	Fraud (Impersonation)	6	1	1	0
26D	Fraud (Welfare)	0	0	0	0
120	Robbery	2	1	3	2
280	Stolen Property	1	5	5	4
26E	Wire Fraud	0	0	0	0
	TOTALS	**261**	**145**	**195**	**205**



GROUP B OFFENSES

NIBRS	Charge Description	3Q25	1Q26	2Q26	3Q26
90A	Bad Checks	0	0	0	0
90B	Curfew / Loitering / Vagrancy	0	0	0	0
90C	Disorderly Conduct	2	2	2	6
90D	Driving under Influence	16	10	8	14
90E	Drunkenness	4	1	5	7
90F	Family Non Violent Offenses	50	47	38	35
90G	Liquor Law Violations	0	1	0	0
90H	Peeping Tom	0	0	1	0
90I	Runaways	3	3	4	1
90J	Trespass of Real Property	7	3	11	17
90Z	All Other Offenses (Person / Property / Society)	2	8	7	5
	TOTALS	**84**	**75**	**76**	**85**

Group B offenses are non-reportable and consist of Crimes Against Society, except bad checks, runaway juvenile, and all other offenses. Runaway juvenile is not classified as a crime by the FBI, but we feel documentation is warranted.

CALLS FOR SERVICE

Description	3Q25	1Q26	2Q26	3Q26
Alarms	317	367	265	309
Animal Complaints	86	58	55	49
Civil Disturbances	234	176	183	183
Domestic Disturbances	243	233	220	192
Field Contacts	143	464	471	490
Follow-Ups	240	192	259	246
Foot Patrols	40	14	9	32
Incomplete 911s	657	461	554	651
Loud Noise Complaints	46	52	77	62
Special / House Checks	2488	2620	2506	2095
Stranded Motorists	117	125	128	131
Suspicious Persons	668	626	691	672
Suspicious Vehicles	228	256	205	238
Warrant Service	183	229	241	178
TOTALS	**5690**	**5873**	**5864**	**5528**

CANINE ACTIVITIES

Description	3Q25	1Q26	2Q26	3Q26
Building Searches	8	7	5	1
Building Search Apprehensions	1	0	0	0
Call Outs	0	0	0	0
Demonstrations	1	4	6	2
Currency Seized	$0	$75	$0	$0
Assist Narcotics Searches	42	4	22	20
Assist Narcotics Seizures	33	3	18	12
Narcotic Utilizations	42	37	22	20
Street Value of Seized Narcotics	$34,854	$17,444	$26,845	$34,782
Tracks	2	2	1	0
Tracks Apprehensions	0	2	0	0
Training Hours	71	123	102	108
Utilizations	53	62	38	23

CHARGES / ARRESTS

Description		3Q25	1Q26	2Q26	3Q26
Felony Charges					
	Adult	161	148	152	126
	Juvenile	1	2	3	1
Misdemeanor Charges					
	Adult	623	462	537	414
	Juvenile	9	16	20	0
	TOTALS	**794**	**628**	**712**	**541**
Figures to the right are arrests stemming from charges above.					
	Felony Arrests	*118*	*112*	*99*	*98*
	Misdemeanor Arrests*	*397*	*305*	*358*	*395*
	Involuntary Commitments	85	70	90	101

*Involuntary Commitments were previously included in the misdemeanor arrest totals for prior quarters. Going forward, they will be separated to stand on their own. *Prior quarter numbers have been corrected to reflect this change.*

TRAFFIC

Description		3Q25	1Q26	2Q26	3Q26
	Crashes with Injuries	48	44	56	58
	Crashes with Property Dmg	175	228	205	238
	Hit & Runs	52	43	36	48
	TOTALS	**275**	**315**	**297**	**344**
Data to the right is included in the totals above.					
	Fatalities	*1*	*1*	*1*	*2*
	Parking Lots	*68*	63	*61*	*79*

Hit & Runs were found not to be included in prior quarter totals and have been corrected to show the change. In addition, there were 3 pedestrians and/or cyclists involved in traffic crashes during this quarter.

Tickets	3Q25	1Q26	2Q26	3Q26
Handicap Tickets Issued	0	0	0	0
Parking Tickets Issued	4	2	0	0
Parking Tickets Paid	4	8	0	1
Traffic Citations Issued	680	662	401	605
Warning Tickets Issued	289	325	217	253

Top Five Crash Contributors	3Q26	Top Five Crash Locations	3Q26
Failure to Reduce Speed	49	Blowing Rock Blvd / Hospital Ave	12
Inattention	48	Blowing Rock Blvd / ABC Ct	4
Improper Backing	35	Hickory Blvd / McLean Dr	4
Failure to Yield Right of Way	34	Blowing Rock Blvd / Greenhaven Cir	2
Other	20	Blowing Rock Blvd / Seehorn St	2

ADMINISTRATIVE

Description		3Q26
ABC Permits		**3**
19th Hole Bar & Grill, 701 B Norwood St SW	Mixed Bev., Malt Bev., Fortif. Wine (on premise)	
D & D Express 64 LLC, 2638 Norwood St	Malt Bev., Unfortified Wine (off premise)	
Western Piedmont Symphony - One Time	Malt Bev., Wine, Spirit. Liquor (on premise)	

There was one extension of Premise for Frankie's Bar & Pizza during the Tattoo Festival.

CRIME STOPPERS

Description	3Q25	1Q26	2Q26	3Q26
Calls Received	62	8	20	32
Illegal Narcotics Recovered	$0	$0	$0	$0
Rewards Paid	$700	$0	$200	$0
Stolen Property Recovered	$6,000	$0	$0	$0
Total Arrests	4	7	0	0

COMMUNICATIONS

Description	3Q25	1Q26	2Q26	3Q26
CAD Requests DSS	9	0	0	0
Criminal History Requests	62	158	88	61
Entered CAD Calls	9881	9137	9205	9546
Interpreter Requests (all Spanish)	7	0	0	0
Number of Monthly Validations	220	162	115	218
Utility Calls	56	129	75	100

RECORDS

Description	3Q25	1Q26	2Q26	3Q26
CAD Reports	$120	$80	$70	$85
Fingerprints	$35	$15	$0	$10
Parking Ticket Payments	$40	$150	$0	$25
Reports	$30	$20	$5	$25
TOTALS	**$225**	**$265**	**$75**	**$145**

PROPERTY & EVIDENCE

Description	3Q25	1Q26	2Q26	3Q26
Evidence Disposed	1211	879	285	257
Evidence Received	829	821	549	593

The total inventory in evidence at the end of 3rd quarter 2026 was 27,163.

GENERAL INVESTIGATIONS

Description	3Q25	1Q26	2Q26	3Q26
Interviews / Forensic Interviews	159 / 12	98 / 6	88 / 10	116 / 5
Recovered Stolen Property	$33,424	$25,154	$24,095	$21,936
Recovered Stolen Vehicles (number of)	5	5	4	6
Recovered Stolen Vehicles (value of)	$55,500	$59,744	$5,000	$107,000
Narcan Use	22	2	11	6
Overdoses	26	5	26	18
Opioid Induced Overdoses	*14*	*3*	*13*	*8*
Suicides	3	4	0	4
Unattended Deaths	7	11	12	4

Narcan is used to reverse fatal drug overdoses. In third quarter 2026, its administration likely saved 3 lives.

CASE STATUSES

Description	3Q25	1Q26	2Q26	3Q26
Open	130	205	131	155
Inactive	208	131	145	132
CBA (Cleared by Arrest)	314	242	269	283
Exceptionally Cleared	3	0	0	1
Unfounded	23	48	43	33
TOTALS	**678**	**626**	**588**	**604**

NUISANCE

Description	3Q25	1Q26	2Q26	3Q26
Offenses				
Abandoned / Junk Vehicle	2	1	14	17
Graffiti	3	2	3	2
Health and Safety	8	3	1	2
Junk and Debris	29	47	32	27
Miscellaneous	4	2	0	1
Tall Grass or Vegetation	53	2	20	59
TOTALS	**99**	**57**	**70**	**108**
Case Statuses				
City Abated	4	3	7	22
Owner Abated	35	33	22	73

NARCOTICS ACTIVITIES

Description	3Q25	1Q26	2Q26	3Q26
Arrests	3	9	14	7
Charges	8	22	22	13
Cases Opened or Initiated Within City Limits	12	16	27	17
Cases Opened or Initiated While Assisting Other Agencies	32	19	18	11
Cash and Property Seized	$594	$2,978	$4,062	$15,089
Cash and Property Seized While Assisting Other Agencies	$9,326	$1,400	$18,919	$0
Illegal Narcotics Seized	$78,424	$168,924	$128,104	$417,319
Illegal Narcotics Seized While Assisting Other Agencies	$522,869	$667,365	$1,883,100	$107,005
Knock and Talks	6	5	1	3
Search Warrants	5	5	7	20

The figure for Cash and Property Seized While Assisting Other Agencies shows a correction for 2Q26.

NARCOTICS CONFISCATED

Description		3Q26
Drug Name	**Quantity**	**Value**
Amphetamine Pills	15 du	$70
Buprenorphine	14 du	$75
Cocaine	12 g	$1,200
Crack Cocaine	13 g	$160
Fentanyl	161 g	$96,600
Illicit Shrooms	1,750 g	$48,592
Liquid Methadone	.22 g	$200
Marijuana	4,839.6 g	$38,705
Methamphetamine	877 g	$131,545
MDMA	12.6 g	$1,890
Mushrooms	70.2 g	$98,110
Suboxone Strips	12 du	$100
THCA pre-rolls	9 g	$72
	TOTAL	**$417,319**

For the Alcoholic Beverage Commission Board's reporting requirements, listed below are alcoholic violations and drug charges from inside the city limits of Lenoir for the quarters below, as well as calls for service for this quarter:

ALCOHOLIC VIOLATIONS

Description	3Q25	1Q26	2Q26	3Q26
Consuming an Alcoholic Beverageon a Public Road	1	0	0	0
Consuming at an Off-Premise Establishment	1	0	0	1
Consuming Underage of 21	1	2	0	0
Contributing to the Delinquency of a Minor	1	2	0	0
Driving While Subject to Impairing Substances	12	10	6	11
Driving While Impaired	2	0	0	0
Fail to Superintend Permitted Business	0	0	0	1
Hold Until Sober	1	7	4	7
Impaired Driving Revocation	0	1	0	1
Intoxicated and Disruptive	4	2	6	5
Open Container	1	0	0	1
Transporting an Open Container After Consuming	1	0	0	0
TOTALS	**25**	**24**	**16**	**27**

DRUG CHARGES

Description	3Q25	1Q26	2Q26	3Q26
Felony Drug Charges	51	63	65	50
Misdemeanor Drug Charges	46	29	31	25
TOTALS	**97**	**92**	**96**	**75**

CALLS FOR SERVICE - ABC LOCATIONS

115 NE ABC Court	3Q26	1326 SW Connelly Springs Rd	3Q26
Accident Hit and Run Damage	2	Accident Personal Injury	2
Parking Violation	1	Accident Property Damage	1
Speak with Officer	1	Escort Funeral	7
Suspicious Person	1	Involuntary Commitment	3
		Special Check	2
		Suspicious Vehicle	1
TOTALS	**5**		**16**

What's New in Nuisance?

- The Investigation's Division receives complaints from various sources about nuisances in the city limits of Lenoir.

  Please see the map on the next page for a visible view of the code enforcement reports the detectives have documented this quarter.

  Please note duplicate visits have been limited to one incident per address for mapping purposes

- The following pictures are some before and after shots of properties in the city that detectives have been working on this quarter. Take a look!

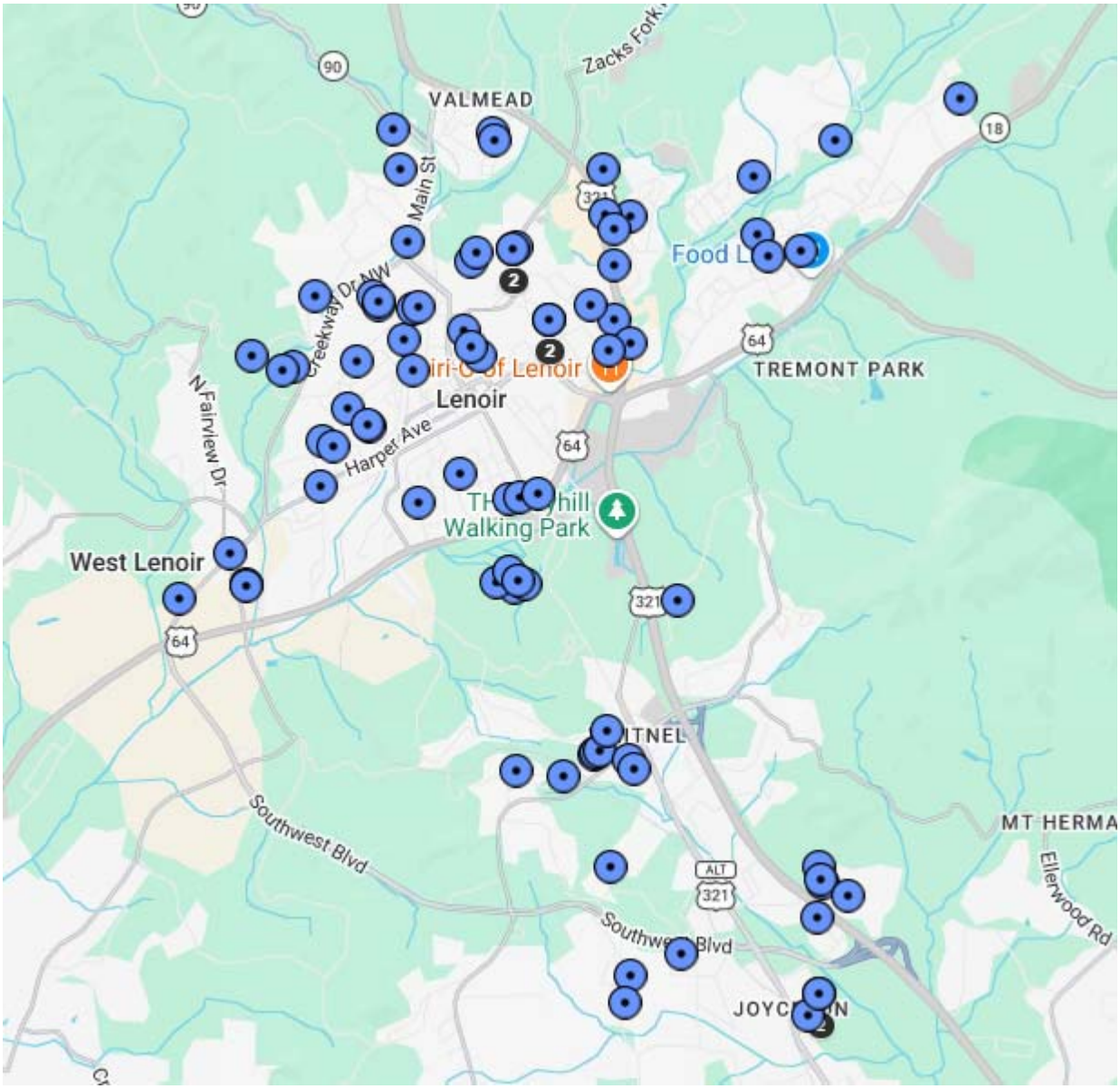
This city abated property is located at 115 Pope Pl



This owner abated property is located at 328 Connelly Springs Rd



Follow us around town!



204 NW WESTBROOK ST
402 NW WILLOW ST
901 NE SEEHORN ST
905 NE PINECREST PL
813 NE HEMLOCK DR
804 SW TIFFANY PL
310 NW HARRINGTON ST
2105 NW ROSELLE PL
408 NW RIDGE ST
2310 SE HONEYSUCKLE PL
837 SW CHESTERFIELD CIR
803 SW FOXWOOD CT
830 SW CHESTERFIELD CIR
820 NW MONTCLAIR CIR
818 NW MONTCLAIR CIR
114 SW DOVE ST
732 NW STAGE ST
728 NW STAGE ST
1416 NW POPLAR ST

232 SW DRUM CIR
417 SW REALTY ST
509 NW RIDGE ST
898 NW BROADWAY ST
2459 SW CLEARFIELD PL
413 SW EDGEWOOD DR
306 BLOWING ROCK BLVD
954 BLOWING ROCK BLVD
328 SW CONNELLY SPRINGS RD
619 SW CONNELLY SPRINGS RD
1523 SW BARCOSE ST
229 NW MAPLE DR
227 NW MAPLE PL
223 NW MAPLE PL
1327 NW BOXWOOD PL
525 NW WENTWORTH CIR
834 SW KINGS DR
1308 NE SCENIC PL
205 NW HAZEL LEE ST

828 NW MONTCLAIR CIR
532 NW PROSPECT ST
711 NE GLENVIEW ST
520 NW ARLINGTON CIR
232 SW DRUM CIR
1602 HARPER AVE
1511 SW BARCOSE ST
404 NE TOMLINSON CT
321 NW BROADWAY ST
305 NW WOODSWAY LN
811 SW MANCHESTER ST
816 NW QUEENS ST
2109 NW STATEMENT CT
408 NW WILSON ST
408 NW WILSON ST
1526 NW WAKEFIELD DR
710 BLOWING ROCK BLVD
1404 SW DELWOOD DR
507 SW CONNELLY SPRINGS RD



Chief Norman Staines

Third Quarter Report

July - September 2026

OVERVIEW

Thank you for taking the time to look through the Lenoir Fire Department's quarterly report. This report is designed to give you an understanding of the day-to-day operations of our department and staff for the third quarter of 2026. The third quarter of the year has been busy for our department and staff.

MAJOR EVENTS:

July:

- Staff provided medical and fire standby for annual City of Lenoir Fireworks Display (4th). Staff responded to 29 calls due to an afternoon thunderstorm (4th).
- Staff provided medical and fire standby for annual Blackberry Festival (10th and 11th).
- Staff provided a station tour for a local mom's group and their children (17th)
- Staff provided a fire truck display at the Caldwell County Fairgrounds for the Bernhardt Truck Showdown for the United Way (25th)
- Three staff members attend the Western North Carolina Tabletop Exercise Event (28th).

August:

- All SCBA received their annual testing and maintenance (4th – 5th).
- Four staff members attended the South Atlantic Fire Rescue Expo in Raleigh (12th – 14th)
- Four staff members attended a Part 107 Drone Licensing prep class (17th – 19th)
- Staff attended the City of Lenoir Appreciation event (20th)
- Staff provided a fire truck display at Meadowbrook Baptist Church as part of their "Back to School Bash" community event (22nd)

September:

- Staff hosted the quarterly retiree breakfast (4th).
- Off duty staff completed standbys at William Lenoir Middle School football games (9th and 16th).
- Staff provide medical coverage for Caldwell County Arts Council Sculpture Celebration at the JE Broyhill Walking Part (12th).
- On duty staff participated in the City of Lenoir Fall Litter Sweep (17th).
- Staff provided a station tour for Caldwell Early College High School as part of their service to community kickoff (18th).
- All AEDs received their annual testing and maintenance (21st).
- Provided standby at Caldwell County Fair (24th – 27th)
- Staff participated with the Mega STEM Trek at The JE Broyhill Civic Center (30th).
- Staff completed annual hydrant inspections during the month (1st – 30th).

RESPONSES / INCIDENTS / CALLS FOR SERVICE

INCIDENT COUNT

INCIDENT TYPE	3rd Quarter 2024 # INCIDENTS	3rd Quarter 2025 # INCIDENTS	3rd Quarter 2026 # INCIDENTS
MEDICAL	614	554	505
FIRE	424	235	359
TOTAL	1,038	789	864

PRE-INCIDENT VALUE – VS – DOLLAR LOSSES – VS PROPERTY SAVED

	PRE-INCIDENT VALUE	LOSSES	PROPERTY SAVED
2024 – 3rd QUARTER	$745,400	$326,800	$418,600
2025 – 3rd QUARTER	$3,490,600	$180,000	$3,310,600
2026 – 3rd QUARTER	$4,984,600	$34,000	$4,950,600

LIGHTS AND SIREN AVERAGE FOR ALL CALLS (MM:SS)
FIRST ARRIVING APPARATUS

2024 – 3rd QUARTER	5:52
2025 – 3rd QUARTER	3:05
2026 – 3rd QUARTER	3:43

Total Incidents January 1 to September 30

Year	# Incidents
2024	2,655
2025	2,450
2026	2,431

Count of Incidents per Station

	July 2026	August 2026	September 2026	Station Totals
Station 1	152	163	127	450
Station 2	91	74	67	231
Station 3	76	61	53	183
Monthly Total	319	298	247	864

COUNT OF INCIDENTS BY APPARATUS

	2024 – 3rd QUARTER	2025 – 3rd QUARTER	2026 – 3rd QUARTER
Battalion	180	151	157
Car 1	17	15	30
Car 2	20	2	0
Car 3	36	26	45
Car 4	9	2	14
Engine 1	218	184	210
Engine 2	152	105	161
Engine 3	164	157	167
Ladder 1	118	140	178
Ladder 2	149	66	152
Personal	0	0	0
QRV – 1	294	206	199
QRV – 2	135	105	100
QRV – 3	91	86	89
Ranger 1 (UTV)	0	13	16
Ranger 2 (UTV)	N/A	N/A	5
Rescue 1	73	138	28
Rescue 10	21	10	0
Support 1 (UTV)	13	0	0
S-10 (Command Trailer)	0	0	0
ST1 – Headquarters	6	1	0
ST2 – Station 2	2	0	0
ST3 – Station 3	0	0	0
Tower 1	5	3	3
Truck 17	3	0	0
Truck 18	0	0	0
TOTAL FOR ALL APPARATUS	**1,709**	**1,410**	**1,554**



Mutual Aid Given

Department	# Incidents
Gamewell FD	1
Hudson FD	0
Valmead FD	1
Total	2

Mutual Aid Received

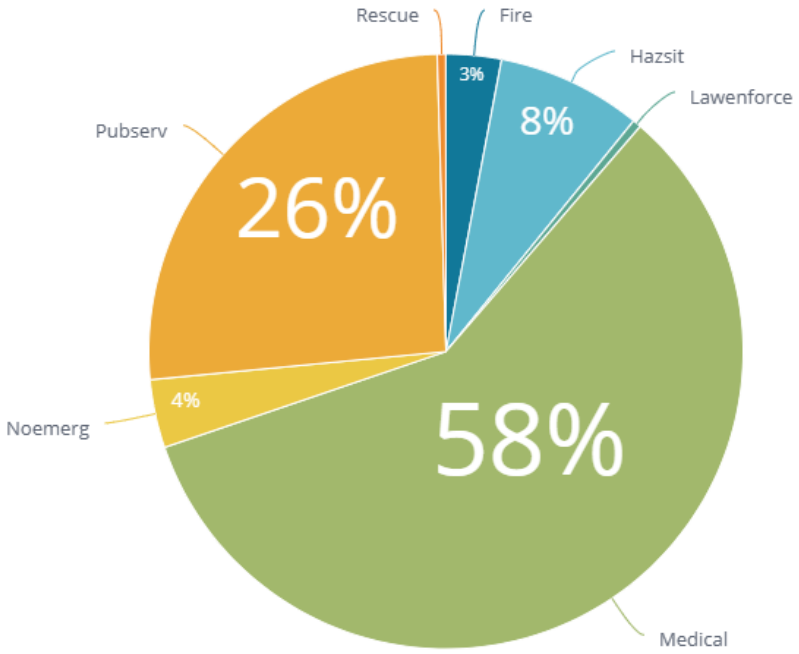
Department	# Incidents
Hudson FD	0
NC Forest Service	0
Valmead FD	0
Total	0



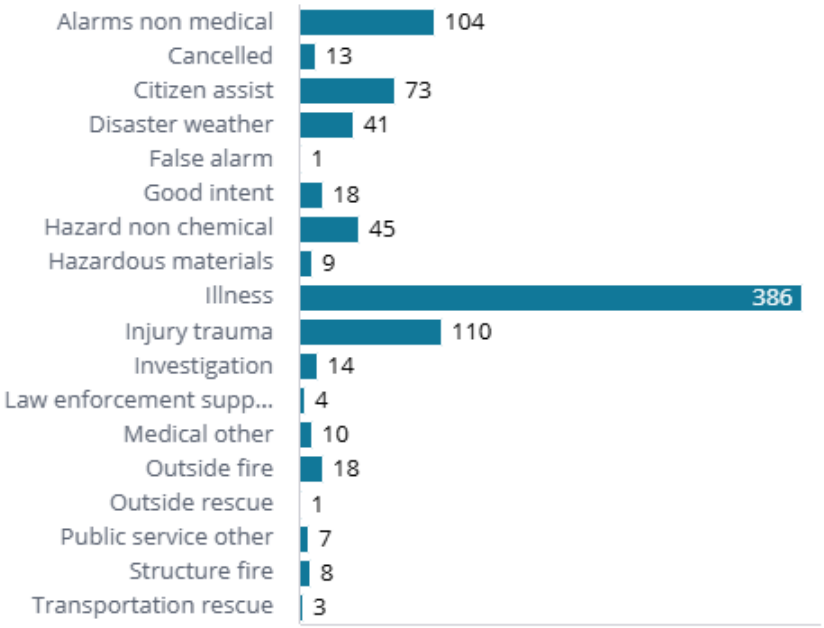


Technical Rescuer Course

Percentage of Incident Type Group



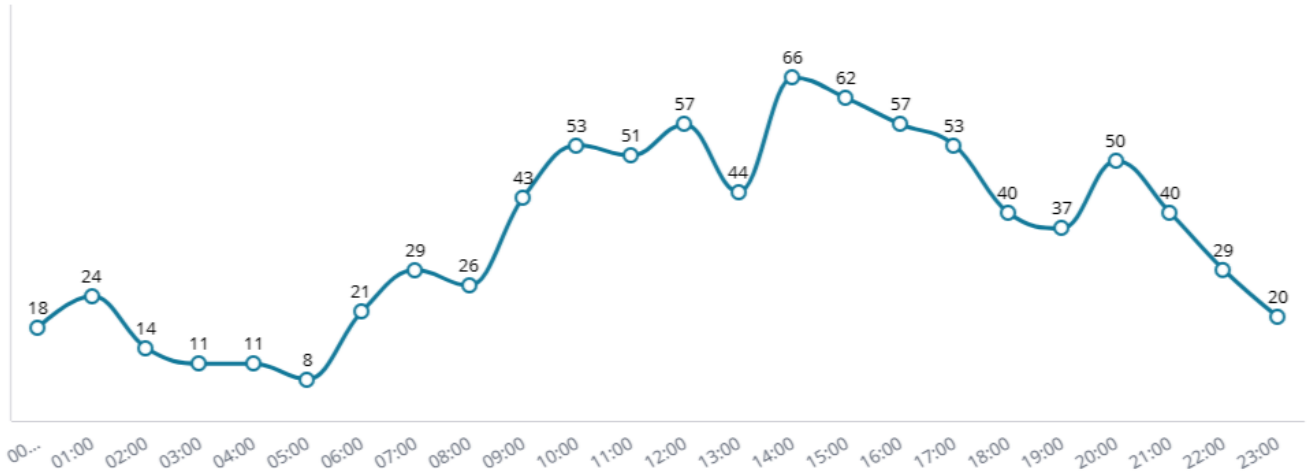
Count of Incidents by Incident Type Subcategory



Incident County by Day of Week

Day of Week	Number Calls
Thursday	143
Saturday	137
Monday	128
Wednesday	127
Friday	125
Tuesday	108
Sunday	97

Incident County by Hour of Day





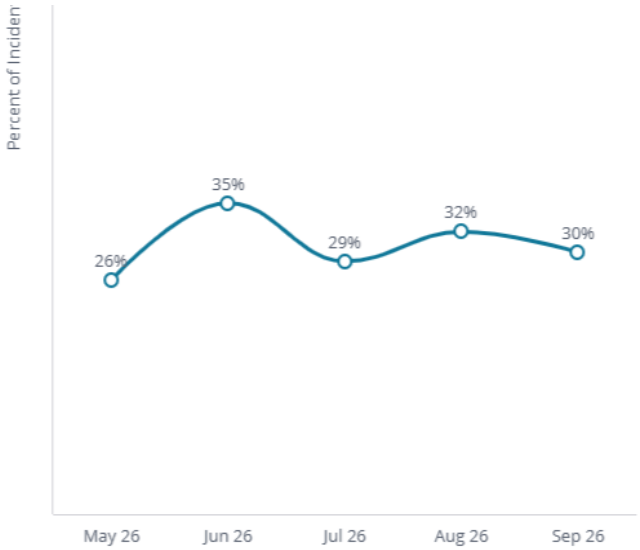
Addresses with Multiple Incidents

Listed by Highest Response in 3rd Quarter 2026

Address	Facility Name	3rd Quarter 2026	Year to Date 2026
100 NW Abington Road	Arbor Glen Apartments	14	40
716 NE Nuway Circle	Nuway Circle Mobile Homes	13	19
708 SW Lynhaven Street	Google	12	15
1902 Hickory Blvd	Cross Creek Apartments	11	18
2351 SW Morganton Blvd	Caldwell County Sherriff's Office	11	14
321 SW Mulberry St	UNC Health Caldwell	9	19
318 NW North Main Street	Koinonia Apartments	8	35
322 NE Nuway Circle	Lenoir Health & Rehab	7	13
515 NW Scroggs Street	The Shelter Home of CC	7	13
2303 SW Walt Arney Road	Walt Arney Estate	7	23
102 SW Willow Street	Lenoir High School Apartments	4	28

	3rd Quarter 2026	Year to Date 2026
Percent of Total Incidents That Were Responses to Addresses with Multiple Incidents	45.1%	54.8%
Count of Incidents to Addresses with Multiple Incidents	390	1,332
Count of Addresses with Multiple Incidents	117	356

Percent of Incidents That Were to Addresses with Multiple Incidents by Month



TRAINING REPORT

In the third quarter, our department participated in **5473.0** hours of training. This accounts for both on and off duty training.

Student Hours by Month

	2025	2026
July	1,338.0	1,908.5
August	2,192.5	1,851.0
September	1,588.0	1713.5
Total	**5,110.5**	**5473.0**

July: Staff completed training on Burn Injuries for their monthly EMT training. Staff completed training on ground ladder operations and then completed a training session at Hudson on removing victims with a ground ladder. Staff reviewed and practiced hose line deployments at Hudson Fire Department training building. Staff completed online courses in Report Writing and Fire Protection in Lithium-Ion Battery Facilities.

August: Staff completed Respiratory Emergency training for their monthly EMT in service. Staff completed training on placement of and operation of aerial apparatus. Staff completed a review of vehicle extrication equipment. Staff completed joint training with Lenoir Police Department to refresh on skills involving response to a potential active shooter. (Thanks to Waterlife Church for allowing us to use their facilities during the training.) Staff completed online courses in Lithium-Ion Battery Fires and Introduction to Youth-Set Fires.

September: Staff completed training on Cardiac Emergencies for their monthly EMT in service. Staff completed multiple days of training on vehicle extraction. Each staff member completed at Hudson Fire Department training building to practice skills on single company responses. Staff completed online courses in Alternative Fuel Vehicles and Legal Aspects of Investigation Youth-Set Fires.

FIRE PREVENTION ACTIVITIES

In the third quarter of 2026 the department delivered **five (5)** fire prevention presentations / public education programs. We were able to perform these programs for businesses, schools, and religious groups and had an estimate of 2,390 participants.

0-4 years (preschool)	75
5-10 years (elementary)	65
11-13 years (middle school)	1,039
14-18 years (high school)	1,035
Adults (19-61)	164
Seniors (62+)	12
Total Participants	2,390

Sixteen (16) smoke detectors were installed in the third quarter of 2026. Detectors can be requested, if available, and installed for free to our citizens by calling one of our stations and scheduling installation.

FIRE MARSHAL's REPORT

Fire Marshal – This quarter **103** fire code inspections were completed within the Lenoir City Limits.

- The Fire Marshal investigated three (3) complaints on businesses this quarter. The complaints were located at PolyChem Alloy, Bryant Residence and Creekside Finance. Staff works with any business owner to resolve if issues are found.
- The Fire Marshal worked on plans with LHS Auditorium, LHS Gym, Google #3-C, Greer Labs Building # 5, Palisades of Lenoir, City of Lenoir Finley Water Tower Site and McLeod Center for the Wellbeing.
- Fire Department used approximately 31,835 gallons of water on fires and during training.
- Burning Issues:
    - 7 illegal burns
    - 6 legal burns
    - 5 fires associated with homeless
- Adult/Child Care 0, Alarm System Test 1, ALE/ABC 3, BDA TEST 0, Citations 1, Complaint 5, Consultation/Courtesy 9, Final CO 8, Fire Protection System 4, Daycare 2, Hood Systems 0, Fireworks 2, Foster Care 6, Hazardous Use 0, Occupancy Standard 3, Plans Review 6, Regular Inspections 29, Reinspection 0, Reinspection 2nd Notice 0, Reinspection Fire Marshal Visit 0, Special Events 2, Special Hazard 9, Temporary CO 0, Tents/Inflatables 1, Freedom of Information Requests (FOIA) 12
- The Fire Marshal is working on homeless violations with Code Enforcement from Planning and LPD on Newland and Foster.
- The Fire Marshal is working with Caldwell County Building Inspections on house damaged by a tree during Hurricane Helene on Foster.



Fire Investigations - In accordance with N.C.G.S. Chapter 58 article 79, all fires that occur inside the City Limits of Lenoir are investigated for cause and determination. We have certified fire investigators on each shift and they work under the direct supervision of our Fire Marshal. This quarter we had 16 investigations that occurred in the City with below being of higher impact:

- House fire: Hickory Blvd., Spainhour, Lakeside Terrace and Meredith
- Commercial fires: Fairvalue and Broyhill Complex
- Wildland fires: N/A

  Total acre burned within the city: 1

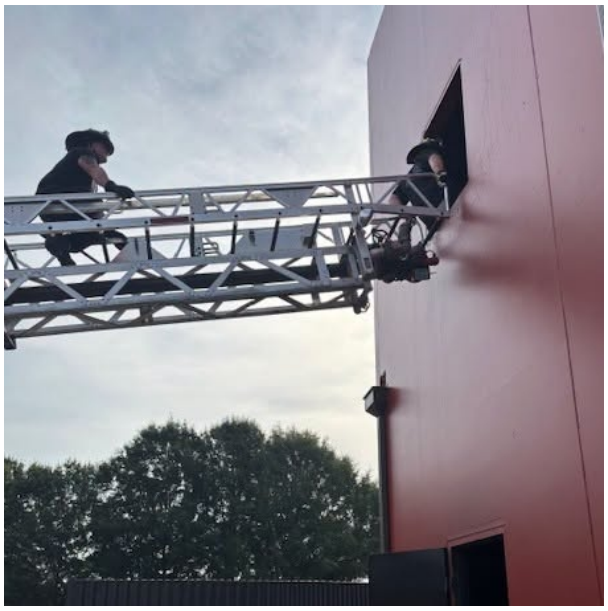
Emergency Management - The Fire Marshal also acts as the City of Lenoir's Emergency Manager under the direct supervison of the Fire Chief. This position works closely with local and State Emergency Management and partners with the LEPC to respond and mitigate hazardous/disasterous incidents or situations.

- No gas leaks
- Liquid detergent spill on Norwood St at Southwest Boulevard
- Blackberry Festival (Cooking oil spill and 3 lost people during event)
- Multiple storm preps with 12 hitting City with damage and calls for service

Other

Standbys:

- Events 15
- For EMS 0
- Lift Assists 21
- Falls 44



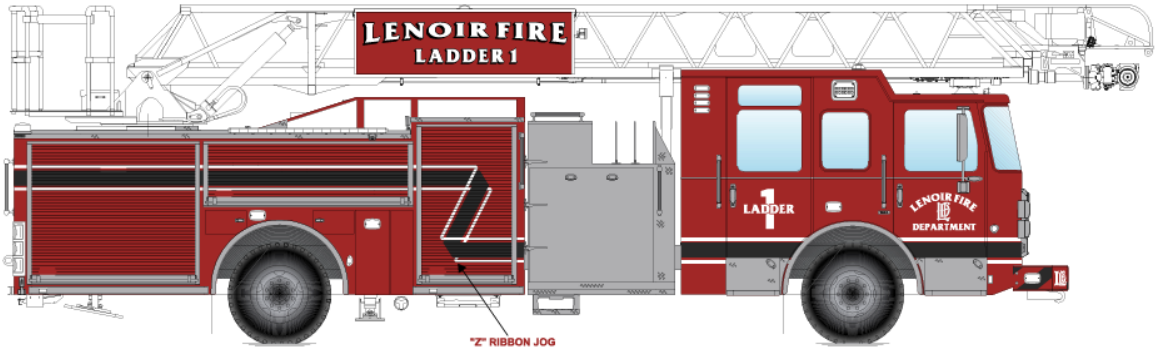
Pierce 107’ Ascendant Aerial HD Ladder Fire Truck

The Pierce 107’ is nearing completion. Tentatively the truck will be completed on October 24, 2026. Four staff members will travel to Pierce Manufacturing on November 2nd to complete the final inspection of the truck prior to it being delivered to Lenoir.









CITY OF LENOIR

COUNCIL ACTION FORM

I. **Agenda Item:** The Lenoir Fire Department is requesting the appointment of Norman Staines to serve as one of the two selected by the City Council to serve on the Local Relief Fund Board (LRFB).

II. **Background Information:** The Firefighters' Relief Fund (FRF) was established in 1907 to financially assist firefighters that are injured while performing their duties, and to insure that no firefighter would become financially destitute through no fault of their own. The FRF has seen several legislative revisions over the course of its history. Some of these added additional uses for the fund and recent changes placed additional guidelines on the fund. The FRF laws are found under G.S. 58-84 and G.S. 58-85. Laws that govern your departments use of the FRF are concentrated in G.S 58-84.

One of the requirements is appoint a Local Relief Fund Board (LRFB) consisting of five members (GS 58-84-30): two members serving at the pleasure of the fire department elected by the membership who are qualified beneficiaries of the fund; two of whom shall be elected or appointed by the Mayor, Board of Alderman, or City Council if it is a municipal department, or other local governing body to serve at their pleasure, or if it is a non-municipal department, two appointed by the County Commissioners to serve at their pleasure; and one appointed by the State Fire Marshal.

Currently, Donna Bean serves as one of the representatives appointed by City Council and the LRFB needs one additional representative who resides within the City of Lenoir.

III. **Staff Recommendation:** Approve Chief Staines to serve one of the positions appointed by the City Council.

IV. Reviewed By:

City Attorney: _____

City Manager: _____

Fire Chief: _____

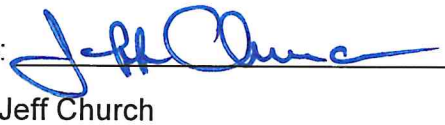
State of North Carolina
Department of Environmental Quality

Source Water Resiliency and Response Plan (SWRRP) Certification Form

In accordance with 15A NCAC 18C .1305 (a): in compliance with G.S. 130A-320, every supplier of water operating a public water system treating and furnishing water from a surface water source shall create and implement a Source Water Protection Plan. For the purposes of this Rule, the Source Water Protection Plan required by G.S. 130A-320 shall be referred to as a Source Water Resiliency and Response Plan (SWRRP). Per 15A NCAC 18C .1305 (i), the supplier of water shall certify that a SWRRP has been created and implemented, and that the water system's governing body has been advised of the SWRRP creation and implementation. The certification shall be submitted to the Department by the deadlines specified in Paragraphs (c), (d), (e), or (f) of this Rule. Per 15A NCAC 18C .1305 (j), the supplier of water shall certify that a SWRRP has been revised and that the water system's governing body has been advised of the revision. The certification shall be submitted to the Department by the revision deadline specified in Paragraph (g) of this Rule.

By my signature below, I certify on behalf of the public water system named below, that (check one):

- ☐ In accordance with all requirements of 15A NCAC 18C .1305, a SWRRP has been created and implemented, and that the water system's governing body has been advised of the SWRRP creation and implementation.
- ☑ In accordance with all requirements of 15A NCAC 18C .1305, a SWRRP has been revised and that the water system's governing body has been advised of the revision.

Signature: 

Name: Jeff Church

Title: Public Services Public Utilities Director

Date: October 27, 2026

System Name: City of Lenoir

System ID: PWSID NC0114010

Certifications can be sent by mail to Source Water Protection Program, 1634 Mail Service Center, Raleigh, NC 27699
or attachment to an email message to SWAP@deq.nc.gov



Water Asset Inventory & Assessment and Asset Management Plan

Project Number No. AIA-D-ARP-0223

10/21/2026

Prepared for:

City of Lenoir
801 West Avenue NW
Lenoir, NC 28645
Phone: 828-757-2200

Prepared by:

KYLE LOTIER, PE
Project Manager

McGill Associates, PA
1240 19th Street Lane NW, Hickory, NC
Phone: 828.328.2024
Firm License: # C-0495

McGill Project No. 23.01116

1 Executive Summary

1.1 Introduction

The City of Lenoir (City), with the assistance of McGill Associates (McGill), developed an Asset Management Plan (AMP) and Asset Inventory and Assessment (AIA) for its water system. The AMP is funded through the North Carolina Department of Environmental Quality (NCDEQ) Division of Water Infrastructure (DWI) AIA Grant program.

1.2 Objectives

The purpose of this AIA and AMP is to deliver a long-term roadmap for the continuation of proactive management of the City's water assets. The AMP will deliver data-driven insights to the City empowering them to make informed capital planning decisions for future improvements. This approach will maximize the value of existing infrastructure in a cost-effective way, all while maintaining service levels for residents and business owners.

The AIA and AMP report consists of four key components:

1. Asset inventory (vertical and linear assets)
2. Asset condition assessment
3. Capital improvements plan (CIP) with preliminary opinions of probable costs
4. Operations and maintenance (O&M) plan

McGill assisted the City with the inventory and assessment process, system analysis and testing, and update of the 10-year CIP to guide the City with scheduling and financing the capital projects and equipment purchases necessary to maintain and improve the facilities in scope. Prioritized water system infrastructure projects, including preliminary opinions of probable costs, are included in long-term planning based on findings of this AIA. The City’s 10-year CIP will continue to allow the City to annually update its rate setting model to estimate future revenue and expenses, capital outlay, indebtedness, and overall health of the combined water system enterprise fund reserves.

1.3 AMP Components

1.3.1 Asset Inventory

The AIA began with the City and McGill meeting to review the project scope and proposed schedule, identify areas of concern, and obtain contact information for City maintenance personnel. Following this meeting, McGill conducted numerous site visits to collect geographic information system (GIS) data and evaluate critical point and linear assets within the City's water system. This information, along with input from the City, was utilized to create a detailed database of the City's water system. This database, which includes asset identification labels, attributes, and condition data, created the framework for the water system maps included in this report.

1.3.2 System Evaluation and Asset Assessment

The City's water treatment and distribution systems consist of the George L. Bernhardt, Sr. Water Treatment Plant, approximately 270 miles (combined) of water transmission and distribution lines ranging in size from 1.5" to 30", eight (8) water tanks, six (6) booster pump stations[1], and associated valves, meters, fire hydrants, and other appurtenances. Transmission mains were evaluated independently from distribution mains, and criticality ratings were assigned relative to other transmission assets based on redundancy, service area impact, and operational consequences.

Over the course of this study, McGill, accompanied by City staff, conducted site visits to the City's distribution system and treatment facility to evaluate system components. Site visit evaluations included visual inspections of each point asset, condition assessment of all equipment and systems, criticality assessment of each asset, and recording of performance observations reported by City staff. This information was utilized to evaluate the system and update system maps. Record drawings from previous system upgrades and expansions were also studied and utilized in the system evaluation.

1.3.3 Rehabilitation and Replacement Program / CIP

McGill conducted a desktop review of available water system mapping data combined with site visits to the George L. Bernhardt, Sr. Water Treatment Plant, booster pump stations, and water

[1] Quantity of tanks and booster pump stations does not include the Finley Elevated Tank and Booster Pump Station currently under construction at the time of report writing with completion anticipated for 2027.

storage tanks to identify needs in the system, such as high-risk pipes, pumps and treatment process equipment in need of repair or replacement. These data collection methods are detailed in Section 5. Documentation and analysis of all identified operational needs within the system are detailed in Section 6 based on information collected during the system evaluation and from consultation with City staff. McGill developed a risk assessment for each asset in the system and recommendations for rehabilitation and replacement (R&R) projects. Water system infrastructure projects, including preliminary opinions of probable costs, are included in this report for long-term planning.

1.3.4 O&M Plan

Lenoir currently has a robust O&M program; however, it is important to maintain a strategy of continuous improvement to ensure that the level of service objectives detailed in Section 2.6 continue to be met. Best practices for operation and maintenance of a municipal water utility, most of which are being performed by City staff, include but are not limited to:

- Continue to update system mapping and GIS files regularly.
- Collecting data on regular maintenance, emergency repairs, and maintenance requirements, and updating the City's water system GIS database.
- Preventative maintenance including inspections and/or replacement of assets before exceeding each asset's useful service life.
- A regular flushing schedule to maintain or improve water quality by removing stagnant water and sediment from water lines.
- Routine inspections to assess the condition of valves and hydrants, recording general conditions and evidence of leaks, possible structural problems or failures (offset structures, etc.), corrosion, and other damages.
- Proactively identifying and repairing leaks in the system to reduce the amount of non-revenue water, which reduces the cost of water for customers and operating costs for the City.
- Maintaining activity records of O&M and repair work, including equipment costs, staff labor time, and any other resources.
- Reviewing customer complaint records to document types/frequency of customer complaints, response time, and follow-up information.

1.4 Summary of Results

1.4.1 Assets

The City of Lenoir's water treatment, transmission, and distribution system contains both linear (water lines) and vertical assets (hydrants, valves, storage tanks, booster pump stations, water treatment plant, etc.). Linear assets and select vertical assets were included within the scope of this asset inventory and assessment as shown in Table 1.

Table 1: Water System Inventory

Asset Type	Quantity
Booster Pump Stations	6
Tanks	8
Water Mains - Distribution	239 miles
Water Mains - Transmission	30.7 miles
Water Treatment Plant	1 (12 MGD)

1.4.2 Risk Assessment

For this AIA and AMP, McGill evaluated the City of Lenoir's Water Treatment Plant and water distribution system including the distribution system water lines, booster pump stations, and storage tanks. The infrastructure evaluated ranges in age from over 70 years to recently constructed replacement lines. Portions of the system contain many older water lines that have exceeded or are approaching their expected useful life. Risk Ratings for the Linear Assets within the water treatment and distribution systems are summarized in Table 2.

Table 2: Distribution and Transmission Risk Ratings

Risk Rating	Total Length (LF)	Percent of System
1	0	0.00%
2	87,038	6.11%
3	41,547	2.92%
4	372,028	26.12%
5	5,321	0.37%
6	124,439	8.74%
8	504,592	35.43%
9	41,363	2.90%
10	49,260	3.46%
12	114,610	8.05%
15	39,545	2.78%
16	0	0.00%
20	3,080	0.22%
25	41,250	2.90%

1.5 Recommendations

1.5.1 Capital Improvement Plan

Based on the information compiled throughout the asset inventory and condition assessment, preliminary opinion of probable costs (POPC) were developed for each project. The City already had previously identified many of these project needs in its 10-year CIP. Other identified projects will be placed on the long-term planning list. A summary of future project needs with approximate costs is shown in Table 3.

Table 3: Water System Capital Improvements Projects

Proposed Projects	POPC*
Current Transmission & Distribution System CIP	$ 70,900,000
Additional Transmission & Distribution System CIP	$ 103,800,000
Current Water Treatment Plant CIP	$ 65,500,000
TOTAL	**$ 240,200,000**

* All costs in 2026 dollars

1.5.2 Operation and Maintenance (O&M) Plan

Maintenance strategies for utility systems usually fall into three separate categories based on capability and available funding for the system. These categories include preventative, reactive (or emergency), and deferred maintenance. Lenoir's utility staff diligently works to perform proactive maintenance and to limit reactive maintenance to emergency situations. In order to ensure that the water assets continue to be maintained and managed effectively and efficiently, O&M guidelines were updated to enhance preventative maintenance.



Sewer Asset Inventory & Assessment and Asset Management Plan

Project Number No. AIA-W-ARP-0224

10/23/2026

Prepared for:

Prepared by:

TIA REGISTER, PE

Project Manager

City of Lenoir

801 West Avenue NW, Lenoir, NC 28645

Phone: 828.757.2200

McGill Project No. 23.01116

McGill Associates, PA

1240 19th Street Lane NW, Hickory, NC 28601

Phone: 828.328.2024

Firm License: # C-0495

1 Executive Summary

1.1 Introduction

The City of Lenoir, with the assistance of McGill Associates (McGill), developed an Asset Inventory and Analysis (AIA) for its wastewater system, which includes an Asset Management Plan (AMP) and an updated 10-year Capital Improvement Projects plan (CIP). The project was funded through the North Carolina Department of Environmental Quality (NCDEQ) Division of Water Infrastructure (DWI) AIA grant program.

1.2 Objectives

The purpose of this AIA and AMP is to deliver a long-term roadmap for the continuation of proactive management of the City's wastewater assets. The AMP will deliver data-driven insights to the City, empowering them to make informed capital planning decisions for future improvements. This approach will maximize the value of existing infrastructure in a cost-effective way, all while maintaining service levels for residents and business owners.

The AIA and AMP report consists of four key components:

1. Asset inventory (including mapping of all vertical and linear assets)
2. Assessment of the condition of all inventoried infrastructure
3. Capital improvements plan (CIP) with preliminary opinions of probable costs
4. Operations and maintenance (O&M) plan

McGill assisted the City with the inventory and assessment process, system analysis and testing, and update of the 10-year CIP to guide the City with scheduling and financing the capital projects and equipment purchases necessary to maintain and improve the wastewater treatment plant, sewer lift stations and force mains, and the gravity sewer lines. Prioritized wastewater system infrastructure projects, including preliminary opinions of probable costs, are included in long-term planning based on findings of this AIA. The City’s 10-year CIP will continue to allow the City to annually update its rate setting model to estimate future revenue and expenses, capital outlay, indebtedness, and overall health of the sewer system enterprise fund reserves.

1.3 AMP Components

1.3.1 Asset Inventory

The AIA began with the City and McGill meeting to review the project scope and proposed schedule, identify areas of concern, and obtain contact information for City maintenance personnel. Following this meeting, McGill conducted numerous site visits to collect geographic information system (GIS) data and evaluate critical point and linear assets within the City's wastewater system. This information, along with input from the City, was utilized to create a detailed database of the City's wastewater system by providing more detailed information about all system assets. This database, which includes asset identification labels, attributes, and conditions data, created the framework for the wastewater system maps included in this report.

1.3.2 Condition Assessment and System Evaluation

The City's wastewater collection system consists of approximately 240 miles of gravity sewer and sixteen sewer lift stations. The City owns and operates two Wastewater Treatment Plants (WWTPs), Gunpowder Creek WWTP (NC0023736) with a permitted capacity of 2.0 MGD, and Lower Creek WWTP (NC0023981) with a permitted capacity of 6.0 MGD.

Over the course of this study, McGill, accompanied by City staff, conducted site visits to the City's collection system and treatment facilities to evaluate system components. Site visit evaluations included visual inspections of each point asset, condition assessment of all equipment and systems, criticality assessment of each asset, and recording of performance observations reported by City staff. This information was utilized to evaluate the system and update system maps. Record drawings from previous system upgrades and expansions were also studied and utilized in the system evaluation.

1.3.3 Capital Improvement Plan (CIP)

McGill assisted the City with the inventory and assessment process, system analysis and testing, and the updating of its 10-year CIP to guide the City with scheduling and financing the capital projects and equipment purchases necessary to maintain and improve the collection and treatment systems.

Throughout the system evaluation McGill utilized multiple data collection methods to identify needs in the system. These data collection methods are detailed in Section 5. Documentation and

analysis of all identified operational needs within the system were detailed in Section 6 based on information collected during the system evaluation and from consultation with City staff. McGill developed a risk assessment for each asset in the system and recommendations for rehabilitation and replacement (R&R) projects. Wastewater system infrastructure projects, including preliminary opinions of probable costs, are included in this report for long-term planning. .

1.3.4 O&M Plan

Lenoir currently has a robust O&M program; however, it is important to implement a strategy of continuous improvement to maintain the level of service objectives detailed in Section 2.5. Best practices for operation and maintenance of a municipal wastewater utility, most of which are being performed by City staff, include but are not limited to:

1. System mapping and GIS updates for all infrastructure should continue on a regular basis in support of maintaining accurate system mapping and informing O&M schedules. Data collection including lift station run times, occurrences of high-water alarms, and record of maintenance are recommended to be collected and updated in the system GIS database.
2. Preventative maintenance to extend the useful service life of equipment, document needs and make replacements/repairs before failures occur.
3. Routine inspections and record of findings on wastewater system infrastructure in support of O&M as well as identifying areas of concerns for future rehabilitation/replacement projects.
4. Maintaining activity records of O&M and repair work, including equipment costs, manpower time, and any other resources.
5. Review customer complaint records to document types/frequency of customer complaints, response time, and follow-up information.

1.4 Summary of Results

1.4.1 Condition Assessment

Almost half of the City's gravity sewer system was installed in the 1960s and almost 80% of the system is more than 40 years old. Coinciding with the age of installation, the majority of the gravity sewer pipes are made of vitrified clay. Based on the age and material of the collection system, compliance with Federal and State regulations, current design standards, and documented operational status, the condition assessment considered the expected useful service life of

components in determination of rating. Overall, the City's wastewater collection and treatment system is in fair condition.

1.5 Recommendations

1.5.1 Capital Improvement Plan

Based on the information compiled throughout the asset inventory and condition assessment, preliminary opinions of probable costs were developed for each project. The City had previously identified many of these project needs in its 10-year CIP. Other identified projects will be placed on the long-term planning list. A summary of future project needs with approximate costs is shown in Table 1.

Table 1: Wastewater System Capital Improvements Projects

Proposed Project	Probable Project Costs
Collection System Improvements CIP	$ 49,100,000
Wastewater Treatment Plant CIP	$ 55,400,000
Lift Station Improvements CIP	$ 500,000
TOTAL	**$ 105,000,000**

1.5.2 Operation and Maintenance (O&M) Plan

Maintenance strategies for utility systems usually fall into three separate categories based on capability and available funding for the system. These categories include preventative, reactive (or emergency), and deferred maintenance. Lenoir's utility staff diligently works to perform proactive maintenance and to limit reactive maintenance to emergency situations. In order to ensure that the sewer assets continue to be maintained and managed effectively and efficiently, O&M guidelines were updated to enhance preventative maintenance

WATER & SEWER SYSTEMS ASSET INVENTORY AND ASSESSMENT

NC DEPARTMENT OF ENVIRONMENTAL QUALITY Project Numbers: AIA-D-ARP-0023
AIA-W-ARP-0024

Council Presentation

October 27, 2026



Presented by:
Joel Whitford PE, Senior Project Manager
Greg Padgett, Project Consultant



Capital Improvement Planning

- Viability Needs
  - Aging Equipment
  - Out of Date Technology
  - Operational Issues / Safety
- Efficiency Needs
- Regulatory Needs
  - Permitting Changes
  - Monitoring Changes
- Growth Needs
  - Capacity Assurance
  - Capacity Expansion

FY27 Capital Improvements Plan (CIP)



Water Improvements

Project Number	Project Description	10-Yr CIP Cost	Current 2026	Year 1 2027	Year 2 2028	Year 3 2029	Year 4 2030	Year 5 2031	Year 6 2032	Year 7 2033	Year 8 2034	Year 9 2035	Year 10 2036	Years 11+
Vehicles and Equipment														
7130	Water Treatment Vehicles and Equipment	1,150,000	192,000	638,000	187,000	49,000								
7131	Distribution System Vehicles and Equipment	881,000	313,000	599,000	110,000	172,000								
7132	Water Resources Vehicles and Equipment	-												
7133	Water Admin/Engineering Vehicles and Equipment	25,000	50,000	25,000										
Subtotal - Water Vehicles and Equipment		**2,056,000**	**555,000**	**1,262,000**	**297,000**	**221,000**	**220,000**	**228,000**	**236,000**	**244,000**	**253,000**	**262,000**	**271,000**	**1,355,000**
Distribution System														
		-												
1	Finley Water System Improvements	2,491,360	6,948,640	2,491,360										
2	Major Pressure Reducing Valve Vault	370,000			370,000									
3	Joyceton Water Improvements	95,000		95,000										
4	US321 Mt Herman Rd - Betterments	140,000			140,000									
5	Hudson Waterline Relocation 321 Pine Mtn Rd Betterments	190,000			190,000									
6	Valdese Water System Interconnect	25,000,000		17,000,000	8,000,000									
7	Morganton Blvd Water Line - Phase 1	1,000,000		1,000,000										
8	Whitnel Transmission Line Replacement - to Sawmills	11,700,000							11,700,000					
9	Walt Amey Road Water Line Replacement	660,000				660,000								
10	Harrisburg Drive Water Connections	550,000				550,000								
11	Harper Water Line Replecement	220,000				220,000								
12	Pleasant Hill Road Water Improvements	1,880,000									1,880,000			
13	Whitnel-Cajahs Water Pump Station	2,450,000							2,450,000					
14	Lead Service Line Replacements - Phase 3	-	1,000,000											-
15	Whitnel Transmission Line Replacement - to Whitnel	-												20,400,000
16	Hwy 18 (Mgt Blvd) Water Line Upgrade	-												4,210,000
17	Hudson Area Water Improvements	-												11,480,000
18	Hickory-Granite Falls-Lenoir Interconnection	-												35,610,000
Water Treatment														
19	Sedimentation Basin Repairs	1,480,000			160,000					1,320,000				
20	Residual Systems Upgrade	2,340,000			2,340,000									
21	Add 3rd Whitnel Finished Water Pump and VFD	1,000,000			1,000,000									
22	Retrofit Cajah's Switchgear	430,000		430,000										
23	Trac-Vac System	1,540,000						1,540,000						
24	Add 3rd Raw Water Pump and VFD	1,330,000												
25	Filter Valve Upgrades	1,900,000												
26	Finished Water Pump Station Upgrades	1,330,000												
27	Backwash Supply Improvements	370,000												
28	Operations Building Upgrades	2,150,000												
29	Clearwell Baffles	15,000												
30	Clearwell Replacement	-												
31	Water Treatment Plant Expansion - 18MGD	-												
32	Generator and Electrical System Loop	-												
Subtotal - Water Infrastructure Improvements		**60,631,360**	**7,948,640**											
10-Yr CIP: Water Improvements FY27-36		**64,125,360**	**8,503,640**											

Capital Project funded or patially funded using external source(s). Grants, Direct Allocation, etc.
Capital Project funded or patially funded using debt issue(s)
Capital Project funded or patially funded using State Revolving Funds

Wastewater Improvements

Project Number	Project Description	10-Yr CIP Cost	Current 2026	Year 1 2027	Year 2 2028	Year 3 2029	Year 4 2030	Year 5 2031	Year 6 2032	Year 7 2033	Year 8 2034	Year 9 2035	Year 10 2036	Years 11+
Vehicles and Equipment														
7140	Collection System Vehicles and Equipment	1,637,000	-	894,000	-	111,000								
7141	Wastewater PreTreatment Vehicles and Equipment	-	-	65,000		-								
7142	GPC Wastewater Treatment Vehicles and Equipment	26,000	15,000	26,000	-	-								
7143	LC Wastewater Treatment Vehicles and Equipment	342,500	225,000	342,500	-	-								
Subtotal - Wastewater Vehicles and Equipment		**2,330,500**	**240,000**	**1,327,500**	**-**	**111,000**	**115,000**	**119,000**	**123,000**	**127,000**	**131,000**	**136,000**	**141,000**	**705,000**
Collection System														
1	Ridge Street Sewer Replacement	-	1,040,000											
2	Extend Sewer System / Easement Acquisition	78,000		78,000										
3	East Harper Avenue Sewer Replacement	-	890,000											
4	Zacks Fork Sewer Replacement	4,550,000					4,550,000							
5	Boxwood St Sewer Relocation	350,000		350,000										
6	Pennton to Hwy 18 Sewer	1,040,000											1,040,000	
7	Main Street (Valway to 321) Sewer Replacement	1,380,000											1,380,000	
8	Gunpowder Creek Interceptor Replacement (Lower)	-												9,820,000
9	Meadowood Lift Station Improvements	500,000					500,000							
10	Meadowood Upstream Sewer Replacement	1,910,000						1,910,000						
11	Golf Club Sewer Replacement	-												8,220,000
12	Manhole Improvements	1,500,000		210,000		220,000		240,000		260,000		280,000	290,000	750,000
Wastewater Treatment														
13	GPWWTP Drywell Repairs, Carport for Flammables Storage	-	70,000											
14	Lower Creek WWTP Process Basin Improvements	5,600,000		5,600,000										
15	Lower Creek WWTP Septage Receiving / Vactor Dump	1,000,000					1,000,000							
16	Lower Creek WWTP Equalization Basin	7,150,000					7,150,000							
17	Lower Creek WWTP Treatment Improvements	-												10,760,000
18	Gunpowder Creek WWTP Future Upgrades	-												12,420,000
19	Lower Creek WWTP Future Upgrades	-												31,050,000
Subtotal - Wastewater Improvements Infrastructure		**25,058,000**	**2,000,000**	**6,238,000**	**-**	**220,000**	**13,200,000**	**2,150,000**	**-**	**260,000**	**-**	**280,000**	**2,710,000**	**73,020,000**
10-Yr CIP: Wastewater Improvements FY27-36		**27,388,500**	**2,240,000**	**7,565,500**	**-**	**331,000**	**13,315,000**	**2,269,000**	**123,000**	**387,000**	**131,000**	**416,000**	**2,851,000**	**73,725,000**

Capital Project funded or patially funded using external source(s). Grants, Direct Allocation, etc.
Capital Project funded or patially funded using debt issue(s)
Capital Project funded or patially funded using State Revolving Funds

Total Water and Wastewater Capital Improvements Plan

10-Yr CIP: Total Water and Wastewater	**91,513,860**	**10,743,640**	**29,858,860**	**12,497,000**	**1,982,000**	**13,535,000**	**11,117,000**	**14,509,000**	**1,951,000**	**2,264,000**	**678,000**	**3,122,000**	**233,810,000**



Asset Management Plan

Four Key Components:

1. Asset Inventory
2. Asset Assessment
3. Capital Improvements Plan (CIP)
4. Operation & Maintenance Plan

Aging Infrastructure Across the U.S.



- Our entire nation is experiencing a crisis of infrastructure
- 2025 grades of **U.S. Infrastructure** by the American Society of Civil Engineers
  - Overall – C
  - Wastewater – D+





Aging Infrastructure Across the U.S.

- North Carolina Department of Environmental Quality (DEQ) Programs

- **Asset Inventory and Assessment (AIA)**



Lenoir AIA Scope of Work – Water System

Task	Description
1	Preliminary Work and Site Visits
2	Water System Asset Inventory
3	Water Asset Assessment and Scoring
4	Water Capital Improvement Plan (CIP)
5	Water Asset Management Plan (AMP)



Lenoir AIA Scope of Work – Sewer System

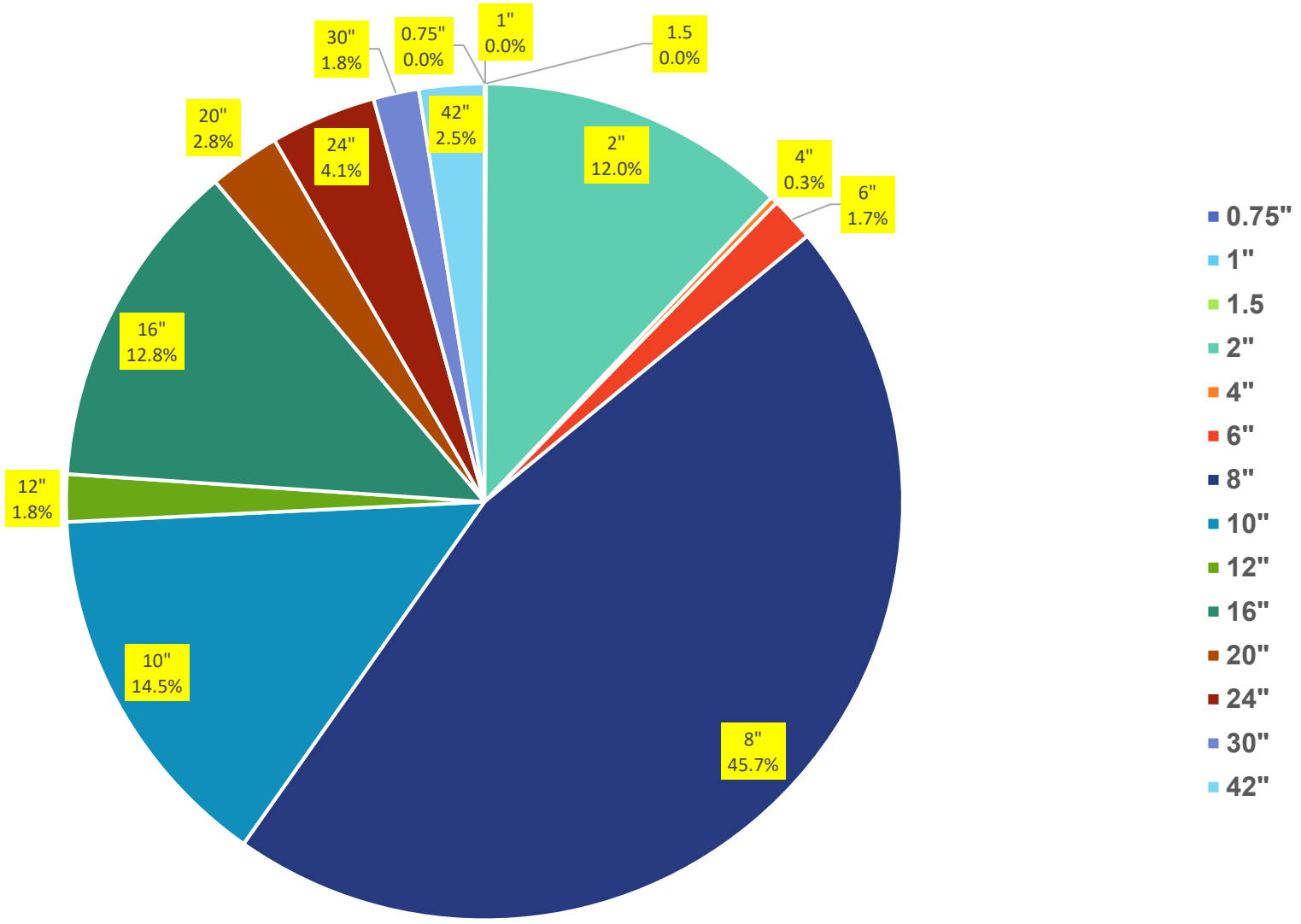
Task	Description
1	Preliminary Work and Site Visits
2	Sewer System Asset Inventory
3	Sewer Asset Assessment and Scoring
4	Sewer Capital Improvement Plan (CIP)
5	Sewer Asset Management Plan (AMP)

Inventory & Assessment

- Scoring Matrix

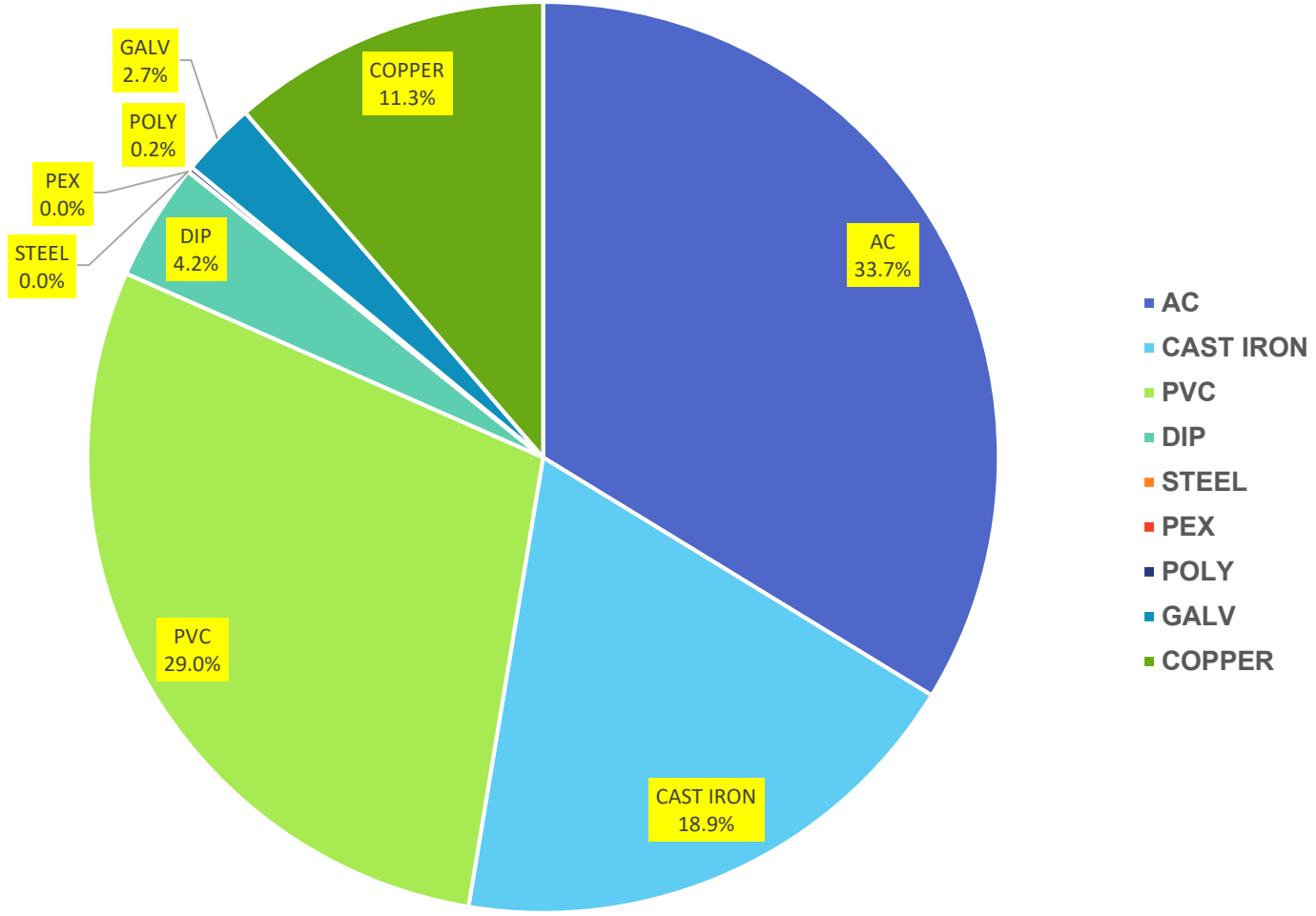
LIKELIHOOD AND CONSEQUENCE OF FAILURE MATRIX					
Consequence of Failure (COF) (Low to High)	5	10	15	20	25
	4	8	12	16	20
	3	6	9	12	15
	2	4	6	8	10
	1	2	3	4	5
	Likelihood of Failure (LOF) Low to High				

Water Pipe Size



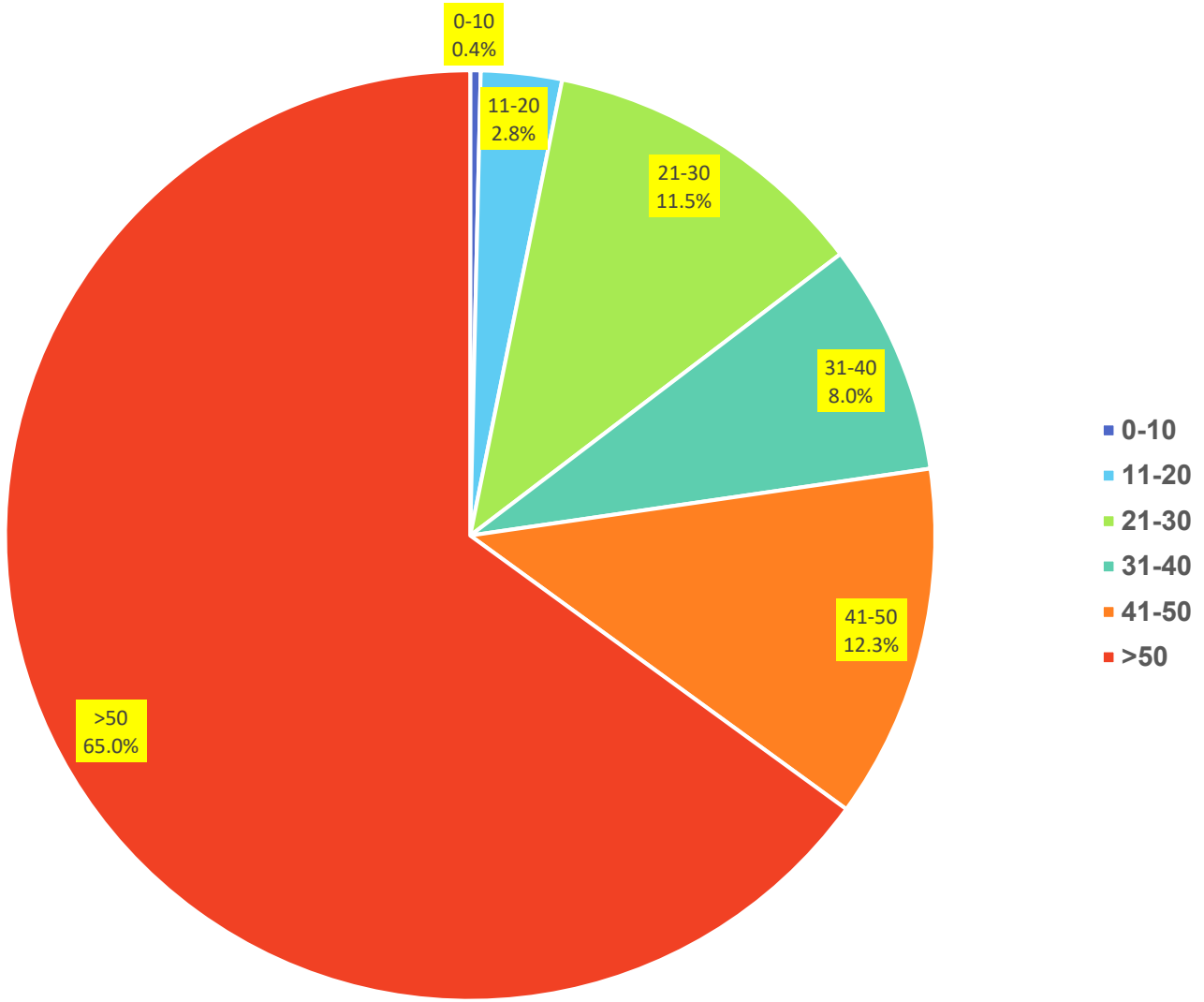


Water Pipe Material





Water Pipe Age



City of Lenoir Water Plant



George L. Bernhardt, Sr. Water Treatment Plant

Water Plant Processes

- Sedimentation Basins



Finished Water Pump Stations

- Whitnel Pump Station
- Completed 2009



Water Booster Stations



- Hudson Tank Booster Station
- Installed 2000



Water Booster Station Assessment

Asset ID	Name	Location	Pump Data	Install Year	Age (Years)	Backup Power	Risk Rating	Comments	Recommendations
6	Whitnel Pump station	at the water plant	Faribainks-Morse Serial # 1717328-0, 450 HP,	2010	16	Onsite Plant Generator	6		
7	Cajahs Pump	at the water plant	(3) US Motors, 600 HP	2010	16	Onsite Plant Generator	6		
18	Hudson Tank Pumps	under the water tank	Model: 5K256AN3210, 20 HP, 208 VOLTS, 3 PH, 60 HZ	2000	26	No	6		
	Bushtown		Marathon Electric Model: RC 324TTDR8218AN W, 50 HP, 460 VOLT, 60 HZ, 3 PH	2000	26	No	6	crit based on serving remote area. Not a lot of users though	
20	Blueridge Forest Water Booster Station	121 Hibriten Mtn Rd	Spec 07L548X144H2, 20 HP, 208-230/460 VOLTS, 47-46/23 AMPS, 60 HZ, 3 PH	2015	11	No	1	Like new booster station. Currently, under utilized due to lack of houses in the area (not being used)	
	Indian Hills	Indian Hills Dr	MARATHON, Model: PL 324TTDR8218AN W, 50 HP, 480 VOLT, 3 PH, 60 HZ	2000	26	No	6	crit based on serving remote area. Not a lot of users though	Backup Generator installation planned for this budget year.

Water Storage Tanks



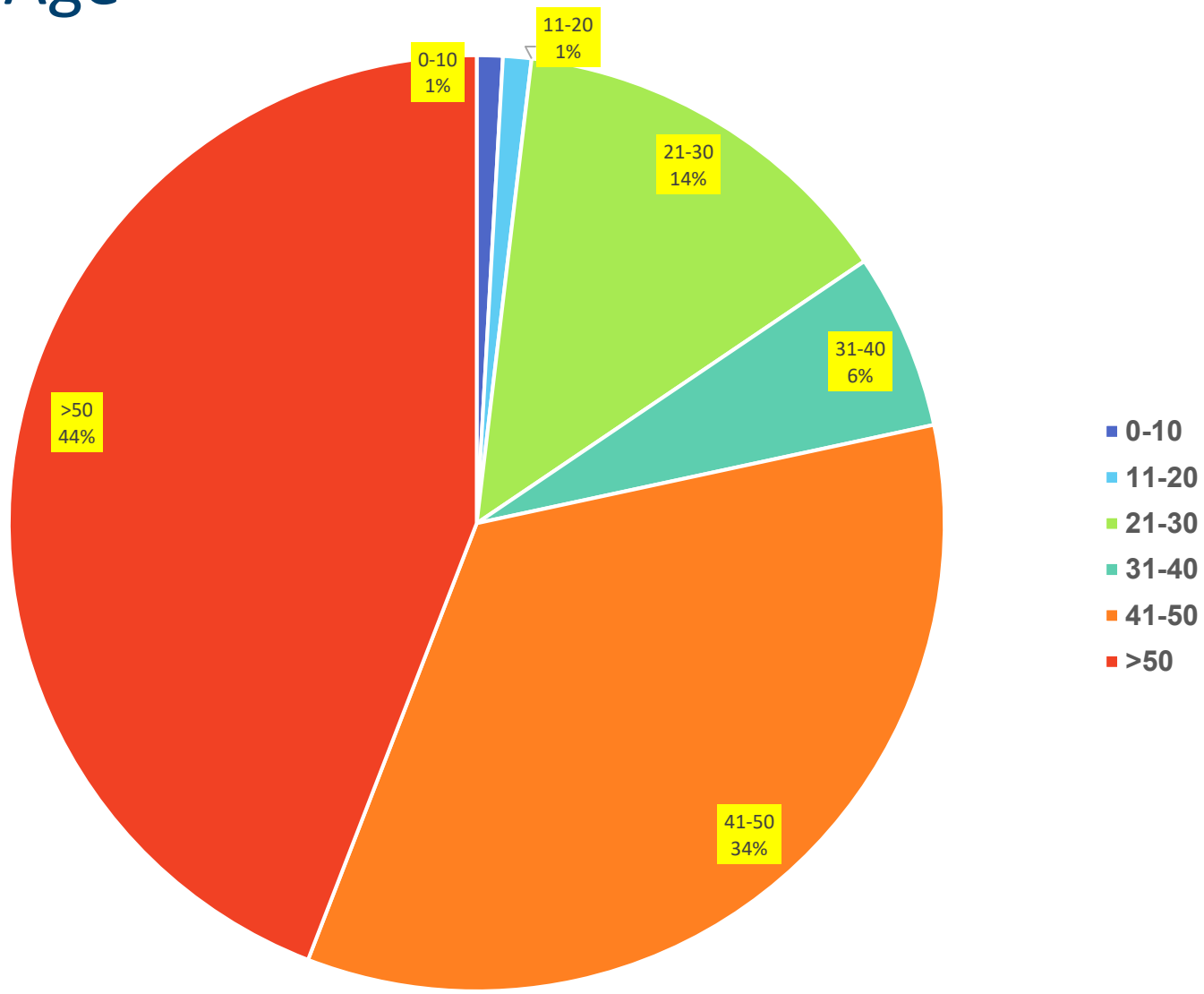
- Bushtown Tank
- 200,000 gallons

Water Storage Tanks

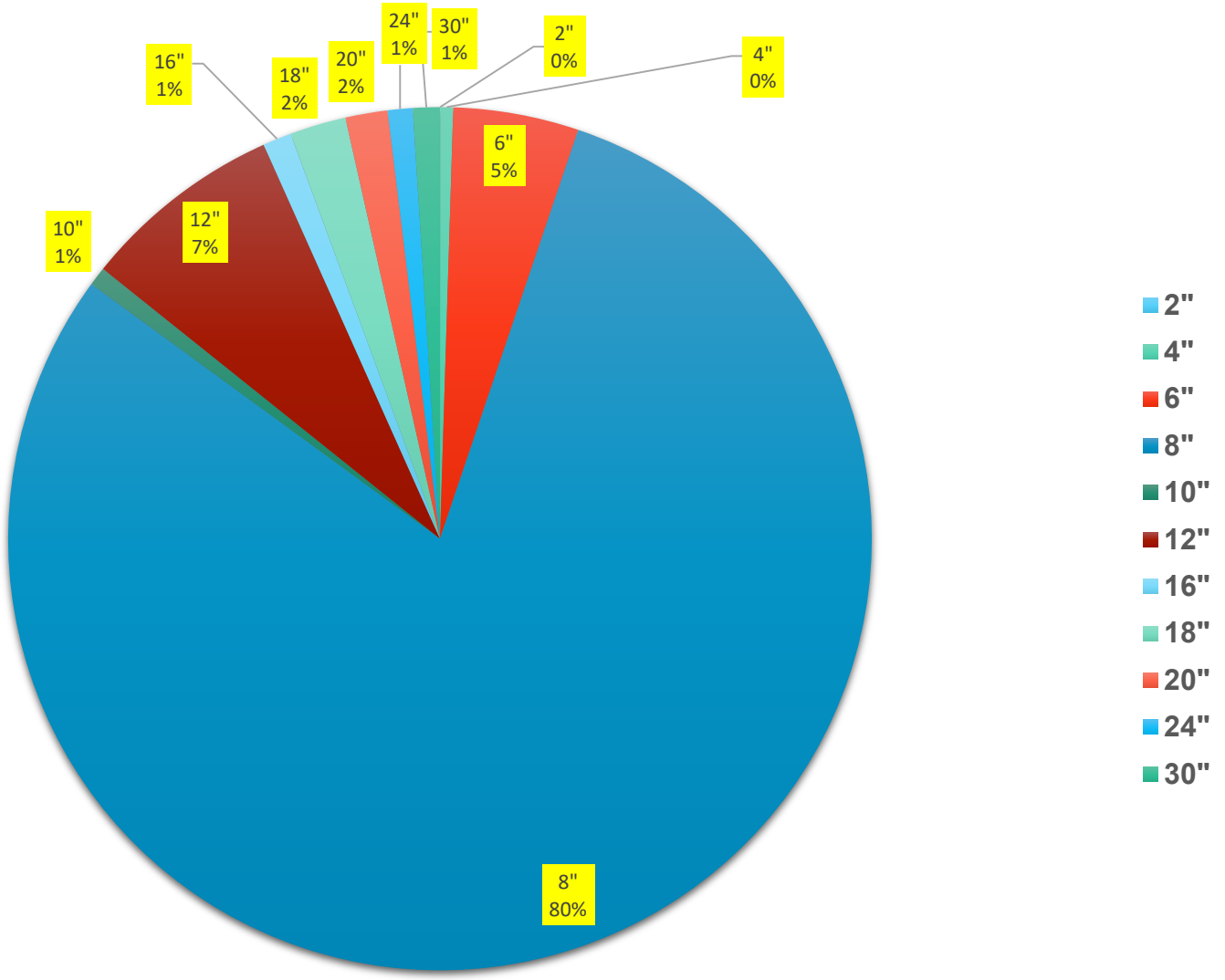


- Cajah's Tanks
- 3,000,000 gallons each

Sewer Pipe Age

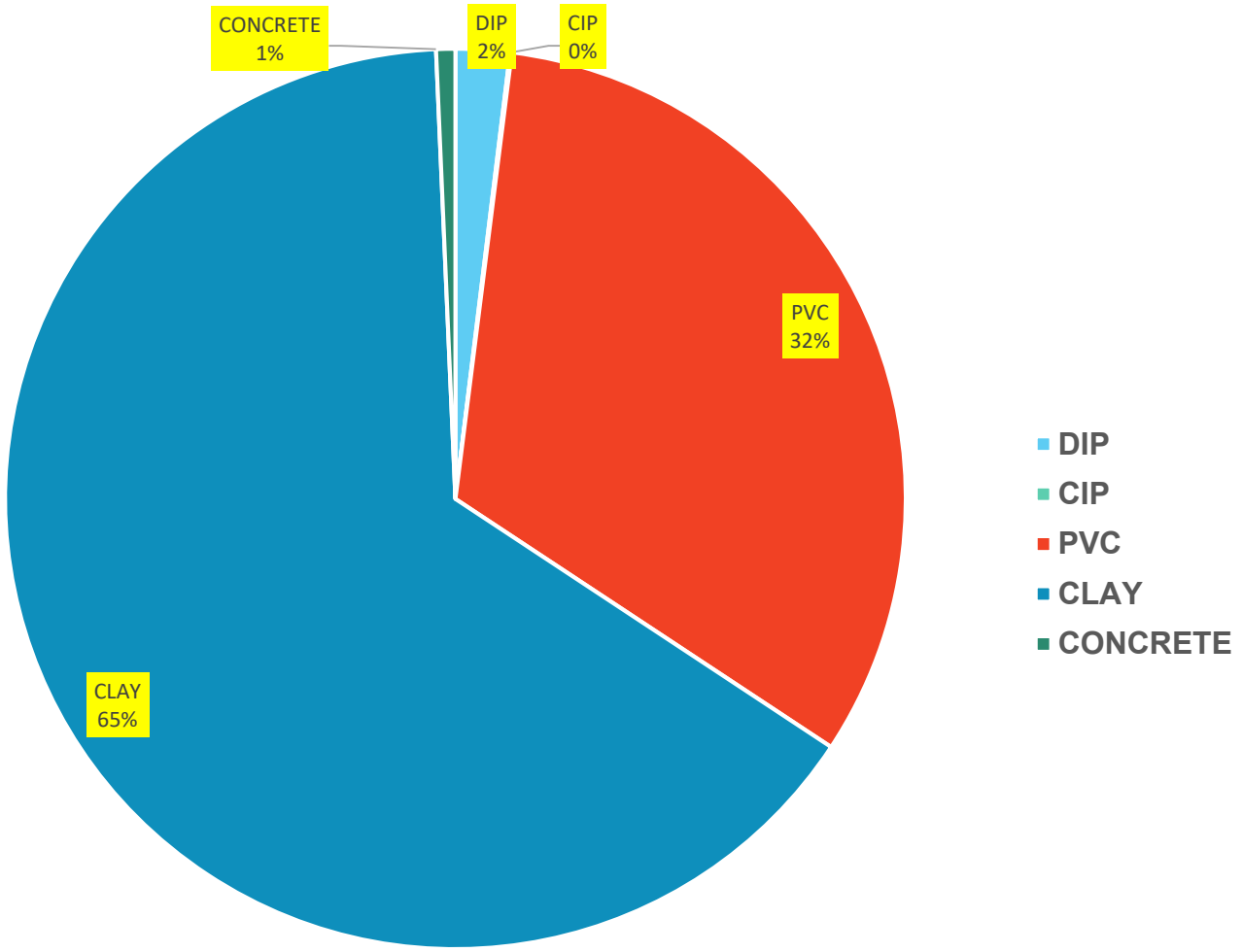


Sewer Pipe Size





Sewer Pipe Material



Wastewater Treatment Plants

- Gunpowder Creek WWTP
- 2.0 MGD capacity



Gunpowder WWTP Grit System

- Grit System
- Influent Pump Station



Wastewater Treatment Plants

- Lower Creek WWTP
- 6.0 MGD capacity



Lower Creek WWTP Aeration Basins

- Aeration Basins
- 1969



Lower Creek WWTP Clarifiers

- Secondary Clarifiers
- Weirs and Walls



Sewer Lift Stations

- Arrowwood Lift Station
- Wood Structure
- No Cover
- No Fence

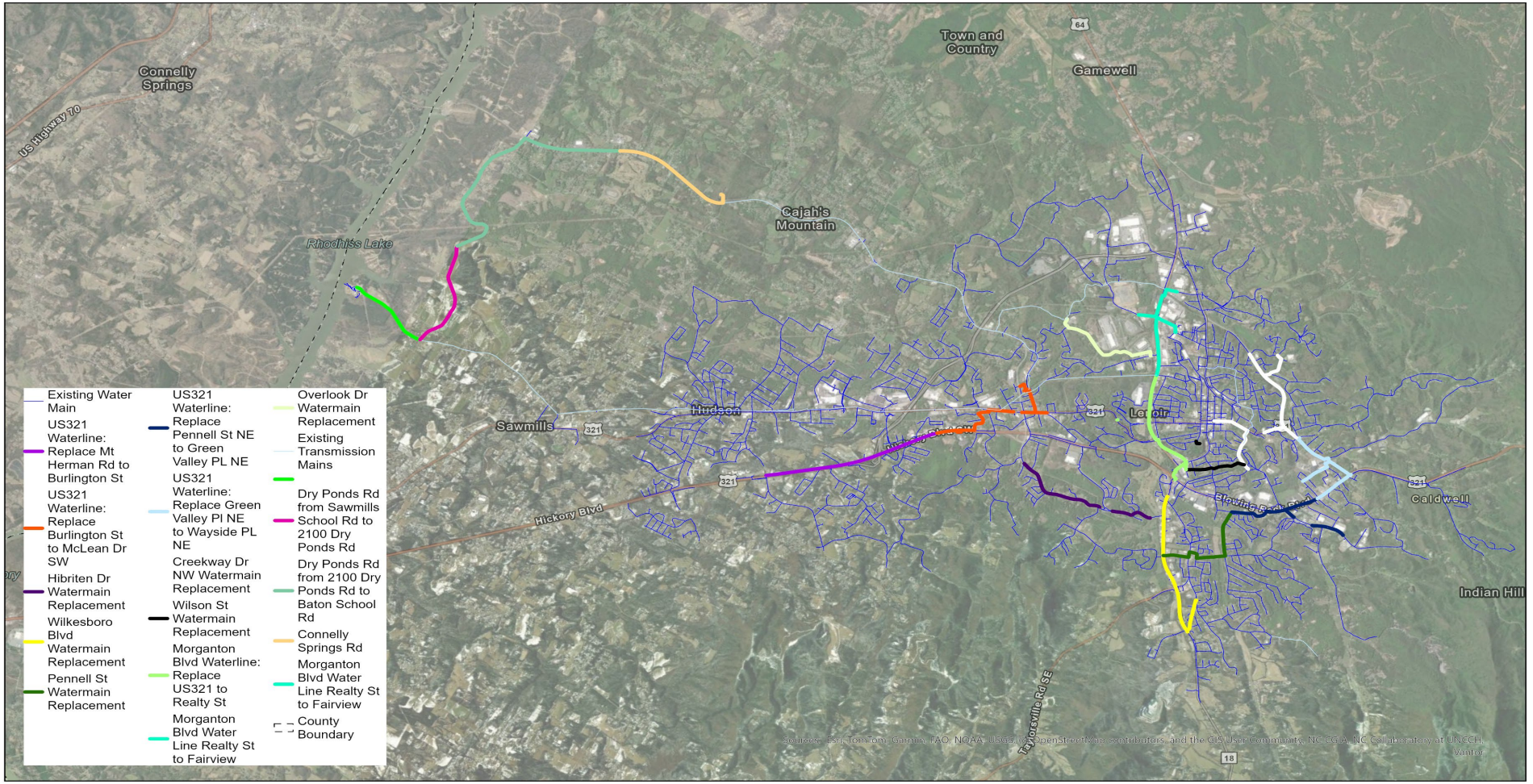




Sewer Lift Stations

Asset ID	Name	Manufacture Data	Pump Data	Backup Power	Risk Rating	Comments	Recommendations
0	ACORN SQUARE PS	Flyght/ABS	Model #B-CWM-13388 230 volts, ph 1, hz 60, hp 3, Serial #081516-06	Portable Generator Hookup	8	No Fence	Electrical Equipment mounted to wood post
1	MILLER HILL PS	Xylem/Flyght	2 HP, 50 gpm Hydromatic	Portable Generator Hookup	6	No Fence	
2	GEORGETOWN PS		ABS #206736, Serial #14787, 3HP, 230 volt, ph 1, 60 hz	Portable Generator Hookup	8	No fence	
3	TOWN & COUNTRY PS		25 HP, 270 gpm Transunion	Generator Onsite	8	Can station, Manual Barscreen	Replace barscreen,
4	VALMEAD PS		2 HP, 300 gpm Hydromatic	Portable Generator Hookup	6	No Fence	
5	SUMMIT PS	Xylem/Flyght	2 HP, 150 gpm Hydromatic	Portable Generator Hookup	8	No Fence	
6	ARROWOOD PS		Model SP61.207K22, HP 2, Serial No. 38-99778, ph 1, 230 volts, 60 hz	Portable Generator Hookup	8	No Fence	
7	SUMMER HILL PS		20 HP Fairbanks	Generator onsite	2	Has Fence	Neighborhood is finally building out.
8	GAMEWELL PS		10 HP, 320 gpm	Portable Generator Hookup	8		Control Panels are rusted need to be replaced.
9	DULA MILLER HILL PS	Xylem/Flyght	3 HP Hydromatic	Portable Generator Hookup	8	No Fence	
10	SPRING STREET PS		2 HP, 50 gpm Hydromatic	Portable Generator Hookup	6	No Fence	
11	CYPRESS STREET PS		3 HP, 50 gpm Hydromatic	Portable Generator Hookup	8	No Fence	Is I&I still an issue at this site? Poor design, valves in the pump station near bottom
12	FIR STREET PS		Model #B-HDS4190667, 230 VOLT, 3 PH , 60 HZ, 3 HP, SERIAL #041409-02	Portable Generator Hookup	8	No Fence, ps wetwell top below grade next to paved road (potential for inflow)	
13	MEADOWOOD PS		40 HP, 500 gpm, Fairbanks Morse	Diesel generator onsite	6	Connection for bypass pumping present, Has Fence	I&I issues at this pump station
14	QUARRY ESTATES PS		Model # B-HUD001, 208 VOLT, 3 PH, 60 HZ, 15 HP, Serial # 012599-02	Portable Generator Hookup	6	Has Fence	No Phone number visible from outside the fence
16	KFC PS	Alderon Industries	2 HP	Portable Generator Hookup	3	Exclusively serves KFC. Grease issues, No Fence	

Water Distribution System Projects



0 1.25 2.5 5 Miles

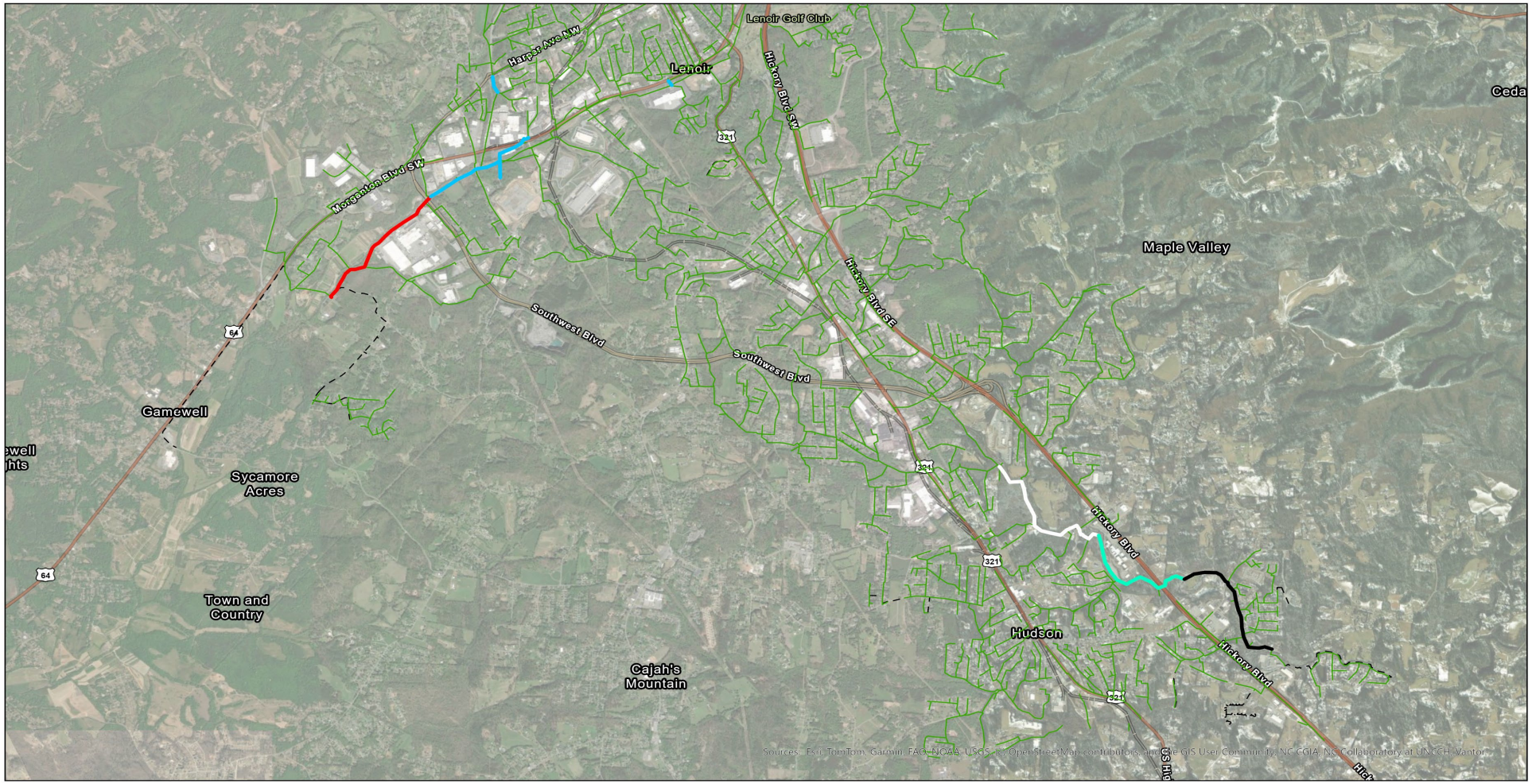
Water System Projects
CITY OF LENOIR
Caldwell County, North Carolina



Water Distribution System – Future Needs

AIA Generated Additional Distribution System CIP			
	Cajah's 30 inch Transmission: Replace WTP to DryPonds		5,159,962
	Connelly Springs Rd		8,112,396
	Creekway Dr NW Watermain Replacement		7,545,731
	Dry Ponds Rd from 2100 Dry Ponds Rd to Baton School Rd		15,654,176
	Dry Ponds Rd from Sawmills School Rd to 2100 Dry Ponds Rd		6,976,327
	Hibriten Dr Watermain Replacement		3,725,550
	Morganton Blvd Water Line Realty St to Fairview		5,322,795
	Morganton Blvd Waterline: Replace US321 to Realty St.		4,677,352
	Overlook Dr Watermain Replacement		2,464,661
	Pennell St Watermain Replacement		3,720,490
	US321 Waterline: Replace Burlington St to McLean Dr SW		5,497,806
	US321 Waterline: Replace Green Valley Pl NE to Wayside PL NE		4,694,786
	US321 Waterline: Replace Mt Herman Rd to Burlington St		5,489,920
	US321 Waterline: Replace Pennell St NE to Green Valley PL NE		4,320,146
	Whitnel Transmission: Replace Extending N from Hudson		10,134,956
	Wilkesboro Blvd Watermain Replacement		5,887,009
	Wilson St Watermain Replacement		1,921,906
Total: Additional AIA Generated Projects			**101,305,968**

Sewer Collection System Projects





Sewer Collection and WWTP – Future Needs

AIA Generated Additional Collection System CIP		2026 Dollars
	Gunpowder Interceptor (Middle) Project	5,225,105
	Gunpowder Interceptor (Upper) Project	6,538,755
	Lower Creek Interceptor (SW Blvd to Virginia St) Project	7,915,535
	Lower Creek Interceptor (WWTP to SW Blvd) Project	7,987,341
Additional AIA Generated Projects		**27,666,736**

AIA Generated Additional Wastewater Treatment CIP		2026 Dollars
	GPC General Painting Metal Piping and Structures	150,000
	GPC WWTP Add Secondary Mechanical Barscreen	1,500,000
	GPC WWTP New Grit System	5,500,000
	LC Add Redundant RAS Pump	250,000
	LC Relocate Grit System ahead of Influent Pumps	3,500,000
	LC Replace Weirs/Baffles Secondary Clarifiers	250,000
Additional AIA Generated Projects		**11,150,000**



What Does All That Mean?

Water System	Approved FY27-36 CIP	Year 11+ Projects	Additional AIA CIP
Distribution	42,262,368	44,293,799	103,755,968
Treatment	11,795,669	53,201,000	-
Total	**54,058,037**	**97,494,799**	**103,755,968**
Sewer System			
Collection	9,391,132	11,893,911	27,666,736
Treatment	12,505,309	31,366,768	11,150,000
Total	**21,896,441**	**43,260,679**	**38,816,736**
Combined Total	**75,954,478**	**140,755,478**	**142,572,704**

**** All Costs are in 2026 dollars***

The FY2027 CIP includes a column for projects anticipated beyond the 10-Year forecast. AIA generated projects may be integrated into the next CIP based on priority during the FY28 budget process.

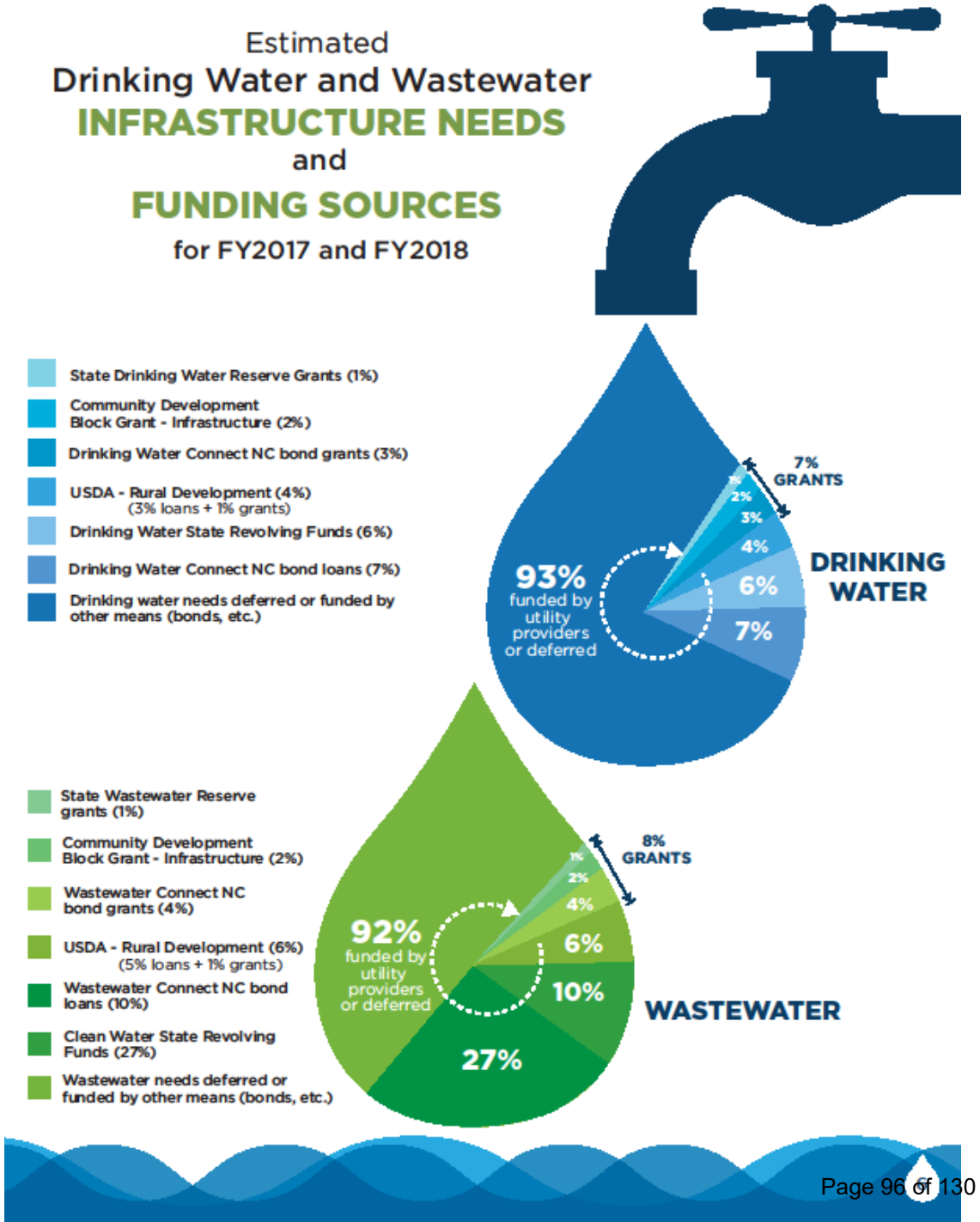


Water and Wastewater Fund:

- Water Supply, Treatment, Pumping, Storage and Distribution
- Sewer Collection and Treatment
- Separate from General Fund and Self Supporting
- ~9,300 Residential Customers
- ~1,100 Non-Residential Customers
- ~Enterprise Fund value of ~$14,500,000 annually

Availability of Funding Sources





Source: 2017 NC DWI Statewide Water and Wastewater Infrastructure Master Plan

* Update currently in process (SWIA Master Plan Update Committee)



Questions

Itemized Comparison By Quote

Vendor	Site	Age group	Model/Part	Equipment price	Install	Freight/Shipping	Surfacing/Borders	Discounts	Tax	Total
Barrs Recreation	Mulberry	2–5	BCI Burke Project 405-222695-1	$16,695.00	$5,000.00	$1,800.00	—	-$5,509.00	$1,214.06	$19,200.06
Barrs Recreation	Rotary (Zacks Fork)	5–12	Burke SY-3496	$24,667.00	$8,600.00	$2,150.00	EWF $2,820.00; Borders $2,280.00; ADA Half Ramp $800.00	-$8,633.00	$2,206.17	$34,890.17
Barrs Recreation	Combined	2–5 + 5–12							$3,420.23	$54,090.23
GameTime	Mulberry	2–5 + 5–12	PrimeTime Modular units	— (bundled)	$14,256.00	$5,193.77	EWF 56 CY $1,747.20; Borders (30) $2,743.80; Playcurb w/Adap (2) $905.00 ea	-$43,244.76	$2,539.50	$54,417.78
Playworld Preferred	Mulberry	2–5	Challengers 350-1736	$24,959.00	$8,950.00	$1,840.00	—	-$2,495.90	$2,244.58	$35,497.68
Playworld Preferred	Zacks Fork	5–12	Challengers 350-2263	$24,098.00	$12,737.00	$0.00	— (customer to provide)	—	$2,486.36	$39,321.36
Playworld Preferred	Combined	2–5 + 5–12								$74,819.04
DOME BIDS										
GameTime	Zacks Fork		Sensory Dome, ADA swing	$23633.00	-	$1,217.35		-$4796.36	$990.16	$21,044.15

Vendor	Site	Age group	Model/Part	Equipment price	Install	Freight/Shipping	Surfacing/Borders	Discounts	Tax	Total
Barrs Recreation	Zacks Fork	5-12	#560-2623 Dome Climber	$15,087.00			—		$1,018.37	$16,105.37
Barrs Recreation	Zacks Fork		#560-2623 Dome Climber - additions	$3,005.00	$2,200.00		—		$351.34	$5,556.34
Barrs Recreation	Zacks Fork		TOTAL							$21,661.71
Playworld Preferred	NO BID									

QUOTE

181374-01-02 • 09/16/2026

Mulberry Rec Center-Option 2

2

Customer:

Lenoir Parks & Recreation
720 Mulberry Street, SW
Lenoir, NC 28645
United States

Ship to Zip: 28645

Prepared for:

Phil Harper
Phone: 828-757-2165 Ext. 3101
phil.harper@ci.lenoir.nc.us

JOHN CUNNINGHAM

Prepared by:

GameTime c/o Cunningham Recreation
PO Box 240981
Charlotte, NC 28224
800.438.2780
704.525.7356 FAX

Quantity	Part #	Description	Unit Price	Amount
1	RDU	**GameTime - PrimeTime Modular 2-5 Unit** **Installing into existing area. Client responsible for safety surfacing and borders.* *Custom*: 2 Color HDPE: _____, Accent 2: _____, Accent: _____, Basic: _____, Deck:Pvc: _____, Roof 2: _____, Roof: _____, Roto Plastic: _____ • (2) 12023 – 3 1/2" Uprt Ass'Y Alum 8' • (1) 12024 – 3 1/2" Uprt Ass'Y Alum 9' • (2) 12025 – 3 1/2" Uprt Ass'Y Alum 10' • (4) 12069 – 3 1/2"Uprt Ass'Y Alum 14' • (1) 13540 – Crunch Bar • (1) 18200 – 36" Sq Punched Deck P/T 1.3125 • (1) 18201 – 36" Tri Punched Deck P/T • (1) 18692 – Single Thunder Ring • (1) 18868 – Echo HDPE Attachment 4'- 0" • (1) 18874 – Apple Tree Panel Assembly • (1) 18914 – Offset Entryway (Versa) • (1) 19004 – Transfer System W/Barrier (1' Rise) • (1) 19122 – Wave Zip Slide (2'-6" & 3') • (1) 19363 – 3'-6"/4'-0" Zip Swerve Slide Right • (1) 19757 – Umbra Square Roof • (4) 19762 – Umbra Roof Plug • (1) 19912 – Modern Transfer w/Barrier 2' Rise	$23,640.20	$23,640.20
1	RDU	**GameTime - PrimeTime Modular 5-12 Unit** *Custom*: 2 Color HDPE: _____, Accent 2: _____, Accent: _____, Arch: _____, Basic: _____, Deck:Pvc: _____, HDPE: _____, Roof 2: _____, Roof: _____, Roto Plastic: _____, RotoPlastic2: _____ • (1) 5219 – Kai Climber 2' Pedestal FS • (1) 5245 – Avalon Climber Single 3' Pedestal • (2) 6232 – Pod (1'-0") • (1) 6233 – Pod (2'-0") • (3) 12023 – 3 1/2" Uprt Ass'Y Alum 8' • (3) 12024 – 3 1/2" Uprt Ass'Y Alum 9' • (4) 12069 – 3 1/2"Uprt Ass'Y Alum 14' • (1) 12215 – Crunch Bar Prime Time • (1) 18201 – 36" Tri Punched Deck P/T • (4) 18832 – Umbra Roof Extension 2' • (1) 18876 – Apple Tree Half Panel • (1) 19037 – Offset Archway • (1) 19648 – 12" Stepped Deck	$42,890.20	$42,890.20

QUOTE

181374-01-02 • 09/16/2026

		• (1) 19698 – Sloped Funnel Climber Barrier (Dbl) • (1) 19757 – Umbra Square Roof • (4) 19762 – Umbra Roof Plug • (1) 19794 – Dueling Wave Zip 6'-0" • (1) 19917 – Modern Transfer w/Guardrail 2' Rise • (1) 19963 – 6' Quiver Climber • (2) 90267 – 9' Upright, Alum • (1) 90268 – 10' Upright, Alum • (1) 91743 – Catalina Climber Base • (1) 91744 – Catalina Climber Cap • (1) 108985 – Canyon Curve Climber		
1	178749	**GameTime - Owner's Kit**	$98.07	$98.07
1	4858	**GameTime - Access Playcurb-W/Adap**	$905.00	$905.00
30	4862	**GameTime - 12" Playground Border**	$91.46	$2,743.80
56	EWF	**GT-Impax - Engineered Wood Fiber Safety Surfacing (CY)** • Area: 1117 Sq.Ft. • Thickness (Compacted): 12"	$31.20	$1,747.20
1	INSTALL	**MISC - Installation**	$14,256.00	$14,256.00
1	4858	**GameTime - Access Playcurb-W/Adap**	$905.00	$905.00
30	4862	**GameTime - 12" Playground Border**	$91.46	$2,743.80

Sub Total	$89,929.27
Discount	($43,244.76)
Freight	$5,193.77
Tax	$2,539.50
Grand Total	**$54,417.78**

Comments

*Site must be clear, level, free of obstructions, and accessible. Site should permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional costs. Pricing does not include bonding or permitting. If required, additional fees will apply.

QUOTE

183193-01-01 • 10/22/2026

1 of 2

GameTime
A PLAYCORE Company

Mulberry Rec Center- Additional Equipment

Customer:

Lenoir Parks & Recreation
720 Mulberry Street, SW
Lenoir, NC 28645
United States

Ship to Zip: 28645

Prepared for:

Phil Harper
Phone: 828-757-2165 Ext. 3101
phil.harper@ci.lenoir.nc.us

Prepared by:

GameTime c/o Cunningham Recreation
PO Box 240981
Charlotte, NC 28224
800.438.2780
704.525.7356 FAX

Quantity	Part #	Description	Unit Price	Amount
1	6256	**GameTime - Sensory Dome - Medium** Basic: _____, HDPE: _____, Roto Plastic: _____	$15,639.00	$15,639.00
1	5294	**GameTime - Adaptive Swing Seat for 8' Toprail** Roto Plastic: _____	$528.00	$528.00
		(1) 5173 – Adaptive Swing w/Rung Belt	$302.00	$302.00
1	5324	**GameTime - 8' Solo Primetime Swing Frame** Basic: _____	$1,779.00	$1,779.00
1	INSTALL	**MISC - Installation of the Equipment Above**	$5,385.00	$5,385.00

Sub Total	$23,633.00
Discount	($4,796.36)
Freight	$1,217.35
Tax	$990.16
Grand Total	**$21,044.15**

Comments

*Site must be clear, level, free of obstructions, and accessible. Site should permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional costs. Pricing does not include bonding or permitting. If required, additional fees will apply.

*Customer is responsible for borders and safety surfacing (or priced upon request).

City of Lenoir
Financial Summary
As of 09/30/2026

General Fund

	2026-2027 Budget	9/30/2026	% of Budget	Change from Previous Year	9/30/2025
Total Revenue	$ 27,104,230.00	$ 16,069,998.63	59%	$ 1,452,248.65	$ 14,617,749.98
Expenditures	$ 27,104,230.00	$ 6,860,542.27	25%	$ 212,670.22	$ 6,647,872.05
Over/Under	$ -	$ 9,209,456.36		$ 1,239,578.43	$ 7,969,877.93

Downtown District

	2026-2027 Budget	9/30/2026	% of Budget	Change from Previous Year	9/30/2025
Revenues	$ 285,875.00	$ 14,239.24	5%	$ (5,841.66)	$ 20,080.90
Expenditures	$ 285,875.00	$ 59,347.24	21%	$ 1,244.37	$ 58,102.87
Over/Under	$ -	$ (45,108.00)		$ (7,086.03)	$ (38,021.97)

Water/Sewer Fund

	2026-2027 Budget	9/30/2026	% of Budget	Change from Previous Year	9/30/2025
Revenues	$ 14,523,270.00	$ 3,306,797.50	23%	$ 166,054.37	$ 3,140,743.13
Expenditures	$ 14,523,270.00	$ 2,814,850.60	19%	$ 553,924.72	$ 2,260,925.88
Over/Under	$ -	$ 491,946.90		$ (387,870.35)	$ 879,817.25

City of Lenoir
Financial Summary By Department
As of 09/30/2026

General Fund					
	BUDGET	9/30/2026	9/30/2025	Difference	% of Budget
REVENUE					
PROPERTY TAXES	$ 11,509,984.00	$ 12,853,902.70	$ 12,073,306.81	$ 780,595.89	112%
SALES TAX	$ 6,630,325.00	$ 609,865.39	$ 614,542.62	$ (4,677.23)	9%
FRANCHISE TAX	$ 2,500,000.00	$ 579,468.25	$ 592,463.05	$ (12,994.80)	23%
SOLID WASTE FEE	$ 1,125,705.00	$ 281,996.06	$ 281,905.18	$ 90.88	25%
OTHER	$ 5,338,216.00	$ 1,744,766.23	$ 1,055,532.32	$ 689,233.91	33%
TOTAL	$ 27,104,230.00	$ 16,069,998.63	$ 14,617,749.98	$ 1,452,248.65	59%
EXPENDITURES					
LEGISLATIVE	$ 447,051.00	$ 118,510.47	$ 133,529.27	$ (15,018.80)	27%
ADMINISTRATIVE	$ 892,576.00	$ 340,072.23	$ 335,629.03	$ 4,443.20	38%
FINANCE	$ 1,254,745.00	$ 296,908.23	$ 280,860.64	$ 16,047.59	24%
PLANNING	$ 588,647.00	$ 124,578.15	$ 180,200.38	$ (55,622.23)	21%
POLICE	$ 8,774,910.00	$ 2,144,059.14	$ 2,023,351.16	$ 120,707.98	24%
FIRE	$ 6,523,292.00	$ 1,413,110.60	$ 1,384,722.84	$ 28,387.76	22%
RECREATION	$ 2,133,394.00	$ 500,506.44	$ 533,789.93	$ (33,283.49)	23%
PUBLIC WORKS	$ 6,489,615.00	$ 1,922,797.01	$ 1,775,788.80	$ 147,008.21	30%
TOTAL	$ 27,104,230.00	$ 6,860,542.27	$ 6,647,872.05	$ 212,670.22	25%
OVER/UNDER	-	$ 9,209,456.36	$ 7,969,877.93	$ 1,239,578.43	

Downtown District					
	BUDGET	9/30/2026	9/30/2025	Difference	% of Budget
TOTAL REVENUES	$ 285,875.00	$ 14,239.24	$ 20,080.90	$ (5,841.66)	5%
TOTAL EXPENDITURE	$ 285,875.00	$ 59,347.24	$ 58,102.87	$ 1,244.37	21%
OVER/UNDER	-	$ (45,108.00)	$ (38,021.97)	$ (7,086.03)	

Water/Sewer Fund					
	BUDGET	9/30/2026	9/30/2025	Difference	% of Budget
REVENUE					
WATER SALES	$ 8,254,288.00	$ 2,183,425.12	$ 2,037,803.99	$ 145,621.13	26%
SEWER SALES	$ 3,888,782.00	$ 980,329.51	$ 1,008,686.85	$ (28,357.34)	25%
CAPITAL RESERVE	$ 1,600,000.00	$ -	$ -	$ -	0%
OTHER	$ 780,200.00	$ 143,042.87	$ 94,252.29	$ 48,790.58	18%
TOTAL REVENUES	$ 14,523,270.00	$ 3,306,797.50	$ 3,140,743.13	$ 166,054.37	23%
EXPENDITURES					
RHODHISS PLANT	$ 3,666,026.00	$ 463,805.67	$ 496,137.49	$ (32,331.82)	13%
WATER DISTRIBUTION	$ 2,997,400.00	$ 740,782.16	$ 720,229.46	$ 20,552.70	25%
WATER RESOURCES	$ 478,057.00	$ 122,721.13	$ 99,015.67	$ 23,705.46	26%
ADMIN & ENGINEERING	$ 580,590.00	$ 216,793.20	$ 132,584.10	$ 84,209.10	37%
WASTEWATER COLLECTION	$ 2,766,617.00	$ 589,540.52	$ 235,089.11	$ 354,451.41	21%
WASTEWATER PRETREATMENT	$ 281,628.00	$ 83,421.18	$ 44,943.64	$ 38,477.54	30%
GUNPOWDER WASTEWATER PL	$ 903,474.00	$ 123,575.59	$ 151,051.78	$ (27,476.19)	14%
LOWER CREEK WASTEWATER PL	$ 2,849,478.00	$ 474,211.15	$ 381,874.63	$ 92,336.52	17%
TOTAL EXPENDITURE	$ 14,523,270.00	$ 2,814,850.60	$ 2,260,925.88	$ 553,924.72	19%
OVER/UNDER	$ -	$ 491,946.90	$ 879,817.25	$ (387,870.35)	

PARKS AND RECREATION DIRECTOR

General Statement of Duties

Performs managerial and administrative duties in planning, directing, and overseeing the City's parks and recreation programs, facilities, and services.

Distinguishing Features of the Class

An employee in this class is responsible for planning, organizing, directing, and evaluating recreational and athletic programs, community events, and parks for the City. The employee provides leadership in long- and short-range strategic planning for programs, parks, facilities management, and operations; and develops departmental goals, objectives, policies, and procedures. Work includes developing and managing operating and capital budgets. The employee organizes and manages activities through subordinate supervisors, including the selection, training, evaluation, and supervision of full-time, part-time, and seasonal employees. The position requires sound judgment, discretion, initiative, and strong interpersonal and communication skills. Work involves extensive public contact with other departments, community and civic organizations, schools, City officials, and the public. Work is performed under the general supervision of the City Manager and is reviewed through conferences, reports, and results achieved.

Duties and Responsibilities

Essential Duties and Tasks

- Plans, directs, supervises, and evaluates a comprehensive and flexible range of recreational, athletic, and cultural programs and activities for all ages, interests, and segments of the community, including senior citizens, youth, and adults, at indoor and outdoor facilities throughout the City and within established budget limitations.
- Maintains effective communication with the City Manager, City administration, and other City departments regarding departmental operations, programs, budget matters, and significant issues.
- Establishes departmental goals and objectives for programs, services, and activities.
- Coordinates and collaborates with department staff and other city departments/divisions to ensure parks, grounds, and facilities are properly maintained, safe, and ready for scheduled programs and events.
- Engages in long-range strategic planning and develops plans for parks, recreational facilities, and open space for public use.
- Reviews, plans, and oversees departmental programs and services.
- Develops and recommends plans for the acquisition, development, and maintenance of parks, playgrounds, structures, and facilities; and negotiates agreements and contracts with schools, public officials, contractors, and other parties as appropriate.
- Oversees the planning and coordination of programs, activities, events, classes, camps, clinics, and athletic programs. Works with staff to research, plan, and market offerings; engage instructors, employees, and volunteers; negotiate contract terms; secure materials and supplies; schedule facilities; submit budget recommendations; monitor and evaluate programs; and process payments.

- Serves as a liaison to citizen groups and receives input from community groups, the recreation advisory committee, and individuals regarding parks and recreation interests, needs, and concerns; uses this input in departmental planning and programming.
- Manages departmental personnel and supervises employees directly and through subordinate supervisors; ensures appropriate training and fair, consistent performance evaluations; coaches, counsels, and motivates employees; administers disciplinary action and recommends dismissal when appropriate; and ensures compliance with City policies and procedures.
- Develops, recommends, administers, and monitors the departmental operating and capital budgets; manages revenues and expenditures; approves purchases within delegated authority; and requests budget amendments as needed.
- Ensures the safe operation of parks, recreational facilities, programs, and activities and ensures compliance with applicable safety regulations and City policies.
- Oversees the promotion of departmental programs and events through public relations and publicity efforts; conducts facility tours; makes presentations to the public and civic groups; and participates in radio and television interviews regarding departmental events and programs.
- Coordinates with the Finance Director and City Manager to identify grant opportunities, prepare and submit grant applications, monitor grant-funded projects and budgets, and ensure compliance with grant requirements and reporting deadlines.
- Represents the City and department on councils, committees, the recreation advisory committee, and other business and community groups.
- Resolves public concerns and problem situations as needed.
- Ensures effective scheduling of public events, programs, activities, and facility rentals.
- Maintains a flexible work schedule, as the position may require evening meetings, weekend or holiday work, and frequent travel to departmental parks and facilities. Ensures appropriate departmental coverage and response procedures are in place for facility emergencies, including fire alarms.
- Ensures the implementation of applicable safety regulations and procedures.
- Performs related duties as required.

Recruitment and Selection Guidelines

Knowledge, Skills, and Abilities

- Thorough knowledge of the principles and practices of municipal parks and recreation management and administration.
- Thorough knowledge of parks and recreation program development, facility management, and planning.
- Thorough knowledge of the principles and methods of parks and playground planning and development.
- Considerable knowledge of current literature, trends, and developments in public recreation.
- Considerable knowledge of municipal codes, ordinances, and applicable regulations related to departmental operations.
- General knowledge of accounting principles, budgeting methods, and financial management, including the ability to manage enterprise funds and departmental budgets.
- Considerable knowledge of effective leadership and supervisory principles and practices, including coaching, motivation, performance management, and communication.

- Demonstrated skill in leading and supervising full-time, part-time, and seasonal recreation staff as well as coaches and officials.
- Considerable knowledge of applicable OSHA safety requirements and other safety regulations associated with parks maintenance and recreational activities.
- Demonstrated skill in developing, implementing, and evaluating recreational programs and activities.
- Strong leadership, management, organizational, and supervisory skills.
- Ability to develop and maintain effective working relationships with employees, supervisors, City officials, community organizations, and the public, and to promote teamwork, high morale, and enthusiasm.
- Ability to manage programs and facilities efficiently and effectively, with attention to service quality and budget constraints.
- Ability to plan, organize, direct, and supervise multiple programs and activities concurrently.
- Ability to communicate clearly and effectively, both orally and in writing.

Physical Requirements

- Must be able to perform the basic physical activities of reaching, standing, walking, lifting, fingering, talking, hearing, and repetitive motions.
- Must be able to perform medium work, exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently and/or up to 10 pounds of force to move objects.
- Must possess visual acuity sufficient to prepare and analyze budgets and activity data, operate a computer, read extensively, and inspect the work of others.

Desirable Education and Experience

Graduation from an accredited college or university with a bachelor's degree in recreation management, exercise physiology, parks and recreation administration, or a related field, and considerable progressively responsible experience in parks and recreation management, including at least five years of supervisory experience in organized recreation programs or a related field; or an equivalent combination of education and experience.

Preferred: Certification as a Certified Park and Recreation Professional (CPRP) through the National Recreation and Park Association (NRPA).

Special Requirements

- Must possess a valid North Carolina driver's license.
- Must establish residency within the City of Lenoir within 12 months of the date of hire.

LENOIR 2026

November 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 Daylight Saving Time Ends	2	3 6:00 p.m. City Council Election Day	4 9:00 a.m. Staff Mtg	5 4:00 p.m. LTDA	6	7
8	9 Noon-City/County Services Committee Planning Board 5:30 p.m.	10 8:15 a.m. Economic Dev.Adv. Committee (Civic Center)	11 City Offices Closed Veterans Day 11:00 a.m. Veterans Day Event (Downtown Stage)	12 2:00 p.m. ABC Board 6:00 p.m. LBAB (City Hall, 3rd Floor)	13	14
15	16	17	18	19 5:00-7:00 p.m. Light Up Lenoir	20 7:00-8:00 p.m. Storytime with Mrs. Clause	21 10:00 a.m.-6:00 p.m. Merry Market on Main
22	23	24 Turkey Tuesday Giveaway 5:00 p.m. MLK Center	25	26 City Offices Closed Holiday	27 City Offices Closed	28 Small Business Saturday
29	30					

City of Lenoir
P.O. Box 958
Lenoir, N.C. 28645
www.cityoflenoir.com
757-2200 / 757-2162 fax

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

City of Lenoir

City Council Action Form

I. Agenda Item:

Acceptance of the Water and Sewer System Asset Management Plan Approval Resolution; The City of Lenoir, with the assistance of McGill Associates, developed Asset Management Plans and Asset Inventory and Assessments for its water and sewer systems. The project is funded through the North Carolina Department of Environmental Quality Division of Water Infrastructure AIA Grant program. The purpose of this project is to deliver a long-term roadmap for the continuation of the proactive management of the City's Public Utilities assets. On October 27, 2026, Council was presented with the project findings. To assist in improving future funding opportunities. Staff recommends approval of the Water and Sewer System Asset Management Plan Approval Resolution, as submitted.

Copies of the Asset Management Plans and the Executive Summaries are located at: https://www.cityoflenoir.com/665/AIA-AMP-Reports

II. Background Information:

The City of Lenoir, with the assistance of McGill Associates, developed Asset Management Plans and Asset Inventory and Assessments for its water and sewer systems. The project is funded through the North Carolina Department of Environmental Quality Division of Water Infrastructure AIA Grant program. The purpose of this project is to deliver a long-term roadmap for the continuation of the proactive management of the City's Public Utilities assets. On October 27, 2026, Council was presented with the project findings. To assist in improving future funding opportunities, Council needs to approve the attached Water and Sewer System Asset Management Plan Approval Resolution.

III. Staff Recommendation:

Staff recommends the approval of the resolution, as presented.

IV. Reviewed By:

Jeff Church

V. Attachments:

1. AIAREP~3
2. AI4EAD~1
3. AIAApprovalResolution.2026



Water Asset Inventory & Assessment and Asset Management Plan

Project Number No. AIA-D-ARP-0223

10/21/2026

Prepared for:

Prepared by:

KYLE LOTIER, PE

Project Manager

City of Lenoir

801 West Avenue NW

Lenoir, NC 28645

Phone: 828-757-2200

McGill Associates, PA

1240 19th Street Lane NW, Hickory, NC

Phone: 828.328.2024

Firm License: # C-0495

McGill Project No. 23.01116

1 Executive Summary

1.1 Introduction

The City of Lenoir (City), with the assistance of McGill Associates (McGill), developed an Asset Management Plan (AMP) and Asset Inventory and Assessment (AIA) for its water system. The AMP is funded through the North Carolina Department of Environmental Quality (NCDEQ) Division of Water Infrastructure (DWI) AIA Grant program.

1.2 Objectives

The purpose of this AIA and AMP is to deliver a long-term roadmap for the continuation of proactive management of the City's water assets. The AMP will deliver data-driven insights to the City empowering them to make informed capital planning decisions for future improvements. This approach will maximize the value of existing infrastructure in a cost-effective way, all while maintaining service levels for residents and business owners.

The AIA and AMP report consists of four key components:

1. Asset inventory (vertical and linear assets)
2. Asset condition assessment
3. Capital improvements plan (CIP) with preliminary opinions of probable costs
4. Operations and maintenance (O&M) plan

McGill assisted the City with the inventory and assessment process, system analysis and testing, and update of the 10-year CIP to guide the City with scheduling and financing the capital projects and equipment purchases necessary to maintain and improve the facilities in scope. Prioritized water system infrastructure projects, including preliminary opinions of probable costs, are included in long-term planning based on findings of this AIA. The City’s 10-year CIP will continue to allow the City to annually update its rate setting model to estimate future revenue and expenses, capital outlay, indebtedness, and overall health of the combined water system enterprise fund reserves.

1.3 AMP Components

1.3.1 Asset Inventory

The AIA began with the City and McGill meeting to review the project scope and proposed schedule, identify areas of concern, and obtain contact information for City maintenance personnel. Following this meeting, McGill conducted numerous site visits to collect geographic information system (GIS) data and evaluate critical point and linear assets within the City's water system. This information, along with input from the City, was utilized to create a detailed database of the City's water system. This database, which includes asset identification labels, attributes, and condition data, created the framework for the water system maps included in this report.

1.3.2 System Evaluation and Asset Assessment

The City's water treatment and distribution systems consist of the George L. Bernhardt, Sr. Water Treatment Plant, approximately 270 miles (combined) of water transmission and distribution lines ranging in size from 1.5" to 30", eight (8) water tanks, six (6) booster pump stations[1], and associated valves, meters, fire hydrants, and other appurtenances. Transmission mains were evaluated independently from distribution mains, and criticality ratings were assigned relative to other transmission assets based on redundancy, service area impact, and operational consequences.

Over the course of this study, McGill, accompanied by City staff, conducted site visits to the City's distribution system and treatment facility to evaluate system components. Site visit evaluations included visual inspections of each point asset, condition assessment of all equipment and systems, criticality assessment of each asset, and recording of performance observations reported by City staff. This information was utilized to evaluate the system and update system maps. Record drawings from previous system upgrades and expansions were also studied and utilized in the system evaluation.

1.3.3 Rehabilitation and Replacement Program / CIP

McGill conducted a desktop review of available water system mapping data combined with site visits to the George L. Bernhardt, Sr. Water Treatment Plant, booster pump stations, and water

[1] Quantity of tanks and booster pump stations does not include the Finley Elevated Tank and Booster Pump Station currently under construction at the time of report writing with completion anticipated for 2027.

storage tanks to identify needs in the system, such as high-risk pipes, pumps and treatment process equipment in need of repair or replacement. These data collection methods are detailed in Section 5. Documentation and analysis of all identified operational needs within the system are detailed in Section 6 based on information collected during the system evaluation and from consultation with City staff. McGill developed a risk assessment for each asset in the system and recommendations for rehabilitation and replacement (R&R) projects. Water system infrastructure projects, including preliminary opinions of probable costs, are included in this report for long-term planning.

1.3.4 O&M Plan

Lenoir currently has a robust O&M program; however, it is important to maintain a strategy of continuous improvement to ensure that the level of service objectives detailed in Section 2.6 continue to be met. Best practices for operation and maintenance of a municipal water utility, most of which are being performed by City staff, include but are not limited to:

- Continue to update system mapping and GIS files regularly.
- Collecting data on regular maintenance, emergency repairs, and maintenance requirements, and updating the City's water system GIS database.
- Preventative maintenance including inspections and/or replacement of assets before exceeding each asset's useful service life.
- A regular flushing schedule to maintain or improve water quality by removing stagnant water and sediment from water lines.
- Routine inspections to assess the condition of valves and hydrants, recording general conditions and evidence of leaks, possible structural problems or failures (offset structures, etc.), corrosion, and other damages.
- Proactively identifying and repairing leaks in the system to reduce the amount of non-revenue water, which reduces the cost of water for customers and operating costs for the City.
- Maintaining activity records of O&M and repair work, including equipment costs, staff labor time, and any other resources.
- Reviewing customer complaint records to document types/frequency of customer complaints, response time, and follow-up information.

1.4 Summary of Results

1.4.1 Assets

The City of Lenoir's water treatment, transmission, and distribution system contains both linear (water lines) and vertical assets (hydrants, valves, storage tanks, booster pump stations, water treatment plant, etc.). Linear assets and select vertical assets were included within the scope of this asset inventory and assessment as shown in Table 1.

Table 1: Water System Inventory

Asset Type	Quantity
Booster Pump Stations	6
Tanks	8
Water Mains - Distribution	239 miles
Water Mains - Transmission	30.7 miles
Water Treatment Plant	1 (12 MGD)

1.4.2 Risk Assessment

For this AIA and AMP, McGill evaluated the City of Lenoir's Water Treatment Plant and water distribution system including the distribution system water lines, booster pump stations, and storage tanks. The infrastructure evaluated ranges in age from over 70 years to recently constructed replacement lines. Portions of the system contain many older water lines that have exceeded or are approaching their expected useful life. Risk Ratings for the Linear Assets within the water treatment and distribution systems are summarized in Table 2.

Table 2: Distribution and Transmission Risk Ratings

Risk Rating	Total Length (LF)	Percent of System
1	0	0.00%
2	87,038	6.11%
3	41,547	2.92%
4	372,028	26.12%
5	5,321	0.37%
6	124,439	8.74%
8	504,592	35.43%
9	41,363	2.90%
10	49,260	3.46%
12	114,610	8.05%
15	39,545	2.78%
16	0	0.00%
20	3,080	0.22%
25	41,250	2.90%

1.5 Recommendations

1.5.1 Capital Improvement Plan

Based on the information compiled throughout the asset inventory and condition assessment, preliminary opinion of probable costs (POPC) were developed for each project. The City already had previously identified many of these project needs in its 10-year CIP. Other identified projects will be placed on the long-term planning list. A summary of future project needs with approximate costs is shown in Table 3.

Table 3: Water System Capital Improvements Projects

Proposed Projects	POPC*
Current Transmission & Distribution System CIP	$ 70,900,000
Additional Transmission & Distribution System CIP	$ 103,800,000
Current Water Treatment Plant CIP	$ 65,500,000
TOTAL	**$ 240,200,000**

* All costs in 2026 dollars

1.5.2 Operation and Maintenance (O&M) Plan

Maintenance strategies for utility systems usually fall into three separate categories based on capability and available funding for the system. These categories include preventative, reactive (or emergency), and deferred maintenance. Lenoir's utility staff diligently works to perform proactive maintenance and to limit reactive maintenance to emergency situations. In order to ensure that the water assets continue to be maintained and managed effectively and efficiently, O&M guidelines were updated to enhance preventative maintenance.



Sewer Asset Inventory & Assessment and Asset Management Plan

Project Number No. AIA-W-ARP-0224

10/23/2026

Prepared for:

Prepared by:

TIA REGISTER, PE

Project Manager

City of Lenoir

801 West Avenue NW, Lenoir, NC 28645

Phone: 828.757.2200

McGill Project No. 23.01116

McGill Associates, PA

1240 19th Street Lane NW, Hickory, NC 28601

Phone: 828.328.2024

Firm License: # C-0495

1 Executive Summary

1.1 Introduction

The City of Lenoir, with the assistance of McGill Associates (McGill), developed an Asset Inventory and Analysis (AIA) for its wastewater system, which includes an Asset Management Plan (AMP) and an updated 10-year Capital Improvement Projects plan (CIP). The project was funded through the North Carolina Department of Environmental Quality (NCDEQ) Division of Water Infrastructure (DWI) AIA grant program.

1.2 Objectives

The purpose of this AIA and AMP is to deliver a long-term roadmap for the continuation of proactive management of the City's wastewater assets. The AMP will deliver data-driven insights to the City, empowering them to make informed capital planning decisions for future improvements. This approach will maximize the value of existing infrastructure in a cost-effective way, all while maintaining service levels for residents and business owners.

The AIA and AMP report consists of four key components:

1. Asset inventory (including mapping of all vertical and linear assets)
2. Assessment of the condition of all inventoried infrastructure
3. Capital improvements plan (CIP) with preliminary opinions of probable costs
4. Operations and maintenance (O&M) plan

McGill assisted the City with the inventory and assessment process, system analysis and testing, and update of the 10-year CIP to guide the City with scheduling and financing the capital projects and equipment purchases necessary to maintain and improve the wastewater treatment plant, sewer lift stations and force mains, and the gravity sewer lines. Prioritized wastewater system infrastructure projects, including preliminary opinions of probable costs, are included in long-term planning based on findings of this AIA. The City’s 10-year CIP will continue to allow the City to annually update its rate setting model to estimate future revenue and expenses, capital outlay, indebtedness, and overall health of the sewer system enterprise fund reserves.

1.3 AMP Components

1.3.1 Asset Inventory

The AIA began with the City and McGill meeting to review the project scope and proposed schedule, identify areas of concern, and obtain contact information for City maintenance personnel. Following this meeting, McGill conducted numerous site visits to collect geographic information system (GIS) data and evaluate critical point and linear assets within the City's wastewater system. This information, along with input from the City, was utilized to create a detailed database of the City's wastewater system by providing more detailed information about all system assets. This database, which includes asset identification labels, attributes, and conditions data, created the framework for the wastewater system maps included in this report.

1.3.2 Condition Assessment and System Evaluation

The City's wastewater collection system consists of approximately 240 miles of gravity sewer and sixteen sewer lift stations. The City owns and operates two Wastewater Treatment Plants (WWTPs), Gunpowder Creek WWTP (NC0023736) with a permitted capacity of 2.0 MGD, and Lower Creek WWTP (NC0023981) with a permitted capacity of 6.0 MGD.

Over the course of this study, McGill, accompanied by City staff, conducted site visits to the City's collection system and treatment facilities to evaluate system components. Site visit evaluations included visual inspections of each point asset, condition assessment of all equipment and systems, criticality assessment of each asset, and recording of performance observations reported by City staff. This information was utilized to evaluate the system and update system maps. Record drawings from previous system upgrades and expansions were also studied and utilized in the system evaluation.

1.3.3 Capital Improvement Plan (CIP)

McGill assisted the City with the inventory and assessment process, system analysis and testing, and the updating of its 10-year CIP to guide the City with scheduling and financing the capital projects and equipment purchases necessary to maintain and improve the collection and treatment systems.

Throughout the system evaluation McGill utilized multiple data collection methods to identify needs in the system. These data collection methods are detailed in Section 5. Documentation and

analysis of all identified operational needs within the system were detailed in Section 6 based on information collected during the system evaluation and from consultation with City staff. McGill developed a risk assessment for each asset in the system and recommendations for rehabilitation and replacement (R&R) projects. Wastewater system infrastructure projects, including preliminary opinions of probable costs, are included in this report for long-term planning. .

1.3.4 O&M Plan

Lenoir currently has a robust O&M program; however, it is important to implement a strategy of continuous improvement to maintain the level of service objectives detailed in Section 2.5. Best practices for operation and maintenance of a municipal wastewater utility, most of which are being performed by City staff, include but are not limited to:

1. System mapping and GIS updates for all infrastructure should continue on a regular basis in support of maintaining accurate system mapping and informing O&M schedules. Data collection including lift station run times, occurrences of high-water alarms, and record of maintenance are recommended to be collected and updated in the system GIS database.
2. Preventative maintenance to extend the useful service life of equipment, document needs and make replacements/repairs before failures occur.
3. Routine inspections and record of findings on wastewater system infrastructure in support of O&M as well as identifying areas of concerns for future rehabilitation/replacement projects.
4. Maintaining activity records of O&M and repair work, including equipment costs, manpower time, and any other resources.
5. Review customer complaint records to document types/frequency of customer complaints, response time, and follow-up information.

1.4 Summary of Results

1.4.1 Condition Assessment

Almost half of the City's gravity sewer system was installed in the 1960s and almost 80% of the system is more than 40 years old. Coinciding with the age of installation, the majority of the gravity sewer pipes are made of vitrified clay. Based on the age and material of the collection system, compliance with Federal and State regulations, current design standards, and documented operational status, the condition assessment considered the expected useful service life of

components in determination of rating. Overall, the City's wastewater collection and treatment system is in fair condition.

1.5 Recommendations

1.5.1 Capital Improvement Plan

Based on the information compiled throughout the asset inventory and condition assessment, preliminary opinions of probable costs were developed for each project. The City had previously identified many of these project needs in its 10-year CIP. Other identified projects will be placed on the long-term planning list. A summary of future project needs with approximate costs is shown in Table 1.

Table 1: Wastewater System Capital Improvements Projects

Proposed Project	Probable Project Costs
Collection System Improvements CIP	$ 49,100,000
Wastewater Treatment Plant CIP	$ 55,400,000
Lift Station Improvements CIP	$ 500,000
TOTAL	**$ 105,000,000**

1.5.2 Operation and Maintenance (O&M) Plan

Maintenance strategies for utility systems usually fall into three separate categories based on capability and available funding for the system. These categories include preventative, reactive (or emergency), and deferred maintenance. Lenoir's utility staff diligently works to perform proactive maintenance and to limit reactive maintenance to emergency situations. In order to ensure that the sewer assets continue to be maintained and managed effectively and efficiently, O&M guidelines were updated to enhance preventative maintenance

CITY MANAGER
SCOTT E. HILDEBRAN

CITY OF LENOIR
NORTH CAROLINA

MAYOR
Joseph L. Gibbons

CITY COUNCIL
J.T. BEAL
R.C. DELLINGER
J.I. PERKINS
R. PRESTWOOD
K.R. ROGERS
D.F. STEVENS
C.D. THOMAS

WATER AND SEWER SYSTEM ASSET MANAGEMENT PLAN APPROVAL RESOLUTION
BY GOVERNING BODY OF THE CITY OF LENOIR

WHEREAS, The CITY OF LENOIR has need for and intends to continue Long-Term system management and viability, through assessment of existing water and sewer assets.

WHEREAS, The CITY OF LENOIR recognizes the need for and advantage of maintaining adequate short-term and long-term planning for asset management and capital improvements to the water and sewer system on an annual basis; and

WHEREAS, The CITY OF LENOIR applied for and received a grant from the North Carolina Division of Water Infrastructure to prepare a Water Asset Management and a Sewer Asset Management Plan; and

WHEREAS, The CITY OF LENOIR has completed Water and Sewer Asset Management Plans in accordance with the North Carolina Division of Water Infrastructure recommended guidelines and grant conditions; and

WHEREAS, The implementation of the Water and Sewer Asset Management Plan requires approval by the CITY OF LENOIR governing board.

NOW THEREFORE BE IT RESOLVED, BY THE CITY OF LENOIR CITY COUNCIL:

THAT the CITY OF LENOIR approves the Asset Inventory and Assessment Report and Asset and Asset Management Plan(s), Project Number AIA-W-ARP-0224 and AIA-D-ARP-0223

Adopted this the 3rd day of November 2026, at CITY OF LENOIR, North Carolina.

SEAL

_____
Joseph L. Gibbons, Mayor

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting City Clerk of the CITY OF LENOIR does hereby certify:

That the above/attached resolution is a true and correct copy of the resolution authorizing the approval of the CITY OF LENOIR Water and Sewer Asset Management Plan(s), as regularly adopted at a legally convened meeting of the City Council of the CITY OF LENOIR duly held on the November 3, 2026; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this _3rd_ day of _November_, 2026.

_____
SIGNATURE

Lauren Hartley, City Clerk

CITY OF LENOIR

COUNCIL ACTION FORM

I. Agenda Item: Request the Non-Discrimination Policy be adopted for ARPA funding to meet guidelines for the Coronavirus State and Local Fiscal Recovery Funds ("ARPA/CSLFRF Award") as recommended by North Carolina Department of Environmental Quality. The current version of our policy was based on older, pre-federal award templates. The policy for ARPA funds must be updated to reflect current ARPA program expectations and federal requirements to ensure total consistency and alignment.

II. Background Information:

Request the following Non-Discrimination Policy be adopted for Coronavirus State and Local Fiscal Recovery Funds ("ARPA/CSLFRF Award"). Four other Policies will be presented at the December 1, 2026 City Council meeting.

III. Staff Recommendation:

Approve as requested

IV. Reviewed by:

City Attorney:

Finance Director: *Donna Bean*

CITY OF LENOIR

NON- DISCRIMINATION POLICY –

FOR THE EXPENDITURE OF AMERICAN RESCUE PLAN ACT (ARPA) CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS

CITY MANAGER
SCOTT E. HILDEBRAN



CITY OF LENOIR
NORTH CAROLINA

MAYOR
JOSEPH L. GIBBONS

CITY COUNCIL
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CITY OF LENOIR, NORTH CAROLINA

RESOLUTION TO ADOPT A NONDISCRIMINATION POLICY FOR THE EXPENDITURE OF AMERICAN RESCUE PLAN ACT (ARPA) CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS

WHEREAS, the City of Lenoir has received funding pursuant to the American Rescue Plan Act of 2021 (ARPA), including funds established under Sections 602 and 603 of the Social Security Act, as amended, known as the Coronavirus State and Local Fiscal Recovery Funds (CSLFRF); and

WHEREAS, the expenditure of ARPA/CSLFRF funds is subject to applicable federal statutes, regulations, award terms and conditions, and requirements established by the United States Department of the Treasury; and

WHEREAS, recipients of federal financial assistance are required to comply with applicable federal civil rights and nondiscrimination laws in the administration of programs, activities, and services supported by federal funding; and

WHEREAS, applicable federal nondiscrimination requirements include, but are not limited to, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title IX of the Education Amendments of 1972, the Americans with Disabilities Act of 1990, and other applicable federal civil rights laws and regulations; and

WHEREAS, the City of Lenoir is committed to ensuring that ARPA/CSLFRF funds are administered in a manner that provides equal access to programs, services, and activities and prohibits discrimination in accordance with applicable federal requirements; and

WHEREAS, the City Council desires to formally adopt a nondiscrimination policy governing the expenditure and administration of ARPA/CSLFRF funds to establish the City's commitment to compliance with applicable federal nondiscrimination requirements.

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

Section 1. Adoption of Policy. The City Council hereby adopts the attached American Rescue Plan Act (ARPA) Nondiscrimination Policy, which is incorporated herein by reference and made a part of this resolution.

Section 2. Applicability. This policy shall apply to all City programs, activities, services, and facilities supported in whole or in part by ARPA/CSLFRF funds, including applicable activities administered through contractors, subrecipients, and other entities receiving or utilizing such funds on behalf of the City.

Section 3. Administration and Compliance. The City Manager, or designee, is authorized and directed to administer and implement the policy, take appropriate steps to ensure compliance with applicable federal nondiscrimination requirements, and execute any documents or assurances necessary to carry out the intent of this resolution.

Section 4. Effective Date. This resolution shall become effective upon its adoption by the City Council.

ADOPTED THIS _____ DAY OF _____, 2026.

_____
Mayor, City of Lenoir

ATTEST:

_____
City Clerk

Nondiscrimination Policy

The City of Lenoir is committed to providing equal access to its programs, services, activities, facilities, benefits, and opportunities. No person shall, on the basis of race, color, national origin, including limited English proficiency, religion, sex, familial status, age, disability, or any other status protected by applicable law, be excluded from participation in, denied the benefits of, or otherwise subjected to discrimination by the City.

This policy is intended to support compliance with applicable nondiscrimination laws, including Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and Title II of the Americans with Disabilities Act, as applicable.

This policy applies to all City departments and to City contractors, vendors, and other entities when required by law or contract. The City will administer its programs, services, activities, and facilities in a manner that promotes equal opportunity, accessibility, and nondiscrimination and in compliance with the following federal statutes and regulations:

i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin within programs or activities receiving federal financial assistance;

ii. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;

iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving Federal financial assistance;

iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and

v. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.

The following practices are prohibited throughout the City of Lenoir to comply, at minimum, with Title VI and related requirements:

1. Denying to a person any service, financial aid, or other program benefit without good cause;
2. Providing to a person any service, financial aid, or another benefit which is different in quantity or quality, or is provided in a different manner, from that provided to others under the program.
3. Subjecting a person to segregation or separate treatment in any matter related to the receipt of any service, financial aid, or other benefit under the program;
4. Restricting a person in the enjoyment of any advantages, privileges, or other benefits enjoyed by others receiving any service, financial aid, or other benefit under the program;
5. Treating a person differently from others in determining whether that person satisfies any admission, enrollment, quota, eligibility, membership, or other requirement or condition which persons must meet to be provided any service, financial aid, or other benefit provided under the program;
6. Implementing different standards, criteria, or other requirements for admission, enrollment, or participation in planning, advisory, contractual, or other integral activities to the program;
7. Adopting methods of administration which, directly or through contractual relationships, would defeat or substantially impair the accomplishment of effective nondiscrimination;
8. Selecting a site or location of facilities with the purpose or effect of excluding persons from, denying them the benefits of, subjecting them to discrimination, or with the purpose or effect of defeating or substantially impairing the accomplishment of the objectives of Title VI or related acts and regulations;
9. Discriminating against any person, either directly or through a contractual agreement, in any employment resulting from the program, a primary objective of which is to provide employment;
10. Committing acts of intimidation or retaliation, including threatening, coercing, or discriminating against any individual for the purpose of interfering with any right or privilege secured by any pertinent nondiscrimination law, or because an individual made a complaint, testified, assisted, or participated in an investigation, proceeding, or hearing

Any person who believes that because of that person’s race, color, national origin, limited English proficiency, familial status, sex, age, religion, or disability that he/she/they have been discriminated against or unfairly treated by the City of Lenoir in violation of this policy should contact the Risk Management Coordinator within 180 days from the date of the alleged discriminatory occurrence:

RESOLVED, that the governing board of the City of Lenoir adopts this Nondiscrimination Policy to affirm the City's commitment to equal access, fair treatment, accessibility, and compliance with applicable nondiscrimination laws in the administration of City programs, services, activities, facilities, and benefits.

Adopted November 3, 2026.