

A G E N D A

LINCOLNTON CITY COUNCIL

February 4, 2016

7:00 p.m.

Council Chambers

City Hall

**FOR YOUR CONVENIENCE A COPY
OF TONIGHT'S AGENDA
IS AVAILABLE, LOCATED TO THE
RIGHT OF THE ENTRANCE TO THE
COUNCIL CHAMBERS**

**ANYONE WISHING TO SPEAK
DURING THE PUBLIC COMMENT
PORTION OF THE AGENDA
PLEASE SEE THE CITY CLERK
PRIOR TO THE MEETING TO SIGN
UP**

**NON-AGENDA ITEMS WILL BE
DISCUSSED AND SPEAKERS WILL
BE LIMITED TO THREE (3)
MINUTES**

**A COPY OF THE RULES FOR PUBLIC
COMMENT ARE AVAILABLE AT THE CITY
CLERK'S DESK**

**THANK YOU FOR ATTENDING
OUR MEETING
AND FOR YOUR INTEREST
IN THE CITY OF LINCOLNTON**

A G E N D A

LINCOLNTON CITY COUNCIL

February 4, 2016

7:00 p.m.

CALL TO ORDER – Mayor Ed Hatley

PLEDGE OF ALLEGIANCE

1. Approval of REGULAR AGENDA

2. Approval of CONSENT AGENDA

All items placed under Consent Agenda are considered routine, to be enacted by one motion without discussion. If a member of the Governing Body requests discussion of an item, the item will be removed from the Consent Agenda and considered separately.

3. Approval of minutes from January 7th regular meeting

4. Call to Public Hearing for the March 3rd meeting:

CUP-2-2016-Application from TowerCom requesting a conditional use permit to construct a 244 foot telecommunications tower in the Residential-25 (R-25) District. The subject property is located on the east side of Hilltop Road approximately 0.25 miles north of the intersection of Hilltop Road and South Grove Street Extension. (457 Hilltop Road, Parcel ID 17929)

5. (P-02-2016) – Amendment to policy item 10 of the City's Administrative Policy Manual reflecting a language change regarding the State Health Insurance Plan

6. (P-03-2016) – Amendment to policy item 11 of the City's Administrative Policy Manual defining the longevity steps in conjunction with recent action taken by Council at their December 2015 meeting

(Appt-04-16)

7. Appointment of Interim City Manager Steve Zickefoose to serve as Second Alternate Commissioner to Electricities to represent the City

8. Official action changing the Planning Retreat date from March 4th to March 18th, 2016 – 7 am to 7 pm

REGULAR AGENDA:

PUBLIC HEARINGS

9. CUP-1-2016 – Application from Thomas H. Johnson, Jr. representing Skyway Towers, requesting a conditional use permit to construct a 195 foot tall telecommunications tower in the GB District. The subject property is located on the south side of Jackson Drive approximately 500 feet west of the intersection of Jackson Drive and Lithia Inn Road (133 Jackson Drive, Parcel ID 52159)

Laura Elma, Planning Director

10. ZTA-1-2016 – Application from the Lincolnton Planning Department requesting an amendment to the Unified Development Ordinance. The proposed amendment would amend Sections 153.170 – 153.172 in regards to signs permitted in the Central Business (CB) and Central Business Transitional (CBT) Districts.

Laura Elam, Planning Director

RESOLUTIONS

(R-03-16)

11. Resolution honoring William “Allen” Lynch for 27 years of service with the City of Lincolnton

Ed Hatley

(R-04-16)

12. Resolution of consideration to conduct a private sale of City property

Donna Flowers, City Clerk

PRESENTATION

13. Presentation of Intermediate Law Enforcement Certification Award to Detective Tony Potts of the Lincolnton Police Dept

Rodney Jordan, Chief of Police

BUDGET AMENDMENT

(BA-01-16)

14. Consideration of a budget amendment increasing the General Fund - State Grants line item in the amount of \$ 96,107.00 for downtown revitalization

NOTE: The City received this funding as a result of Session Law 2015-241

Steve Zickefoose, Interim
City Manager

CONTRACTS

(C-01-16)

15. Consideration of contract between the City and DDA for the Lincoln Wine Fest to be held Saturday, April 23, 2016 from 11 am to 5 pm

Donna Beringer, DDA Chair
Abby Cole, Events and Marketing Coordinator

(C-02-16)

16. Consideration of contract between the City and DDA for the 2016 Alive After Five Concert Series & Cruise-In

Donna Beringer, DDA Chair
Abby Cole, Events and Marketing Coordinator

(C-04-16)

17. Consideration of contract between the City and DDA for the 2016 Hog Happenin to be held Friday, June 3 from 6 pm to 10 pm and Saturday June 4, 2016 from 10 am to 6 pm
(alcohol permit time 10 to 4 pm on Saturday)

Donna Beringer, Chair
Abby Cole, Marketing and Events Coordinator

OTHER BUSINESS

18. Monthly Financial/ Overtime Report

Steve Zickefoose, Interim
City Manager

AGENDA

February 4, 2016

Page 4

OTHER BUSINESS

- 19. Review of job specification, profile brochure and advertisement for recruitment of a City Manager**

**Mayor Hatley
Tanya Osborne, Human Resources Director**

PUBLIC COMMENT

***Speakers will be limited to three (3) minutes to address Mayor and City Council concerning Non-Agenda items.
You must sign in with the City Clerk to be eligible to speak***

CLOSED SESSION

**In accordance with NCGS 143-318.11(a)(1)(6)
to discuss personnel**

NEWS MEDIA

ADJOURNMENT

ITEM #

1

APPROVAL

OF

REGULAR

AGENDA

ITEM #

2

APPROVAL

OF

CONSENT

AGENDA

ITEM #

3

REGULAR MEETING - JANUARY 7, 2016

The Mayor and City Council met in regular session on Thursday, January 7, 2016 at 7:00 p.m. in the Council Chambers of City Hall located at 114 West Sycamore Street, Lincolnton North Carolina.

Council members in attendance were:

RHYNE CLONINGER EADDY JETTON

Mayor Ed Hatley called the meeting to order and led the Pledge of Allegiance.

Councilman Rhyne made the motion unanimously approved to add a Closed Session in accordance with NCGS 143-318.11(a)(1)(6) to discuss personnel after the public comment section of the agenda.

Councilman Rhyne made the motion unanimously approved the REGULAR AGENDA with the above said addition.

Councilman Eaddy made the motion unanimously approved the CONSENT AGENDA as follows:

- Approved Minutes from both the Swearing in Ceremony and the Regular Meeting held December 3, 2015
- Approved the following calls to Public Hearing for the February 4th Agenda:
ZTA-1-2016- Application from the Lincolnton Planning Department requesting an amendment to the Unified Development Ordinance. The proposed amendment would amend Sections 153.170 - 153.172 in regards to signs permitted in the Central Business (CB) and Central Business Transitional (CBT) Districts.

CUP-1-2016- Application from Thomas H. Johnson, Jr., representing Skyway towers, requesting a conditional use permit to construct a 195 foot tall telecommunications tower in the GB District. The subject property is located on the south side of Jackson Drive approximately 500 feet west of the intersection Jackson Drive and Lithia Inn Road. (133 Jackson Drive, Parcel ID 52159).

REGULAR MEETING - JANUARY 7, 2016

APPLICATION FROM SHASTA STEELE REQUESTING THE REZONING OF 0.45 ACRES OF LAND FROM RESIDENTIAL-OFFICE (R-O) DISTRICT TO CENTRAL BUSINESS (CB) DISTRICT. THE SUBJECT PROPERTY IS LOCATED AT THE SOUTHWEST CORNER OF SOUTH CEDAR STREET AND EAST WATER STREET (202 SOUTH CEDAR STREET, PARCEL ID 58825):

(ZTA-02-2015)

Laura Elam, Planning Director, reviewed the request from Shasta Steele to rezone 0.45 acres of property located at the southwest corner of South Cedar and East Water Street from Residential-Office (R-O) to Central Business (CB) district.

Laura said the primary purpose of the rezoning would be to allow for more permitted uses such as retail. The property has an office building located on it with adequate parking for additional permitted uses. The surrounding zoning is a mixture of R-O, CB, and CBT districts. Land uses surrounding the site are US Post Office, Fifth Third Bank and vacant warehousing.

Laura concluded noting the rezoning would be in compliance with the Lincolnnton Land Use Plan if approved. She recommended on behalf of the staff and Planning Board that the property be rezoned to the CB District as requested.

The applicant, Shasta Steele, was presented and spoke in favor of the request offering to answer any questions that Council may have. She said this location would assist with the community and other agencies when working on domestic violence in and around Lincolnnton providing a centrally located office.

Councilman Jetton questioned if the porch area of this property would be storage for furniture or any other type of materials as he has had concerns expressed to him about the upkeep. Shasta said there should not be anything that would be permanently stored on the porch area when the domestic violence shelter is fully opened. Councilman Eaddy made the motion unanimously approved to close the public hearing.

Councilman Rhyne made the motion unanimously approved to rezone the property as requested and recommended by the Planning Board.

REGULAR MEETING - JANUARY 7, 2016

RESOLUTION HONORING WASTEWATER TREATMENT PLANT OPERATOR TERRY HILL FOR THIRTY-NINE (+) YEARS OF SERVICE TO THE CITY OF LINCOLNTON:

(R-01-16)

Mayor Hatley called Terry Hill forward and read aloud the following resolution honoring his years of service with the City:

WHEREAS, Terry W. Hill, began employment with the City of Lincolnton on June 23, 1976. During his employment he has faithfully served the City as a Waste Water Treatment Plant Operator at the Lincolnton Waste Water Treatment Plant for his entire career; and

WHEREAS, Terry W. Hill, through his dedication and training with the NC Department of Environment and Natural Resources received Grades I, II and III-Operator certifications by 1986; and

WHEREAS, Terry W. Hill, has throughout his tenure dealt with many challenges, working through Hurricane Hugo he kept the plant up and running on limited resources. He worked through two major plant renovations, learning new operating procedures to ensure the plant remained operable meeting state mandated guidelines; and

WHEREAS, Terry W. Hill, in the performance of his duties has shown himself to be very conscientious, dependable, and always working hard to give his best to the City and its citizens;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Lincolnton, that appreciation be shown to **Terry W. Hill**, honoring him on his upcoming retirement on February 1, 2016 and that we extend congratulations and best wishes to him for continued success in all his future endeavors.

Adopted and presented this the 7th day of January, 2016.

RESOLUTION OF SUPPORT TO SUBMIT GRANT APPLICATIONS FOR THE FOLLOWING; (A) TIMKEN FOR \$ 100,000 (B) CAROLINA PANTHERS FOR \$ 1,000 – NFL FLAG FOOTBALL GRANT:

(NOTE: No matching funds are required for ether of these grants)

(R-02-16)

Ritchie Haynes, Recreation Director, requested Council adopt a resolution of support endorsing each grant application as noted above. He reviewed the grant requirements for both the Timken Grant and the Carolina Panthers Flag Football grant.

Ritchie said the Timken grant, if received, would assist with cost for the proposed First Federal Park which would be located at 201 N Poplar Street. He has talked

REGULAR MEETING - JANUARY 7, 2016

with a Timken Plant Manager regarding the grant process and feels confident that this project would make Lincolnton a candidate for grant funding. The City Clerk would draft the resolution of support once a summary of the criteria is provided.

The Carolina Panthers Flag football grant would assist in providing equipment to the Parks & Recreation Department's ever growing flag football program if received. Ten grants will be awarded for a value of \$ 1,000 each. Grant applications must be post marked by January 18th 2016.

Councilman Eaddy made the motion unanimously approved to allow Ritchie to submit applications for both of the above mentioned grants.

CONSIDERATION OF APPLICANTS TO FILL ONE (1) VACANCY TO THE ABC BOARD - FOUR APPLICATIONS WERE RECEIVED, THEY ARE AS FOLLOWS: Emily Allran Robinson, Suzanne Peeler, Larry Mac Hovis and LD "Bud" Warlick

(APPT-01-16)

Mayor Hatley reviewed the above said applicants for the vacancy on the ABC Board.

Councilman Rhyne motioned to appoint Emily Allran Robinson. Councilman Cloninger motioned to Larry Mac Hovis. Hearing no other nominations, Councilman Rhyne made the motion unanimously approved to close nominations.

Councilmen Cloninger and Eaddy voted in favor of appointing Larry Mac Hovis. Councilmen Rhyne and Jetton voted in favor of appointing Emily Allran Robinson. With both nominations being two to two, Mayor Hatley cast the tie breaking vote, appointing Emily Robinson to begin serving the unexpired term of his position on the Lincolnton ABC Board.

CONSIDERATION OF APPLICANTS TO FILL ONE (1) VACANCY TO THE LINCOLNTON PLANNING BOARD - THREE APPLICATIONS WERE RECEIVED, THEY ARE AS FOLLOWS: Jamal Farley, Bo King and Tommy Huskey

(APPT-02-2016)

Mayor Hatley reviewed the above said applicants for the vacancy on the Lincolnton Planning Board.

Councilman Eaddy motioned to appoint Tommy Huskey. Councilman Rhyne motioned to appoint Jamel Farley. Hearing no other nominations, Councilman Cloninger made the motion unanimously approved to close nominations.

REGULAR MEETING - JANUARY 7, 2016

Councilmen Cloninger and Eaddy voted in favor of appointing Tommy Huskey. Councilmen Rhyne and Jetton voted in favor of appointing Jamel Farley. With both nominations being a two to two vote, Mayor Hatley cast the tie breaking vote, appointing Jamel Farley to begin serving on the Lincolnnton Planning Board.

CONSIDERATION OF APPLICANT FOR ONE (1) VACANCY TO THE RECREATION COMMISSION - ONE APPLICATION WAS RECEIVED AS FOLLOWS: Mark Lackey

(APPT-03-2016)

Mayor Hatley told Council the City received one application for the vacancy on the Recreation Commission from Mr. Mark Lackey.

Councilman Rhyne made the motion unanimously approved to appoint Mr. Lackey to begin serving on the Lincolnnton Recreation Commission.

CONSIDERATION OF AMENDMENT TO THE INDUSTRIAL DEVELOPMENT INCENTIVE GRANT PROGRAM (ORIGINALLY ADOPTED BY CITY COUNCIL IN 1999 - AMENDED IN 2005 AND AGAIN 2008)
(P-01-16)

City Manager Jeff Emory told Council that Cliff Brumfield, of LEDA, recently appeared before Council requesting some changes to the current Industrial Development Incentive Program that both Lincoln County and the City have in place.

Currently the policy is based on additional tax growth to any existing or new industry located within the City. Cliff is proposing two significant changes. The first being a fourth tier for grant eligibility. A level one grant is for an investment of \$ 1,000,000.00 to \$ 5,000,000.00. The grant is a five year pay back at 65% of the value in additional taxes. This grant is for five years. A level two grant is based on an investment of \$ 5,000,000.00 to \$ 20,000,000.00. This grant provides a 75% reduction in taxes. A level three grant is for \$ 20,000,000.00 to \$ 25,000,000.00 or more and this will be a 95% reduction in taxes.

The other significant change would be for investments of \$ 10,000,000.00 or more the recipient will receive a payback for seven years rather than five for investments up to \$ 10,000,000.00. Currently our policy provides for all grants to be five years.

Jeff said that Cliff feels that extending the life of the \$ 10,000,000.00 or more grants from five years to seven years will be a helpful incentives in recruiting industry. He feels adding a fourth level of \$ 25,000,000.00 at 95% would be an attractive incentive also.

REGULAR MEETING - JANUARY 7, 2016

Jeff concluded recommending approval of the proposed changes as drafted acknowledging that both Mr. Brumfield and the LEDA Board of Directors feel these incentives will only help in the competitive industry recruitment market. Jeff said, "This change would not cost the City one penny and what it does is reimburse for an investment based on a percentage of taxes paid for a period of anywhere from five to seven years.

Councilman Eaddy made the motion unanimously approved that the City adopt the proposed changes as recommended.

CONSIDERATION OF APPROVAL OF A DESIGN AND COST ESTIMATE FOR FIRST FEDERAL PARK (NOTE: THE CONTRACT WAS APPROVED BY COUNCIL ON (9-03-15 NOT TO EXCEED \$ 295,000):

Gary Wirth, of Wirth & Associates, reviewed a power point of the Master Plan for First Federal Park. Mr. Wirth gave a very thorough overview discussing the site location, the proposed master plan, restrooms/shelter plans, splash pad, and playground. He provided a hard cost estimate of \$ 305,476.50. This amount does include a five percent contingency. The cost did not reflect soft costs such as surveying, previous demolition and abatement, design fees, caboose relocation and water and utility taps/services to the site. The price of the proposed splash pad of \$ 65,000 is for a flow through system, and there would be an additional cost of \$ 65,000 for a re-circulating system as that is not included in this proposed design.

Mr. Wirth said once Council approves the Master Plan, preparation of Phase 1 construction documents would be drafted, work would start on any necessary permitting required and then, the project would go to bid. He offered to entertain any questions that Council may have concerning his presentation.

Councilman Rhyne asked if approval was given tonight what would be the timeline for construction. Mr. Wirth said four to six months. Councilman Jetton asked how high the fence proposed would be, Mr. Wirth said it is proposed to be four feet in height. Only access to the park would be from the front (N Polar Street), not from Pine or Sycamore Street when walking.

Councilman Rhyne questioned the planting down east Pine Street. Mr. Wirth said an ornamental is proposed. Councilman Rhyne said he wanted to ensure that we would have adequate fencing or a screen wall especially on the Pine Street side.

REGULAR MEETING - JANUARY 7, 2016

Mayor Hatley asked Mr. Wirth for his professional opinion regarding the caboose being a part of the proposed park. He asked for costs should the caboose stay or if it is removed. The City Manager spoke up and said the City's estimate for refurbishing the caboose is \$ 23,000 and this would be leaving it on the current site. The City Manager said according to his figures for everything the City would be looking at \$ 410,000 for the total project. This does not include any grant money the City could receive that would offset this cost.

Mr. Wirth said he feels if the caboose is kept to be a part of the park, it would have to be moved and repainted. You would have the removal cost two ways, to move it out to paint it, and then to bring it back. Councilman Rhyne said there are cost to move it whether we paint it or not as the site would need to be graded.

Mayor Hatley said he has found the caboose has no historical significance. Councilman Jetton said he confirmed the City has no money in the caboose as it was acquired as part of the property purchase. Mayor Hatley said, "Is it worth that much money to have a backdrop of something to look at?"

Councilman Cloninger addressed the question asked by many, of why Council originally decided not to sell the caboose. He said "Because a lot of people in Lincolnnton wanted to save the caboose, representing the rail trail and the depot and it all fit together." "If I had had all the information then, that I am hearing now, I don't know if I would have been as adamant about not selling it." Councilman Cloninger questioned the playground equipment being safer than a kid crawling up and going through a caboose. To fall off the steps, 4 or 5 feet in height, to fall off the playground equipment proposed would be about eight feet.

Councilman Jetton made a motion proposing that the City give the caboose to the original successful bidder, Brad Wike, to be moved at his cost by February 1st. This motion generated much discussion and raised a question as to whether the City could legally convey this property to Mr. Wike.

The City Manager questioned if the City would be obligated to try and sell the caboose again, rather than giving it away. The City Attorney felt we could offer it to Mr. Wike for the cost of moving it but wanted to get legal clarification. Councilman Rhyne said there is savings to the City by Mr. Wike absorbing the cost of the removal. After further discussion, Councilman Rhyne made the motion to table any action on the caboose for one month until the City Attorney could check with the School of Government regarding the caboose and confirm the proper way to dispose of the caboose.

REGULAR MEETING - JANUARY 7, 2016

Councilman Rhyne made the motion to exclude the caboose from the First Federal Park project. This vote passed, three to one. Councilmen Cloninger, Rhyne and Jetton voted in favor and Councilman Eaddy vote no.

Councilman Rhyne then motioned unanimously approved to proceed with the design phase and begin construction of First Federal Park.

DISCUSSION REGARDING PROPOSED SCIENCE CENTER FOR STUDENTS AND FAMILIES OF ALL AGES THAT COULD POTENTIALLY BE LOCATED IN LINCOLNTON:

Mr. Edward McFadden, STEM Career Path Project Inc., appeared before Council to discuss a proposed Science Center for students and families of all ages that could be located in Lincolnton or Lincoln County. He provided a thorough review of his proposed plans which included his background history and education. He said the Science, Technology, Engineering Mathematics (STEMS) career path project is in several other communities in North Carolina. Over 3,200 students were served in centers throughout NC in 2015. He plans to partner with organizations such as the YMCA, Boys & Girls Club of Greater Charlotte, Ada Jenkins Center, Hands on Charlotte, Economic Empower Initiative (EEI), Catawba Science Center as well as working with several public schools to make this dream a reality.

Mr. McFadden discussed the importance of education to all children and noted the need for a 21st Century Science Center in our area. He chose Lincolnton because it is in a rural area, with a low poverty rate with no current family destinations within the corporate limits. He reviewed a layout of the proposed center which included conference rooms that could provide educational workshops for organizations in the community as well as after school programs. His target audience for this endeavor would be kids ages 8 to 13. Admission prices would not exceed \$ 10 per person depending upon the facility location with flexible hours of operation convenient for the community. He estimated the total project cost to be between 2 and 5 million dollars depending upon location.

He concluded asking Council to endorse the proposed project as he works to get support through the schools, families and the community to make this project a success.

Mayor and Council thanked Mr. McFadden for his presentation and confirmed their support for the project. Mayor Hatley suggested that he contact the Lincoln County School Superintendent and the Lincoln Economic Development Director for their support as well.

Councilman Cloninger made a motion unanimously approved a resolution of support for the project which would assist with efforts towards potential grant funds for the project.

REGULAR MEETING - JANUARY 7, 2016

MONTHLY FINANCIAL/ OVERTIME REPORT:

Jeff Emory, City Manager, reviewed the following financial report:

January 2016 Council Meeting
Executive Summary
November 2015 Year-To-Date
 Comparative for Budgetary Purposes

		15-16	% of Budget	14-15	Difference	
General Fund						
Fund 10	Revenues	4,536,960.70	(1) 38.53%	4,155,765.77	381,194.93	(1)
	Expenses	4,589,065.51	(2) 48.05%	4,392,872.08	196,193.43	(2)
	Difference	(52,104.81)		(237,106.31)	185,001.50	
Water & Sewer Fund						
Fund 61	Revenues	3,756,223.82	(3) 40.75%	3,681,419.85	74,803.97	(3)
	Expenses	1,896,460.40	(4) 27.84%	1,838,321.67	58,138.73	(4)
	Difference	1,859,763.42		1,843,098.18	16,665.24	
Electric Fund						
Fund 63	Revenues	3,432,817.18	(5) 44.34%	3,326,439.94	106,377.24	(5)
	Expenses	2,699,770.95	(6) 40.04%	2,899,683.02	(199,912.07)	(6)
	Difference	733,046.23		426,756.92	306,289.31	
Overtime	80+ hours	104,729.26		135,954.54	(31,225.28)	

- (1) Received bank loan for vehicles \$175,000. Received \$220,000 donation from LTDA for Depot project.
- (2) Salaries and Benefits up \$121,250 due to health insurance. Purchased police cars \$150,000.
- (3) Water & Sewer revenues up \$210,000. Late Fees up \$7,000. GovDeals sales up \$5,000. Miscellaneous revenue down (\$216,000). We had received FEMA and Insurance claim payments for \$216,000 in 2014.
- (4) Salaries and Benefits up \$32,000 due to filling vacant positions and health insurance. Capital expense up \$78,000. Bad debt up \$25,000. Debt Service down (\$161,000). Fixed charges up \$64,000. Supplies and inventory up \$29,000.
- (5) Electric sales up \$278,000. Sales tax no longer a budget line (\$179,000.) Gov Deals up \$8,000.
- (6) Sales tax due to State no longer a budget line. Taxes collected and given directly to State. (\$176,000).

Executive Summary November 15.xlsx

REGULAR MEETING - JANUARY 7, 2016

PUBLIC COMMENT:

Mr. Cain Leonard asked Council for their consideration of the Smart Growth Incentive Grant for his property located at 1412 East Main Street. He said he has talked with Business and Community Development Director Vicki Davis and expressed his concerns that he was not aware of the availability of this grant prior to beginning his rehabilitation to the structure. He gave a Council a completed application noting he did not have the application in prior to beginning construction but again reiterated that he did not think the City made this opportunity known to those that are not in the first three blocks of East Main Street.

City Manager Emory told Council that this is not something that would normally go to City Council as Business & Community Development is responsible for reviewing/approving these grant applications. Mr. Leonard said he was aware of that but because he was denied being applicable he wanted to ask Council to reconsider reviewing the application since he was not aware of the process at time he began his structural rehabilitation at his 1412 East Main Street property. He asked to be an agenda item on the February City Council agenda.

CLOSED SESSION:

Councilman Rhyne made the motion unanimously approved to enter into Closed Session to discuss personnel in accordance with NCGS 143-318.11(a)(6).

Mayor and City Council, City Attorney and the City Manager met in the conference room behind Council Chambers for the Closed Session portion of the meeting. The City Attorney was assigned to take the minutes of the meeting.

In conclusion of the closed session Councilman Rhyne made the motion to return to Regular Session.

The City Attorney read aloud the following; Councilman Rhyne made the motion, seconded by Councilman Jetton, to terminate City Manager Jeff Emory effective immediately.

Councilmen Rhyne and Jetton voted in favor and Councilmen Cloninger and Eaddy voted no. Mayor Hatley voted in favor of the motion. The motion passed by a three to two vote.

Councilman Cloninger made the motion unanimously approved to provide six month's severance pay in accordance with the City Managers contract.

Councilman Rhyne made the motion unanimously approved to appoint Ritchie Hayne as Interim City Manager. Ritchie Haynes declined the appointment.

REGULAR MEETING - JANUARY 7, 2016

Councilman Rhyne made the motion unanimously approved to appoint Steve Zickefoose as Interim City Manager. Mr. Zickefoose accepted the appointment.

Councilman Rhyne made the motion unanimously approved to discuss and determine compensation for the Interim City Manager Steve Zickefoose at a later date.

Councilman Rhyne made the motion unanimously approved to return to Regular Session.

NEWS MEDIA:

News Media spoke directly to Mayor Hatley and several Council members regarding the termination of the City Manager.

ADJOURNMENT:

Councilman Rhyne made the motion unanimously approved to adjourn the meeting.

DONNA C. FLOWERS, MMC
CITY CLERK

ED HATLEY
MAYOR

ITEM #

4

MEMO TO: Steve Zickefoose
Donna Flowers

FROM: Laura Elam

SUBJECT: Agenda Packet for the February 4, 2016 City Council Meeting

DATE: January 26, 2016

CALLS TO PUBLIC HEARING

There is one call to hearing for the March City Council meeting as follows:

- CUP-2-2016-Application from TowerCom requesting a conditional use permit to construct a 244 foot telecommunications tower in the Residential-25 (R-25) District. The subject property is located on the east side of Hilltop Road approximately 0.25 miles north of the intersection of Hilltop Road and South Grove Street Extension. (457 Hilltop Road, Parcel ID 17929)

ITEM #

5

Donna Flowers

From: Tanya Osborne
Sent: Tuesday, January 26, 2016 1:01 PM
To: Donna Flowers
Subject: Administrative Policy #10
Attachments: Administrative Policy #10-Health Dental Insurance revision 160201.pdf

Donna:

Please find attached the revised Administrative Policy #10 – Health/Dental Insurance. This administrative policy was first put in place and approved by Council at the July 5, 2012 council meeting. Due to the recent changes approved by Council, the policy needed to be revised to reflect the change to the State Health Plan and the change related to premium responsibilities. Please let me know if you need additional information.
Thanks.

Tanya Osborne
HumanResources
City of Lincolnnton
704-736-8980

CITY OF LINCOLNTON
ADMINISTRATIVE POLICY

Subject: Health/Dental Insurance	Manual: Administrative
	Effective Date: July 1, 2012
Policy Number: 10	Revision: February 1, 2016
Issued By: City Manager's Office	City Manager Approval: Steve Zickefoose Interim City Manager

A copy of this policy must be maintained in the City of Lincolnton's Administrative Manual for each City department and division.

Section I. Intent

Effective July 1, 2012, benefit-eligible employees who are hired on or after July 1, 2012 will be responsible for paying family members' insurance premiums for health and/or dental coverage.

Section II. Eligibility Criteria

July 1, 2012 - Benefit-eligible employees hired prior to July 1, 2012, will be grandfathered under this plan and will continue to have family members' health and/or dental insurance premiums covered at the City's expense.

Section III. Revisions

February 1, 2016 – Effective February 1, 2016, the City of Lincolnton's benefit-eligible employees will participate in the North Carolina State Health Plan (SHP) for the health insurance coverage. Eligibility is in accordance with the SHP documents, and spousal coverage, as well as dependent child(ren) coverage, is available. Responsibility for insurance premiums will be as follows:

1. Benefit eligible employees hired prior to July 1, 2012 will be grandfathered under this health insurance plan for dependent children only, and continue to have the health insurance premium covered at the City's expense. Premiums for spousal coverage, if elected, will be the responsibility of the employee. Dental insurance premiums will continue to be paid by the City for family members'.

Admin Policy-Health/Dental Insurance

Page 2

2. Benefit-eligible employees who are hired on or after July 1, 2012 will be responsible for paying family members' insurance premiums for health and/or dental coverage.

The City of Lincolnton Council reserves the right to review all city benefits as necessary, and may delete, modify, enhance or otherwise make changes to this administrative policy as in accordance with local, state and federal law.

ITEM #

6

CITY OF LINCOLNTON

Human Resources Department



MEMORANDUM

To: Steve Zickefoose, Interim City Manager
From: Tanya Osborne, Human Resources Director *TO*
Re: Administrative Policy #11 – Longevity Pay Plan
Date: January 26, 2016

Please find attached a new Administrative Policy #11 for the Longevity Pay Plan to be included on the agenda for the City Council meeting on February 4th.

The Longevity Pay Plan was originally approved by the City Council on July 1, 2003, and has been approved and continued each subsequent year as part of the annual fiscal year budget. As we have discussed, this policy is presented to summarize in one document the eligibility and guidelines for the Plan.

Should you have any questions or concerns, please do not hesitate to call.

attachment

CITY OF LINCOLNTON
ADMINISTRATIVE POLICY

Subject: Longevity Pay Plan	Manual: Administrative
	Effective Date: February 1, 2016
Policy Number: 11	Revision:
Issued By: Tanya Osborne, Human Resources Director	City Manager Approval: Steve Zickefoose Interim City Manager

A copy of this policy must be maintained in the City of Lincoln's Administrative Manual for each City department and division.

Section I. Intent

As a method to recognize and reward employees for their dedication and faithful years of service to the citizens of Lincoln, the City Council approved and implemented a Longevity Pay Plan on July 1, 2003.

Section II. Eligibility

All full-time regular employees are eligible to participate in longevity pay.

Section III. Administration

1. Longevity pay is awarded to employees at each five (5) year increment of service to the City of Lincoln beginning with year five (5). Eligible service years are recognized as consecutive service years completed as of July 1st.
2. Eligible employees receive one step on the salary schedule for each eligible five (5) year service increment.
3. Administrative changes to the plan are not retro in pay, but adjusted to the appropriate step with the effective implementation date.
4. When calculating the salary of an employee due to a promotion, demotion, or interim appointment, longevity steps earned will be in addition to the salary adjustment made in accordance with the Personnel Policy guidelines.

The City of Lincoln Council reserves the right to review all city benefits as necessary, and may delete, modify, enhance or otherwise make changes to this administrative policy as in accordance with local, state and federal law.

ITEM #

7

Donna Flowers

From: Donna Flowers
Sent: Thursday, January 14, 2016 10:21 AM
To: 'Linda Anderson'
Cc: 'edhatley@ci.lincolnton.nc.us'; Steven Zickefoose
Subject: RE: Jeff Emory

Ms. Anderson, We plan to place the second alternate position on the February 4th agenda for Council action. I will contact you once the appointment is made. Thank you.

Donna C. Flowers, MMC, NCCMC
Assistant to City Manager/City Clerk
City of Lincolnton
P.O Box 617
Lincolnton, NC 28093-0617
(704)736-8980
(704)736-8995 (fax)
donnaflowers@ci.lincolnton.nc.us

From: Linda Anderson [<mailto:landerso@electricities.org>]
Sent: Thursday, January 14, 2016 10:18 AM
To: Donna Flowers
Subject: Jeff Emory

I just learned that Mr. Emory is no longer with the City of Lincolnton. He served as Second Alternate Commissioner on the NCMPA1 Board of Commissioners. If or when the City decides to appoint someone else to that position let me know and I will send you the paperwork.

Thanks and have a great day!
Linda

Linda L. Anderson
Executive Assistant
ElectriCities of North Carolina, Inc.
1427 Meadow Wood Blvd.
Raleigh, NC 27604
919-760-6220
landerso@electricities.org
www.electricities.com

"E-mail correspondence to and from this address may be subject to the North Carolina Public Records Law N.C.G.S. Chapter 132 and may be disclosed to third parties."

ITEM #

8

AGENDA ITEM # 8:

Approval of the Consent Agenda will thereby approve changing the date, as informally discussed, of the 2016 Lincolnton Planning Retreat.

The original date set by Council at their December meeting was Friday, March 4th, 2016.

The proposed reschedule date will be Friday, March 18th – in the Council Chambers of City Hall from 7 am to 7 pm.

The City Clerk will send a notice to the Mayor & City Council, News Media, and Department Heads advertising the change prior to the date.

ITEM #

9

MEMO TO: Mayor and City Council Members

FROM: Laura Elam, Planning Director

THROUGH: Steve Zickefoose, Interim City Manager

SUBJECT: Conditional Use Permit Application from Skyway Towers to allow construction of a cellular communications tower in the General Business (GB) district (CUP-1-16)

DATE: February 4, 2016

BACKGROUND

Skyway Towers is requesting that a conditional use permit be issued by the City Council allowing construction of a 195-foot tall (199 feet with lightning rod) wireless telecommunication tower in the General Business (GB) District.

The subject property is located on the south side of Jackson Drive approximately 500 feet west of the intersection of Jackson Drive and Lithia Inn Road. The address of the property is 133 Jackson Drive. (See attached maps and site plan).

The tower, if approved and constructed, will serve as a communications tower for mobile phone companies. It will be designed with the capacity to accommodate multiple wireless service providers.

SITE DESCRIPTION

The site is located on Jackson Drive which is a private, unpaved street off Lithia Inn Road. The property is approximately one acre in size and has a 2,400 square foot metal building used for warehousing located on it.

The property is adjacent to a residential single family neighborhood (Lithia Hills) to the south, vacant land to the west, and commercial uses to the north and east. A day care center is located approximately 250 east of the site at the corner of Lithia Inn Road and Jackson Drive. A wooded buffer is located between the residential neighborhood and the tower site.

The proposed tower location is approximately 67 feet west of the structure located on the property. The tower will be off the adjacent property boundaries approximately 126 feet to the south, 69 feet to the west, 90 feet to the north, and 138 feet to the east.

SITE PLAN

The site plan proposes a 199 foot tall lattice style, self supported cellular communications tower. A 360 square foot equipment shelter will be located at the base of the tower.

The applicant will lease a 100 foot by 100 foot area for the tower compound. The proposed compound will be secured by an 8-foot high chain link security fence measuring 60 feet by 60 feet in area. The fenced area will be landscaped with a 20 foot wide landscaped buffer including large trees of eight feet in height at installation, small trees of five feet in height at installation and shrubs of 18 inches in height at installation.

The proposed tower and compound will be able to accommodate multiple wireless carriers. An agreement is in place currently with an existing carrier that will occupy the highest portion of the tower if the permit is approved.

No habitable structures will be within the fall zone of the tower. The tower is designed to fall within the limits of the parent tract. A letter is attached from a professional engineer stating that the tower is designed to collapse within a 50 foot radius.

COMPLIANCE WITH CONDITIONAL USE PERMIT APPLICATION REQUIREMENTS

Section 153.236 of the Unified Development Ordinance requires that a conditional use permit application contain specific terms and meet specific requirements. The application meets the requirements of Section 153.236.

OTHER CONDITIONAL USE PERMIT REQUIREMENTS

Section 153.237 of the Unified Development Ordinance requires that four findings be determined by the City Council. They are as follows:

1. The use will not materially endanger the public health or safety if located where proposed and developed according to plan, and
2. The use meets all required conditions and specifications, and
3. The use will not substantially injure the value of adjoining or abutting property unless the use is a public necessity, and
4. The location and character of the use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located and will be in general conformity with the Lincolnton Land Use Plan and other plans for the physical development of the City as officially adopted by the City Council.

Section 153.238 (f) of the UDO also requires the following additional finding in regards to communication towers:

- That the tower will not result in the interference with the safe operation of aircraft in relation to existing or planned airport facilities.

COMPLIANCE WITH SECTIONS 153.237 and 153.238

1. It does not appear that the use will endanger the public health or safety based on the evidence provided by the professional engineer which shows that the tower would collapse within a 50 foot wide fall zone.
2. The proposed use meets all required conditions and specifications.
3. Staff is unclear as to how this might injure the value of adjoining or abutting properties. There is some concern about the towers location adjacent to the residential neighborhood. Evidence will need to be provided by the applicant to ensure compliance with this section.
4. The use is in general conformity with the Lincolnton Land Use Plan. The land use plan shows this property in the mixed use residential/commercial planning area.
5. A letter was submitted by the applicant from the FAA Southwest Regional Office stating that the structure does not exceed obstruction standards and would not be a hazard to air navigation. This information and the plan were submitted to Joe Tate, Manager of the Lincolnton/Lincoln County Airport for his review.

STAFF REVIEW COMMITTEE COMMENTS

The Staff Review Committee met on January 12 to consider this application. The following comments were generated from that meeting:

1. Skyway Towers shall maintain general liability insurance coverage of at least \$1,000,000.
2. Provisions should be made for the removal of the tower at the expense of the owners within one year of its discontinued use.
3. Erosion control permits must be obtained from Lincoln County.
4. Building permits must be obtained from Lincoln County Inspections.
5. Jackson Drive serves as a utility right of way. This shall be noted on the plans.

PLANNING BOARD AND STAFF RECOMMENDATION

Planning Board and Staff recommend approval of the proposed conditional use permit subject to the following conditions:

1. Compliance with Staff Review Committee comments.
2. Conversion of the tower from a lattice type tower to a monopole type tower with no guy wires.
3. Installation of evergreen plantings at a height suitable to block the view of the fence and the equipment shelter.

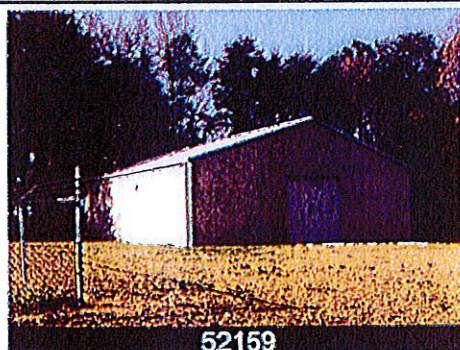


Lincoln County, NC

Office of the Tax Administrator, GIS Mapping Division
 Lincoln County and its mapping contractors assume no legal responsibility for
 the information contained on this map. This map is not to be used for land
 conveyance. The map is based on NC State Plane Coordinate System 1983 NAD.
 Date: 1/7/2016 Scale: 1 Inch = 236 Feet



PHOTOS



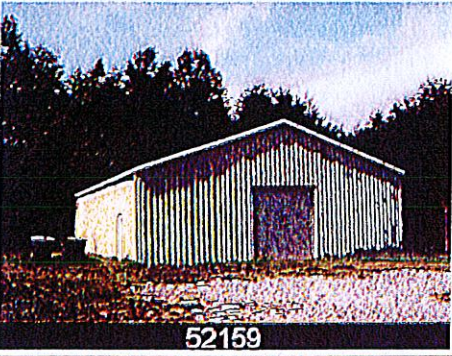
52159

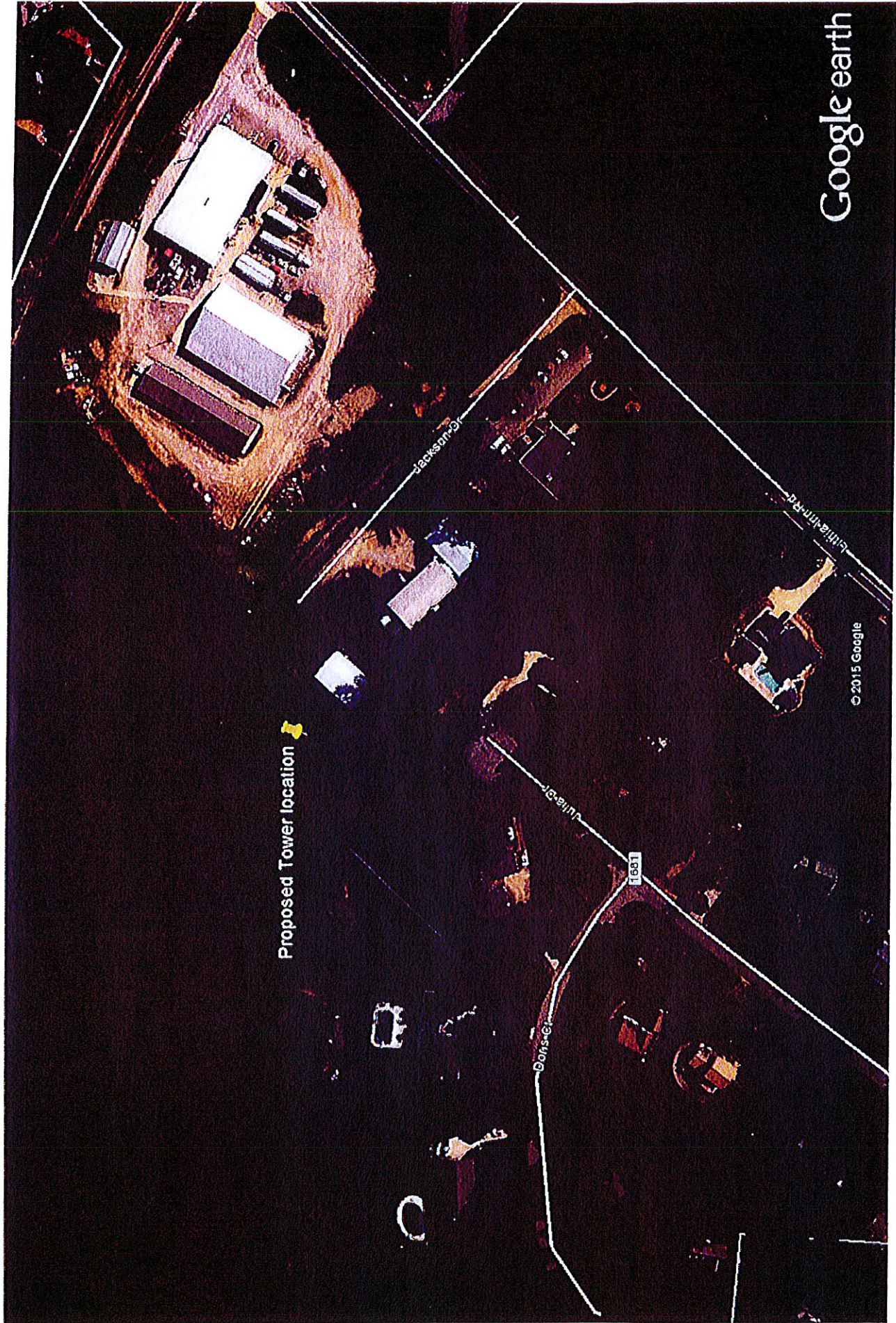


52159

PARCEL INFORMATION FOR 3633-95-1641

Parcel ID	52159	Owner	CLEMMONS DORIS LOUISE
Map	3633-12	Mailing	6777 NAVAJO TRAIL
Account	0124363	Address	SHERRILLS FORD NC 28673
Deed	1226-553	Recorded	3/12/2001
Land Value	\$57,318	Total Value	\$86,255
		Sale Price	\$85,000
		Previous Parcel	
----- All values are for tax year 2015. -----			
Subdivision	Lot 2 BOBBY WHITESIDES SMITH	Plat	H-318
Description	#2 TRACT OFF 1294	Deed Acres	1.03
Address	133 JACKSON DR	Tax Acres	1.03
Township	LINCOLNTON	Tax/Fire District	CITY OF LINCOLNTON
Main Improvement	WHSE (WOOD FRAME CONST)	Value	\$28,937
Main Sq Feet	2400	Stories	1 Year Built
		1997	
Zoning	Calculated	Voting Precinct	Calculated Acres
District	Acres	LITHIA (LI14)	1.04
G-B	1.04		
Watershed Class		Sewer District	
WS-IVP	1.04	Not in the sewer district	1.04
2000 Census County		Tract	Block
37109		070300	1005
Flood	Zone Description	Panel	
X	NO FLOOD HAZARD	3710363300	1.04





Proposed Tower location

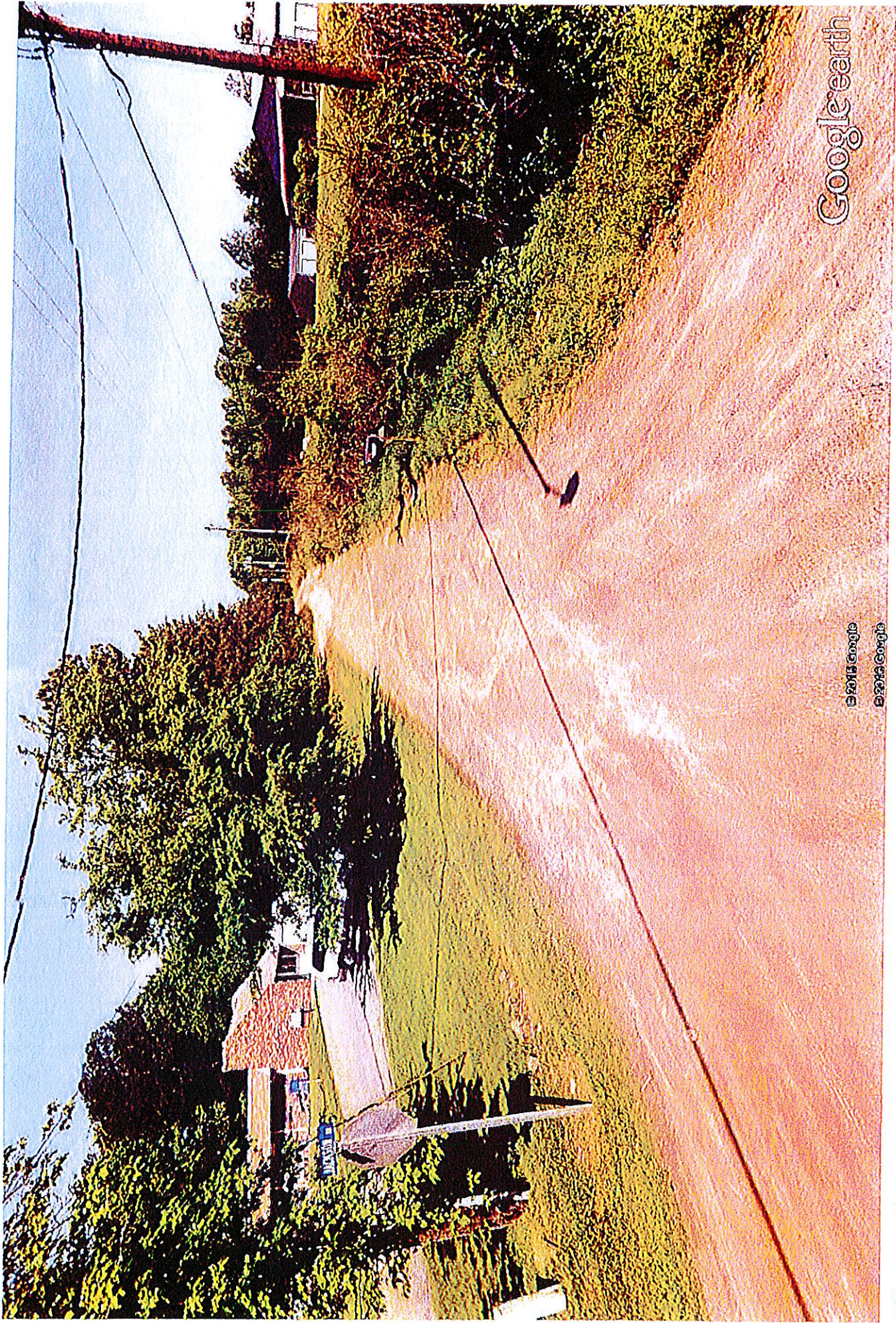
Google earth

Google earth

feet
meters

1000
300





Google earth

feet
meters

10

4





Google earth

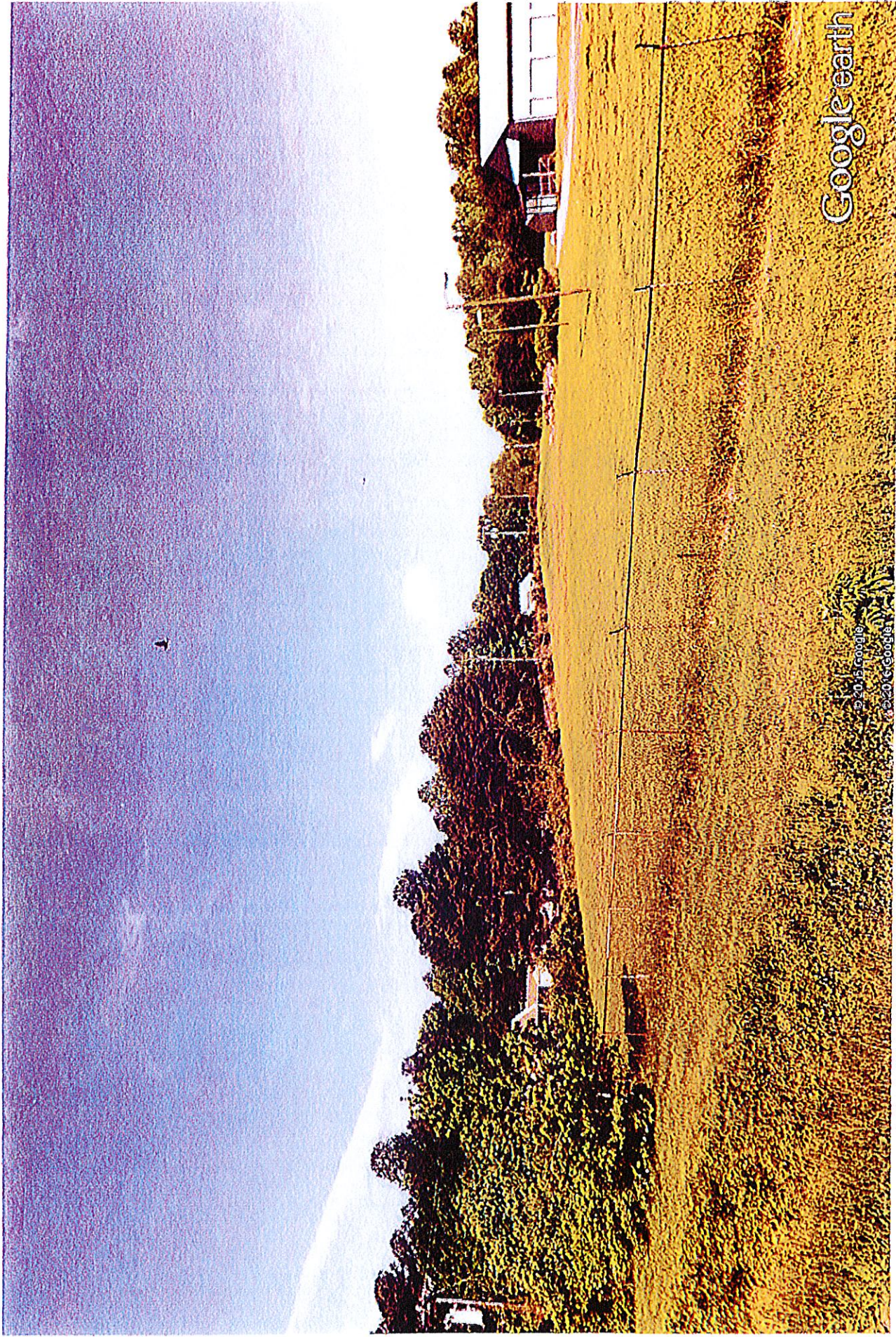
Google earth

feet
meters

10

5





Google earth

feet
meters

20

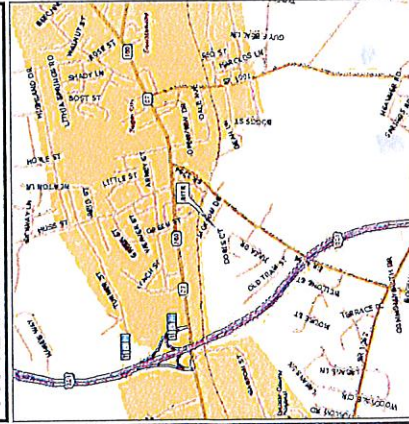
7



VZN SITE NAME: BLACK HAT
SKYWAY SITE #: NC-08878
SKYWAY SITE NAME: BLACK HAT
PROJECT DESCRIPTION: PROPOSED WIRELESS TELECOMMUNICATION FACILITY
TOWER TYPE: 195' SELF SUPPORT (199' OVERALL)
SITE ADDRESS: 133 JACKSON DRIVE LINCOLNTON, NC 28092 (LINCOLN COUNTY)
JURISDICTION: CITY OF LINCOLNTON
DISTURBED AREA: 11,474 ± S.F. (0.27 AC.)
PRESENT OCCUPANCY TYPE: BUSINESS
CURRENT ZONING: G-B
PIN #: 3633-95-1641

PROJECT INFORMATION
LATITUDE N 35° 28' 34.493" (NAD '83)
LONGITUDE W 81° 13' 11.751" (NAD '83)
GROUND ELEV. (AMSL) = 958.2 (NAVD '88)

1-A CERTIFICATION



LOCATION MAP
FROM CHARLOTTE, NC: HEAD SOUTH ON I-85 FOR 32.5 MILES, TAKE EXIT 17 FOR US-321 N TOWARDS LINCOLNTON. CONTINUE FOR 14 MILES TO EXIT 14 FOR N CAROLINA 27N CAROLINA TOWARDS LINCOLNTON. TURN RIGHT ONTO LUTHER ANN RD. CONTINUE FOR 0.3 MILES AND TURN RIGHT ONTO JACKSON DRIVE. SITE WILL BE ON YOUR LEFT AT THE END OF THE ROAD.

DRIVING DIRECTIONS

verizonwireless
8921 RESEARCH DRIVE
CHARLOTTE, NC 28262
(704) 519-9957

VZN SITE NAME: BLACK HAT
133 JACKSON DRIVE
LINCOLNTON, NC 28092
(CITY OF LINCOLNTON)

SKYWAY TOWERS
3637 MADACA LANE
TAMPA, FL 33618

BLACK HAT
SKYWAY SITE #: NC-08878

PLANS PREPARED BY:

TOWER ENGINEERING PROFESSIONALS
326 TRYON ROAD
RALEIGH, NC 27603
OFFICE: (919) 661-6351
www.tepgroup.net
N.C. LICENSE #C-1794

REV	DATE	ISSUED FOR:
1	12-14-15	PRELIMINARY
0	12-04-15	PRELIMINARY
REV	DATE	ISSUED FOR:

DRAWN BY: SMC CHECKED BY: DAM
PRELIMINARY
DO NOT USE FOR CONSTRUCTION

PRELIMINARY
DO NOT USE FOR CONSTRUCTION

SHEET NUMBER: T-1
REVISION: 1
TEP #: C-1509

SHEET	DESCRIPTION	REV
T1	TITLE SHEET	1
N1	GENERAL NOTES	1
C1	OVERALL SITE PLAN	1
C2	COMPOUND DETAIL	1
C3	TOWER ELEVATION	1
C4	FOUNDATION DETAILS	0
C5	PROPOSED ANTENNA PLAN & SCHEDULE	1
C6	ICE BRIDGE DETAILS	1
C7	ICE BRIDGE DETAILS	0
C8	GATE SIGLAGE DETAILS	1
C9	DRIVEWAY DETAIL	0
C10	SOIL & EROSION CONTROL PLAN & DETAILS	1
L1	LANDSCAPING PLAN	1
L2	LANDSCAPING DETAILS	0
E1	ELECTRICAL NOTES	1
E2	ONE-LINE DIAGRAM & POWER PANEL DETAILS	1
E3	POWER/TELECO ROUTING PLAN	1
E4	SKYWAY SERVICE TACK DETAILS	1
E5	FOUNDATION GROUNDING PLAN	1
E6	GROUNDING DETAILS I	1
E7	GROUNDING DETAILS II	1
E8	GROUNDING DETAILS III	1
E9	GROUNDING DETAILS IV	1

INDEX OF SHEETS

CODE COMPLIANCE
ALL WORK AND MATERIALS SHALL BE PERFORMED AND INSTALLED IN ACCORDANCE WITH THE CURRENT EDITIONS OF THE FOLLOWING CODES. PLANS ARE TO BE CONSIDERED TO PERMIT WORK NOT CONFORMING TO THE LATEST EDITIONS OF THE FOLLOWING:
1. NORTH CAROLINA BUILDING CODE
2. NORTH CAROLINA CODE COUNCIL
3. ANSI/TIA-222-G-3-2009
4. 2011 NEC
5. (MEC 2011 & NC ADDENDUM)
6. LOCAL BUILDING CODE
7. CITY/COUNTY ORDINANCES

PROPERTY OWNER:
NAME: DORIS LOUISE CLEMMONS
ADDRESS: 6777 NAVAJO TRAIL
CITY, STATE, ZIP: 28673
CONTACT: LOUISE CLEMMONS
PHONE: 704-748-9013

UTILITIES:
POWER COMPANY: DUKE ENERGY
CONTACT: BUILDERS LINE
ADDRESS: 1000 S. 5307
METER # NEAR SITE: 58506831

TELEPHONE COMPANY:
NAME: AT&T
ADDRESS: 1000 S. 5307
METER # NEAR SITE: 58506831
PHONE: (800) 331-0500
PHONE # NEAR SITE: 704-735-4100
PEDESTAL # NEAR SITE: UNKNOWN

LESSEE:
NAME: VERIZON WIRELESS
ADDRESS: 8921 RESEARCH DRIVE
CITY, STATE, ZIP: CHARLOTTE, NC 28262
CONTACT: JUSTIN JONES
PHONE: (704) 517-8785

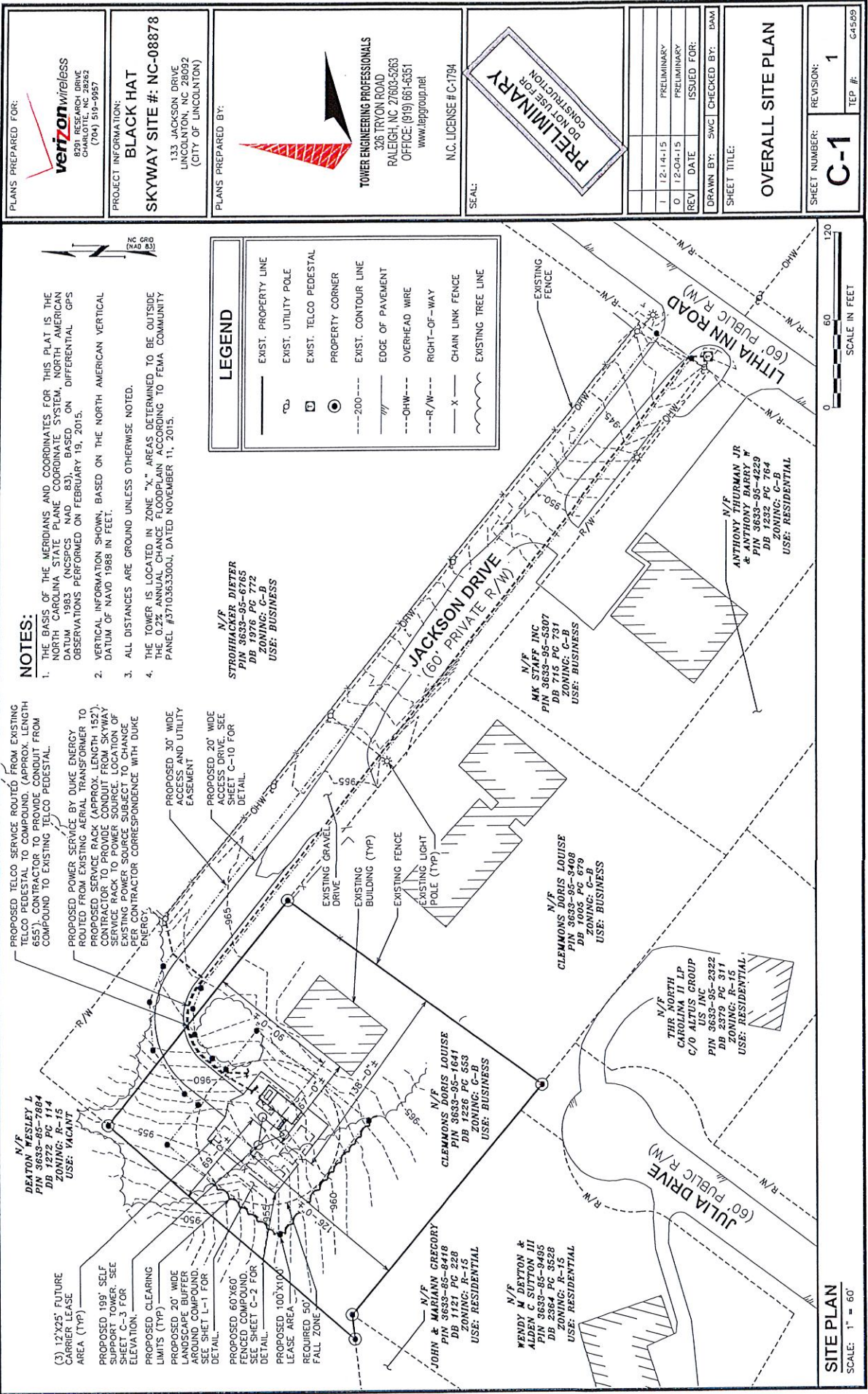
TOWER OWNER:
NAME: SKYWAY TOWERS
ADDRESS: 3637 MADACA LANE
CITY, STATE, ZIP: TAMPA, FL 33618
CONTACT: JUSTIN JONES
PHONE: (813) 960-5217

SURVEYOR:
NAME: BATEMAN CIVIL SURVEY COMPANY, PC
ADDRESS: 2524 RELIANCE AVENUE
CITY, STATE, ZIP: APEX, NC 27539
CONTACT: JEFFREY BAKER, P.L.S.
PHONE: (919) 571-1080

CIVIL ENGINEER:
NAME: TOWER ENGINEERING PROFESSIONALS
ADDRESS: 326 TRYON ROAD
CITY, STATE, ZIP: RALEIGH, NC 27603
CONTACT: JUSTIN J. COSGROVE, P.E.
PHONE: (919) 661-6351

ELECTRICAL ENGINEER:
NAME: TOWER ENGINEERING PROFESSIONALS
ADDRESS: 326 TRYON ROAD
CITY, STATE, ZIP: RALEIGH, NC 27603
CONTACT: MARK S. QUAKENBUSH, P.E.
PHONE: (919) 661-6351

CONTACT INFORMATION



ITEM #

10

MEMO TO: Mayor and City Council Members

THROUGH: Steve Zickefoose, Interim City Manager

FROM: Laura Elam, Planning Director

SUBJECT: Request for Amendment to the Unified Development Ordinance,
Signs Permitted in the Central Business District and Central
Business Transitional District

DATE: February 4, 2016

PURPOSE

The purpose of this proposed change to the regulations for signs in the downtown area is to allow added flexibility to the available signage options for downtown property owners and businesses. The proposed changes could serve to make downtown businesses and services more visible to passing drivers and pedestrians while still maintaining the intent of the ordinance to prevent sign clutter and keep the sidewalks clear for pedestrian activity. The changes would have the effect of allowing signs similar to the ones that advertise Southern Charm Winery and The Salty Petal without the need for a variance through the Board of Adjustment. (See Attachment 1). The changes would also have the effect of allowing additional signage on the sides of buildings that face parking areas or alleys. (See Attachment 2).

BACKGROUND

The City's existing sign regulations for the Central Business (CB) and Central Business Transitional (CBT) districts allow walls signs, projecting signs and canopy and awning signs as follows:

Wall Signs

In the CB and CBT districts, signage is allowed on building walls subject to the following limitations:

- Signs on building walls that face a public street are limited in size to 10 % of the wall area and a maximum of 100 square feet.
- Signs on building walls that face an alley or parking lot are limited in size to a maximum of 8 square feet.

would be amended to allow a projecting sign of up to eight square feet in area with a clearance from the sidewalk of eight feet. This revision would allow projecting signage similar to the signs for Southern Charm Winery and The Salty Petal without the requirement for a variance from the Board of Adjustment.

3. Canopy and Awning Signs

The standards for signs in the CB and CBT district that are hung under a canopy or awning perpendicular to the building would be revised to align with the proposed revised standards for projecting signs in the CB district. This change would increase the allowable sign area from three square feet to eight square feet and decrease the required vertical clearance from the sidewalk from eight and one half feet to eight feet. This would allow projecting signs under a canopy or awning similar to projecting signs attached to a building wall.

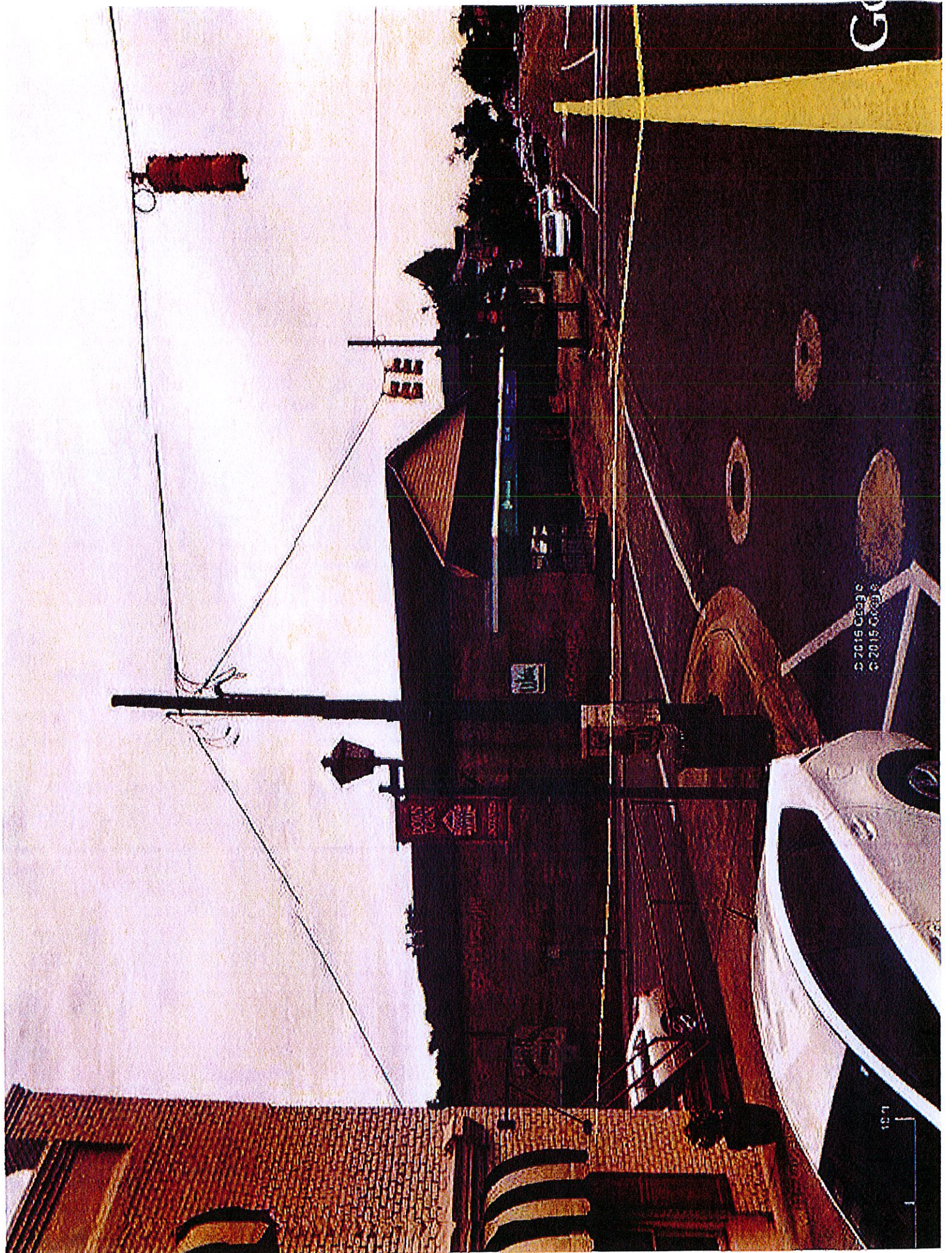
COMPLIANCE WITH LAND USE PLAN

The staff views the proposed amendment as consistent with the policies set forth in the Lincolnton Land Use Plan.

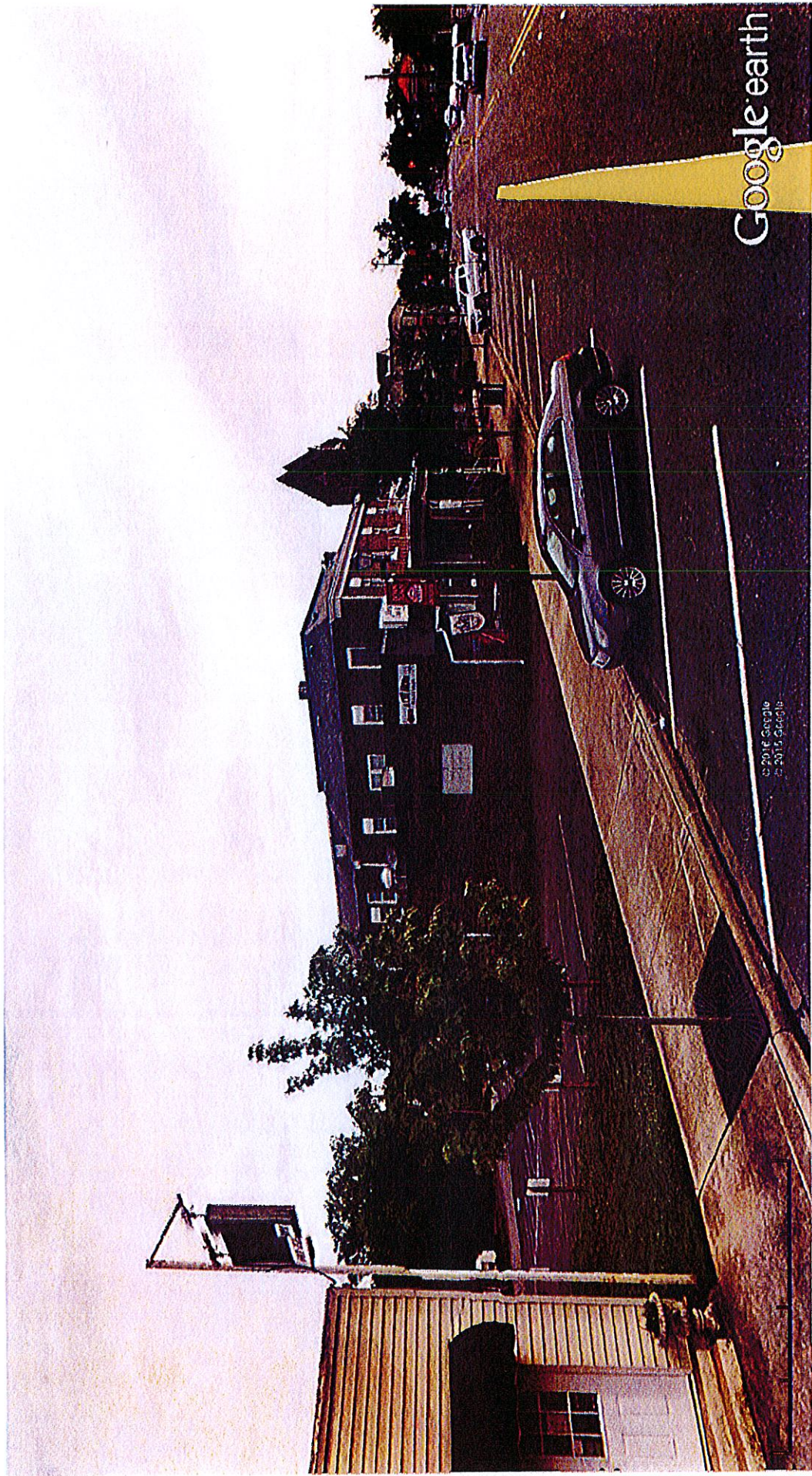
PLANNING BOARD AND STAFF RECOMMENDATION

Planning Board and Staff recommend amendment of the UDO to incorporate additional signage options for downtown property owners and businesses as outlined above.

ATTACHMENT 1



ATTACHMENT 2



Google earth

feet
meters

20

7



ITEM #

11

CITY OF LINCOLNTON

CITY COUNCIL
Ed L. Hatley, Mayor
Martin A. Eaddy, Mayor Pro-Tem
Devin Rhyne
John L. Cloninger
Roby D. Jetton



INTERIM CITY MANAGER
Steve Zickefoose
szickefoose@lincolntonnc.org
CITY CLERK
Donna C. Flowers, MMC
donnaflowers@ci.lincolnton.nc.us
CITY ATTORNEY
Thomas J. Wilson, Jr.

RESOLUTION of Appreciation for

WILLIAM "ALLEN" LYNCH

(R-03-16)

WHEREAS, William "Allen" Lynch, began employment with the City of Lincolnton on July 22, 1987. During his employment, Allen has faithfully served the City working in both the Wastewater Treatment Plant Operations and Distribution and Collections Department; and

WHEREAS, William "Allen" Lynch, through his dedication and training received the highest levels of certification, through the NC Department of Environment and Natural Resources, in both Water Distribution and Water Pollution; and

WHEREAS, William "Allen" Lynch, has throughout his tenure assisted the City in the performance of his duties, working through Hurricane Hugo in 1989 serving as a Utilities Maintenance Mechanic, working throughout the devastation for the restoration of services to the City and its citizens;

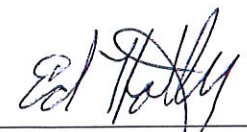
NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Lincolnton, that appreciation be shown to **William "Allen" Lynch**, honoring him on his upcoming retirement on March 1, 2016 and that we extend congratulations and best wishes to him for continued success in all his future endeavors.

BE IT FURTHER RESOLVED, that this resolution be presented to him and spread upon the official minutes of the City of Lincolnton.

Adopted and presented this the 4th day of February, 2016.



DONNA C. FLOWERS, MMC
CITY CLERK



ED HATLEY
MAYOR

ITEM #

12

CITY OF LINCOLNTON

CITY COUNCIL
Ed L. Hatley, Mayor
Martin A. Eaddy, Mayor Pro-Tem
Devin Rhyne
John L. Cloninger
Roby D. Jetton



INTERIM CITY MANAGER
Steve Zickefoose
szickefoose@lincolntonnc.org
CITY CLERK
Donna C. Flowers, MMC
donnaflowers@ci.lincolnton.nc.us
CITY ATTORNEY
Thomas J. Wilson, Jr..

RESOLUTION AUTHORIZING SALE OF SURPLUS PROPERTY (R-04-16)

WHEREAS, the City of Lincolnton owns certain items of personal property that have become surplus for its current needs; and

WHEREAS, North Carolina General Statute 160A-266 permits the City to sell such property by private sale, upon authorization by the Lincolnton City Council at a regular meeting and notice to the public; and

WHEREAS, the Mayor and City Council is convened in a regular meeting;

THEREFORE, THE MAYOR and CITY COUNCIL of the CITY OF LINCOLNTON RESOLVES THAT:

1. The City Council authorizes the City to sell by private sale the following items of surplus personal property:
1920's Norfolk Southern Caboose weighing
2. The City Clerk shall publish a notice summarizing this resolution, and no sale may be executed pursuant to this resolution until at least 10 days after the day the notice is published.

Adopted this the 4th day of February 2016.

DONNA C. FLOWERS, MMC
CITY CLERK

ED HATLEY
MAYOR

ITEM #

13

CITY OF LINCOLNTON POLICE DEPARTMENT

RODNEY JORDAN • CHIEF OF POLICE



PO BOX 617 • 627 EAST MAIN STREET
LINCOLNTON, NORTH CAROLINA 28093-0617
PHONE: (704) 736-8900 • FAX: (704) 736-8904

TO: Steve Zickefoose, Interim City Manager
FROM: Chief R. Jordan *RJ*
SUBJECT: Presentation
DATE: January 26, 2016

The purpose of this memorandum is to request permission to present Detective Tony Potts with his Intermediate Law Enforcement Certification Award at the February 4th council meeting. Detective Potts has been with the department since September of 2008. Detective Potts has logged hundreds of continuing education hours during that time earning him the Intermediate Law Enforcement Certificate. This is the second highest certification awarded by the North Carolina Training and Standards division.

Your consideration in this matter is greatly appreciated.

Cc: Donna Flowers

ITEM #

14

CITY OF LINCOLNTON

CITY COUNCIL
Ed L. Hatley, Mayor
Martin A. Eaddy, Mayor Pro-Tem
Devin Rhyne
John L. Cloninger
Roby D. Jetton



INTERIM CITY MANAGER
Steve Zickefoose
szickefoose@lincolntonnc.org

CITY CLERK
Donna C. Flowers, CMC
donnaflowers@ci.lincolnton.nc.us

CITY ATTORNEY
Thomas J. Wilson, Jr.

MEMORANDUM

TO: Mayor and Council

FROM: Steve Zickefoose, Interim City Manager *Steve*

SUBJECT: Budget Amendment

DATE: January 26, 2016

The 2015-17 state budget, specifically Session Law 2015-241, provides the City of Lincolnton with \$96,107 for downtown revitalization efforts. Staff is in process of completing the necessary paperwork required for the funds to be disbursed to us.

Part of the paperwork includes determining the scope of work for using the grant funds. Vicki Davis is working with the state to identify possible uses.

We need to do an amendment in order to include the funds in this year's budget. There are no matching funds required.

CITY OF LINCOLNTON

CITY COUNCIL

Ed Hatley, Mayor
Martin A. Eaddy, Mayor Pro-Tem
Devin Rhyne
John Les Cloninger
Roby D. Jetton



CITY MANAGER

CITY CLERK

DONNA C. FLOWERS, MMC
donnaflowers@ci.lincolnton.nc.us

CITY ATTORNEY
THOMAS J. WILSON, JR.

(BA-01-16)

BE IT ORDAINED by the Governing Board of the City of Lincoln, North Carolina, that the following amendment be made to the Annual Budget Ordinance for the fiscal year ending June 30, 2016.

Section 1: To amend the General Fund, the expenditures are to be changed as follows:

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT/ACCOUNT DESCRIPTION</u>	<u>INCREASE</u>	<u>DECREASE</u>
	<u>GENERAL EXPENSE</u>		
10-00-4280-690	Downtown Revitalization Grant	96,107.00	-
		96,107.00	0.00

This will result in a net increase of \$ 96,107.00 expenditures of the General Fund. To balance the adjustments to the budget, the following revenues have also been changed with a corresponding net effect.

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT/ACCOUNT DESCRIPTION</u>	<u>INCREASE</u>	<u>DECREASE</u>
	<u>GRANTS</u>		
10-00-3315-300	State Grants	96,107.00	0.00
		96,107.00	0.00

Section 13: Copies of these budget amendments shall be furnished to the Clerk of the Governing Board, and to the Budget Officer and the Finance Director for their direction.

Adopted this 4th day of February, 2016.

Donna C. Flowers
City Clerk

Ed L. Hatley
Mayor

ITEM #

15

Memorandum

To: Steve Zickefoose, Interim City Manager
CC: Donna Flowers, City Clerk
From: Abby Cole, Events & Marketing Coordinator
Date: January 14, 2016
Re: Permission for Alcohol Sales at 2016 DDA Events

The Downtown Development Association (DDA) Board of Directors would like to ask permission to acquire NC ABC permits allowing beer and wine sales at the following events in 2016:

- **Lincolnton Food & WineFest**
Saturday, April 23, 2016 from 11 a.m. – 5 p.m.

It is DDA's intent to invite local and regional wineries and craft breweries to attend this event and sell their products by the glass. The glass will be provided by DDA, purchased by patrons who wish to participate in the tastings. Each winery/brewery is responsible for securing their own NC ABC Special Event Permit and will be selling under their own licenses. No alcohol will be sold by DDA volunteers at this event, only by employees of the wineries/breweries in attendance. DDA will provide adequate liquor liability insurance with the City named as an additional insured. Event will be setup on East Main Street between Court Square and Poplar Street. Road closures will affect the event area from 9 a.m. until 7 p.m. the day of the event.

- **Alive After Five Concert Series & Cruise-In**
Thursday, May 26, 2016 from 6 p.m. – 10 p.m.
Thursday, June 30, 2016 from 6 p.m. – 10 p.m.
Thursday, July 28, 2016 from 6 p.m. – 10 p.m.
Thursday, August 25, 2016 from 6 p.m. – 10 p.m.
Thursday, September 29, 2016 from 6 p.m. – 10 p.m.

It is DDA's intent to host a summer concert series and car show the last Thursday night of the month from May through September. DDA volunteers will ID and serve beer from a draft trailer within the event area. DDA will provide adequate liquor liability insurance with the City named as an additional insured. Event will be held on East Main Street between Court Square and Poplar Street. Road closures will affect the event area from 4 p.m. until 12 a.m. the day of each event.

- **Hog Happenin' BBQ & Bike Fest**
Friday, June 3, 2016 from 6 p.m. – 10 p.m.
Saturday, June 4, 2016 from 10 a.m. – 6 p.m. (Alcohol permit time for 10 a.m. – 4 p.m.)

It is DDA's intent to organize the 16th annual BBQ and Bike Fest the first weekend in June 2016. DDA volunteers will ID and serve beer from draft trailers within the event area. DDA will provide adequate liquor liability insurance with the City named as an additional insured. Event will be held in the downtown area from Grove Street to Laurel Street with side roads and Court Square included. Road closures will affect the event area from noon on June 3rd until 10 p.m. on June 4th.

Lincolnton Food & WineFest 2016

State of North Carolina
County of Lincoln

Contract

This contract and agreement made and entered into on this the 4th day of February, 2016 by and between **The Downtown Development Association of Lincolnton, Inc.**, a corporation existing and doing business under the laws of the state of North Carolina, party of the first part, (hereinafter referred to as DDA), and the **City of Lincolnton**, a municipal corporation created and existing under the laws of the state of North Carolina, party of the second part, (hereinafter referred to as City);

Witnesseth:

The parties to this contract hereby recite and declare that:

- a. Section 10-2 of the Code of Ordinances of the City of Lincolnton was so amended by the Lincolnton City Council at its regular meeting on April 4th, 2002 to allow the City to authorize and regulate the possession and consumption of malt beverages and unfortified wine on the public streets, alleys, and parking lots which have been temporarily closed to regular traffic for special events.
- b. The DDA is the sponsor, promoter, and operator of the known as "Lincolnton Food & WineFest", which is staged in downtown Lincolnton on April, 23rd, 2016.
- c. At the request of the DDA, the City Council agreed, subject to the provisions and conditions hereinafter set forth, to allow the DDA to administer the sale of malt beverages and unfortified wine to the public from various wineries and breweries and to supervise and monitor the consumption of said alcoholic beverages at and during the "Lincolnton Food & WineFest" event in downtown Lincolnton in 2016.

Now, therefore, in consideration of the reasons and facts recited above, the mutual promises and covenants of the parties as herein set out and for other good and valuable consideration, the receipt of which is hereby respectively acknowledged by the parties, the parties agree as follows:

I.

That, in accordance with and subject to the terms and conditions herein set forth, the DDA is authorized to administer the sale of malt beverages and unfortified wine to the public from various wineries and breweries at its "Lincolnton Food & WineFest" event in 2016, which is scheduled to be held on Saturday, April 23rd, 2016 from 11 a.m. until 5 p.m.

II.

That, all alcoholic beverages sold and served at the event will be sold and consumed within the confines of the event area, the location of which must be approved by the city. The DDA agrees to obtain, pay for, and comply with all governmental permits and licenses necessary for the sale and consumption of the alcoholic beverages.

That, DDA agrees to provide at its expense capable and competent personnel to administer, and monitor the sale and consumption of alcoholic beverages for the duration of the events. The DDA agrees that its personnel will exercise all due care and circumspection to refuse service or sell of alcoholic beverages to any minor or to any person who may appear to be under the influence of alcohol or any controlled substance.

Lincolnton Food & WineFest 2016

That, DDA will not sell or allow the consumption of any alcoholic beverage before 11 a.m. or after 5 p.m. on the day of the event.

III.

That, DDA hereby agrees to indemnify and hold the City and its employees harmless from any claims, causes of action, loss, or injury resulting from the sale of alcoholic beverages and subsequent consumption thereof by the public at "Lincolnton Food & WineFest" events. That, DDA agrees to defend the City against any such claims of loss or injury filed against the City.

IV.

That, DDA will obtain and pay for liability insurance coverage (in an amount satisfactory to the City) for itself and the City as a result of the sale of alcoholic beverages on the streets of the city during "Lincolnton Food & WineFest." That, DDA will promptly provide a copy of said insurance policy (ies) to the City. All policies will designate the City as a named insured.

V.

That, the City reserves the exclusive right to modify, cancel, and rescind this contract at any time hereafter if, in its sole discretion, the sale and consumption of alcoholic beverages at any "Lincolnton Food & WineFest" event has resulted in problems that are detrimental to the health, welfare, or well-being of the City or its citizens.

VI.

That, it is further understood and agreed by both parties that no promises or agreements not herein expressed have been made to or by either party hereto, and that this contract contains the entire agreement between the parties hereto, and that the terms and conditions of the contract are contractual and not a mere recital.

VII.

That, this contract may be amended only by written instrument signed and executed by the parties hereto.

In witness whereof, the party of the first part has caused this instrument to be signed in its corporate name by its duly-authorized officers and its seal to be hereunto affixed by authority of its board of directors, and the party of the second part has caused this instrument to be signed by its mayor and attested by its clerk, the day and year first above written.

Lincolnton Food & WineFest 2016

The Downtown Development Association of Lincolnton, Inc.

By: _____
Donna Beringer, Chair

Attest: _____
Vicki Davis, Secretary

City of Lincolnton

By: _____
Ed Hatley, Mayor

Attest: _____
Donna C. Flowers, City Clerk

ITEM #

16

Alive After Five 2016

State of North Carolina
County of Lincoln

Contract

This contract and agreement made and entered into on this the 4th day of February, 2016 by and between The Downtown Development Association of Lincolnton, Inc., a corporation existing and doing business under the laws of the state of North Carolina, party of the first part, (hereinafter referred to as DDA), and the City of Lincolnton, a municipal corporation created and existing under the laws of the state of North Carolina, party of the second part, (hereinafter referred to as City);

Witnesseth:

The parties to this contract hereby recite and declare that:

- a. Section 10-2 of the Code of Ordinances of the City of Lincolnton was so amended by the Lincolnton City Council at its regular meeting on April 4th, 2002 to allow the City to authorize and regulate the possession and consumption of malt beverages and unfortified wine on the public streets, alleys, and parking lots which have been temporarily closed to regular traffic for special events.
- b. The DDA is the sponsor, promoter, and operator of a series of events known as "Alive After Five", which are staged in downtown Lincolnton during the afternoon and evening hours of selected spring and summer days throughout the year.
- c. At the request of the DDA, the City Council agreed, subject to the provisions and conditions hereinafter set forth, to allow the DDA to sell malt beverages and unfortified wine to the public and to supervise and monitor the consumption of said alcoholic beverages at and during the "Alive After Five" events in downtown Lincolnton in 2016.

Now, therefore, in consideration of the reasons and facts recited above, the mutual promises and covenants of the parties as herein set out and for other good and valuable consideration, the receipt of which is hereby respectively acknowledged by the parties, the parties agree as follows:

I.

That, in accordance with and subject to the terms and conditions herein set forth, the DDA is authorized to sell malt beverages and unfortified wine at its "Alive After Five" events in 2016, which are scheduled to be held on the last Thursday of the month for the dates of May 26th, June 30th, July 28th, August 25th and September 29th.

II.

That, all alcoholic beverages sold and served by the DDA will be sold and consumed within the event area, the location of which must be approved by the city. The DDA agrees to obtain, pay for, and comply with all governmental permits and licenses necessary for the sale and consumption of the alcoholic beverages.

That, DDA agrees to provide at its expense capable and competent personnel to administer, and monitor the sale and consumption of alcoholic beverages for the duration of the event(s). The DDA agrees that its personnel will exercise all due care and circumspection to refuse service or sell of alcoholic beverages to any minor or to any person who may appear to be under the influence of alcohol or any controlled substance.

Alive After Five 2016

That, DDA will not sell or allow the consumption of any alcoholic beverage before 6 p.m. or after 10 p.m. on the day of the event(s).

III.

That, DDA hereby agrees to indemnify and hold the City and its employees harmless from any claims, causes of action, loss, or injury resulting from the sale of alcoholic beverages and subsequent consumption thereof by the public at "Alive After Five" events. That, DDA agrees to defend the City against any such claims of loss or injury filed against the City.

IV.

That, DDA will obtain and pay for liability insurance coverage (in an amount satisfactory to the City) for itself and the City as a result of the sale of alcoholic beverages on the streets of the city during "Alive After Five." That, DDA will promptly provide a copy of said insurance policy (ies) to the City. All policies will designate the City as a named insured.

V.

That, the City reserves the exclusive right to modify, cancel, and rescind this contract at any time hereafter if, in its sole discretion, the sale and consumption of alcoholic beverages at any "Alive After Five" event has resulted in problems that are detrimental to the health, welfare, or well-being of the City or its citizens.

VI.

That, it is further understood and agreed by both parties that no promises or agreements not herein expressed have been made to or by either party hereto, and that this contract contains the entire agreement between the parties hereto, and that the terms and conditions of the contract are contractual and not a mere recital.

VII.

That, this contract may be amended only by written instrument signed and executed by the parties hereto.

In witness whereof, the party of the first part has caused this instrument to be signed in its corporate name by its duly-authorized officers and its seal to be hereunto affixed by authority of its board of directors, and the party of the second part has caused this instrument to be signed by its mayor and attested by its clerk, the day and year first above written.

The Downtown Development Association of Lincolnton, Inc.

By: _____
Donna Beringer, Chair

Attest: _____
Vicki Davis, Secretary

City of Lincolnton

By: _____
Ed Hatley, Mayor

Attest: _____
Donna C. Flowers, City Clerk

ITEM #

17

Hog Happenin' 2016

State of North Carolina
County of Lincoln

Contract

This contract and agreement made and entered into on this the 4th day of February, 2016, by and between **The Downtown Development Association of Lincolnton, Inc.**, a corporation existing and doing business under the laws of the State of North Carolina, party of the first part, (hereinafter referred to as DDA), and the **City of Lincolnton**, a municipal corporation created and existing under the laws of the State of North Carolina, party of the second part, (hereinafter referred to as City);

Witnesseth:

The parties to this Contract hereby recite and declare that:

- a. Section 10-2 of the Code of Ordinances of the City of Lincolnton was so amended by the Lincolnton City Council at its regular meeting on April 4th, 2002 to allow the City to authorize and regulate the possession and consumption of malt beverages and unfortified wine on the public streets, alleys, and parking lots which have been temporarily closed to regular traffic for special events.
- a. The DDA is the sponsor, promoter, and operator of a weekend festival known as "Hog Happenin'", which will be staged in downtown Lincolnton on June 3rd and 4th, 2016.
- b. At the request of the DDA, the City Council agreed, subject to the provisions and conditions hereinafter set forth, to allow the DDA to sell malt beverages and unfortified wine to the public within the designated event area between Grove Street and Laurel Street and to supervise and monitor the consumption of said alcoholic beverages at and during the "Hog Happenin'" in downtown Lincolnton in 2016.

Now, therefore, in consideration of the reasons and facts recited above, the mutual promises and covenants of the parties as herein set out and for other good and valuable consideration, the receipt of which is hereby respectively acknowledged by the parties, the parties agree as follows:

I.

That, in accordance with and subject to the terms and conditions herein set forth, the DDA is authorized to sell malt beverages and unfortified wine at its "Hog Happenin'" in 2016, which is scheduled to be held on June 3rd and 4th, 2016.

II.

That, all alcoholic beverages sold and served by the DDA will be sold and consumed within the confines of the event area, the location of which must be approved by the City. The DDA agrees to obtain, pay for, and comply with all governmental permits and licenses necessary for the sale and consumption of the alcoholic beverages.

That, DDA agrees to provide at its expense capable and competent personnel to administer, and monitor the sale and consumption of alcoholic beverages for the duration of the events. The DDA agrees that its personnel will exercise all due care and circumspection to refuse service or sell of alcoholic beverages to any minor or to any person who may appear to be under the influence of alcohol or any controlled substance.

Hog Happenin' 2016

That, DDA will not sell or allow the consumption of any alcoholic beverages before 6 p.m. or after 10 p.m. on June 3rd or before 10 a.m. or after 4 p.m. on June 4th, 2016.

III.

That, DDA hereby agrees to indemnify and hold the City and its employees harmless from any claims, causes of action, loss, or injury resulting from the sale of alcoholic beverages and subsequent consumption thereof by the public at "Hog Happenin'". That DDA agrees to defend the City against any such claims of loss or injury filed against the City.

IV.

That, DDA will obtain and pay for liability insurance coverage (in an amount satisfactory to the City) for itself and the City as a result of the sale of alcoholic beverages on the streets of the City during "Hog Happenin'". That DDA will promptly provide a copy of said insurance policy (policies) to the City. All policies will designate the City as a named insured.

V.

That, the City reserves the exclusive right to modify, cancel, and rescind this Contract at any time hereafter if, in its sole discretion, the sale and consumption of alcoholic beverages at any "Hog Happenin'" event has resulted in problems that are detrimental to the health, welfare, or well-being of the City or its citizens.

VI.

That, it is further understood and agreed by both parties that no promises or that this contract contains the entire agreement between the parties hereto, and that the terms and conditions of the contract are contractual and not a mere recital.

VII.

That, this contract may be amended only by written instrument signed and executed by the parties hereto.

In witness whereof, the party of the first part has caused this instrument to be signed in its corporate name by its duly-authorized officers and its seal to be hereunto affixed by authority of its Board of Directors, and the party of the second part has caused this instrument to be signed by its Mayor and attested by its Clerk, the day and year first above written.

Hog Happenin' 2016

The Downtown Development Association of Lincolnton, Inc.

By: _____
Donna Beringer, President

Attest: _____
Vicki Davis, Secretary

City of Lincolnton

By: _____
Ed Hatley, Mayor

Attest: _____
Donna C. Flowers, City Clerk

ITEM #

18

February 2016 Council Meeting
Executive Summary
December 2015 Year-To-Date
Comparative for Budgetary Purposes

		15-16	% of Budget	14-15	Difference	
General Fund						
Fund 10	Revenues	5,336,608.15	(1) 45.33%	5,085,295.60	251,312.55	(1)
	Expenses	4,231,810.52	(2) 45.39%	4,298,409.49	(66,598.97)	(2)
	Difference	1,104,797.63		786,886.11	317,911.52	
Water & Sewer Fund						
Fund 61	Revenues	4,567,151.24	(3) 49.55%	4,412,706.86	154,444.38	(3)
	Expenses	2,892,382.64	(4) 39.03%	2,951,163.33	(58,780.69)	(4)
	Difference	1,674,768.60		1,461,543.53	213,225.07	
Electric Fund						
Fund 63	Revenues	3,959,929.31	(5) 51.15%	3,855,582.05	104,347.26	(5)
	Expenses	3,686,632.35	(6) 51.75%	3,821,717.72	(135,085.37)	(6)
	Difference	273,296.96		33,864.33	239,432.63	
Overtime	80+ hours	129,259.29		159,787.63	(30,528.34)	

- (1) Property tax, sales tax, franchise tax up total of \$195,000. Cemetery sales up \$13,000. GovDeals up \$
- (2) Salaries and Benefits up \$145,000 due to health insurance. Capital purchases down \$189,000.
- (3) Water & Sewer revenues up \$359,000. Late/Default Fees up \$10,000.
Miscellaneous revenue down (\$216,000). We had received FEMA and Insurance claim payments for \$216,000 in 2014.
- (4) Salaries and Benefits up \$34,000 due to filling vacant positions and health insurance.
Capital expense up \$78,000. Obligations and services up \$40,000. Debt Service down (\$161,000).
Fixed charges down (\$77,000). Supplies and inventory up \$31,000.
- (5) Electric sales up \$274,000. Sales tax no longer a budget line (\$179,000).
Gov Deals up \$8,000.
- (6) Sales tax due to State no longer a budget line. Taxes collected and given directly to State. (\$179,000).

*NO BACK UP PROVIDED
TO CITY CLERK
FOR THIS ITEM*

*(SHOULD BE PROVIDED
AT THE CITY COUNCIL
MEETING)*

**CLOSED
SESSION**