REGULAR MEETING - MARCH 1, 2018

The Mayor and City Council met in regular session on Thursday, March 1, 2018 at 7:00 p.m. in the Council Chambers of City Hall, located at 114 West Sycamore Street Lincolnton, NC. Mayor Hatley called the meeting to order and led the Pledge of Allegiance. The following Council members were in attendance:

SMITH BLACK EADDY JETTON

Councilman Black made the motion unanimously approved the *REGULAR AGENDA.*

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

- Approved the minutes of the regular meeting held February 1, 2018
- Approved the following calls to Public Hearing for the April 5th City Council meeting:
  (ZTA- 02-18) Application from Lincolnton Planning Department to amend Section 153.053, Temporary Structures and Uses, to modify provisions related to approval process for carnivals, circuses, tent assemblies and similar uses.
  (CUZMA-1-2018) Application from Billy West for conditional use rezoning for 0.91 acres located on the southwest corner of the intersection of West Highway 150 and Hilltop Road from R-25 to Conditional Use - General Manufacturing and Commercial (CU-GMC) to allow manufacturing of small homes.

REGULAR AGENDA:

REQUEST FOR A CONDITIONAL USE PERMIT FROM 3PM BREWING COMPANY (JOHN BRINSFIELD) TO OPERATE A 12,000 SQUARE FT BREWERY (3PM BREWING COMPANY) IN THE CENTRAL BUSINESS (CB DISTRICT). THE SUBJECT PROPERTY HAS FRONTAGE ON WEST WATER STREET AND IS LOCATED AT 414 EAST WATER STREET (PARCEL ID 00488):

(CUP-01-2018)

Mayor Hatley opened the Public Hearing. The City Clerk administered the oath to all those wishing to speak for or against the issue. Laura Elam, Planning Director, reviewed the above said request. The applicant proposes use of the existing building for a brewery. She reviewed the applicant's compliance with Section 153.236, and 153.237. The Staff Review Committee report noted the following:

1. Building plans must be approved by Lincoln County Inspections. A permit may be required from Environmental Health.
2. Coordinate electrical connection with City of Lincolnton Public Works.
3. Coordinate water/sewer connection with City of Lincolnton Public Works.
4. Stormwater should be discharged to the railway area.

5. The City will provide up to six (6) rollouts for a solid waste pickup. If additional solid waste services are desired, they would need to be proided by a private contractor. All recyclables must be handled via private contractor.

Laura concluded recommending on behalf of Planning Board and Staff that the conditional use permit be approved subject to the applicant satisfactorily proving the findings of fact and subject to the Staff review Committee comments being met.

The applicant, John Brinsfield, spoke in favor of the request and gave an overview of the plans for the brewery, noting the build out could be done in four phases, which would include the addition of local pottery. He offered to answer any questions City Council may have regarding this request.

With no questions, Councilman Eaddy made the motion unanimously approved to close the public Hearing.

Councilman Black made the motion unanimously approved to consider the Conditional Use Permit request.

Findings of Fact:

1. Councilman Eaddy made the motion unanimously approved that the use will not materially endanger the public health or safety if located where proposed and developed according to plan.
2. Councilman Jetton made the motion unanimously approved that the use meets all required conditions and specifications.
3. Councilman Jetton made the motion unanimously approved that the use would not substantially injure the value of adjoining or abutting property unless the use is a public necessity.
4. Councilman Eaddy made the motion unanimously approved that the location and character of the use, if developed according to the plan as submitted and approved, will be 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.

Councilman Black made the motion unanimously approved to grant the conditional use permit as recommended by the Planning Board and staff.

REQUEST FOR A CONDITIONAL USE PERMIT FROM TERAMORE DEVELOPMENT, LLC REQUESTING A CHANGE IN CONDITIONS OF CUP-9-2017. THE SUBJECT PROPERTY HAS FRONTAGE ON BOTH HIGHWAY 27 AND WEST NC HIGHWAY 150 AND IS APPROXIMATELY 300 FEET WEST OF THE INTERSECTION OF THESE TWO ROADS (PARCEL ID 21439):

(CUP-02-2018)

Mayor Hatley opened the Public Hearing. The City Clerk administered the oath to all those wishing to speak for or against the issue. Laura Elam, Planning Director, reviewed the above stated request. Teramore Development LLC is requesting an amendment of the conditions previously approved conditional us epermit to allow a 9,100 square foot retail building on a 1.22 acre site located approximately 300 feet west of the intersection of West Highway 27 and West Highway 150 (Parcel ID 21439). The property and all surrounding properties are primarily zoned Planned Business (P-B). Several properties located at the intersection of W Highway 27 and Spake Road are zoned General Business and properties located further out on West Highway 27 and 150 are zoned R-25. The subject property is vacant. Properties located to the north and across West Highway 27 and West Highway 150 are used for commercial purposes. The parcel located to the west along West Highway 27 and to the south are residential or vacant.

The previously approved conditional use permit for this site allows a new retail building of approximately 9,100 square feet, The intended buyer of the site is Dollar General. The conditional use permit was approved with the following conditions.

1. Erosion control plan must be submitted to and approved by Lincoln County.
2. Building plans must be approved by Lincoln County Inspections.
3. Driveway permits must be reviewed and approved by NCDOT.
4. The owner/operator is responsible for storm water leaving the site. Storm water must be configured so as to have no more harmful effect on streets and adjacent properties than the current situation. A storm water management plan is to be reviewed and approved by the Public Works Department prior to issuance of a certificate of occupancy.
5. Hours of operation should be limited to between 8 am and 10 pm.
6. The building design should blend with the character of the area by incorporating brick or brick veneer facades, windows and roof pitch and should avoid long, uninterrupted expanses of blank wall, use of concrete block walls and flat roof.
7. Signage should be designed to blend with the character of the area. Wall signage should be limited to the portion of the building wall above the entrance. No window signage should be used and detached signage should be limited to a monument type sign generally similar in scale to the sign at the nearby Peoples Bank. Sign colors should be neutral.

8. Any outdoor lighting is to be downwardly directed so as not to cast glare on adjoining properties used for residential purposes.
9. An opaque fence or other form of screening along the southern property line should be provided.

During the conditional use permit process, the applicant agreed to the conditions. However, subsequent to the approval of the conditional use permit, the applicant was notified that the hours of operation provision (#5) raises concerns for Dollar General. The applicant is requesting elimination of the hours of operation condition.

Laura further reviewed the applicant's compliance with Section 153.236 and 153.237 of the unified Development Ordinance. Laura noted that under section 153.236 of the UDO, the site plan must include the following; parking calculations, a landscaping plan noting parking lot landscaping and street landscaping and built upon area calculations for watershed overlay district purposes.

Rob Brown spoke on behalf of Teramore Development, and offered to answer any questions from Council. Hearing none, Councilman Black made the motion unanimously approved to close the public hearing.

Councilman Eaddy made the motion unanimously approved to consider the conditional use permit request.

<u>Findings of Fact:</u>

1. Councilman Jetton made the motion unanimously approved that the use would not materially endanger the public health or safety if located where proposed and developed according to plan.
2. Councilman Eaddy made the motion unanimously approved that the use meets all required conditions and specifications.
3. Councilman Black made the motion unanimously approved that the use would not substantially injure the value of adjoining or abutting property unless the use is a public necessity.
4. Councilman Black made the motion unanimously approved that the location and character of the use, if developed according to plan as submitted and approved, would be in harmony with the area in which it is to be located and would 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.

Councilman Eaddy made the motion unanimously approved to amend the conditional use permit as requested by the Planning Board and Staff.

REQUEST FROM THE LINCOLNTON PLANNING DEPARTMENT FOR A ZONING TEXT AMENDMENT FOR CHANGES TO THE PLANNED BUSINESS (PB DISTRICT). CHANGES WOULD REMOVE THE MAXIMUM GROSS FLOOR AREA LIMITATIONS, THE ONE PRINCIPAL BUILDING RESTRICTION AND THE ONE PRINCIPAL USE PER BUILDING RESTRICTION.(ZTA-01-2018 in Planning)

(O-01-2018)

Mayor Hatley opened the Public Hearing. Laura Elam, Planning Director, reviewed the above stated request.

Laura said outside of the downtown area along and near the City's commercial corridors, there are mixtures of commercial zoning classifications including primarily G-B (General Business), P-B (Planned Business) and N-B (Neighborhood Business). The P-B district places the following three restrictions on new development:

1) All land uses are limited to a maximum of 5,000 square feet of gross floor area;
2) Only one principal building is permitted on a lot; and
3) Only one principal use is permitted per principal building.

New development that does not comply with the restrictions but that otherwise would be permitted in the P-B district is allowed through the issuance of a conditional use permit. From staff's perspective, the development restrictions do not provide any particular benefit to the City for new development that is located on busy commercial thoroughfares like East Main Street and Generals Boulevard and removed from residential areas.

Laura said the Planning staff is proposing an amendment to the P-B district that would eliminate the above three restrictions for development on sites that are located at least 200 feet from residential uses in residential zoning districts. The restrictions would remain unchanged for development located within 200 feet of residential areas. She concluded noting that Planning Board and Staff recommend approval of the Proposed Statement of Consistency and Reasonableness for approval of the application for amendment and approval of the amendment.

Councilman Black made the motion unanimously approved to close the Public Hearing.

Councilman Black made the motion unanimously approved to adopt the statement of consistency and reasonableness as presented by the Planning Director.

Councilman Eaddy made the motion unanimously approved to approve the request.

APPLICATION FROM JANE AND BRIAN ROLLINS FOR DOWNTOWN REDEVELOPMENT REVOLVING LOAN FOR BUILDING RENOVATIONS FOR NEW PIZZERIA AND BAKERY AT 209 N. ASPEN STREET:

(RLF-01-2018)

Mayor Hatley opened the Public Hearing. Laura Elam, Planning Director, reviewed the above said request for a *$ 30,000 loan from the revolving loan fund. The details are as follows:

- Location: 209 N. Aspen Street
- Use: Complete renovation of existing building for a pizzeria and bakery
- Total project cost estimate: $104,095
- Start: May 2017
- Anticipated Completion: March 2018

Staff Loan Review Committee Recommendation

A Staff Committee assessed the application in terms of how well the project aligns with revitalization goals, community and economic impact and credit worthiness of the applicant. The Committee recommends approval of the application.

*The $ 30,000 Loan is secured by deed of trust on property.

Councilman Jetton made the motion unanimously approved to close the Public Hearing.

Councilman Eaddy made the motion unanimously approved to approve the loan as recommended.

PRESENTATION OF THE MEDAL OF VALOR TO LINCOLNTON POLICE OFFICER THOMAS HALL FOR HIS HEROIC EFFORTS OF FEBRUARY 4, 2017. *(This medal is awarded for an act of heroism within the performance of normal duties when placed in imminent threat of death or serious physical injury to personal self or others.)*

Rodney Jordan, Chief of Police, said Officer Hall was on routine patrol, on February 4, 2017, when he noticed a military style Humvee traveling at a high rate of speed and no headlights on East Main Street. Officer Hall believing this could be anything from an intoxicated driver to a stolen vehicle or even worse a possible terrorist threat began chase with the vehicle. Officer Lafone was waiting at the intersection of Salem Church Road and East Main to assist. The vehicle made an abrupt turn and forcefully collided into the diver side of Officer Lafone's vehicle. After the collision the humvee continued to push in the driver's side door of Officer Lafone's Patrol car and pushing it into another civilian's vehicle. Officer Hall not knowing whether Officer Lafone was badly injured or possibly dead, exited his vehicle and began firing into the driver side window of the Humvee. The Driver then backed toward Officer Hall and his vehicle and rammed into it as well. Officer Hall fired several more rounds as the vehicle began to speed away. Luckily, no officers or suspects were killed during this incident.

Chief Jordan said "In reviewing this case, the Command Staff of the department feels that it would be appropriate to award the "Medal of Valor" to Officer Hall for his service on that day of February 4, 2017. We now respectfully ask that council consider the facts of this case and allow us to award the Medal of Valor to Officer Hall tonight."

Mayor Hatley noted Council officially approved awarding Officer Hall, the Medal of Valor, at their February 1st meeting, and he said "On behalf of City Council, I would like to thank Officer Hall for his heroic efforts and for his service to the citizens of Lincolnton."

RECOGNITION OF LINCOLNTON POLICE OFFICER WILLIAM S. VAUGHN, II ON HIS UPCOMING RETIREMENT ON APRIL 1, 2018 : (R-03-18)

Mayor Hatley asked Council to entertain a motion to present Office Willie Vaughn with the following retirement resolution:

WHEREAS, the City of Lincolnton does desire to recognize and honor employees of the City for dedicated and distinguished contributions to our City and its citizens; and

WHEREAS, *William S. Vaughn,* has served the City and its citizens for twenty-two years, providing excellent public safety in his various positions throughout his tenure with the City, as well as in his current role as a Police Officer-School Resource Officer with the Lincolnton Police Department; and

WHEREAS, *William S. Vaughn,* received his Intermediate Law Enforcement Certificate in 1999 and his Advanced Certification in 2010, through the Training and Standards Division of the North Carolina Department of Justice. Willie was named Officer of the year, by the United Martial Arts Hall of Fame, in 2007 and was named Commander of the year, through the Black Warrior Martial Arts Hall of Fame in 2012; and

WHEREAS, *William S. Vaughn,* has received letters of commendation for acts of service from the three Police Chiefs of which he worked for during his employment with the City; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Lincolnton that appreciation be shown to *William S. Vaughn* honoring him on his April 1, 2018 retirement and that we extend congratulations and best wishes to him for continued success in all his future endeavors.

Adopted and presented this the 1st day of March 2018.

Councilman Black made the motion unanimously approved to adopt the resolution as drafted.

CONSIDERATION OF A CONTRACT FOR THE 2018 LINCOLNTON WINE & BREW FESTIVAL – APRIL 28, 2018:
(C-03-18)

Tommy Huskey, DDA, requested that Council consider approval of a contract between the City and DDA for the 2018 Lincolnton Wine & Brew Festival, which will be held on Saturday, April 28th. The contract approval would approve the sale and sampling of alcohol to include beer/malt beverages, unfortified wine, and spirits. He said the City's Safety Review Committee has met and approval of the Special Event Permit for this event was approved. ABC permitting has been submitted to ALE for their approval as well.

Councilman Eaddy made the motion unanimously approve to enter into the contract between the City and DDA for the event as requested.

CONSIDERATION OF THE 2018 ALIVE AFTER FIVE CONCERT SERIES – FOR EVENTS TO BE HELD FROM 6 PM TO 10 PM ON THE FOLLOWING DATES; THURSDAY, MAY 31, 2018 - THURSDAY, JUNE 28, 2018 - THURSDAY JULY 26, 2018 AND THURSDAY, AUGUST 30, 2018: (C-04-18)

Tommy Huskey, DDA, requested that Council consider approval of a contract between the City and DDA for the 2018 Alive After Five Concert Series. Concerts would take place on Thursdays – May 31st, June 28th, July 26th and August 30th if approved. The contract approval would approve the sale and sampling of alcohol to include beer/malt beverages, unfortified wine, and spirits. He said the City's Safety Review Committee has met and approval of the Special Event Permit for this event was approved. ABC permitting has been submitted to ALE for their approval as well.

Councilman Jetton made the motion unanimously approve to enter into the contract between the City and DDA for the event as requested.

CONSIDERATION OF APPROVAL OF CONTRACT BETWEEN THE CITY AND CITY NATIONAL BANK FOR INSTALLMENT FINANCING FOR VIPER RADIOS FOR THE LINCOLNTON POLICE DEPARTMENT ($ 275,589.24): (C-05-18)

Steve Zickefoose, City Manager, told Council that seven proposals were received regarding the RFP for Installment Financing Agreement for VIPER radios. These radios are necessary for a recent change through communications with supporting agencies. The Fire Department will participate with other fire departments throughout the County, receiving grant funds for their radio equipment. Our Police Department was not a part of this grant and these monies are needed to provide equipment to our department.

First Tryon Advisors assisted the City with the RFP process and is coordinating the loan and closing process. Steve said after evaluating the proposals, City National Bank appears to be the lowest responsive bidder at 2.68%, for a term bond amount of $ 275,589.24, with annual debt service total of $ 287,470.00. Their bid meets all proposal requirements and offers the lowest overall cost to the City.

Steve provided Council with a bid tabulation as well as the RFP for their review. He concluded recommending that Council award the bid, approving the resolution provided by the bank, to City National Bank, for installment financing of the equipment. He noted funds for the debt payment is included in the current approved budget.

Councilman Eaddy made the motion unanimously approved to award the bid, approving the resolution, to City National Bank as recommended by the City Manager.

CONSIDERATION OF APPROVAL OF CONTRACT BETWEEN THE CITY AND JERRY LAIL (RESPECTIVE LOW BIDDER) FOR CONSTRUCTION OF A COLUMBARIUM AT HOLLYBROOK CEMETERY ($ 28,465.00):

(C-06-18)

Steve Zickefoose, City Manager, said with increased inquiries regarding burial of cremains, he and staff researched surrounding cities with Columbarium's. Mary Huffman, Finance Department, contacted Jerry Lail Monuments of Lincolnton to request pricing. Both Steve and Mary feel that an addition of a Columbarium at Hollybrook Cemetery would be a great benefit for our residents. An area in Section C, that does not interfere with current plots, would be the proposed area where a Columbarium could be located.

Steve said quotes received included a 36 x 15 pad, 112 niche granite crypt and marble benches. The pad would accommodate an additional if needed. Of the quotes received, Jerry Lail Monuments was the low bidder at a cost of $ 28,500.
Steve told Council there are sufficient funds from the sale of cemetery plots this year to pay for this should Council wish to erect a Columbarium at Hollybrook Cemetery. The fee schedule for Cemetery lot sales will need to be modified as to reflect the following fees:

Hollybrook Cemetery Niche Sales	Inside	Outside
Per Niche	$ 1,600.00	$ 3,200.00
Second Right of Interment		
Per Niche	$ 800.00	$ 1,600.00
Engraving	125.00	125.00
Niche Opening After Initial Inurnment	200.00	200.00

CONSIDERATION OF APPLICATIONS FOR APPOINTMENT TO THE LINCOLNTON PLANNING BOARD ***(to fill the unexpired term of Kathryn Yarbro who resigned in January 2018)***

(APPT-01-18)

Mayor Hatley reviewed the four applications received for the Planning Board vacancy. The applicants were Tommy Huskey, Randall Williams, Thomas Hawk and Hammett Hames.

Councilman Eaddy nominated Tommy Huskey. Councilman Jetton nominated Tom Hawk. Hearing no other nominations, Mayor Hatley called for a vote on the nominations. Tommy Huskey received votes from Councilman Eaddy and Councilman Black. Tom Hawk received votes from Councilman Smith and Councilman Jetton. Mayor Hatley broke the tie, voting in favor of Tommy Huskey. Mr. Huskey will begin serving the unexpired term of Kathryn Yarbro, March 1st, through December 2018.

CONSIDERATION OF APPROVAL OF CITY BUILDING INSPECTIONS DEPARTMENT:

Steve Zickefoose, City Manager, and Laura Elam, Planning Director, discussed the City's interest in adding a position to the City's staff for a Building Inspections/Permit Division.

Steve said that City staff has researched the mechanics and costs of creating a building permit and inspections division, within the Planning Department, and believe the benefits of being able to provide these services within the City are worth the costs. Initial numbers anticipate the cost to provide these service to be around $ 74,000 the first year for salary, software and hardware, and then approximately $ 68,000 in subsequent years for salary. One full time position, Building Inspector IV, at Grade 19 with a salary range of $ 45,941 - $ 68,911 would be added to staff. They presented a proposed list of budgeted positions reflecting the change if approved.

Councilman Eaddy thanked everyone for their work and research on this subject and feels it will be a good service to the citizens to provide this through the City.

Councilman Eaddy made the motion unanimously approved to create a Building Inspections Department, to be housed within the Planning Department.

APPROVAL OF AMENDMENT TO THE CITY'S LIST OF BUDGETED POSITIONS AND CLASSIFICATIONS;

Planning Department:

- ***Adding a Building Inspector 4 position***
- ***Changing Administrative Assistant to Sr. Administrative Assistant***

Tanya Osborne, Human Resources Director, based on action to create the position of Building Inspector ask Council to consider approval to the City's list of budgeted positions; adding the Building Inspector IV positions and reclassifying the Administrative Assistants position to an Senior Administrative Assistant position, to be located within and paid from the Planning Department.

Councilman Black made the motion unanimously approved to amend the City's list of budgeted positions to reflect the above said changes.

APPROVAL OF PROPOSED AMENDMENTS TO THE CITY'S FEE SCHEDULE:

(a) Adding a building inspections fee schedule to our existing City fee schedule

(b) Adding fees / pricing for Columbarium at Hollybrook Cemetery

Steve Zickefoose, City Manager, reviewed the proposed fee schedule for the Building Inspections division. Approval of this item would also amend the fee schedule, as reflected above, for Hollybrook Cemetery adding the columbarium rates.

RESIDENTIAL CONSTRUCTION

APPLICATION TYPE	$/SQ. FT.	MINIMUM FEE
A. RESIDENTIAL (one family, two family and town houses/new construction & additions)		
Building	$ .35	$ 100.00
Electrical	.05	75.00
Mechanical	.05	75.00
Plumbing	.05	75.00
B. RESIDENTIAL (renovations, accessory buildings, moved homes and decks)		
Building	$ .15	$ 75.00
Electrical	.05	75.00
Mechanical	.05	75.00
Plumbing	.05	75.00

C. MODULAR HOMES (on frame & off frame)

Building	$ .35	$ 100.00
Electrical	.05	75.00
Mechanical	.05	75.00
Plumbing	.05	75.00

D. MANUFACTURED HOMES (licenses sub-contractors required to pull own permit)
SET UP PERMIT AND DECKS ONLY

Singlewide	$ 300.00
Doublewide	350.00
Triplewide	400.00
Electrical Plumbing And Mechanical For Manufactured Home Per Trade	$ 75.00

E. SWIMMING POOLS (in-ground and above ground)

Swimming Pool	$ 75.00
Electrical	75.00
Mechanical (heaters/gas piping, etc.)	75.00
Plumbing	75.00

F. RESIDENTIAL RETAINING WALL	$ 75.00
G. DEMOLITION PERMIT	$ 75.00
H. CHANGE OF GENERAL CONTRACTOR OR SUB-CONTRACTOR	$ 100.00

I. RESIDENTIAL ELECTRICAL INDIVIDUAL PERMITS

Service Change (includes new HVAC work)	$ 75.00
New HVAC work only (no service change required)	75.00
Circuit Additions (existing homes)	75.00
Water Heater (change out)	75.00
Meter Base Only (change out)	75.00
Service Power Pole	75.00
Generators/Transfer Equipment	150.00
Solar Photovoltaic Systems (PV)	150.00
Sewer Lift Pump	75.00
Low Voltage Systems	75.00
Minimum Fee (*for any item not listed under individual permits*)	75.00

J. RESIDENTIAL MECHANICAL INDIVIDUAL PERMITS	$ 75.00
K. RESIDENTIAL PLUMBING INDIVIDUAL PERMITS	$ 75.00
I. GRINDER PUMP FEES (If different contractor is installing the grinder pump)	$ 75.00

Councilman Jetton made the motion unanimously approved to adopt the proposed fee schedule for a Building Inspections Department as recommended by the City Manager

QUARTERLY REPORT FOR THE LINCOLNTON STEERING COMMITTEE:

Fred Jarrett, Chair, gave the following report to City Council as an update to the Steering Committees activities for the last quarter :

Talking Points:

1. **2017 Brief Year In Review**
   A. Began 2017 with 6 members and ended with 12

   January 2017 Membership - 6

   - City
   - Chamber
   - DDA
   - LEDA
   - Lincolnton Tourism Development Authority
   - Chair

December 2017 Membership - 12

- City
- Chamber
- DDA
- LEDA
- Lincolnton Tourism Development Authority
- Lincoln Cultural Center
- Lincoln County Historical Association
- Lincoln County Home Builders Association
- Lincoln County Board of Realtors
- Lincoln County Arts Council
- Lincoln County Commissioners
- Chair

B. 20 meetings - 2nd/4th Wed of each month @ 8:00
C. Attendance - 69%
D. Reviewed 9 BIGs
- Mark Ingle - building (01/05/17)
- Davis Brothers Automobile - awnings (01/05/17)
- Bennett Johnson - building (01/05/17)
- Derrick Denman - building (03/03/17)
- Anderson Properties - awnings (04/06/17)
- Mark Ingle - building (05/04/17)
- Brian and Jane Rollins - building (06/29/17)
- Sound Factory Studios - building (06/29/17)
- Jonathan Wise - building (12/07/17)

E. Established and tracked 35 committee Action Items with all but 4 being completed
F. Began Downtown Central Business District Strategic Planning
- Vision Statement developed and presented to Council with Council adoption
- DCBDSP Strategies, Goals, and Objectives initiated with finalization right around the corner

"Tucked between the rolling hills of the Blue Ridge Mountains and the glow of the city lights of Charlotte aspiring business owners will find a nurturing atmosphere in downtown Lincolnton where they can grow and flourish. Downtown Lincolnton, is a hidden gem of opportunity as the hub of distinctive arts and artisans and active living."

G. Reviewed several ordinances and made recommendations for revisions which Council approved.
H. Allied Support Organizations during year became very integrated in helping all to accomplish 'good things' for downtown:
    - Murals - funding from various organizations
    - Quilt Trail - Reception/Kick-off 01/25/18. LEDA, Cultural Center, Betty Ross Park and LFD will have quilt squares placed on the buildings
    - Input provided by all on new City Gateway signs being pursued by Tourism Development Authority being pursued by Lincolnton Tourism Development Authority
    - Blueway - boat launch sites along the South Fork River (Betty Ross Park)
    - Rail Trail - safety and improvement discussions
    - Mobile Town App -
    - Etc.

2. **2018 First Quarter**

A. 1 BIG reviewed and recommended to Council for approval - Don Hartsoe (Ledford Fabrics)- building (01/11/18)
B. Reviewed BIG Program and made a few small revision recommendations to Laura Elam.
C. Established a subcommittee to review applicable Ordinances regarding pets at special events
D. Reviewed the offerings from Verizon: Verizon Smart Communities
    1) Transportation
        - Intelligent Traffic Control
        - Electric/Shared Vehicles
        - Fleet/Transit Control
        - Smart Parking
    2) Parks & Trails
        - Intelligent Video
        - Safety Call Boxes
        - Solar Charging Benches
        - Connected Trash Containers
    3) Downtown
        - Intelligent Lighting
        - Digital Kiosks
        - Wi-Fi
        - Audio Alerts/Music

4) Utilities
   - Grid Wide
   - Energy Management
   - Fleet Management
   - Water Management

   City Manager had begun looking at similar based products and took action to review and update Committee

E. Evaluated the need for a Youth Protection Ordinance to protect juveniles from victimization and exposure to criminal activity by establishing a curfew for juveniles under the age of 16 years. The committee thoroughly discussed and got input from City Manager and Chief of Police. Points from committee's due diligence:
   - parents need to be more responsible,
   - don't have problem, no data to support,
   - no need for an ordinance if no problem,
   - if add an ordinance how will it be enforced and funded,
   - skateboarders are a problem and there are ordinances to address,
   - bicycles on sidewalks are also an issue but addressed by current ordinances,
   - police can help address skateboarder and bicycle issues by more frequent patrols in problem areas and enforcing ordinances,
   - skateboarders are allowed at Betty Ross Park, signs posted on rail trail, need to post skateboard-friendly areas for downtown on web,
   - looking into a better video surveillance system for downtown and rail trail, and
   - etc.

   After much discussion the Committee resolved that there is no need for a Youth Protection Ordinance at this time due to limited issues occurring in the downtown area. In the future if data supports a need for a Youth Protection Ordinance the Committee will address at that time.

An action item did evolve from the Committee's discussion:

18-01: City Manager to talk to Police Chief about possibly increasing patrol in areas where issues have been identified with bicycle riders and skate boarders (e.g., First Federal Park and downtown sidewalks).

This concludes the 2017 year-end and 1st quarter update for the major activities of the Steering Committee.

Mr. Jarrett offered to answer any questions from Council. Councilman Eaddy said "This Steering Committee is going to make a lasting effect on our City."

MONTHLY FINANCIAL REPORT/OVERTIME REPORT:

Steve Zickefoose, City Manager, reviewed the following report:

General Fund			Budget 17-18	Actual 17-18	% of Budget	Budget 16-17	Actual 16-17	Difference
Fund 10	Revenues		10,252,739	6,329,444	57%	10,662,262	6,375,677	(46,233)
	Fund Balance		785,301	-	-	1,366,107	-	-
			11,038,040	6,329,444		12,028,369	6,375,677	(46,233)
		City Manager/Clerk	333,365	147,891		309,730	78,035	69,856
		Human Resources	235,030	117,221		215,848	91,063	26,158
		Finance	279,012	(45,350)		273,609	(69,498)	24,148
		General Expense	809,520	551,093		878,154	323,047	228,045
		General Debt Service	463,524	48,358		425,535	55,189	(6,831)
		Police	3,344,770	2,006,997		3,153,942	1,855,180	151,817
		Fire	2,030,690	1,276,891		2,206,450	1,188,075	88,816
		Public Works	181,356	(5,053)		246,538	(14,583)	9,530
		Street	1,229,141	341,853		1,534,891	503,043	(161,190)
		Equipment Services	132,120	57,447		157,819	79,431	(21,985)
		Solid Waste	718,328	331,113		820,485	425,939	(94,826)
		General Services	-	-		212,559	120,013	(120,013)
		Plannin/Zoning	277,060	156,697		276,258	126,675	30,022
		Bus & Comm. Dev	132,454	45,625		160,693	70,819	(25,195)
		Recreation	871,670	590,421		1,155,858	399,730	190,690
	Expenses		11,038,040	5,621,202	51%	12,028,369	5,232,158	389,044
	Difference			708,241			1,143,519	(435,278)

Water & Sewer Fund			Budget 17-18	Actual 17-18	% of Budget	Budget 16-17	Actual 16-17	Difference
Fund 61	Revenues		7,449,995	4,736,156	60%	7,867,135	4,918,961	(182,804)
	Fund Balance		390,000	-		1,265,399		
			7,839,995	4,736,156		9,132,534	4,918,961	(182,804)
		Water Treatment	1,501,500	682,903		1,476,528	644,353	38,550
		Dist & Collection	1,356,250	787,429		2,390,175	1,348,081	(560,652)
		Wastewater	1,537,900	561,513		1,648,076	594,623	(33,110)
		W & S Intangibles	3,444,345	917,123		3,617,755	1,075,188	(158,065)
	Expenses		7,839,995	2,948,968	38%	9,132,534	3,662,244	(713,276)
	Difference			1,787,189			1,256,717	530,472

Electric Fund			Budget 17-18	Actual 17-18	% of Budget	Budget 16-17	Actual 16-17	Difference
Fund 63	Revenues		7,791,714	4,361,211	56%	8,000,000	4,568,391	(207,180)
	Fund Balance		-	-		79,000	-	-
			7,791,714	4,361,211		8,079,000	4,568,391	(207,180)
		Electric Dept.	7,791,714	4,475,349		8,079,000	4,221,525	253,823
	Expenses		7,791,714	4,475,349	57%	8,079,000	4,221,525	253,823
	Difference			(114,138)			346,865	(461,003)

Overtime	80+ hours			236,587 *			177,873	58,714

* 3 January Paydays
* Snow Removal
* Frozen Water Lines

APPROVAL OF BUDGET AMENDMENT - BUILDING INSPECTIONS, REVOLVING LOANS FOR THE MEATING PLACE, GOOD WOOD PIZZA AND WATER LINE IMPROVEMENTS ON WATER STREET: (BA-02-18)

Steve Zickefoose, City Manager, reviewed the proposed budget amendment to reflect changes to the General Fund; Planning Department, Loan Proceeds, Revolving Loan Fund, Parks & Recreation, Business & Community Development and the Capital Projects (New Water line on Water Street). This amendment increases the General Fund by $ 124,000 and the Water and Sewer Fund by $ 35,125.00.

Councilman Jetton made the motion unanimously approved to adopt the budget amendment as recommended by the City Manager.

PUBLIC COMMENT:

No one spoke under the public comment portion of the agenda.

NEWS MEDIA:

Wayne Howard requested Council consider installing smaller monitors, or monitors that are countersunk, for the Council Chambers.

ADJOURNMENT:

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

DONNA C. FLOWERS, MMC **CITY CLERK**	**ED HATLEY** **MAYOR**