

A G E N D A

Lincolnton City Council

December 6, 2018

SWEARING IN CEREMONY

6:30 p.m.

REGULAR MEETING

7:00 p.m.

Lincoln Cultural Center

**403 East Main Street
Lincolnton, NC**

A G E N D A
LINCOLNTON CITY COUNCIL

December 6, 2018

6:30 p.m.

**SWEARING IN CEREMONY / ORGANIZATIONAL
MEETING**

CALL TO ORDER – Mayor Ed Hatley

Pledge of Allegiance

Presentation to Outgoing Elected Officials – Mayor Ed Hatley

- a. Tim Smith – two years of service as a Councilman**
- b. David Black – three years of service as a Councilman**

City Clerk to Administer Oath of Office to Newly Elected Officials

- a. Mayor – Ed Hatley**
- b. City Council Members – Ward I - Mary Frances White
Ward II - Dr. Jim Watson
Ward III - Dr. Martin Eaddy**

Comments

- a. Mayor Hatley**
- b. City Council Members**

AGENDA
December 6, 2018
Page 2

Mayor's Appointments

- a. ABC Board – (1) appointment - Mayor HATLEY**
- b. Lincolnton Housing Authority
(1) appointment – Councilwoman WHITE**
- c. Centralina Council of Governments (COG)
(2) appointments – a Delegate to the Executive Committee
Councilman WATSON
Alternate: Mayor HATLEY**
- d. Historic Properties Commission - (1) appointment
Councilman JETTON**
- e. Lincolnton-Lincoln County Airport Authority -
(1) appointment
Councilman EADDY**
- e. Library Board – (1) appointment - Councilman WATSON**
- f. Lincoln Cultural Center – (1) appointment - Councilwoman WHITE**
- g. Recreation Commission - (1) appointment
Councilman JETTON**
- h. N.C. Municipal Power Agency (NCMPA 1) – (3) appointments
(1) One Delegate - Assistant City Mgr., Richard HAYNES
(2) Two Alternate Delegates – Mayor HATLEY
- CITY MANAGER**
- i. DDA Appointment – (1) appointment - Councilwoman WHITE**
- j. LEDA – (Lincoln Economic Development Association) –
(1) appointment - Mayor HATLEY
Ex-Officio - CITY MANAGER**
- k. Chamber of Commerce Board of Directors -
(1) appointment - Mayor HATLEY**
- l. Transportation Advisory Committee - (1) appointment
Councilman EADDY**

OATHS OF OFFICE

(a) Mayor Hatley

(b) Mary Frances White – Ward 1

(c) Dr. Jim R. Watson – Ward 2

(d) Dr. Martin A. Eaddy – Ward 3

CITY OF LINCOLNTON

CITY COUNCIL
Ed L. Hatley, Mayor
Martin A. Eaddy, Mayor Pro-Tem
Mary Frances White
Jim R. Watson
Roby Jetton



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

OATH OF OFFICE

"I, ED HATLEY, do solemnly swear that I will support and maintain the Constitution and Laws of the United States and the Constitution and Laws of North Carolina, not inconsistent therewith, and that I will faithfully discharge the duties as MAYOR of the LINCOLNTON CITY COUNCIL so help me God."

Signed this the 6th day of December 2018.

ED HATLEY
MAYOR

DONNA C. FLOWERS, MMC
CITY CLERK

CITY OF LINCOLNTON

CITY COUNCIL
Ed L. Hatley, Mayor
Martin A. Eaddy, Mayor Pro-Tem
Mary Frances White
Jim R. Watson
Roby Jetton



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

OATH OF OFFICE

“I, MARY FRANCES WHITE, do solemnly swear that I will support and maintain the Constitution and Laws of the United States and the Constitution and Laws of North Carolina, not inconsistent therewith, and that I will faithfully discharge the duties as a City Council Member of the LINCOLNTON CITY COUNCIL so help me God.”

Signed this the 6th day of December 2018.

MARY FRANCES WHITE
Ward 1 Representative

DONNA C. FLOWERS, MMC
CITY CLERK

CITY OF LINCOLNTON

CITY COUNCIL
Ed L. Hatley, Mayor
Martin A. Eaddy, Mayor Pro-Tem
Mary Frances White
Jim R. Watson
Roby Jetton



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

OATH OF OFFICE

"I, JIM R. WATSON, do solemnly swear that I will support and maintain the Constitution and Laws of the United States and the Constitution and Laws of North Carolina, not inconsistent therewith, and that I will faithfully discharge the duties as a City Council Member of the LINCOLNTON CITY COUNCIL so help me God."

Signed this the 6th day of December 2018.

JIM R. WATSON
Ward 2 Representative

DONNA C. FLOWERS, MMC
CITY CLERK

CITY OF LINCOLNTON

CITY COUNCIL
Ed L. Hatley, Mayor
Martin A. Eaddy, Mayor Pro-Tem
Mary Frances White
Jim R. Watson
Roby Jetton



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

OATH OF OFFICE

"I, MARTIN A. EADDY, do solemnly swear that I will support and maintain the Constitution and Laws of the United States and the Constitution and Laws of North Carolina, not inconsistent therewith, and that I will faithfully discharge the duties as a City Council Member of the LINCOLNTON CITY COUNCIL so help me God."

Signed this the 6th day of December 2018.

MARTIN A. EADDY
Ward 3 Representative

DONNA C. FLOWERS, MMC
CITY CLERK

AGENDA
December 6, 2018
Page 3

City Council's Appointments

- a. Nominations for and Election of Mayor Pro Tempore**
- b. Appointment of City Attorney**

Parliamentary Procedures

- a. Adoption of Rules – (*Currently Abbreviated Version of Roberts Rules of Order*)**
- b. Resolution (R-15-18) to adopt the 2019 Calendar of Regular meetings of the Lincolnton City Council in accordance with the City Charter**

Motion to Recess until 7:00 p.m.

City Council

Appointments

(a) Election of Mayor Pro Tem

(b) Appointment of City Attorney

Parliamentary

Procedure

(a) Adoption of Rules (*Currently
Abbreviated Version of Roberts Rules of Order*)

(b) Resolution to Adopt 2019
Calendar of Regular Meeting
Dates

CITY OF LINCOLNTON

CITY COUNCIL

Ed L. Hatley, Mayor
Martin A. Eaddy, Mayor Pro-Tem
Mary Frances White
Jim R. Watson
Roby Jetton



CITY MANAGER

Steve Zickefoose, MBA
szickefoose@lincolntonnc.org

CITY CLERK

Donna C. Flowers, MMC, NCCMC
donnaflowers@ci.lincolnton.nc.us

CITY ATTORNEY

Thomas J. Wilson, Jr..

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINCOLNTON, NORTH CAROLINA DESIGNATING THE DATE AND TIME OF THE MONTHLY MEETING OF THE MAYOR AND CITY COUNCIL IN ORDER TO COMPLY WITH THE OPEN MEETINGS LAW

(R-15-18)

WHEREAS, Chapter 143, Article 33 B of the General Statutes of North Carolina (The Open Meeting Law) requires in effect if a public body holds a meeting at any time, it shall give public notice of the time and place of that meeting as provided in GS 143-318.8;

WHEREAS, one of the methods of giving such public notice is to advertise in a newspaper with a circulation in and around the City of Lincolnton; and

WHEREAS, the City Council desires to notify all citizens and residents of the City of Lincolnton of their regular meeting date and time.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Lincolnton that the regular meeting of the City Council shall be held the first Thursday of each month at 7:00 p.m. in the Council Chambers of the Lincolnton City Hall, located at 114 W. Sycamore Street, on the following dates and times:

January 3	May 2	September 5
February 7	June 6	October 3
March 7	*June 27	November 7
April 4	August 1	December 5

All of these being held in 2019. The City Council meeting in Regular Session on December 3, 2018 established these dates and time and ordered this resolution be published one time in the Lincoln Times-News at least fifteen days prior to January 3, 2019 meeting. The City Council further ordered a copy of this resolution be posted on the bulletin boards located on the first and second floors of the City Hall, located at 114 W. Sycamore Street. The purpose of this advertisement and the posting of this notice acknowledges the requirement as described in Chapter 143, Article 33 B of the General Statutes of North Carolina.

**Moved due to the July 4th holiday.*

Adopted this 6th day of December, 2018.

Roberts Rules Abbreviated

LANGUAGE		INTERRUPT SPEAKER?	SECOND NEEDED?	MOTION DEBATABLE?	MOTION AMENDABLE?	VOTE NEEDED?
PRIVILEGED MOTIONS deal with the welfare of the group, rather than with any specific proposal. They must be disposed of before the group can consider any other motion.						
Adjourn the meeting	I move that we adjourn	no	yes	no	no	majority
Recess the meeting	I move we recess until	no	yes	no	yes	majority
Complain about noise, room temperature etc.	Point of privilege	yes	no	no	no	none, chair rules
SUBSIDIARY MOTIONS provide various ways of modifying or disposing of main motions. They must be acted upon before all other motions except privileged motions.						
Suspend debate on a matter without calling for a vote	I move we table the matter	no	yes	no	no	majority
End debate	I move the previous question	no	yes	no	no	2/3 majority
Limit length of debate	I move debate on this matter be limited to	no	yes	no	yes	2/3 majority
Ask for a vote by actual count, to verify a voice vote	I call for a division of the house	no	no	no	no	none*
Postpone consideration of a matter to a specific time	I move we postpone the matter until	no	yes	yes	yes	majority
Have a matter studied further	I move we refer this matter to a committee	no	yes	yes	yes	majority
Consider a matter informally	I move the question be considered informally	no	yes	yes	no	majority
Amend a motion	I move that this motion be amended by	no	yes	yes	yes	majority
Reject a main motion without voting on the motion itself	I move the question be postponed indefinitely	no	yes	yes	no	majority
INCIDENTAL MOTIONS grow out of other business that the group is considering. They must be decided before the group can return to the question that brought them up.						
Correct an error in parliamentary procedure	Point of order	yes	no	no	no	none, chair rules
Object to a ruling by the chair	I appeal the chair's decision.	yes	yes	yes	no	majority
Consider a matter that violates normal procedure, but does not violate the constitution or bylaws	I move we suspend the rules	no	yes	no	no	2/3 majority
Object to considering some matter	I object to the consideration of this matter	yes	no	no	no	2/3 majority
Obtain advice on proper procedure	I raise a parliamentary inquiry	yes	no	no	no	none, chair rules
Request information	Point of information	yes	no	no	no	none
Withdraw a motion	I request leave to withdraw the motion	no	no	no	no	majority
MAIN MOTIONS are the tools used to introduce new business.						
Introduce business	I move that	no	yes	yes	yes	majority
Take up a matter previously tabled	I move we take from the table	no	yes	no	no	majority
Reconsider a matter already disposed of	I move we reconsider our action relative to	yes	yes	yes	no	majority
Strike out a motion previously passed	I move we rescind the motion calling for	no	yes	yes	yes	majority
Consider a matter out of its scheduled order	I move we suspend the rules and consider	no	yes	no	no	2/3 majority

*But majority vote if someone objects.

REGULAR MEETING

7:00 p.m.

CALL TO ORDER (Reconvene) – Mayor Hatley

- 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 November 1, 2018 Meeting**
- 4. Approval of Banking Resolution (R- 16-18)– Declaring Newly Elected City Officials**
- 5. Call to Public Hearing for the January 3, 2018 meeting:**
CUP-3-2018 – Application from Ingles Markets, Inc. requesting the approval of a conditional use permit to construct a Zips car Wash on an 0.88 outparcel of the Ingles Market Shopping Center. The subject property is located at 1230 East main Street (Parcel ID 901308) in the P-B-CU district

REGULAR AGENDA

PUBLIC HEARING
(BIG-06-18)

- 6. Application from William and Lacey Payne for Business Incentive Grant for building renovations to accommodate a retail space at 111 East Main Street**

Jean Derby
Planning Department

APPOINTMENTS

(APPT-17-18)

7. RE-APPOINTMENTS:

(To begin serving a second 3 year term in January 2019 – Dec 2021)

FIREMAN'S RELIEF FUND BOARD	- Rick Blackwell
PLANNING BOARD	- Jerry Hoffman
PLANNING BOARD	- Jamal Farley
RECREATION ADVISORY COMMISSION	- Eric Radebaugh
RECREATION ADVISORY COMMISSION	- Mark Lackey

(One Motion required for the above re-appointments)

Donna Flowers, City Clerk

(APPT-18-18)

8. NEW APPOINTMENTS:

(To begin serving a first 3 year term in January 2019 – Dec 2021)

ABC BOARD (1 vacancy) - Two (2) Applications received
City Council appoints the Chair to this Board

PLANNING BOARD (1 vacancy) – Three (3) Applications received

RECREATION ADVISORY COMMISSION (1 vacancy) – One (1) application received

TOURISM DEVELOPMENT AUTHORITY (1 vacancy) – One (1) application received

(We will need a Motion for each new appointment)

(NOTE: Applications are stamped dated as they were received)

Donna Flowers, City Clerk

OTHER BUSINESS

9. Monthly Financial Update / Overtime Report

Steve Zickefoose, City Manager

10. Summary of City's Response to 2018 Election Protest

Steve Zickefoose, City Manager

11. Information regarding Training for the required Ethics Training

- (a) Essentials of County Government will offer the required Ethics Training**

(All elected officials are encouraged to attend)

JANUARY 18TH – ASHEVILLE, NC

The required two clock hours of Ethics Training is included in this session for newly elected or re-elected officials

Mayor Hatley

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

NEWS MEDIA

ADJOURNMENT

ITEM #

1

APPROVAL

OF

REGULAR

AGENDA

ITEM #

2

APPROVAL

OF

CONSENT

AGENDA

ITEM #

3

REGULAR MEETING - NOVEMBER 1, 2018

The Lincolnton City Council met in Regular Session on Thursday, November 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 Eaddy made the motion unanimously approved the *REGULAR AGENDA*.

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

- Approved the Minutes from the October 4th Regular Meeting
- Approved destruction of public records in accordance with Records Retention Policy and NC Department of Cultural Resources – Lincolnton Police Department (Items from 1973 – 1992 which need to be removed to free up storage room at PSC)
- Approved a Resolution (R-14-18) amending the City's List of Budgeted Positions as a result of a SAFER Grant received for three (3) fire fighter positions
- **NOTE:** *CUZMA-02-2018 – Application from Wayne Brocuglio requesting the Conditional use rezoning of approximately 1.533 acres of land from Neighborhood Business (NB) District to Conditional Use – General Business (CU-GB) District was withdrawn by the applicant prior to the start of the meeting.*

REGULAR MEETING - NOVEMBER 1, 2018

REGULAR AGENDA:

APPLICATION FROM PETE DEGREGORY FOR BUSINESS INCENTIVE GRANT FOR BUILDING RENOVATIONS TO ACCOMMODATE A RESTAURANT AT 110 EAST WATER STREET:

(BIG)-05-18

Mayor Hatley opened the Public Hearing. Jean Derby, Administrative Support Specialist, addressed Council regarding a Business Incentive Grant application for building renovations to 110 East Water Street. Mrs. Derby provided detailed project information describing the applicants plans for a new restaurant in the space. The total project cost estimate, anticipated start and completion dates were provided. Supporting documents, as well as pictures of the current condition of the building were provided. Mrs. Derby concluded saying that the submitted request is for \$15,000.00.

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

Councilman Eaddy made a motion unanimously approved to award Business Incentive Grant to Pete Degregory for building renovations to accommodate a restaurant at 110 East Water Street.

AMENDMENT TO THE CITY'S CODE OF ORDINANCES – TITLE IX – GENERAL REGULATIONS – CHAPTER 91 – CEMETERIES – CONSIDERATION OF ADDING CHAPTER 91.31 – COLUMBARIUM:

(O-13-18)

Mayor Hatley opened the Public Hearing. Steve Zickefoose, City Manager, spoke to Council regarding this items explaining that with the addition of the Columbarium recently constructed, the City's Ordinance would need to be amended to include language addressing it. Mr. Zickefoose stated that the City's fee schedule has been adjusted to reflect the addition and that policies are now in place regarding the sale of the Niches.

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

REGULAR MEETING - NOVEMBER 1, 2018

Councilman Black made a motion unanimously approved to amend the City's Code of Ordinances – Title IX – General Regulations – Chapter 91 – Cemeteries – to add Chapter 91.31 - Columbarium

PRESENTATION OF RETIREMENT RESOLUTION TO TIM DELLINGER – LEAD METER READER RECOGNIZING HIM FOR TWENTY-FIVE YEARS OF SERVICE TO THE CITY:

(R-13-18)

Mayor Hatley asked Tim Dellinger to come forward to formally present him with a framed copy of his retirement resolution. He read aloud the following:

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, *Timothy W. Dellinger* began employment with the City of Lincolnton on May 24, 1993 and has faithfully served in the Distribution and Collection Department for twenty-five years; first as a Meter Specialist, then he became a Line Maintenance Mechanic in 2004; and then advanced to his current position, Lead Meter Specialist in 2011; and

WHEREAS, *Timothy W. Dellinger* has over the years adapted to the technological changes within his department and overall growth of the City, while maintaining over 3000 water and electric meters on a monthly basis, always giving a superior level of service to the citizens; and

WHEREAS, *Timothy W. Dellinger* in the performance of his duties has demonstrated unselfish commitment to his job, his fellow employees, and to the citizens of Lincolnton for the continued betterment of our City;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Lincolnton, that appreciation be shown to ***Timothy W. Dellinger***, honoring him on his upcoming retirement on December 1, 2018, 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 November, 2018.

After reading the Resolution, Mayor Hatley thanked Tim for a job well done. The Mayor spoke to Tim's friendliness, saying that, "He (Tim) never meets a stranger". Mayor also spoke to Tim's dedication as an employee of the City.

REGULAR MEETING - NOVEMBER 1, 2018

PRESENTATION FROM PINNACLE ARCHITECTURE - CONSIDERATION OF APPROVAL OF CONCEPTUAL DESIGN PLANS FOR THE NEW POLICE DEPARTMENT:

Frank and Jeff Elmore, both with Pinnacle Architecture, presented Mayor and Council with conceptual design plans for the new police department. No backup was distributed however proposed drawings were on hand for review. A wide range of questions were asked by members of Council regarding everything from the security of the lobby area to the functionality of the Sally Port. Chief Jordan emphasized the great working relationship thus far with his team and the Pinnacle staff and his satisfaction with the design being presented as it allows for very efficient use of the building space.

Councilman Eaddy made a motion unanimously approved to approve and proceed with design for the new police department.

PROPOSED BUDGET AMENDMENT TO ADJUST FUNDS FOR RECEIPT OF SAFER GRANT TO FUND THREE FIREFIGHTER POSITIONS:

Steve Zickefoose, City Manager, spoke to Council regarding the Budget Amendment below. Mr. Zickefoose explained that this amendment is just another part of the SAFER grant process reiterating that a Resolution authorizing the Lincolnton Fire Department to apply for a (FEMA) (SAFER) Grant was approved at the June Council meeting.

Now that funds have been secured, a budget amendment is necessary to reflect this has occurred.

(BA-07-18)

BE IT ORDAINED by the Governing Board of the City of Lincolnton, North Carolina, that the following amendment be made to the Annual Budget Ordinance for the fiscal year ending June 30, 2019.

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

ACCOUNT NUMBER	DEPARTMENT/ACCOUNT DESCRIPTION	INCREASE	DECREASE
	FIRE		
10-10-4340-121	Salaries	68,137.00	-
10-10-4340-181	FICA	5,213.00	-
10-10-4340-182	Retirement	5,281.00	-
10-10-4340-183	Health Insurance	20,472.00	-
		99,103.00	-

REGULAR MEETING - NOVEMBER 1, 2018

This will result in a net increase of \$ 99,103.00 expenditures of the General Fund. To balance the adjustments to the budget, the following revenues have also been changed with a corresponding net effect.

ACCOUNT NUMBER	DEPARTMENT/ACCOUNT DESCRIPTION	INCREASE	DECREASE
10-00-3301-300	GRANTS Federal Grants	99,103.00	
		99,103.00	-

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 1st day of November, 2018.

Donna C. Flowers
City Clerk

Ed L. Hatley
Mayor

Councilman Jetton made a motion to approved budget amendment to adjust funds for receipt of Safer Grant to fund three firefighter positions.

MONTHLY FINANCIAL UPDATE/OVERTIME REPORT:

Steve Zickefoose, City Manager, gave an overview of the following financial report. *A copy will appear at the end of this document and become a permanent part of these official minutes.*

PUBLIC COMMENT

Mr. John Hall, 2980 Gastonia Highway, and Mr. Stephen Crane, 512-B Willow St. Gastonia, both requested to speak regarding Hunger and Homelessness and to inform everyone of National Hunger & Homelessness Awareness Week, November 10th – 18th.

CLOSED SESSION

Councilman Eaddy made the motion unanimously approved to enter into Closed Session in accordance with NCGS 143-318.11(a)(1)(5) to discuss property acquisition.

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

REGULAR MEETING - NOVEMBER 1, 2018

NEWS MEDIA:

News media had no questions

ADJOURNMENT:

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

**DAPHNE A. INGRAM
ADMIN ASSISTANT**

**ED HATLEY
MAYOR**

Executive Summary

September 2018 Year-To-Date

General Fund	Budget 18-19	Actual 18-19	% of		Budget 17-18	Actual 17-18	Difference
			Budget				
Fund 10 Revenues	11,800,766	3,219,232	25%		11,655,521	3,335,650	(116,418)
Fund Balance	1,051,770	-	-		964,361	-	-
	12,852,536	3,219,232			12,619,882	3,335,650	(116,418)
City Manager/Clerk	320,960	90,816			331,465	103,988	(13,173)
Human Resources	239,060	59,022			232,730	61,985	(2,963)
Finance	242,790	197,591			273,412	139,985	57,606
General Expense	1,057,620	360,998			942,324	351,962	9,037
General Debt Service	520,954	24,179			463,524	24,179	-
Police	3,700,970	770,236			4,284,770	776,901	(6,665)
Fire	2,240,650	505,912			2,099,345	496,454	9,457
Public Works	79,616	22,809			172,956	57,952	(35,143)
Street	1,251,668	211,249			1,246,268	186,312	24,937
Equipment Services	133,270	36,214			135,120	39,848	(3,634)
Solid Waste	756,798	120,522			708,328	144,554	(24,032)
General Services	-	-			-	-	-
Plannin/Zoning	679,060	67,211			348,794	68,423	(1,212)
Bus & Comm. Dev	135,000	32,487			164,960	5,927	26,559
Recreation	1,494,120	247,378			1,215,886	267,939	(20,562)
Expenses	12,852,536	2,746,622	21%		12,619,882	2,726,409	20,213
Difference		472,610				609,241	(136,632)

Water & Sewer Fund		% of				
	Budget 18-19	Actual 18-19	Budget	Budget 17-18	Actual 17-18	Difference
Fund 61 Revenues	8,096,950	1,991,886	24%	7,449,995	2,052,290	(60,405)
Fund Balance	281,590	-		526,653		
	8,378,540	1,991,886		7,976,648	2,052,290	(60,405)
Water Treatment	1,502,950	328,725		1,508,500	335,880	(7,155)
Dist & Collection	1,748,000	750,062		1,440,153	330,696	419,366
Wastewater	1,550,100	238,482		1,516,650	213,631	24,851
W & S Intangibles	3,577,490	163,369		3,511,345	115,966	47,403
Expenses	8,378,540	1,480,637	18%	7,976,648	996,173	484,464
Difference		511,249			1,056,117	(544,868)

Electric Fund		% of				
	Budget 18-19	Actual 18-19	Budget	Budget 17-18	Actual 17-18	Difference
Fund 63 Revenues	7,669,264	2,100,668	26%	7,791,714	2,016,330	84,338
Fund Balance	300,000	-		1,224,483	-	-
	7,969,264	2,100,668		9,016,197	2,016,330	84,338
Electric Dept.	7,969,264	1,385,660		9,016,197	1,587,759	(202,099)
Expenses	7,969,264	1,385,660	17%	9,016,197	1,587,759	(202,099)
Difference		715,008			428,571	286,437

Overtime 80+ hours

84,637

101,807

(17,170)

ITEM #

4

CITY OF LINCOLNTON

CITY COUNCIL
Ed L. Hatley, Mayor
Martin A. Eaddy, Mayor Pro-Tem
Mary Frances White
Jim R. Watson
Roby Jetton



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

RESOLUTION AUTHORIZING SIGNATURES ON BEHALF OF CITY OF LINCOLNTON (R-16-18)

WHEREAS, the City of Lincolnton holds municipal elections every two years in accordance with North Carolina Elections Law and the City Charter, and;

WHEREAS, the most recent election for the City of Lincolnton was held on November 6, 2018;

NOW, THEREFORE, BE IT RESOLVED the following names are a current listing of City Officials and are authorized representatives in their capacity as an elected or appointed officials for the City of Lincolnton:

EDWARD "ED" HATLEY - Mayor
MARY FRANCES WHITE – Councilman (Ward I)
JIM R. WATSON - Councilman (Ward II)
MARTIN A. EADDY – Councilman (Ward III)
ROBY D. JETTON – Councilman (Ward IV)
THOMAS J. WILSON, JR. - City Attorney

Adopted this the 6th day of December, 2018.

ED HATLEY
MAYOR

ATTEST:

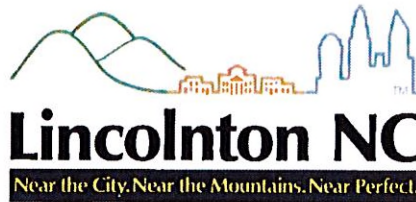
DONNA C. FLOWERS, MMC
CITY CLERK

ITEM #

5

PLANNING DEPARTMENT

Laura Elam – Planning Director
Brett Hicks – Zoning Administrator



TELEPHONE 704-736-8930
FAX 704-736-8939

planning@ci.lincolnton.nc.us
www.ci.lincolnton.nc.us/planning.html

CITY OF LINCOLNTON

CONDITIONAL USE PERMIT APPLICATION

Applicant Number _____

Date of Application _____

I. Applicant/Owner Information

- A. Applicant's Name: Ingles Markets, Inc.
Address: PO Box 6676 Asheville, NC 28816
Phone: 828-669-2941
- B. Owner's Name: Ingles Markets, Inc., Preston Kendall
Address: PO Box 6676 Asheville, NC 28816
Phone: 828-669-2941

II. Property Information

- A. Property Location: 2130 East Main Street Lincolnton, NC

- B. Tax Pin Number: 3633-86-6342
- C. Deed Book 2188 Page 666
- D. Existing Zoning PB Proposed Zoning PB
- E. Existing Use Commercial Proposed Use Commercial
- F. Property Size 17.81 (Sq. Ft./Acres)

- G. Is a rezoning application being submitted with the CUP application?
Yes or No (circle)

III. Other Required Information (attach the following)

- A. A preliminary site plan shall be submitted along with the application to the Zoning Administrator for review. Said site plan shall contain the following:
1. Name, address, phone number of the applicant and property owner (if different from the applicant), deed book and page number of the property description.
 2. A scaled boundary survey showing the total acreage, present zoning classification(s), date and north arrow.
 3. The owner's names, addresses, tax parcel numbers and existing land uses of all adjoining properties.
 4. All existing easements, reservations, and rights-of-way on the properties.
 5. Proposed primary circulation patterns showing locations and arrangements of access points to nearby streets.
 6. The proposed location of buildings and total square footages.
 7. Buffering and landscaping plans at all front, rear and side yards.
 8. Proposed phasing of the development.
 9. Other information offered by the applicant or requested either by the Planning Board or the City Council.

I, the undersigned owner or authorized representative, hereby submit this application with the attached information. The information and documents provided are complete and accurate to the best of my knowledge.

11-7-18
DATE

WR [Signature]
SIGNATURE OF OWNER(S) OR
AUTHORIZED REPRESENTATIVE

ITEM #

6

MEMO TO: Mayor and City Council Members

FROM: Jean Derby, City of Lincoln Planning Department

DATE: December 6, 2018

RE: Business Incentive Grant (BIG-6-2018)

Application for a Business Incentive Grant for building renovations for a new retail space for an outdoor outfitter store at 111 E. Main Street

Project Information

- Location: 111 E. Main Street
- Use: Building renovations for a new retail space to include the following:
 - Remove existing nails, staples, hooks, etc.
 - Remove existing wall paper
 - Repair walls
 - Apply stucco to concrete walls in front of rental space
 - Paint stucco
 - Paint front display window areas
 - Remove carpet, restore hardwood floors in display window display area
 - Create re-claimed wood walls in retail space and display windows
 - Install breaker blank in breaker box. Install junction box for electrical wire in ceiling area.
 - Store front signage
- Total project cost estimate: Approximately \$25,853.68
- Anticipated start: November 2018
- Anticipated completion: December 2018

Request

\$ 12,926.80 for building renovations



City of Lincolnton Business Incentive Grant Application
*Building Rehabilitations and Renovations
Which Encourage
Economic Development in Lincolnton*

DATE: <u>10/26/2018</u>
NAME OF APPLICANT: <u>William and Lacey Payne</u>
PROJECT NAME: <u>Alki Outfitters LLC</u>
PROJECT DESCRIPTION: <u>Renovate and Rehabilitate storefront located at 111 E. Main St. Lincolnton, NC 28092 within the historic central business district. Please see attachments for a detailed project plan and description.</u>
PROJECT ADDRESS: <u>111 E. Main St. Lincolnton, NC 28092</u>
APPLICANT HOME ADDRESS: <u>165 Donaldson Dr. Lincolnton, NC 28092</u>
EMAIL ADDRESS: <u>AlkiOutfitters@gmail.com</u>
TELEPHONE: <u>(704) 745-8872</u>

If Property Owner differs from Business Owner, complete the following:

NAME OF PROPERTY OWNER: <u>Joe Avery</u>
ADDRESS: <u>4961 Crouse Rd. Crouse, NC 28033</u>
EMAIL ADDRESS: <u>J Avery 1947 32@yahoo.com</u>
TELEPHONE: <u>(704) 472-7809</u>

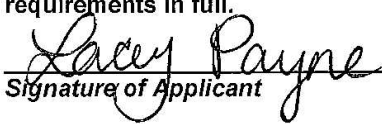
ATTACHMENTS REQUIRED (incomplete applications will be returned to applicant)

- ✓ 1. Provide an itemized cost estimate of all materials, supplies and labor costs of this project. **(Attach to application)**
- ✓ 2. Provide project plans, specifications, sketch or scaled drawing sufficient to accurately describe the proposed work. **(Attach to application)**
- ✓ 3. Provide a current photograph of (1) the building itself and (2) within the context of the streetscape clearly showing the existing conditions of the proposed area of improvement. **(Attach to application)**
- ✓ 4. Written plans for future improvements to the building and proposed time frame for such work. **(Attach to application)**
- ✓ 5. Samples of all exterior paint colors and awning fabrics **(if applicable)**
- ✓ 6. Copy of two-year lease, if leasing.

START DATE: 11/02/2018

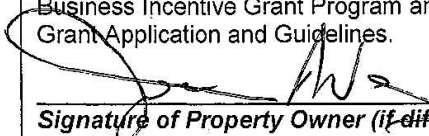
ANTICIPATED COMPLETION: 11/10/2018

I have read and fully understand the requirements and guidelines of the City of Lincolnton Business Incentive Grant Program and agree to comply with all its requirements in full.


Signature of Applicant

PROPERTY OWNER CONSENT

If property owner differs from the business owner, I Joe Avery
Owner of the aforementioned property, consent to the proposed work being undertaken
by William and Lacey Payne, the business owner. I as the property
owner have read and fully understand the requirements of the City of Lincolnton
Business Incentive Grant Program and agree with all the requirements set forth by the
Grant Application and Guidelines.


Signature of Property Owner (if different from business owner)

Program Standards

The Secretary of the Interior's Standards for Rehabilitation

The Secretary of the Interior's Standards for Rehabilitation are ten basic principles created to help preserve the distinctive character of a historic building and its site, while allowing for reasonable change to meet new needs. **All facade changes must meet these standards.** An illustrated guide is available for use from the City Planning Department to help property owners meet the standards.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

I have read and understand these guidelines.

Signature of Applicant

W. Lacey Payne

10/26/2018

Date

Signature of Property Owner (if different from Applicant)

W. Lacey Payne

10/26/18

Date

Alki Outfitters LLC
111 E. Main St.
Lincolnton, NC 28092
Appendix A

Proposed Renovations/Rehabilitations List

1. Remove existing nails, staples, hooks, etc. from walls of retail space.
2. Remove existing wall paper from retail space.
3. Apply "spackle" and patch holes in wall space.
4. Paint retail space (gray).
 - Two coats.
5. Apply stucco to concrete wall space in front of retail space, and paint stucco (green).
 - Two Coats
6. Paint wall in retail window space (black).
 - Two coats.
7. Remove existing green carpet, revealing original historic hardwood flooring in retail window space.
8. Sand glue and other materials off of hardwood floor surface in retail window space.
9. Stain and refinish hardwood flooring in retail window space.
10. Create pallet wood (reclaimed wood) wall in retail window space and two walls in retail store space.
 - Separating pallets from base, applying pallets to wall surface.
11. Install breaker blank in breaker box. Install junction box for electrical wire in ceiling area.
12. Create, design, and install retail signage to front of building compliant with codes and regulations.

Renovation items numbered 1-11 will be completed by the owners of Alki Outfitters LLC, William and Lacey Payne. Cost of the project is detailed on the application. You will find attached a quote from Mr. Jason Wilkes of Patriot Contracting, a business owner and professional remodeler and builder, who evaluated the project and estimated what it would cost for his company to complete the project.

Renovation item 12 will be outsourced to FASTSIGNS of Mooresville. FASTSIGNS estimate is attached. FASTSIGNS is a professional sign company who will design, create, and install signage for the front façade complying with city and county codes and ordinances.

Alki Outfitters LLC

111 E. Main St.

Lincolnton, NC 28092

Appendix B

Proposed Renovations/Rehabilitations Plan

The proposed renovations and rehabilitations are outlined on Appendix A.

The proposed renovations and rehabilitations will improve the overall look of the retail structure located at 111 E. Main St. Lincolnton, NC 28092, located within the historic central business district. When the building was leased by Alki Outfitters LLC we discovered the building in need of some repairs to rejuvenate the facility and transform it into a successful retail operation.

We are not fond of the existing green carpet inside of the retail windows. We marveled at the appearance of the historic hardwood flooring many retail windows had on Main Street and believed this was iconic to a historic building. With the desire to restore this flooring to its original beauty, we peeked under a corner of the carpet and discovered it has the hardwood flooring under it. This will require the carpet to be removed, glue sanded off of the floor, and stain applied to bring it back to something of historic value.

The walls inside of the window retail space require at least two coats of black paint. We will be installing a custom pallet wood (reclaimed wood) wall inside of the display window to give it a rustic, historic, log cabin appearance. We believe this will draw attention to the building and allow more customers to be persuaded to come into our retail store.

We intend to remove pink wallpaper from inside of the store retail wall and apply stucco to smooth the wall out and repair any existing damages in the wall such as holes and cracks from the improper placement of nails and screws. We will then paint this area green giving it an outdoorsy, but modern, touch.

We will remove nails, hooks, screws, staples, etc. from existing white sheet rock walls and columns, apply spackle to repair damage, and paint existing plain white sheetrock walls and columns with gray paint to accentuate the retail space.

We will create a custom pallet wood (reclaimed wood) wall to cover two sections of wall in the retail space which were left unfinished by previous occupants. This pallet wall will cover plain wooden studs and give the retail space a cozy, welcoming, modern appearance of a wood cabin.



132 Joe Knox Ave.
Ste. 111
Mooresville, NC 28117
(704) 360-3805

More than fast. More than signs. ®
fastsigns.com/2174

ESTIMATE EST-2004

Payment Terms: Cash Customer

Created Date: 9/26/2018

DESCRIPTION: Building HDU Sign

Bill To: Alki Outfitters LLC
111 E. Main St.
Lincolnton, NC 28092
US

Installed: Alki Outfitters LLC
William Payne
111 E. Main St.
Lincolnton, NC 28092
US

Requested By: William Payne
Email: AlkiOutfitters@gmail.com
Work Phone: (704) 745-8872
Cell Phone: (704) 745-8872

Salesperson: Aditi Bhingradia

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	HDU Sign 3.5' x 7'	1	\$2,610.00	\$2,610.00
2	Bucket Lift	1	\$450.00	\$450.00
3	Installation	1	\$550.00	\$550.00
Subtotal:				\$3,610.00
Taxes:				\$243.68
Grand Total:				\$3,853.68

Thank you for your business.
As soon as you make a payment it cannot be changed or cancelled.
All Deposits are Non-Refundable.

All invoices above \$100 that are paid via credit card will have a 3.5% convenience fee added.

If your order is under \$100, we require full payment up front in order to start production on your project. A 50% deposit is due on orders greater than \$100. The remaining balance is due at pickup or delivery.

Invoices over \$500 must be paid with cash or check only.

Signature: _____ **Date:** _____



NC Building License #:78280

Alki Outfitters LLC
111 East Main St.
Lincolnton, NC

1. Remove carpet, prep, sand, and refinish wood floors (154 sq ft)
2. Remove wall paper, patch holes, stucco, paint walls
3. Prep and paint walls and duct housing and offices
4. Remove wallpaper, prep, paint black, add pallet boards to 2 front area walls and approximately 750 sq ft of walls in retail space
5. Add blanks to electrical panel and junction boxes on ceiling fixtures

\$ 22,000-- total cost of project

*Patriot Contracting, Inc. Reserves the right to lien property upon non-payment.

**Changes to project due to unforeseen soil conditions or underground obstacles will be in addition to

*** Credit cards add 3% to total bill

Jason G. Wilkes
Director Of Operations
Patriot Contracting, Inc.
980.318.6256

Signature_____ Date_____

Signature_____ Date_____





ITEM #

7

CITY OF LINCOLNTON

CITY COUNCIL
Ed L. Hatley, Mayor
Martin A. Eaddy, Mayor Pro-Tem
Mary Frances White
Jim R. Watson
Roby Jetton



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

TO: Mayor & City Council

FROM: Donna C. Flowers, City Clerk

DATE: November 30, 2018

SUBJECT: Re-Appointments - Second Three Year Term

The following current board members are eligible for re-appointment for a second three year term which would begin in January 2019 expiring December 2021:

FIREMAN'S RELIEF FUND	-	Rick Blackwell
PLANNING BOARD	-	Jerry Hoffman Jamal Farley
RECREATION ADVISORY COMMISSION	-	Eric Radebaugh Mark Lackey

I have emailed these board members and they are willing to serve a second term if Council so chooses.

Should you have any questions please feel free to contact me.

ITEM #

8

CITY OF LINCOLNTON

CITY COUNCIL

Ed L. Hatley, Mayor
Martin A. Eaddy, Mayor Pro-Tem
Mary Frances White
Jim R. Watson
Roby Jetton



CITY MANAGER

Steve Zickefoose, MBA
szickefoose@lincolntonnc.org

CITY CLERK

Donna C. Flowers, MMC, NCCMC
donnaflowers@ci.lincolnton.nc.us

CITY ATTORNEY

Thomas J. Wilson, Jr.,

TO: Mayor & City Council

FROM: Donna C. Flowers, City Clerk

DATE: November 30, 2018

SUBJECT: New Appointments

We advertised vacancies for the following boards listed below, and received applications from the following:

ABC Board (One Vacancy) - Two applications were received from Tommy Huskey and Gregory McBryde (*Note: This vacancy was the Chairs position and City Council appoints the Chair to this board*)

PLANNING Board (One Vacancy) - Three applications were received from Laura Gregory, John Somers and Gregory McBryde

RECREATION Advisory Board (One Vacancy) – One application was received from Will Kiser

TOURISM Development Authority (One Vacancy) - One application was received from Pam Huskey

I have attached the application for your review. Those appointed would serve a first three year term beginning in January 2019 through December 2021. Once appointments are made I will contact the applicant and schedule a time to complete the necessary paperwork for them to begin serving in January. Should you have questions please feel free to contact me.

A B C
BOARD

RECEIVED OCT 31 2010



Application for Boards/Commissions/Committees Lincolnton City Council

Please complete each section

Full Name THOMAS E HUSKEY JR Date of Birth 12/29/51
 Home Address 821 S. POPLAR ST LINCOLNTON
 Home Phone 704-735-9766
 Current Employer CITIZENS SPRINKLER INC
 Job Title V.P. Years in current position 14 yrs
 Business Phone 704-732-7774 Fax 704-732-7741
 E-Mail Address citizensprinkler@bellsouth.net
 Duties IN CHARGE OF SALES, DESIGN
AND CONSTRUCTION

Other employment history -

It is the City Council's goal to maintain a balance of membership on its
Boards/Commissions/Committees based on race, gender and Council Ward residency.

Council Ward No. 3

Male ☒ Female ☐

White ☒ Black ☐ Native American ☐ Asian ☐ Other ☐

Board/Commission/Committee Applying For (list only one per form)

ALCOHOLIC BEVERAGE CONTROL

Generally, the Council desires to broaden participation on Boards /Commissions
/Committees for as much citizen involvement as possible; therefore, a goal is to limit appointees
to no more than 1 Board/Commission/Committee. Therefore, please list any other
Board/Commission/Committee on which you currently serve:

LEDA, PLANNING BOARD TILL DEC 2010

Why are you interested in serving on this Board/Commission/Committee? I HAVE
BEEN INVOLVED WITH THE CITY'S ABC NEEDS & REFERENDUMS
FOR MANY YEARS. THIS I THINK MY EXPERIENCE
WOULD BE HELPFUL TO THE BOARD.

Interest/Skills/Areas of Expertise/Professional Organization/Activities

NC Professional Engineer, worked with DPA & other
EVENTS.

Affirmation of Eligibility:

Has any formal charge of professional misconduct, criminal misdemeanor or felony ever been filed against you in any jurisdiction?

Yes ☐ No ☒ If yes, please explain disposition _____

Is there any conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as a appointee of the City Council?

Yes ☐ No ☒

If yes, please explain _____

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all statements contained herein as deemed appropriate. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from any Board/Commission/ Committee. I understand regular attendance to any Board/Commission/Committee is important and, accordingly, I further understand that if my attendance is less then the standards established for any such body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the City Clerk and requests for updates will be sought prior to any consideration for reappointment (or future appointment) to any Board/Commission/Committee.

Signature



Date

9/10/18

Form is invalid if not signed and dated

Return completed for to:

Donna C. Flowers

City Clerk's Office

P.O. Box 617

Lincolnton, North Carolina 28092

Phone: (704) 736-8980

Fax: (704) 736-8995

Email: donnaflowers@ci.lincolnton.nc.us

Do not submit any resumes or attachments

Applicants are required to be a resident of the City of Lincolnton

RECEIVED NOV 16 2018



**Application for Boards/Commissions/Committees
Lincolnton City Council**

Please complete each section

Full Name GREGORY P MCBRYDE Date of Birth 6/19/64
Home Address 209 E CONGRESS ST LINCOLNTON NC
Home Phone 704 530 8075
Current Employer GOODWOOD PIZZA
Job Title COOK Years in current position 9 mos
Business Phone 704 240 4897 Fax _____
E-Mail Address _____

Duties open restaurant, prepare for business,
operate pizza oven

Other employment history VARIOUS, RET TRUCK DRIVER, REAL ESTATE
BROKER

It is the City Council's goal to maintain a balance of membership on its
Boards/Commissions/Committees based on race, gender and Council Ward residency.

Council Ward No. LINCOLNTON 5

Male ☒ Female ☐

White ☒ Black ☐ Native American ☐ Asian ☐ Other ☐

Board/Commission/Committee Applying For (list only one per form)

ABC BOARD

Generally, the Council desires to broaden participation on Boards /Commissions
/Committees for as much citizen involvement as possible; therefore, a goal is to limit appointees
to no more than 1 Board/Commission/Committee. Therefore, please list any other
Board/Commission/Committee on which you currently serve:

HISTORIC PROPERTIES COMMISSION (CHAIRMAN)

Why are you interested in serving on this Board/Commission/Committee? _____

TO ENSURE THAT THE NEEDS OF THE
COMMUNITY ARE BEING MET IN A
FAIR AND TRANSPARENT MANNER

Interest/Skills/Areas of Expertise/Professional Organization/Activities

LOGISTICAL EXPERIENCE, ELDER IN PRESBY. CHURCH

Affirmation of Eligibility:

Has any formal charge of professional misconduct, criminal misdemeanor or felony ever been filed against you in any jurisdiction?

Yes ☐ No ☒ If yes, please explain disposition _____

Is there any conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as a appointee of the City Council?

Yes ☐ No ☒

If yes, please explain _____

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all statements contained herein as deemed appropriate. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from any Board/Commission/ Committee. I understand regular attendance to any Board/Commission/Committee is important and, accordingly, I further understand that if my attendance is less then the standards established for any such body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the City Clerk and requests for updates will be sought prior to any consideration for reappointment (or future appointment) to any Board/Commission/Committee.

Signature



Date

11/12/18

Form is invalid if not signed and dated

Return completed for to:

Donna C. Flowers

City Clerk's Office

P.O. Box 617

Lincolnton, North Carolina 28092

Phone: (704) 736-8980 Fax: (704) 736-8995 Email: donnaflowers@ci.lincolnton.nc.us

**Do not submit any resumes or attachments
Applicants are required to be a resident of the City of Lincolnton**

PLANNING BOARD

Laura Gregory

From: noreply@civicplus.com
Sent: Wednesday, November 7, 2018 11:36 PM *submitted electronically*
To: lauragregory64@gmail.com
Subject: Online Form Submittal: Boards and Commissions Application

Boards and Commissions Application

Application for Boards/Commissions/Committees

Please complete each section

Full Name	Laura K Gregory
Date of Birth	07-30-1964
Home Address	903 S ASPEN ST, Lincolnton, NC 28092
Home Phone	319-651-4241
Current Employer	UNC Charlotte Student
Job Title	Masters in Urban Design
Years in current position	1
Business Phone	<i>Field not completed.</i>
Fax Number	<i>Field not completed.</i>
Email Address	lauragregory64@gmail.com
Duties	Curriculum: Architecture Design Basics, Urban Design, Modern City History, GIS, Community Planning, Open Spaces & Infrastructure Design, Real Estate & Urban Economics, Urban Planning & Law, Vertical Urbanism (Study Abroad)
Other employment history	Bridgetree Inc - Human Resources & Payroll Manager - Charlotte, NC 2003-2017 Campbell & Thiselton, Controller - New York, New York 1989-1995 National Assoc. of Realtors - Accounting Manager - Chicago, IL 1988-1989 Real Estate License, Illinois, 1989 Certified Public Account, Illinois, 1988 Peat, Marwick & Main (KPMG) - Senior Accountant - Chicago, IL 1986 - 1989

Affirmation of Eligibility:

Has any formal charge of professional misconduct, criminal misdemeanor or felony ever been filed against you in any jurisdiction?

Yes or No

No

If yes, please explain disposition *Field not completed.*

Is there any conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as a appointee of the City Council?

Yes or No

No

If yes, please explain *Field not completed.*

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all statements contained herein as deemed appropriate. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from any Board/Commission/ Committee. I understand regular attendance to any Board/Commission/Committee is important and, accordingly, I further understand that if my attendance is less then the standards established for any such body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the City Clerk and requests for updates will be sought prior to any consideration for reappointment (or future appointment) to any Board/Commission/Committee.

Signature

Laura K Gregory

Date

11/07/2018

Email not displaying correctly? [View it in your browser.](#)

Planning Board

RECEIVED NOV 16 2016



**Application for Boards/Commissions/Committees
Lincolnton City Council**

Please complete each section

Full Name John Somers Date of Birth 05/11/1971

Home Address 420 S Cedar Street, Lincolnton, NC 28092

Home Phone 704-641-1395

Current Employer Peoples Bank

Job Title Vice President -- Business Center Manager II

Years in current position 3

Business Phone 704-732-0097 ext. 52903 Fax 704-748-1555

E-Mail Address jsomers@peoplesbanknc.com

Duties Business & Commercial Lending, Relationship development and management,
Managing 6 direct reports and responsible for overall growth and profitability of the Lincolnton
branch

Other employment history Fifth Third Bank 7 years

**It is the City Council's goal to maintain a balance of membership on its
Boards/Commissions/Committees based on race, gender and Council Ward residency.**

Council Ward No. 3

Male x Female _____

White x Black _____ Native American _____ Asian _____ Other _____

Board/Commission/Committee Applying For (list only one per form)

PLANNING BOARD

Generally, the Council desires to broaden participation on Boards /Commissions/Committees for
as much citizen involvement as possible; therefore, a goal is to limit appointees to no more than
1 Board/Commission/Committee. Therefore, please list any other Board/Commission/Committee
on which you currently serve:

NONE

Why are you interested in serving on this Board/Commission/Committee? I'm a native of Lincoln County and live just a few blocks off Main Street. I'm very interested in seeing Lincoln and the downtown areas grow and would love to assist in helping attract new business and reshape the landscape of our great town.

Interest/Skills/Areas of Expertise/Professional Organization/Activities Community Involvement, Business Development

Affirmation of Eligibility:

Has any formal charge of professional misconduct, criminal misdemeanor or felony ever been filed against you in any jurisdiction?

Yes _____ No x _____ If yes, please explain disposition _____

Is there any conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as a appointee of the City Council?

Yes _____ No x _____

If yes, please explain

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all statements contained herein as deemed appropriate. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from any Board/Commission/ Committee. I understand regular attendance to any Board/Commission/Committee is important and, accordingly, I further understand that if my attendance is less then the standards established for any such body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the City Clerk and requests for updates will be sought prior to any consideration for reappointment (or future appointment) to any Board/Commission/Committee.

Signature _____

Date 11/1/2018

Form is invalid if not signed and dated

RECEIVED NOV 16 2018



**Application for Boards/Commissions/Committees
Lincolnton City Council**

Please complete each section

Full Name Gregory McBryde Date of Birth 6/19/64
Home Address 209 E Congress ST LINCOLNTON NC
Home Phone 704 530 8075

Current Employer Good Wood Pizza

Job Title COOK Years in current position 9 mos

Business Phone 704 240 4897 Fax _____

E-Mail Address _____

Duties open restaurant, prepare for business
operate pizza oven

Other employment history VAR, RETIRED TRUCK DRIVER, REAL ESTATE
BROKER

It is the City Council's goal to maintain a balance of membership on its
Boards/Commissions/Committees based on race, gender and Council Ward residency.

Council Ward No. LINC 5

Male ☒ Female ☐

White ☒ Black ☐ Native American ☐ Asian ☐ Other ☐

Board/Commission/Committee Applying For (list only one per form)

PLANNING BOARD

Generally, the Council desires to broaden participation on Boards /Commissions
/Committees for as much citizen involvement as possible; therefore, a goal is to limit appointees
to no more than 1 Board/Commission/Committee. Therefore, please list any other
Board/Commission/Committee on which you currently serve:

HISTORIC PROP COMMISSION (CHAIR)

Why are you interested in serving on this Board/Commission/Committee? TO

HELP GUIDE FUTURE COUNTY GROWTH IN
A TRANSPARENT ~~AND~~ WAY IN A SUSTAINABLE
DIRECTION

Interest/Skills/Areas of Expertise/Professional Organization/Activities

LOGISTICAL EXPERIENCE ; ELDER IN PRESBYTERIAN
CHURCH

Affirmation of Eligibility:

Has any formal charge of professional misconduct, criminal misdemeanor or felony ever been filed against you in any jurisdiction?

Yes ☐ No ☒ If yes, please explain disposition _____

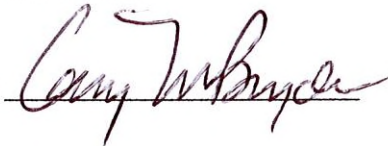
Is there any conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as a appointee of the City Council?

Yes ☐ No ☒

If yes, please explain

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all statements contained herein as deemed appropriate. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from any Board/Commission/ Committee. I understand regular attendance to any Board/Commission/Committee is important and, accordingly, I further understand that if my attendance is less then the standards established for any such body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the City Clerk and requests for updates will be sought prior to any consideration for reappointment (or future appointment) to any Board/Commission/Committee.

Signature



Date

11/16/18
Form is invalid if not signed and dated

Return completed for to:

Donna C. Flowers

City Clerk's Office

P.O. Box 617

Lincolnton, North Carolina 28092

Phone: (704) 736-8980

Fax: (704) 736-8995

Email: donnaflowers@ci.lincolnton.nc.us

Do not submit any resumes or attachments
Applicants are required to be a resident of the City of Lincolnton

**RECREATION
ADVISORY
BOARD**

RECEIVED NOV 16 2018



Application for Boards/Commissions/Committees Lincolnton City Council

Please complete each section

Full Name Will Kiser Date of Birth 4/24/1979
 Home Address 106 Mockingbird Lane
 Home Phone 828-337-1534
 Current Employer Technibilt
 Job Title Prod. Devel. Manager Years in current position 8
 Business Phone 828-468-2516 Fax _____
 E-Mail Address wekiser@hotmail.com
 Duties Develop, test and introduce new products to the market.

Product Development with other Global manufacturers for roughly 18 years.

Other employment history Product Development with other Global manufacturers for roughly 18 years.

**It is the City Council's goal to maintain a balance of membership on its
Boards/Commissions/Committees based on race, gender and Council Ward residency.**

Council Ward No. 3

Male ☒ Female ☐

White ☒ Black ☐ Native American ☐ Asian ☐ Other ☐

Board/Commission/Committee Applying For (list only one per form)
Recreation Board

Generally, the Council desires to broaden participation on Boards /Commissions /Committees for as much citizen involvement as possible; therefore, a goal is to limit appointees to no more than 1 Board/Commission/Committee. Therefore, please list any other Board/Commission/Committee on which you currently serve:
None

Why are you interested in serving on this Board/Commission/Committee? I currently run the Lincolnton Optimist Basketball program and I would like to have more involvement in the future of Lincoln County recreations.

Interest/Skills/Areas of Expertise/Professional Organization/Activities
President of Lincolnton Optimist for the past 5 years.

Affirmation of Eligibility:

Has any formal charge of professional misconduct, criminal misdemeanor or felony ever been filed against you in any jurisdiction?

Yes ☐ No ☒ If yes, please explain disposition _____

Is there any conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as a appointee of the City Council?

Yes ☐ No ☒

If yes, please explain

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all statements contained herein as deemed appropriate. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from any Board/Commission/ Committee. I understand regular attendance to any Board/Commission/Committee is important and, accordingly, I further understand that if my attendance is less then the standards established for any such body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the City Clerk and requests for updates will be sought prior to any consideration for reappointment (or future appointment) to any Board/Commission/Committee.

Signature Will Kiser 

Date 11-15-2018

Form is invalid if not signed and dated

Return completed for to:

Donna C. Flowers

City Clerk's Office

P.O. Box 617

Lincolnton, North Carolina 28092

Phone: (704) 736-8980 Fax: (704) 736-8995 Email: donnaflowers@ci.lincolnton.nc.us

Do not submit any resumes or attachments
Applicants are required to be a resident of the City of Lincolnton

**TOURISM
DEVELOPMENT
AUTHORITY**



Application for Boards/Commissions/Committees
Lincolnton City Council

Please complete each section

Full Name PAMELA CASKEY HUSKEY Date of Birth 3/5/50
Home Address 821 S. Poplar St.
Home Phone 704.735.9766
Current Employer CITIZENS SPRINKLER INC
Job Title PRESIDENT Years in current position 14
Business Phone 704.732.7774 Fax 704.732.7741
E-Mail Address pam@citizenssprinkler.com
Duties GENERAL OFFICE MANAGER, FINANCIAL OFFICER

Other employment history CLERK OF SUPERIOR COURTS LINCOLN COUNTY

It is the City Council's goal to maintain a balance of membership on its
Boards/Commissions/Committees based on race, gender and Council Ward residency.

Council Ward No. 3
Male _____ Female ☒
White ☒ Black _____ Native American _____ Asian _____ Other _____

Board/Commission/Committee Applying For (list only one per form)

LTDA

Generally, the Council desires to broaden participation on Boards/Commissions/Committees for as much citizen involvement as possible; therefore, a goal is to limit appointees to no more than 1 Board/Commission/Committee. Therefore, please list any other Board/Commission/Committee on which you currently serve:

NONE

Why are you interested in serving on this Board/Commission/Committee? I WOULD LIKE TO BE A PART OF PROMOTING THE CITY OF LINCOLN

Interest/Skills/Areas of Expertise/Professional Organization/Activities

MUSIC / EVENT PLANNING / SOME NJ JUDICIAL PROCEDURES

Affirmation of Eligibility:

Has any formal charge of professional misconduct, criminal misdemeanor or felony ever been filed against you in any jurisdiction?

Yes _____ No ☒ If yes, please explain disposition _____

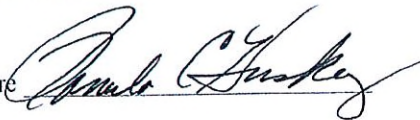
Is there any conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as a appointee of the City Council?

Yes _____ No ☒

If yes, please explain

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all statements contained herein as deemed appropriate. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from any Board/Commission/ Committee. I understand regular attendance to any Board/Commission/Committee is important and, accordingly, I further understand that if my attendance is less then the standards established for any such body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the City Clerk and requests for updates will be sought prior to any consideration for reappointment (or future appointment) to any Board/Commission/Committee.

Signature



Date

10/31/18

Form is invalid if not signed and dated

Return completed form to:

Donna C. Flowers

City Clerk's Office

P.O. Box 617

Lincolnton, North Carolina 28092

Phone: (704) 736-8980

Fax: (704) 736-8995

Email: donnaflowers@ci.lincolnton.nc.us

**Do not submit any resumes or attachments
Applicants are required to be a resident of the City of Lincolnton**

ITEM #

9

Executive Summary

October 2018 Year-To-Date

General Fund	% of				
	Budget 18-19	Actual 18-19	Budget	Budget 17-18	Actual 17-18
Fund 10 Revenues	11,800,766	4,219,133	33%	11,655,521	4,200,337
Fund Balance	1,051,770	-	-	964,361	-
	12,852,536	4,219,133		12,619,882	4,200,337
City Manager/Clerk	320,960	124,821		331,465	136,844
Human Resources	239,060	83,420		232,730	81,023
Finance	242,790	255,951		273,412	182,538
General Expense	1,057,620	479,835		942,324	442,482
General Debt Service	520,954	25,423		463,524	25,423
Police	3,700,970	1,003,790		4,284,770	987,401
Fire	2,240,650	690,978		2,099,345	730,992
Public Works	79,616	28,377		172,956	74,838
Street	1,251,668	276,177		1,246,268	243,155
Equipment Services	133,270	47,569		135,120	51,620
Solid Waste	756,798	156,804		708,328	184,787
General Services	-	-		-	-
Plannin/Zoning	679,060	88,215		348,794	86,761
Bus & Comm. Dev	135,000	33,987		164,960	10,112
Recreation	1,494,120	331,472		1,215,886	361,691
Expenses	12,852,536	3,626,818	28%	12,619,882	3,599,667
Difference		592,314		600,670	(8,355)

Water & Sewer Fund		% of			
Fund 61	Revenues	Budget 18-19	Actual 18-19	Budget	Difference
	Fund Balance	8,096,950	2,661,324	32%	(149,374)
		281,590	-		
		8,378,540	2,661,324		(149,374)
	Water Treatment	1,502,950	414,130		4,994
	Dist & Collection	1,748,000	818,080		350,603
	Wastewater	1,550,100	308,089		33,079
	W & S Intangibles	3,577,490	271,345		37,249
	Expenses	8,378,540	1,811,644	22%	425,924
	Difference		849,681		(575,298)

Electric Fund		% of			
Fund 63	Revenues	Budget 18-19	Actual 18-19	Budget	Difference
	Fund Balance	7,669,264	2,950,528	37%	182,038
		300,000	-		-
		7,969,264	2,950,528		182,038
	Electric Dept.	7,969,264	1,996,291		(258,356)
	Expenses	7,969,264	1,996,291	25%	(258,356)
	Difference		954,237		440,395

Overtime 80+ hours	109,431	127,311	(17,880)
--------------------	---------	---------	----------

ITEM #

10

CITY COUNCIL
Ed L. Hatley, Mayor
Martin A. Eaddy, Mayor Pro-Tem
David M. Black
Roby D. Jetton
Tim Smith



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

MEMORANDUM

TO: City Council

FROM: Steve Zickefoose, City Manager 

SUBJECT: Palisades Annexation

DATE: December 6, 2018

As you know, there have been allegations made that the City failed to cause a map and defined boundaries of the newly annexed territory, Palisades Apartments to the board of elections.

This is not true. The City went above and beyond the requirements listed in GS 160A-29 for municipalities to notify the register of deeds and Secretary of State. The following steps were taken to provide the required information:

- May 16, 2016- notification letters regarding Annexation Ordinance 1-16, including the legal description and a map of the annexed property sent to the following:
 - Elaine Marshal, Secretary of State
 - Danny Hester, Register of Deeds
 - Bradley Putnam, Lincoln County Board of Elections
 - Susan Sain, Tax Administrator
 - NC Legislative Library
 - Duke Energy
 - Rutherford EMC
- June 3, 2016- ANX-1-16 and map filed with Register of Deeds Office by City Attorney TJ Wilson.
- July 14, 2016- Certified map hand delivered to Board of Elections Office by City Clerk Donna Flowers.

In addition, there are multiple emails between City staff and County staff that acknowledge receipt of the recorded parcels for annexation, mapping sending information to the elections department and GIS department sending updated maps to the City, etc.

ITEM #

11

Donna Flowers

From: UNC School of Government [announcements@sog.unc.edu]
Sent: Tuesday, November 20, 2018 9:33 AM
To: Donna Flowers
Subject: Clerks Digest - November 20, 2018



Weekly Digest

Announcements, Courses, and Publications for County and City Clerks from the UNC School of Government

[Calendar for City/County Clerks](#)

[Calendar for Elected Officials](#)

Essentials of County Government begins December 2018

December 13-14, 2018|Durham
January 17-18, 2019|Asheville ✓
January 31-February 1, 2019|Greenville

Now that November's elections are behind us, it's time to register your county's commissioners to attend the School of Government's introductory course for elected officials.

[Essentials of County Government](#) provides newly-elected and incumbent county commissioners with the tools they need to successfully lead in office. The two-day course focuses on the transition from campaigning to governing, and covers the powers and

responsibilities of a county board of commissioners.

**Register
Today**

Incumbent elected officials have the option to join for the second day of training, and complete their state-mandated ethics training hours.

Please click [here](#) to register your elected officials.

**Facilitation Skills for Successful Meetings is
December 7, 2018**

**Register
Today**

We've all left meetings that we don't feel were the best use of our time. So what separates a good meeting from a bad one? Learning the skills of group facilitation will enable you to offer helpful guidance and improve the meeting process and outcome.

This one-day course will give you tools for planning and guiding meetings so that everyone contributes and ideas are turned into clear agreements. Contribute to the success of your organization by creating a workplace environment that leverages the power of the group while driving toward a common goal.

**Strategic Planning for Government Professionals -
Bringing Your Plan to Life is January 10, 2019
Greenville, NC**

How can your public sector organization best benefit from having a strategic plan? What is important for you to understand before you get started? What should you consider as you begin to plan? Who should be involved in helping you plan, and how can that input be helpful? What components are important to include in your plan?

This hands-on workshop spurs your ideas and jump-starts your planning so you can return home with a framework to begin.

**Register
Today**

For additional information about the program, please click [here](#).

Note: The challenge of implementing a strategic plan is how to manage the change. A plan would not be necessary if the future you desire did not involve doing something different. Undergird your planning with the knowledge of how to execute the change by pairing this class with [Leading Change in Government Organizations](#) and receive a 20% discount on registration.

**Leading Change in Government Organizations - Yes You Can! is January 11, 2019
Greenville, NC**

**Register
Today**

You may be starting at the beginning or halfway through organizational change. You may have a plan for change already, and simply need to tweak it. You may be reflecting on changes that have occurred in the past and thinking ahead to potential changes. Wherever you are in the process, build your knowledge and stretch your skills about developing a strategy for organizational change.

For any additional information about the course, please click [here](#).

Note: The biggest challenge of implementing a strategic plan is how to manage the change required to create your desired future. If you are interested in developing, updating, or strengthening your strategic initiatives, pair this class with [Strategic Planning for Government Professionals](#) and receive a 20% discount on registration.

STAY CONNECTED:

