

A G E N D A

LINCOLNTON CITY COUNCIL



June 4, 2020

7:00 p.m.

Council Chambers

City Hall



**LINCOLNTON CITY COUNCIL
AGENDA
June 4, 2020
7:00 p.m.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

1. Approval of REGULAR AGENDA

2. Approval of CONSENT AGENDA

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

2a - Approval of Minutes for the May 7, 2020 meeting

(R-08-20)

2b – Retirement Resolution for Patti Lofland effective July 1, 2020

3. PUBLIC HEARINGS

(BIG-2-2020)

3a –Application from Untapped Territory for a Business Incentive Grant for building renovation to accommodate an expansion of Untapped Territory into the adjacent building at 124 E. Water Street

Steve Zickefoose, City Manager

(R-09-20)

3b – Public Hearing on resolution creating the Lincolnton Small Business Emergency Loan Program under authority from Chapter 166A of the N.C. General Statutes, the Emergency Management Act.

Steve Zickefoose, City Manager

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(O-09-20)

3c – Public Hearing to receive comment on the proposed 2020-2021 Fiscal Year Budget for the City of Lincolnton – total proposed budget is \$30,500,391.00

NOTE: Action on this item, after closing Public Hearing, includes three separate motions:

Adopting the Budget Ordinance

Adopting the 2020-2021 Schedule of Fees

Adopting the 2020-2021 Salary Schedule/Schedule of Budgeted Positions (R-10-20)

Steve Zickefoose, City Manager

4. REGULAR AGENDA

(BA-02-20)

4a – Approval of Budget Amendment – Year End Balancing

Steve Zickefoose, City Manager

(P-03-20)

4b – Proposed revision to the Personnel Policy regarding retiree Insurance

Tanya Osborne, Human Resources Director

(R-11-20)

4c – Presentation of Recreation Master Plan / Request for Approval of Consulting Firm and cost sharing with Lincoln County

Nathan Eurey, Parks and Recreation Director

(R-12-20)

4d – Resolution adopting payment plan for water and /or wastewater services subject to Executive Order 124 issued by Governor Cooper in response to COVID-19 Pandemic on March 31, 2020

Steve Zickefoose, City Manager

5. OTHER BUSINESS

5a – Monthly Financial / Overtime Report

PUBLIC COMMENT

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

CLOSED SESSION

**To discuss Personnel in accordance with
NCGS 143-318.11(1)(6)**

NEWS MEDIA

ADJOURNMENT

ITEM #

1

APPROVAL

OF

REGULAR AGENDA

ITEM #

2

APPROVAL
OF
CONSENT AGENDA

ITEM #

2a

Approval of Minutes for the
March 7th , 2020 Regular Meeting

REGULAR MEETING – MAY 7, 2020

The Mayor and City Council met in regular session on Thursday, May 7, 2020 at 7:00 p.m. with Mayor and City Council members on-site in the Fire Department training room located at 116 West Sycamore Street, Lincolnton North Carolina. Public access to the meeting was made available via WebEx due to Stay-at-home order issued in response to COVID-19.

Prior to the start of the meeting, Community Relations Director Laura Morris addressed those joining via WebEx, conducting a roll call acknowledging their attendance. She reminded everyone to unmute their microphones only when called upon to speak before turning the meeting over to Mayor Ed Hatley.

Mayor Hatley opened the meeting beginning with a roll call of Council members that were in attendance.

Those in attendance were as follows:

WHITE WATSON EADDY JETTON

Mayor Hatley also recognized staff that were in attendance, after which he led the Pledge of Allegiance. (all other Staff and citizen participation was accomplished from remote locations via WebEx.)

Councilman Eaddy made the motion, unanimously approved, to approve the *CONSENT AGENDA* as follow:

- Approval of minutes for the March 5th, 2020 Regular Meeting
- Approval of minutes for the March 13th, 2020 Budget Work Session
- Approval of Administrative Policy # 14 (P-01-20) State of Emergency-Essential Position Categories
- Approval of addition to the Personnel Policy (P-02-20) Article VI-(New) Section 15. Families First Coronavirus Response Act (FFCRA)
- Approval of amending the City's Code of Ordinances as requested by NCDOT; establishing a 45 mph speed zone ordinance on SR 1294 (Lithia Inn Road) between NC 27 and US 321

Being no additions or deletions to the agenda, Councilwoman White made the motion, which was unanimously approved to approve the *REGULAR AGENDA*

REGULAR AGENDA

PUBLIC HEARING

BIG-01-20

APPLICATIONS FROM BRICK TREE BREWING COMPANY FOR A BUSINESS INCENTIVE GRANT FOR BUILDING RENOVATIONS TO ACCOMMODATE A BREWERY AT 414 E. WATER STREET

Mayor Ed Hatley opened the public hearing. City Manager Steve Zickefoose addressed Council regarding the application from Brick Tree Brewing Company for a Business Incentive Grant for building renovations at 414 E. Water Street location. The \$15,000 request is for masonry repair, floor and electrical work, venting equipment and required gas piping. Mr. Zickefoose explained that application was submitted by way of the Steering Committee who, along with staff, are 100% in favor of this request. No one requested to speak for or against the request.

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

Councilman Watson made the motion, unanimously approved, to approve request contingent upon receiving no written comments in opposition to this item within the next 24 hours.

ORDINANCE

(O-06-20)

CONSIDERATION OF PROPOSED REVISION TO THE CITY'S CODE OF ORDINANCES - TITLE VII- TRAFFIC CODE-CHAPTER 74- SCHEDULE 1: STOP INTERSECTIONS

City Manager Steve Zickefoose give details regarding this proposed change, explaining that neighborhood residents submitted a request for additional stop signs be installed in this particular area. Mr. Zickefoose recommended that stop signs be installed at Pine Street and Cedar Street and Sycamore Street and Cedar Street for safety purposes. Councilmembers were provided a copy of the signed petition from the residents.

Councilman Eaddy made the motion, unanimously approved, to approve the proposed revision to the City's Code of Ordinance adding stop intersections at Pine Street and Cedar Street; and Sycamore Street and Cedar Street

ORDINANCE
(O-08-20)

ADOPTION OF ORDINANCE TO APPROVE WAIVER AGREEMENT WITH
NCMPA1 AUTHORIZING ELECTRONIC (PAPERLESS) BILLING

City Manager Steve Zickefoose informed Council of a request from North Carolina Municipal Agency Number 1 regarding the authorization of electronic billing. Ordinance reads as follows:

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
LINCOLNTON, NORTH CAROLINA, DETERMINING THAT IT IS
IN THE BEST INTEREST OF THE CITY OF LINCOLNTON TO
APPROVE A WAIVER AGREEMENT WITH NORTH CAROLINA
MUNICIPAL POWER AGENCY NUMBER 1 AND AUTHORIZING
THE EXECUTION AND DELIVERY OF THE WAIVER
AGREEMENT**

WHEREAS, the City of Lincolnton, North Carolina (the “Municipality”) and North Carolina Municipal Power Agency Number 1 (“Power Agency”) entered into a Project Power Sales Agreement dated as of the first day of May, 1978, (as amended in 1984 and as may be further amended or supplemented, the “Project Power Sales Agreement”), pursuant to which Power Agency sells, and the Municipality purchases and pays for, the Municipality’s Participant’s Share (as defined in the Project Power Sales Agreement) of Project Output (as defined in the Project Power Sales Agreement); and

WHEREAS, the Municipality and Power Agency entered into a Supplemental Power Sales Agreement also dated as of the first day of May, 1978 (as amended in 1984 and as may be further amended or supplemented, the “Supplemental Power Sales Agreement” and, together with the Project Power Sales Agreement, the “Agreements”), pursuant to which Power Agency sells, and the Municipality purchases and pays for, All Requirements Bulk Power Supply (as defined in the Supplemental Power Sales Agreement), which consists of Project Output (as defined in the Supplemental Power Sales Agreement) and Supplemental Bulk Power Supply (as defined in the Supplemental Power Sales Agreement); and

WHEREAS, Section 5(a) of each of the Agreements provides that Power Agency shall mail to the Participant prior to each Contract Year certain budget information and, when appropriate, certain amended budget information (collectively, “Annual Budget Information”); and

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WHEREAS, Section 5(b) of each of the Agreements provides that Power Agency shall mail to the Participant during each month of each Contract Year a Monthly Bill (the “Monthly Bill”); and

WHEREAS, as a result of changes to Power Agency’s and the Participant’s accounting systems due to improvements to and enhancements in computer technology and their respective accounting and computer systems, and (ii) the advent of and improvements to electronic means of communication since the date of the Agreements, in each case making it easier, faster and more efficient for Power Agency and the Participant to communicate and exchange information, including Annual Budget Information and Monthly Bills, Power Agency and the Participant have determined that it is more efficient and preferable for Power Agency to transmit Annual Budget Information and Monthly Bills to the Participant by electronic means as opposed to United States mail, as is required by the Agreements; and

WHEREAS, on April 24, 2020, the Board of Directors of Power Agency adopted a resolution approving waiving the provisions of Section 5(a) and 5(b) of each of the Agreements requiring the mailing of Annual Budget Information and Monthly Bills, respectively, to the Participant and permitting Power Agency to provide Annual Budget Information and Monthly Bills to the Participant by electronic means (collectively, the “Waiver”), and directed that a waiver agreement (the “Waiver Agreement”) be submitted to each of the Participants for approval and execution; and

WHEREAS, Power Agency has caused to be furnished to this governing body a copy of the Waiver Agreement.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Lincolnton, North Carolina:

1. After due consideration to the contents of each of the preambles set forth above and of the Waiver Agreement, it is hereby found and determined that it is in the best interest of the Municipality to approve and authorize the execution and delivery of the Waiver Agreement.

2. The Municipality hereby approves the form, terms and provisions of the Waiver Agreement in the form presented to the meeting at which this Ordinance is adopted, with such changes therein as shall be approved by the officials of the Municipality executing the same, their execution thereof to constitute conclusive evidence of their approval of any and all such changes. The Mayor and the Clerk of the Municipality are hereby authorized and directed to execute, acknowledge and deliver the Waiver Agreement in the name of and on behalf of the Municipality and thereupon to cause the aforesaid Waiver Agreement to be delivered to Power Agency.

3. The officers and officials of the Municipality are hereby authorized and directed to execute such further documents and to take any and all further action as, upon the advice of the Attorney of the Municipality, shall be deemed necessary or desirable in order to effectuate the execution and delivery of the Waiver Agreement.

4. The Clerk of the Municipality is hereby directed to file with the minutes of the meeting at which this Ordinance is adopted the copy of the Waiver Agreement.

5. This Ordinance shall become effective from and after its adoption.
ADOPTED this 7th day of May, 2020.

City Manager Steve Zickefoose explained that action by city council is needed and by adopting this Ordinance, Council is agreeing that it is in the best interest of the City to approve and authorize the execution and delivery of the Waiver Agreement. Documents state that the Mayor and Clerk are authorize and directed to execute and acknowledge and deliver the Waiver Agreement in the name of the City, and that a copy of said waiver agreement is to be filed in the Clerk's office with the minutes of the proceedings at which the Ordinance was adopted. Mr. Zickefoose gave several reasons why staff recommended approval of request. He also clarified change will not affect residents.

Councilman Watson made the motion, unanimously approved, to approve an Ordinance Approving a Waiver Agreement with NCMPA1 and authorizing the execution and delivery of such Waiver Agreement.

A copy of the Waiver Agreement will appear at the end of this document and become a permanent part of these official minutes.

BID APPROVAL
(BID-03-20)

CONSIDERATION OF APPROVAL OF CHEMICAL BIDS FROM COMPANIES
RECOMMENDED TO DO BUSINESS WITH THE CITY OF LINCOLNTON
WATER TREATMENT PLANT AND WASTE WATER TREATMENT PLANT FOR
FISCAL YEAR JULY 1, 2020 – JUNE 30, 2021

City Manager Steve Zickefoose submitted the bid tabulation sheet for chemical bids received for the Water Treatment Plant and the Waste Water Treatment Plant for the 2020-2021 fiscal year.

Mr. Zickefoose also referenced the memo from Water Resources Director Robert Pearson requesting City Council to approve these companies to do business with the water treatment plant and the wastewater treatment plant for the fiscal year July 1, 2020 – June 30, 2021.

The following bids were submitted for approval:

Water Treatment Chemicals

Liquid Alum 8.23% - Univar USA, Inc. @ \$0.7424 per liquid gallon

Caustic Soda 50% - Brentag Mid-South, Inc. @ \$1.455 per liquid gallon

Chlorine - JCI Jones Chemical @ \$500.00 per cylinder

Hydrofluosilicic Acid 23% - Univar USA, Inc. @ \$1.78 per liquid gallon

Liquid Sodium Bisulfite (55 gal. drums) - Water Guard, Inc. @ \$115.00 per drum plus \$35.00 refundable barrel deposit

Activated Carbon - Brentag Mid-South, Inc. @ \$31.75 per 50 lb. bag

Wastewater Treatment Chemicals

Liquid Sodium Hypochlorite 10% - JCI Jones Chemical @ \$.058 per liquid gallon

Liquid Sodium Bisulfite 38% - JCI Jones Chemical @ \$1.49 per liquid gallon

Councilman Jetton made the motion, unanimously approved, to approve the recommended chemical bids for the Water Treatment and Waste Water Treatment Plants for the 2020-2021 fiscal year.

**CONTRACT
(C-04-20)**

APPROVAL OF CONTRACT FOR THE 2020 ALIVE AFTER FIVE CONCERT SERIES - EVENTS TO BE HELD ON THE FOLLOWING DATE: JUNE 25TH, JULY 30TH, AUGUST 27TH AND SEPTEMBER 17TH

Laura Morris, Community Relations Director, addressed Council to request approval of contract for the Alive After Five concert series. Ms. Morris acknowledged that in light of COVID-19, dates are tentative and may be re-scheduled however approval of the contract is needed in order to move forward with getting required alcohol permits as well as the required DOT road closure approval.

Councilman Eaddy made the motion, unanimously approved, to approve contract for the 2020 Alive After Five Concert Series events.

CONTRACT/RESOLUTION

(C-05-20)

(R-07-2020)

**CONSIDERATION/APPROVAL OF THE FIRE AND RESCUE SERVICES
AGREEMENT BETWEEN LINCOLN COUNTY AND THE CITY OF LINCOLNTON**

City Manager Steve Zickefoose presented the final draft of the Fire and Rescue Agreement between the City of Lincolnnton and Lincoln County, requesting council approval. As stated in the agreement, upon adoption of the resolution, agreement is to be executed by Steve Zickefoose, the city manager, on behalf of the city and by Kelly Atkins, the county manager, on behalf of Lincoln County. Agreement Resolution reads as follows:

**A RESOLUTION TO AUTHORIZE FIRE AND RESCUE SERVICES
AGREEMENT BETWEEN THE CITY OF LINCOLNTON AND LINCOLN COUNTY**

WHEREAS, the City's fire department (the "Department") in Lincoln County has a recognized history of dedicated service, having provided essential fire protection and other related emergency services to the citizens of Lincoln County for all of the years of its existence; and

WHEREAS, the County and City desire to contract with each other for the mutually-agreed and mutually-recognized goal of attempting to achieve the highest levels of protection to the persons who live, work and/or are otherwise present in the County; and

WHEREAS, **North Carolina General Statutes §69-25.5** states that counties may provide for fire and rescue protection in a designated district by contracting with any incorporated nonprofit volunteer or municipal fire department; and

WHEREAS, this Agreement is authorized by **North Carolina General Statutes Sections 153A-11, 153A-13, N.C.G.S. Chapter 153A, Article 11, and N.C.G.S. Chapter 160A, Article 20**; and

WHEREAS, the fire districts of Lincoln County shall have boundaries defined by descriptions on file in the Lincoln County Fire Marshal's Office; and

WHEREAS, the City has secured equipment, land and buildings for the operation of the Department; and

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WHEREAS, the County is contracting with the City to allow the City's Department to provide service within the area as further defined in Section 1(10)(the "District") of the agreement.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lincolnton adopts the Fire and Rescue Services Agreement and authorizes the City Manager to duly execute said agreement in its name.

This the 7th day of May 2020.

Mr. Zickefoose again explained to Council this being a necessary step in the process of consolidating with the Boger City Volunteer Fire Department, making the City the service provider for that area.

Some discussion was generated with questions from Council as to how this arrangement will benefit the city and the Boger City residents, as well as institutionalize what is currently being done. Councilman Eaddy expressed his thanks and appreciation to City Manager Steve Zickefoose and Fire Chief Ryan Heavner for the hard work that has been done to make this happen.

Councilman Jetton made the motion, unanimously approved, to adopt the Resolution and to approve the Fire and Rescue Services Agreement with Lincoln County

BUDGET AMENDMENT
(BA-01-20)

APPROVAL OF BUDGET AMENDMENT TO AMEND THE GENERAL FUND FOR ECONOMIC SUPPORT TO SMALL BUSINESSES IMPACTED BY THE COVID-19 EMERGENCY

City Manager Steve Zickefoose spoke to Council regarding a proposed budget amendment request as follows:

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, 2020.

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

DEPARTMENT NUMBER	DEPARTMENT DESCRIPTION	INCREASE	DECREASE
4520	PUBLIC WORKS		(16,000.00)
4710	SOLID WASTE	55,000.00	
4910	PLANNING & ZONING		(18,000.00)
4930	BUSINESS & COMMUNITY DEVELOPMENT	290,000.00	-
6100	PARKS AND RECREATION		(11,000.00)
		345,000.00	(45,000.00)

This will result in a net change of \$ 300,000.00 expenditures of the General Fund.

Section 2: To amend the General Fund, the revenues are to be changed as follows:

OTHER SOURCES	
Sales Tax	200,000.00

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APPROPRIATION FUND BALANCE		
Appropriation from Fund Balance	500,000.00	-
	500,000.00	200,000.00

Section 5: To amend the Water & Sewer Fund, the expenditures are to be changed as follows:

DEPARTMENT NUMBER	DEPARTMENT DESCRIPTION	INCREASE	DECREASE
7110	DISTRIBUTION AND COLLECTION	16,000.00	0.00
7100	WATER PLANT	20,000.00	
7120	WASTEWATER PLANT	9,500.00	0.00
7130	INTANGIBLES	480,500.00	
		526,000.00	0.00

Section 6: This will result in a net change of \$526,000.00 in the revenues of the Water & Sewer Fund.

DEPARTMENT NUMBER	DEPARTMENT DESCRIPTION	INCREASE	DECREASE
	CHARGES FOR SERVICE-WATER		(400,000.00)
	CHARGES FOR SERVICE-SEWER		(574,000.00)
	OTHER FINANCING SOURCES		
	APPROPRIATION FROM FUND BALANCE	1,500,000.00	
		1,500,000.00	(974,000.00)

Section 7: To amend the Electric Fund, the expenditures are to be changed as follows:

DEPARTMENT NUMBER	DEPARTMENT DESCRIPTION	INCREASE	DECREASE
200	ELECTRIC	389,000.00	-
	Retiree Health- \$33,000		-
	Capital- Police ITS Wiring- \$100,000		
	Capital- Line Truck - \$256,000		
		389,000.00	0.00

Section 8: This will result in a net increase of \$ 389,000.00 in the revenues of the Electric Fund.

DEPARTMENT NUMBER	DEPARTMENT DESCRIPTION	INCREASE	DECREASE
7200	ELECTRIC SALES	0.00	300,000.00
7200	APPROPRIATION FROM FUND BALANCE	689,000.00	
		689,000.00	300,000.00

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 7th day of May, 2020.

Mr. Zickefoose stated 90% of the proposed amendment being directly related to COVID-19. He explained that the General Fund was being increased to implement the Small Business Emergency Loan Program, as well as, to make up for the decrease in revenues. The cost for major repairs needed as a result of flooding will also be covered in the amendment

Discussion was generated among Council and staff as to the appropriate time and use of fund balance funds. Council also commended City Manager Steve Zickefoose for his quick response regarding the Small Business Emergency Loan Program made available to local businesses. Mr. Zickefoose informed that because dollars are still available, the loan program will remain open for those businesses needing assistance.

OFFICIAL PRESENTATION OF THE 2020-2021 OPERATING BUDGET - PROPOSED FEE SCHEDULE - BUDGET MESSAGE

City Manager Steve Zickefoose officially presented the proposed 2020-2021 fiscal year Operating Budget and Fee Schedule. As presented, the manager submitted a \$30,500,391 operating budget, with no tax or utility rate increase.

Mr. Zickefoose addressed the current situation stating that the COVID-19 Pandemic has created predictability concerns for revenue projections. As a

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result, he has reduced revenue estimates for utilities and taxes accordingly. Fund Balance appropriations have increased where necessary to have a balanced budget. In addition, Mr. Zickefoose suggests delaying the implementation of the Pay & Class Study as well as all nonessential purchases, including capital projects, until January, 2021

Budget message was submitted as follows:

GENERAL FUND

The proposed General Fund budget is \$11,728,091. The General Fund contains the majority of city services, including public safety, solid waste, street, finance, planning and zoning, recreation, business and community development, and the human resources and city manager/city clerk's office. The General Fund budget as proposed will allow the city to continue providing the level of services that we have provided for our citizens for many years.

The Lincoln County Tax Department is projecting an increase in real property valuations for the City of approximately 3.5%. I am recommending that the tax rate remain at 56 cents.

The current fiscal year budget estimated sales tax revenue to be \$3,060,000. This is a four percent increase over the prior year. Due to COVID-19, I suggest that we adjust the projection to \$2,885,000. Another large source of revenue in the General Fund will be franchise tax, which is estimated to be \$855,000. Other revenues in the General Fund include contributions for administrative purposes from the Water and Sewer and Electric Funds. We also receive a payment in-lieu of taxes from these funds totaling an approximate \$400,000.

The City will continue to receive revenue from ABC sales, concessions from recreation related activities, and a reimbursement for providing a school resource officer to Lincolnton High School and Asbury Learning Center.

It is recommended that the City appropriates \$405,000 from the General Fund fund balance. This is for new furniture in the Police building and to fund other departmental capital items. The City still maintains an adequate fund balance percentage.

The City implemented a pay and class study in 2016-17 for all employees. In order to remain market competitive, a new study for one-third of employees will be completed each year. The cost to implement this for the general fund is \$163,180.

The capital items recommended in the budget total \$933,000. The 321 Sidewalk project makes up \$400,000 of this amount and is funded through state grants.

The

remainder of the capital items is for operational equipment and building improvements.

Department heads were asked to identify needs within their respective areas. These items were presented in the budget discussions with Council. In addition to reviewing these requests, I have used a zero based budget approach to reducing operational budget line items \$164,000. The resulting budget is a compromise between adjusting line items for requested additional needs versus determined actual needs.

II. OCCUPANCY TAX FUND

The Occupancy Tax fund is no longer included in the City's operating budget and is reported as a component for reporting purposes only. The six member board that was created by City Council has full authority to appropriate the funds as they see fit. All the requirements of the initial enabling legislation are still in effect for the Tourism Authority to comply with.

III. POWELL BILL FUND

The proposed Powell Bill Fund budget is \$305,000. These funds will be used to continue our traditional street and sidewalk repairs. There will remain approximately \$200,000 of fund balance in this fund. Powell Bill proceeds continue to be a critical source of state revenue in assisting municipalities meets their street related needs.

IV. WATER AND SEWER FUND

The proposed Water and Sewer Fund is \$9,606,950. This fund is made up of four departments. These include Water Treatment Plant, Distribution and Collection, Waste Water Treatment Plant, and Intangibles. The water and sewer usage rates will remain the same for 2019-20.

Operational expenditures are increasing \$84,150, of which \$79,450 is from employee benefits. One time capital expenditures will be paid for from the healthy water and sewer fund balance. Revenues are expected to decrease 10-15 percent to due COVID-19 impacts. The County is installing a new water line from our water plant that will supply the western part of their service area and provide additional revenue.

The challenge of finding a large water customer for the Water and Sewer fund will continue to be a priority. The city is working with LEDA and the Chamber of Commerce on a regular basis to identify potential customers. There is a requirement to be able to cover operating costs from generated revenues for the Water and Sewer Fund. While there is a healthy fund balance of \$5,000,000 this can only be used for capital expenditures.

ELECTRIC FUND

The electric fund continues to be very stable due to recent rate restructuring by Electricities. As a result, no change in rates to our customers is recommended.

The total proposed Electric Fund is \$7,888,350. The projected fund balance is \$1,800,000, or 24% of the operating budget.

Please remember that the City made a commitment to the North Carolina Local Government Commission that we will raise rates three percent above the annual rate

increase. Based on this, we have a five percent cushion before an adjustment would be mandated. This will be the sixth year in a row that the City has not had to raise electric rates for our customers.

Major expenses in the Electric Fund other than the purchase of electricity, will include smart meters for \$120,000, transformers for \$50,000 and system maintenance at \$300,000. The cost to implement the pay and class study is \$16,350.

The city continues to have an efficiently operated electric department. Electricities is a very good partnership for the City. The western agency is in a much better financial condition due to restructuring of debt, making the outlook for future rate reductions highly probable. Electricities have provided thousands of dollars in grants to the City for projects such as development of the website and the strategic plan. While electricity is not the revenue generator it was many years ago, I still feel we provide a very reliable service at a reasonable price for our customers. The City was successful a few years ago in persuading the Super Wal-Mart to stay on our system, and we also serve the Hampton Inn. We need to continue to pursue any additional large customers when the opportunity presents itself.

VI. BOGER CITY FIRE DISTRICT FUND

The Boger City Volunteer fire Department submitted a request to City Council to merge their operation into the City's Fire Department. The Boger City Fire District generates \$972,000 in revenue annually. Under the new arrangement, the County would contract with the City to provide fire protection services for that district. City Council approved moving forward with this plan pending State and County approval. The merger would be in a temporary status for one fiscal year, upon which, all property and titles would be conveyed to the City.

SUMMARY

The budget process this year uses the City's strategic plan as a core for planning present and future needs. Four goals were identified:

- 1) Improve Infrastructure

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- 2) Employee Benefits
- 3) Downtown Development
- 4) Improve Recreational Opportunities

Directors were asked to identify needs, both present and future. A ten year plan is being developed so that long range goals can be identified and monitored as part of the budget process. The budget process was very collaborative, which resulted in helpful dialogue between directors and council members.

The goals listed above are being used as a tool to assist in determining priorities for available funds and to plan for future needs.

On a positive note, savings realized by reorganization have provided opportunities to fund immediate needs as well as planning for the future. I have also used a zero based budget approach in reviewing all line items for possible adjustments.

I want to especially thank the city staff for all of their hard work in assisted with the budget process. They understand the challenges we are facing and have been as conservative as possible in identifying needs. I want to also thank the Mayor and City Council for your support to the city staff. The budget process requires a team that is willing and able to work together. The City is fortunate to have such dedicated employees and leadership.

In conclusion, I am recommending a \$30,500,391 operating budget for fiscal year 2020-21 for the City of Lincolnnton. This is less than 2019-20 due to major capital projects that were in last year's budget and reductions to the operating expenses in the general fund and enterprise funds.

The budget includes funding to begin the process of working toward meeting the four goals identified as part of the strategic plan. This will be an ongoing challenge. I believe that great strides have been made in providing cost effective services to our citizens.

Mr. Zickefoose personally thanked the Mayor and Council for allowing staff the opportunity to participate in such an open budget process.

2020-21 CMO Recommendations/Highlights

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General Fund \$11,728,091

- No tax rate increase
- New Revenue- Property Tax- \$190,000
- Zero Based Cuts- \$163,995
- Using \$130,000 Fund Balance for Police Building Furniture/Monitors/Equipment
- Using \$275,000 Fund Balance due to COVID-19 Sales Tax Impact
- Implement Salary Study – Phase 3- \$163,181; ***Propose effective with 1st January Payroll***
- Retirement cost increase by State- \$44,225
- Health Insurance Increase- \$54,100
- Insurance Stipend- \$17,800
- Replace 8 Police vehicles- Enterprise
- Improve Downtown Security Camera System
- Allot \$35,750 to Fire Department for Capital- ***Freeze***
- Allot \$10,000 to Fire Department for Misc. Equipment- ***Freeze***
- Allot \$25,000 to Fire Department for Building Needs
- Purchase New Knuckleboom- \$175,000- ***Freeze***
- Providing year five funding for DDA administrative position- \$42,000
- Increase Parks & Recreation Sports Programs- \$5,000
- Increase Parks & Recreation Trail Maintenance- \$5,500
- Rail Trail Landscaping Fund- \$10,000
- Rail Trail Security Cameras- \$12,000- ***Freeze***
- Pool Fencing- \$8,000- ***Freeze***
- \$150,000 from NCMVT for street paving/sidewalks
- Fund Balance Available \$2.7M = 25%

Water and Sewer Fund \$9,606,950

- No rate increase
- Implement Salary Study – Admin- \$4,700; ***Propose effective with 1st January Payroll***
- Retirement Cost Increase by State- \$30,450
- Health Insurance Increase- \$4,000
- Retiree Health Insurance Increase- \$45,000
- Water Plant High Service VFD Repairs- \$120,000- ***Freeze***
- Water Plant Roof- 120,000- ***Freeze***
- Water Plant Equipment- \$135,000- ***Freeze***
- Valve Replacements- \$30,000- ***Freeze***
- Lee Ave Water Tank Rehab- \$37,500
- D&C Inspection Camera- \$72,000
- D&C Lift Station Generator- \$65,000- ***Freeze***
- D&C Water Line Fairway Lane- \$10,000
- D&C Hot Tap Valves in Town- 28,000
- D&C Backhoe- \$150,000- ***Freeze***
- DAF at Wastewater Plant \$75,000- ***Freeze***
- WWTP Digester # 3 Lid- \$50,000- ***Freeze***
- WWTP Road Repair at Plant- \$35,000- ***Freeze***
- WWTP Flow Meters- \$15,000
- WWTP Roof Repairs- \$25,000- ***Freeze***
- Using \$500,000 Fund Balance due to revenue loss from COVID-19: \$960,000 for Capital
- Fund Balance Available \$5M = 100%

REGULAR MEETING – MAY 7, 2020

2020-21 CMO Recommendations/Highlights

Electric Fund \$7,888,350

- No increase in rates
- Using \$100,000 Fund Balance for Capital Expenses
- Implement Salary Study - \$16,350- ***Propose effective with 1st January Payroll***
- Retirement Cost Increase by State- \$5,000
- Retiree Health Insurance Increase- \$29,000
- Insurance Stipend- \$5,000
- Smart Meters \$120,000
- Spare Transformers \$50,000
- Building Maintenance- \$60,000
- System Maintenance Increase- \$102,500
- Welcome Center Renovations- \$85,000
- Complete Water Street Restaurant- \$325,000
- Reserve for Downtown Development Project- \$200,000- ***Freeze***
- Fund Balance Available \$1.8M = 24%

Powell Bill Fund \$305,000

- Paving of City Streets- \$140,000
- Maintenance of City Streets- \$120,000
- Capital Projects- \$45,000
- Fund Balance Available \$200,000 = 66%

Boger City Fire District Fund \$972,000

- Salaries & Benefits- \$692,300
- Operational Costs- \$129,700
- Capital- \$150,000

REGULAR MEETING - May 7, 2020

MONTHLY FINANCIAL / OVERTIME REPORT

May 2020 Council Meeting							
Executive Summary							
March 2020 Year-To-Date							
General Fund		Budget 19-20	Actual 19-20	% of Budget	Budget 18-19	Actual 18-19	Difference
Fund 10	Revenues	11,818,700	9,426,627	80%	11,271,936	8,290,880	1,135,747
	Fund Balance	-	-	-	964,361	-	-
		11,818,700	9,426,627		12,236,297	8,290,880	1,135,747
	City Manager/Clerk	277,495	101,234		320,960	180,180	(78,946)
	Human Resources	243,020	160,259		239,060	160,445	(186)
	Finance	149,630	(63,089)		242,790	108,289	(171,378)
	General Expense	1,108,160	776,874		1,001,620	626,493	150,381
	General Debt Service	424,632	65,565		513,524	377,001	(311,435)
	Police	3,218,020	2,376,811		3,115,970	2,381,590	(4,779)
	Fire	2,255,800	1,758,721		2,041,650	1,769,187	(10,465)
	Public Works	44,010	(33,793)		79,616	(76,670)	42,877
	Street	1,164,325	622,093		1,257,668	601,146	20,947
	Equipment Services	115,970	72,535		133,270	75,372	(2,837)
	Solid Waste	823,855	733,515		854,228	379,902	353,613
	General Services	-	-		-	-	-
	Plannin/Zoning	575,420	237,472		379,060	200,915	36,557
	Bus & Comm. Dev	133,200	33,715		135,000	106,024	(72,309)
	Recreation	1,285,163	906,021		957,520	801,939	104,081
	Expenses	11,818,700	7,747,932	66%	11,271,936	7,691,812	56,120
	Difference		1,678,695			599,069	1,079,627

**UPDATE ON SPECIAL EVENTS IMPACTED BY STATE OF EMERGENCY
ORDER (COVID-19)**

There was open discussion regarding the different phases of the current State of Emergency restrictions and what impact this will likely have on the various special events held within the City. Both Council and staff agreed to cancel both the July 4th parade and the children's activities however the fireworks display will go on as planned.

Mayor Hatley announced a potential parade for Lincolnton High School seniors. Parade is being organized by parents but they are seeking attendance of Councilmembers if at all possible. Parade, which is being presented as a cruise around the court square, is planned for May 28th from 4pm to 6pm.

PUBLIC COMMENT:

One public comment was received via the City's website. City Clerk Daphne Ingram read comments received from Robin Padgett, 515 Willow Street as follows:

"Time to open! Parks need to be open, children need to be able to get outside, instead of being cooped up. People need their livelihoods back. Unemployment is failing miserable at actually paying people. This disaster is exploding for regular people. Please sincerely discuss allowing all businesses to open. And open up those parks!"

Assistant City Manager Richard Haynes informed Council that he has spoken to Ms. Padgett regarding her concerns.

NEWS MEDIA:

No comments from new media

Prior to adjournment, Councilwoman Mary Frances White expressed her approval and appreciation of the installation of the East Pine Street sidewalk. Also, Assistant City Manager Richard Haynes briefly updated council on the recent clearing of the lot for the dog park.

ADJOURNMENT:

Councilman Watson made the motion, unanimously approved, to adjourn the meeting.

**DAPHNE INGRAM
CITY CLERK**

**ED HATLEY
MAYOR**

WAIVER AGREEMENT

This WAIVER AGREEMENT is dated as of _____, 2020, by and between North Carolina Municipal Power Agency Number 1, a joint agency of the State of North Carolina (“Power Agency”), and the municipality of the State of North Carolina that has executed this Waiver Agreement (the “Participant”).

WHEREAS, Power Agency and the Participant, by agreement dated as of the first day of May, 1978, entered into a Project Power Sales Agreement (as amended in 1984 and as may be further amended or supplemented, the “PPSA”) pursuant to which Power Agency, among other things, agreed to sell, and the Participant, among other things, agreed to purchase and pay for, its Participant’s Share of Project Output; and

WHEREAS, Power Agency and the Participant, by agreement also dated as of the first day of May, 1978, entered into a Supplemental Power Sales Agreement (as amended in 1984 and as may be further amended or supplemented, the “SPSA” and, together with the PPSA, the “Agreements”) pursuant to which Power Agency, among other things, agreed to provide or cause to be provided and to sell, and the Participant, among other things, agreed to purchase, the Participant’s All Requirements Bulk Power Supply requirements, consisting of Project Output and Supplemental Bulk Power Supply, and

WHEREAS, Section 5(a) of each of the Agreements provides that Power Agency shall mail to the Participant prior to each Contract Year certain budget information and, when appropriate, certain amended budget information (collectively, “Annual Budget Information”); and

WHEREAS, Section 5(b) of each of the Agreements provides that Power Agency shall mail to the Participant during each month of each Contract Year a Monthly Bill (the “Monthly Bill”) and

WHEREAS, since the date of the Agreements, (i) Power Agency’s and the Participant’s accounting systems have significantly changed due to improvements to and enhancements in computer technology and their respective accounting and computer systems, and (ii) the advent of and improvements to electronic means of communication have been developed, in each case making it easier, faster and more efficient for Power Agency and the Participant to communicate and exchange information, including Annual Budget Information and Monthly Bills; and

WHEREAS, as a result of the foregoing, Power Agency and the Participant have determined that it is more efficient and preferable for Power Agency to transmit Annual Budget Information and Monthly Bills to the Participant by electronic means as opposed to United States mail, as is required by the Agreements; and

WHEREAS, on April 24, 2020, the Board of Directors of Power Agency adopted a resolution approving waiving the provisions of Section 5(a) and 5(b) of each of the Agreements requiring the mailing of Annual Budget Information and Monthly Bills, respectively, to the Participant and permitting Power Agency to provide Annual Budget Information and Monthly Bills to the Participant by electronic means (collectively, the “Waiver”), and directed that a waiver agreement be submitted to each of the Participants for approval and execution; and

WHEREAS, the Participant has determined that the Waiver is in the best interest of the Participant and has authorized and directed that this Waiver Agreement be executed for and on behalf of the Participant.

NOW, THEREFORE, for good and valuable consideration, the receipt and adequacy of which are acknowledged hereby, the parties hereto mutually agree as follows:

Section 1. Unless the context clearly indicates to the contrary, all capitalized terms used in this Waiver Agreement shall have the meanings given them in the Agreements.

Section 2. For and during the remainder of the term of each of the Agreements, and any extensions thereto, the Participant hereby waives and forever relieves Power Agency of the obligation to mail Annual Budget Information and Monthly Bills to the Participant, as required by Section 5(a) and 5(b) of each of the Agreements, respectively, so long as Power Agency provides Annual Budget Information and Monthly Bills to the Participant by electronic means to such address as the Participant shall specify in writing to Power Agency (as such address may be changed similarly from time to time).

Section 3. This Waiver Agreement shall become effective upon the execution and delivery of similar waiver agreements by Power Agency and each Participant, and shall otherwise become effective upon execution and delivery hereof.

IN WITNESS WHEREOF, the parties hereto have executed this Waiver Agreement all by the authority of their respective governing bodies duly given.

Executed the ____ day of _____, 2020.

City (Town) of _____

By: _____
Mayor

REGULAR MEETING - May 7, 2020

ATTEST:

City (Town) Clerk

(SEAL)

Executed this ____ day of _____, 2020.

NORTH CAROLINA MUNICIPAL POWER
AGENCY NUMBER 1

By:_____

ATTEST:

(Ass't) Secretary-Treasurer

(SEAL)

ITEM #

2b

RESOLUTION

(R-08-20)

Retirement Resolution of
Appreciation for
Patti Lofland on her upcoming
retirement

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
Daphne Ingram
digram@lincolntonnc.org
CITY ATTORNEY
Thomas J. Wilson, Jr..

R E S O L U T I O N **of Appreciation for**

PATTI W. LOFLAND

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, *Patti W. Lofland*, began employment with the City of Lincolnton on October 13, 2015 as the Human Resources Benefits Administrator; and

WHEREAS, *Patti W. Lofland*, can be described as a behind the scenes person, who is dedicated, self-motivated, and displays a great work ethic in the performance of her duties; whereby earning the respect of her coworkers; and

WHEREAS, *Patti W. Lofland*, throughout her tenure has demonstrated such great commitment to her duties and responsibilities in the Human Resources Department, going above and beyond to ensure the employees' and City's best interests were first and protected through her activities.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Lincolnton, that appreciation be shown to *Patti W. Lofland*, honoring her on her upcoming retirement on July 1, 2020, and that we extend congratulations and best wishes to her as she begins the next chapter in her life.

Adopted this the 4th day of June, 2020.

DAPHNE A. INGRAM
CITY CLERK

ED HATLEY
MAYOR

ITEM

3

PUBLIC
HEARINGS

ITEM

3a

BIG-02-20

Application from Untapped
Territory for a Business
Incentive Grant for building
renovation to accommodate an
expansion into the adjacent
building @ 124 E. Water St.

MEMO TO: City Council

FROM: Planning Staff

DATE: June 4, 2020

RE: Business Incentive Grant (BIG-2-2020)

Application from Untapped Territory for a Business Incentive Grant for building renovations to accommodate an expansion of Untapped Territory into the adjacent building at 124 E. Water Street.

Project Information

- Location: 124 E. Water Street
- Use: Building renovations to accommodate an expansion of Untapped Territory into the adjacent building to include the following:
 - Fire suppression system (sprinkler)
 - Two ADA compliant restrooms
 - Professional cleaning of the previous garage service area
- Estimated project cost: \$68,693.00
- Anticipated completion: December 2020

Request

- \$15,000.00 for building renovations



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

DATE: March 16, 2020

NAME OF APPLICANT: Untapped Territory

PROJECT NAME: Expansion

PROJECT DESCRIPTION: We plan to continue to lease the building to Cycle Social through June 2020 while we work with an architect to redesign the space into an event space and Artisan Brewery. During the summer of 2020 we plan to rehab the front ½ of the building for the event space. Once the event space is ready, we will market the space for events such as class reunions, bachelor parties, bridal parties, birthdays and other events. We also plan to hold special events under the Untapped Territory brand that will be ticketed events such as music acts, dance club nights and themed parties. Untapped Territory will sell beer and wine at all events. The rear section of the building currently used for motorcycle repairs will be rehabbed into the Artisan Brewery with additional seating. The brewery is anticipated to be 3-barrel system with 4 fermenters for total capacity of 600 barrels per brew cycle. We plan to landscape the back field for customer enjoyment as well.

PROJECT ADDRESS: 124 East Water Street

APPLICANT HOME ADDRESS: 208 Laban's Lane

EMAIL ADDRESS: untappedterritory@gmail.com

TELEPHONE: 704-258-6466

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

NAME OF PROPERTY OWNER: Michael Fontinos

ADDRESS: 390 NC 16 Business, Denver NC

EMAIL ADDRESS: mike@safarimiles.com

TELEPHONE: 704-489-6466

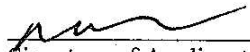
Program Standards

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

07/19/2020
Date

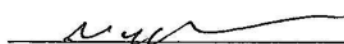
ATTACHMENTS REQUIRED (incomplete applications will be returned to applicant)

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: ASAP

ANTICIPATED COMPLETION: 12.31.2020

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


Signature of Applicant

03/18/2020

If property owner differs from the business owner:

I, Micheal Fontinos Owner of the aforementioned property, consent to the proposed work being undertaken by Untapped Territory, the business owner. I as the property owner have read and fully understand the requirements of the City of Lincoln Business Incentive Grant Program and agree with all the requirements set forth by the Grant Application and Guidelines.

Micheal Fontinos

KConstruction

20311 CHARTWELL CENTER DR
Unit 925
Cornelius NC, 28031

Date: 3/2/2020
Estimate # 2020031256

TO Brian Kenyon
Untapped Territory, LLC
124 E. Water St
Lincolnton, NC 28092
704-258-6466
Customer ID 80001256

Salesperson	Job	Payment Terms	Due Date
	ADA bathroom build	20 % at signing	Valid thru 04/02/2020
Qty	Description	Unit Price	Line Total
	Remove walls, doors and fixtures from exiting bathrooms Dispose of debris Install framing, tape and sheetrock new walls for two ADA bathrooms Supply two new 36-inch doors and Install Install two sinks and three toilets in ladies' room Install two sinks plus two urinals and one toilet in men's room Paint/seal interior bathroom walls with moisture proof coating Trim all walls, door opening Supply and install standard metal partitions in ladies and men's rooms Plumb all fixtures into existing water and drain lines. (Note: Cost could increase significantly if existing drain lines need to be replaced or upgraded)		\$37,652.00

**This estimate assumes standard fixtures and material. Actual cost will be determined based on fixtures / materials chosen by customer at time of signing contract.

Subtotal	37,652.00
Sales Tax	2,636.00
Total	40,288.00

Thank you for your business!

SURFACE BLASTING AND CLEANING ESTIMATE

Surface to be blasted:

- | | |
|--|--|
| ☐ Auto / Auto Parts | ☐ Boat / Vessel |
| ☒ Bricks / Stone | ☐ Fiberglass |
| ☒ Concrete / Asphalt | ☐ Steel |
| ☐ Wood / Decking | ☐ Equipment |
| ☐ Pool / Plaster | ☐ Machinery |
| ☐ Other _____ | |

Coating to be removed:

- | | |
|---|---|
| ☒ Paint | ☐ Rust |
| ☐ Epoxy | ☐ Powder Coat |
| ☐ Mildew | ☐ Graffiti |
| ☐ Barnacle | ☒ Stain |
| ☐ Grease | ☐ Calcium |
| ☐ Other _____ | |

Do you want us to contain and dispose of all removed paint and blasting byproducts? YES ☐ *NO ☐

*Check local regulations to see how to properly dispose of blasting byproducts.

175x11 wall 1925
 Length of 62x31 Floor 2072 sq ft x \$ 250.00 /ft Total Estimate \$ 10,005.00
 4002 Total

Special Instructions:

blast Floor + walls + window Frame

We will begin blasting your project on this date *** TBD ***

We expect it to take 40-50 hr (days) for set-up, blasting, and cleanup.

Your price will be \$ 10,005.00 with a \$ 2000.00 deposit before getting started.

The balance of \$ 8005.00 will be due when completed

*** The date provided for the job is an estimate. Missing the date due to inclement weather, obstruction or other does not constitute a breach in the agreement. ***

NOTE: ON METAL SURFACES, PRIMING SHOULD TAKE PLACE NO LONGER THAN 72 HOURS AFTER BLASTING.

Initial _____ Customer acknowledges that dustless blasting is an abrasive process. Customer releases from liability and waives right to sue **CAROLINA MOBILE DUSTLESS BLASTING LLC**, its employees, agents, etc. from any and all claims that may result from its use including but not limited to any pre-existing damage that may be exposed once the dustless blasting process is complete.

Customer Name Brian Kenyon Rep _____

Address: 124 E Water St Lincolnton nc 28092

Cell 704-258-6466 Email UntappedTerritory@gmail.com

Acceptance of Estimate: The above prices and specifications are satisfactory and are accepted.

Signature _____ Date _____

! To prevent flash rust, please prime any blasted surface as soon as possible.
 Do not expose to moisture, touch with bare hands, or expose to body oils. !



CAROLINA MOBILE DUSTLESS BLASTING LLC
704-305-6236

carolinamobiledustlessblasting@yahoo.com
 www.CarolinaMobileDustlessBlastingLLC.com

Citizens Sprinkler Inc.

"Working for Your Life Safety"

405 North Poplar Street Lincolnton, North Carolina 28092
(704) 732-7774 • FAX (704) 732-7741

March 5, 2020

Untapped Territory

118 East Water Street
Lincolnton, North Carolina
Attn. Brian Kenyon

Untapped Territory – Fire Sprinkler Proposal

Lincolnton, North Carolina

Dear Sir,

I am pleased to provide a pricing for fire sprinkler protection at the referenced project.

Scope of Work

We will start at 1'-0" above the finished floor at a minimum 6" flanged outlet, provided by others. We will install a new "Wet Pipe" sprinkler system as required for the modification to the existing building. I will install a backflow assembly inside the building. I have an added cost for the installation of the 6" lead in to the building. Our estimate is based on there being adequate water pressure and flow to meet the design criteria.

Design Basis

All design and installation is to be in accordance with NFPA 13, North Carolina State Building Code (IBC) and all local requirements.

The **Office Building** is classified Light Hazard Occupancy by NFPA #13. This area is to be hydraulically designed to provide 0.10 gpm/sq. ft. over the remote 1,500 sq. ft. plus 100 gpm outside hose stream allowance. Sprinkler coverage is limited to 225 sq. ft. for standard sprinklers and 400 sq. ft. for extended coverage sprinklers. Spacing is limited to 15' for standard sprinkler and 20' for extended coverage sprinklers. Storage is limited to 12'-0" in height.

Pricing

Price for the work is: **\$18,400.00**

Add for the underground pipe: **\$10,000.00**

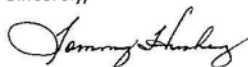
Exclusions

I exclude the following from my price:

- Electrical.
- Fire alarm.
- Seismic bracing.
- The installation of underground piping or it's flushing & testing.
- Painting.

I appreciate the opportunity to provide this proposal and look forward to working with you. Please call me if you have any questions.

Sincerely,



Tommy Huskey, P.E.
Estimating & Design



ITEM #

3b

RESOLUTION

(R-09-20)

Public Hearing on Resolution
creating the Lincolnton Small
Business Emergency Loan
Program

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



CITY MANAGER
Steve Zickefoose, MBA
szickefoose@lincolntonnc.org
CITY CLERK
Daphne Ingram
[dingram@lincolntonnc.org](mailto:d Ingram@lincolntonnc.org)
CITY ATTORNEY
Thomas J. Wilson, Jr.

RESOLUTION CREATING THE CITY OF LINCOLNTON EMERGENCY SMALL BUSINESS LOAN PROGRAM (R-09-20)

WHEREAS, coronavirus (“COVID-19”) is a respiratory disease that can result in serious illness or death by the SARA-Co-V-2 virus, which is a new strain of coronavirus previously unidentified in humans and which can spread from person to person; and

WHEREAS, in response to the global spread of the virus and the disease it causes, the World Health Organization has declared COVID-19 a Public Health Emergency of International Concern; the Centers of Disease Control and Prevention (“CDC”) has warned of the high public health threat posed by COVID-19 globally and in the United States and has deemed it necessary to prohibit or restrict travel to areas designated by the CDC; the United States Department of Health and Human Services Secretary declared a public health emergency in the United States for COVID-19; and the North Carolina Department of Health and Human Services (“NCDHHS”) confirmed multiple cases of COVID-19 in North Carolina as of March 10, 2020; and

WHEREAS, Governor Roy Cooper by Executive Order No. 116, declared a State of Emergency for the State of North Carolina on March 10, 2020 that addressed response and protective actions to prevent the spread of COVID-19; and

WHEREAS, Chairman Carroll Mitchem of the Lincoln County Board of Commissioners, by and with consent of the Mayor of the municipality within Lincoln County, proclaimed a State of Emergency within Lincoln County, which applies within the municipal limits of the Lincoln County and the City of Lincolnton; and

WHEREAS, these Declarations of Emergency limit public gatherings, close certain businesses, and restrict other businesses’ operations, all of which have caused economic uncertainty for locally owned businesses in Lincolnton and in some cases have shuttered local businesses; and

WHEREAS, local family-owned businesses are a major economic driver for the City of Lincolnton, employing many of our residents and attracting people to Lincolnton, and particularly to Downtown Lincolnton; and

WHEREAS, Chapter 166A of the North Carolina General Statutes authorizes municipalities to act in emergencies;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Lincolnton, in response to the economic crises caused by the COVID-19 pandemic, that the City of Lincolnton will offer emergency small business loans to locally owned, non-franchised businesses operating within the Lincolnton city limits to assist with small business operating expenses until state or federal assistance is available or until the economic crises passes

This loan program will operate under the following guidelines:

- The City Council will use the sum of \$300,000 from the city's reserve account which are reserved for emergencies
- Loans to eligible small businesses located within the corporate limits of Lincolnton will be awarded in amounts up to \$5,000 per month for up to three months, not to exceed a total of \$15,000 to help cover operating expenses until state or federal assistance is available or until the economic crisis passes.
 - o The term of each loan is 36 months.
 - o The interest rate on each loan is 6.75%
 - o The loans are unsecured
 - o Payments to the City of Lincolnton will be deferred for the first 12 months, but interest will accrue during the deferred period.
 - o All loan agreements and terms will be documented by a promissory
- Applications will be reviewed weekly by a panel of city employees from various departments
 - o All applications must be completed and submitted via the online application form
 - o All applicant loan documents and promissory notes must be completed and signed
 - o Application will be reviewed each Tuesday with loan funds distributed on Fridays on documentation is in order.
- It is the intent of the City of Lincolnton to review applications in a timely manner and to provide funding to the business owners who are approved as quickly as possible.

Approved this _____ day of _____, 2020

Ed Hatley, Mayor

Daphne Ingram, City Clerk

ITEM #

3c

ORDINANCE

(O-09-20)

Public Hearing to receive
comment on the proposed 2020-
2021 Fiscal Year Budget for the
City of Lincolnnton

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



CITY MANAGER
Steve Zickefoose, MBA
szickefoose@lincolntonnc.org
CITY CLERK
Daphne Ingram
d Ingram@lincolntonnc.org
CITY ATTORNEY
Thomas J. Wilson, Jr.

BUDGET ORDINANCE

AN ORDINANCE ESTABLISHING REVENUES AND AUTHORIZING EXPENDITURES FOR
FISCAL YEAR 2020-2021 FOR THE CITY OF LINCOLNTON

BE IT ORDAINED by the Mayor and City Council of the City of Lincolnton:

SECTION 1. The following amounts are hereby appropriated in the General Fund for the operation of the City government and its activities for the fiscal year beginning July 1, 2020 and ending June 30, 2021 in accordance with the chart of accounts heretofore established for this City:

City Manager/Clerk	\$ 248,220
Human Resources	317,020
Finance	158,230
General Expense	1,280,731
General Debt Service	334,757
Police	3,400,120
Fire	2,234,100
Public Works	45,660
Street	1,134,825
Equipment Services	211,770
Solid Waste	692,375
Plannin/Zoning	508,420
Bus & Comm. Dev	123,200
Recreation	1,038,663
	\$ 11,728,091

SECTION 2.

It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2020 and ending June 30, 2021:

AD VALOREM LEVY	\$ 5,040,000
PRIOR YEAR TAXES	80,000
NC VEHICLE TAX SYSTEM (NCVTS)	415,000
NCVTS-LICENSE FEE	150,000
DISCOUNT ON TAXES	(52,000)
INTEREST ON TAXES	25,000
LEASE/RENTAL VEHICLE TAX	20,000
LOCAL SALES & USE TAX	3,160,000
FEDERAL GRANTS-FEMA	200,000
PILOT-HOUSING AUTHORITY	22,470
STATE GRANTS	400,000
CONTROLLED SUBSTANCE TAX	4,500
FIREFIGHTERS RELIEF FUND TAX	5,200
ALCOHOL/BEVERAGE TAX	44,000
FRANCHISE TAX	855,000
SOLID WASTE DISPOSAL TAX	6,000
PILOT-WATER & SEWER	389,222
PILOT-ELECTRIC	30,465
SRO REIMBURSEMENT	125,000
CEMETERY LOT SALES	20,000
OFFICERS FEES	3,000
PARKING VIOLATIONS	5,000
ZONING DEPARTMENT FEES	10,000
ONLINE CONVENIENCE FEES	25,000
FIRE DEPARTMENT FEES	500
REC-ADMISSION & CONCESSION	40,000
REC-REGISTRATION & ENTRY FEES	65,000
REC-VENDING MACHINE INCOME	1,000
REC-RENTAL FEES	9,000
REC-EVENT FEE	3,000
REC-MISCELLANEOUS REVENUE	1,800
INTEREST-GENERAL FUND	30,000
SALE OF CAPITAL ASSETS- GF	10,000
MISCELLANEOUS REVENUE- GF	4,000
SALES OF PERSONAL ASSETS	2,500
ABC REVENUE	80,000
ABC LAW ENFORCEMENT	30,000
MISCELLANEOUS OTHER REVENUE	27,434
WEX-FUEL REBATES	3,000
JULY 4TH DONATIONS/OTHER	13,000
LOAN PROCEEDS	175,000
REIMB FROM POWELL BILL	120,000
APPROPRIATION FROM FUND BALANCE- GF	130,000
	\$ 11,728,091

SECTION 3. The following amounts are hereby appropriated in the Boger City Fire District Fund for the operation of the City government and its activities for the fiscal year beginning July 1, 2020 and ending June 30, 2021 in accordance with the chart of accounts heretofore established for this City:

Boger City Fire Tax	<u>\$ 972,000</u>
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SECTION 4. It is estimated that the following revenues will be available in the Boger City Fire District Tax Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Fire District Tax	\$ 968,000
Investment Income	1,000
Sales Tax/Grants	3,000
Fund Balance Appropriated	-
	<u>\$ 972,000</u>

SECTION 5. The following amounts are hereby appropriated in the Powell Bill Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021 in accordance with the chart of accounts heretofore approved for the City:

POWELL BILL COSTRUCTION/OTHER	<u>\$ 305,000</u>
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SECTION 6. It is estimated that the following revenues will be available in the Powell Bill Fund for the fiscal year beginning July 1, 2020 and ending June 30, 2021:

POWELL BILL ALLOCATION	\$ 304,000
GRANTS	\$ -
INVESTMENT INCOME	1,000
FUND BALANCE APPROPRIATED	-
	<u>\$ 305,000</u>

SECTION 7. The following amounts are hereby appropriated in the Water and Sewer Fund for the operation of the water and sewer utilities for the fiscal year beginning July 1, 2020 and ending June 30, 2021, in accordance with the chart of accounts heretofore approved for the City:

WATER TREATMENT PLANT	\$ 1,972,500
DISTRIBUTION AND COLLECTION	1,762,400
WASTEWATER TREATMENT PLANT	1,625,000
WATER AND SEWER INTANGIBLES	4,247,050
	<u>\$ 9,606,950</u>

SECTION 8. It is estimated that the following revenues will be available in the Water and Sewer Fund for the fiscal year beginning July 1, 2020 and ending June 30, 2021.

INVESTMENT INCOME	\$ 55,000
CHARGES FOR SERVICE - WATER	3,620,000
CHARGES FOR SERVICE - SEWER	4,480,000
CONNECTION CHARGES	27,000
CAPITAL CONTRIBUTIONS	-
LOAN PROCEEDS	150,000
OTHER OPERATING REVENUES	314,950
OTHER FINANCING SOURCES	960,000
	<u>\$ 9,606,950</u>

SECTION 9. The following amounts are hereby appropriated in the Electric Fund for the operation of the electric utility for the fiscal year beginning July 1, 2021 and ending June 30, 2021, in accordance with the chart of accounts heretofore approved for the City:

Electric Operations	<u>\$ 7,888,350</u>
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SECTION 10. It is estimated that the following revenues will be available in the Electric Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

INVESTMENT INCOME	\$ 15,000
ELECTRIC SALES	6,900,000
ELECTRIC MUNICIPAL OPERATIONS	550,000
OTHER OPERATING REVENUE	323,350
OTHER FINANCING SOURCES	100,000
	<u>\$ 7,888,350</u>

SECTION 11. There is hereby levied a tax rate of fifty-six cents (\$.56) per one hundred (\$100) valuation of property as listed for taxes as of January 1, 2020 for the purpose of raising the revenue listed as "Property Taxes" in the general fund in Section 1 of this ordinance.

This rate is based on a total valuation of property for the purposes of taxation of \$ 1,074,100,000 and an estimated rate of collection of 98.37%.

There is hereby levied a municipal vehicle tax of \$20 per registered and tagged motorized vehicle resident in the city.

There is hereby levied a tax rate by the County of twelve and 1/2 cents (\$.1250) per one hundred (\$100) valuation of property as listed for taxes as of January 1, 2020 for the purpose of raising the revenue listed as "Boger City Fire District Taxes" in Section 3 of this ordinance.

SECTION 12. Electric Rates No Increase.

SECTION 13. Water & Sewer Rates No Increase.

SECTION 14. Appropriations are authorized by department totals. The City Manager is authorized to reallocate departmental appropriations among line item objects of expenditures and revenues as necessary during the budget year.

SECTION 15. Copies of this Budget Ordinance shall be furnished to the Clerk to the Governing Board and to the Budget Officer and Finance Director to be kept on file by them for their direction in the disbursement of funds.

TOTAL GROSS BUDGET	\$ 30,500,391
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Adopted this 4th day of June, 2020

Attest:

Daphne Ingram
City Clerk

Edward L Hatley
Mayor

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

ADMINISTRATIVE FEES	
Per copy fee	\$.10 per page

FINANCE DEPARTMENT		
Hollybrook Cemetery Lot Sales	Resident	Non-Resident
Per Burial Space	\$600.00	\$1,200.00
Second Right of Interment	\$300.00	\$ 600.00
Hollybrook Cemetery Niche Sales		
Per Niche	\$800.00	\$1,400.00
Second Right of Interment		
Per Niche	\$400.00	\$ 400.00
Engraving	\$125.00	\$ 125.00
Niche Opening After Initial Inurnment	\$200.00	\$ 200.00
Per Burial Space	\$600.00	\$1,500.00
Employees and retirees who do not reside in the city limits qualify for city resident rate for immediate family household members only. Active employees must be full time and shall have worked two years in order to qualify for the discount.		
Normal hours of the Cemetery Sexton are Monday through Friday from 8:30 am until 3:00 pm. In the event of an interment on weekends or Holidays, the provider funeral home shall pay a service fee to the City to cover personnel costs.	\$150.00	\$150.00

FEES ASSOCIATED WITH UTILITY SERVICE		
Utility Deposits	Inside City	Outside City
Temporary Hydrant Meter Deposit	\$200.00	\$400.00
Residential Water and/or Sewer Deposit	\$50.00	\$100.00
Residential Electric Deposit	\$250.00 Flat Rate	
Note: Residential owners of real property providing proof of ownership will be exempt from utility deposits; renters having 24 months of good payment history with City of Lincolnton will also be exempt.		
Business Water and/or Sewer Deposit	\$50.00	\$100.00
	Or two (2) times the monthly average bill for the location, whichever is greater.	
Business Electric Deposit	\$250.00	
Note: Business owners of real property providing proof of ownership will be exempt from utility deposits.	Or two (2) times the monthly average bill for the location, whichever is greater.	
Returned Check Charge	\$25.00	
Default and/or Reconnect Fee	\$50.00	
After Hours Default and/or Reconnect Fee (if utility services are restored on weekends, holidays or after 4:30 pm on normal weekdays of the Utility Billing Office.)	\$75.00	
Late Fee (For payment after due date, but before disconnection)	\$25.00 or 5% of the total bill, whichever is greater.	

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

Same Day Service Connection	\$50.00
Meter Tampering- Civil Citation Broken Lock- Civil Citation First Offense Second Offense Third and Subsequent Offenses	\$100.00 \$200.00 \$500.00 plus estimated water or electric usage
Meter Test Charge (no charge if meter is defective)	\$150.00/Residential meter \$250.00/Demand meter
Temporary Electric Construction Service Charge	\$50.00
'In and out' Electric Service Charge	Cost will be determined
Meter Fee- Residential	\$225.00
Meter Fee- Commercial	\$450.00
If meters are present, whether or not they are turned on or off, minimum charges apply. If customer prefers not to pay minimum charges, the meter will be removed and a \$100.00 reinstallation fee will apply when reinstalled.	\$100.00

ELECTRIC RATES				
(All electric rates are subject to sales tax.)				
Residential				
Facilities Charge:				\$13.16
Energy Charge:				
	First	350 kwh	@	.1093 per/kwh
	Next	950 kwh	@	.1179 per/kwh
	All Over	1300 kwh	@	.1232 per/kwh
Small General Service				
(Less than 100 KW demand)				
Facilities Charge:				\$27.16
Demand Charge:				
	First 30 kw of billing demand			N/C
	All over 30 kw of billing demand			\$ 7.44 per kw
Energy Charge:				
	First	3000 kwh	@	.1537 per/kwh
	All Over	3000 kwh	@	.0829 per/kwh
Medium General Service				
(100-199 KW demand)				
Facilities Charge:				\$39.78
Demand Charge:				
	All kw of billing demand			\$ 8.50 per kw
Energy Charge:				
	All kwh			.00729 per/kwh

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

Large General Service (200+ KW Demand)			
Facilities Charge:		\$52.41	
Demand Charge:	All kw of billing demand	\$ 11.35 per kw	
Energy Charge:	All kwh	.0628 per/kwh	
New Large Load Commercial (Must equal or exceed 500 kw but be less than 3000 kw during at least nine months of a twelve-month period.) (Applies only to new customers after January 7, 2010)			
Basic Facilities Charge:		\$348.19	
Demand Charge:	Summer (Jun – Sep Winter (Oct – May)	\$ 23.00 per kw \$ 4.18 per kw	
Energy Charge:	First Energy Block Additional Energy Block	0.0529 per kwh 0.0529 per kwh	
OP – 10 – 1 Commercial (Must equal or exceed 100 kw but be less that 500 kw during at least nine months of a twelve month period.) (Applies only to new customers after June 2, 2011)		\$ 184.23	
Basic Facilities Charge:			
Demand Charge:		\$ 18.43 per kw	
Monthly Billing Demand:	On – Peak Summer (Jun – Sep) On – Peak Winter (Oct – May) Excess Demand (All Months)	\$ 3.68 per kw \$ 1.23 per kw	
Energy Charge:	Summer (Jun – Sep) On – Peak Off – Peak Winter (Oct - May) On – Peak Off – Peak	0.0515 per kwh 0.0491 per kwh 0.0491 per kwh 0.0429 per kwh	
RENEWABLE ENERGY PORTFOLIO STANDARDS (REPS) CHARGES			
Monthly electric charges for each meter computed under the City’s applicable electric rate schedule will be increased by an amount determined by the table below:			
<u>Customer Account Type</u>	<u>Renewable Resources</u>	<u>DSM/Energy Efficiency</u>	<u>Total REPS Charge</u>
Residential Account	\$ 0.77	\$ 0.00	\$ 0.77
Commercial Account	\$ 4.19	\$ 0.00	\$ 4.19
Industrial Account	\$ 43.15	\$ 0.00	\$ 43.15
Exceptions <u>Industrial and Commercial Customers Opt-out</u> All industrial customers, regardless of size, and large commercial customers with usage greater than one million kwh’s per year can elect not to participate in City’s demand-side management and energy efficiency measures in favor of its own implemented demand-side management and energy efficiency measures by giving appropriate written notice to the City. In the event such customers “opt-out”, they are not subject to the DSM/Energy Efficiency portion of the charges above. All customers are subject to the Renewable Resources portion of the charges above.			

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

RENEWABLE ENERGY GENERATION	
Renewable Energy Generation (REG) - wind, biomass or solar photovoltaic credits into a single set of on and off-peak rates.	
Variable (1 year)	Credit (\$/kwh)
All REG	
On-Peak	0.0287
Off-Peak	0.0105

YARD LIGHT RATE TABLE		
Description	Minimum	Tax
Yard Light 7500 100W or 40W LED	\$14.00	7%
Yard Light 50000 HPS (400W) – Flood Light	\$25.00	7%
Road/Entrance Light 72W LED	\$30.00	7%
Road Entrance Light 160W LED	\$36.00	7%
Specialty/Decorative lights quoted per project	TBD	7%

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

WATER RATES		
Residential	Inside City Limits	Outside City Limits
Minimum Bill – 2,000 gallons	\$ 16.55	\$ 33.10
All Over 2,000 gallons	\$ 4.48/1,000	\$ 8.96/1,000
Commercial & Industrial		
Minimum Bill - 2,000 gallons	\$ 16.55	\$ 33.10
Next 4,998,000 gallons	\$ 4.54/1,000	\$ 9.20/1,000
All Over 5,000,000 gallons	\$ 2.81/1,000	\$ 4.60/1,000
Industrial (Textile Based)		
Minimum Bill - 2,000 gallons	\$ 10.99	\$21.98
Next 4,998,000 gallons	\$ 3.03/1,000	\$6.12/1,000
All over 5,000,000 gallons	\$ 1.52/1,000	\$3.06/1,000

SEWER RATES		
Residential, Commercial & Industrial	Inside City Limits	Outside City Limits
Minimum Bill – 2,000 gallons	\$ 24.77	\$ 49.54
Next 4,998,000 gallons	\$ 7.40/1000	\$ 16.00/1,000
All Over 5,000,000 gallons	\$ 5.02/1000	\$ 8.00/1,000
Industrial (Textile Based)		
Minimum Bill - 2,000 gallons	\$ 16.47	\$ 32.94
Next 4,998,000 gallons	\$ 4.92/1,000	\$ 10.65/1,000
All Over 5,000,000 gallons	\$ 2.46/1,000	\$ 5.33/1,000

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

WATER AND SEWER CONNECTION FEES		
Water Connection Fees	Inside City	Outside City
¾" Water Connection	\$ 900.00	\$1,800.00
1" or Larger Water Connection (plus availability fee, if applicable, of \$8.33 per lineal foot of road frontage. If more than one road frontage, we use the longest frontage for calculation purposes (measure from property line to property line))	\$1,200.00	\$2,400.00
Meter Fee- ¾ inch line	\$ 300.00	\$ 300.00
Meter Fee- 1 inch line	\$ 450.00	\$ 450.00
Meter Fee- 1.5 inch	\$1,050.00	\$1,050.00
Meter Fee- larger than 2 inch line (pricing based on actual size)	\$1,200.00	\$1,200.00
Irrigation Meter Connection Fee	\$ 600.00	\$1,200.00

For all water connections where the contractor/developer/owner installs all City specified infrastructure, and donates these facilities to the City for ownership, operation, and maintenance, 50% of the applicable connection fee will apply. All connections larger than one inch are the responsibility of the contractor/developer/owner, per city specifications.

Sewer Connection Fees	Inside City	Outside City
Standard 4" Sewer Connection (any sewer connection exceeding 4" requires payment of an availability fee)	\$ 800.00	\$1,600.00
Larger than standard 4" sewer connection will be connection fee plus availability fee, if applicable, of \$10.67 per lineal foot of road frontage. If more than one road frontage, we use the longest frontage for calculation (measure from property line to property line.)	\$1,000.00	\$2,000.00
Force Main Sewer Application Fee (Applicant must follow requirements in Permission to Construct Application Form and Permission to Connect/Operate Form prior to approval to connect to sewer system.	\$1,200.00 (non-refundable)	\$2,400.00 (non-refundable)

Note:

All connections to the city sewer system are the responsibility of the contractor/developer/owner, per city specifications. For all sewer connections where the contractor/developer/owner extends facilities and installs all city specified infrastructure, and donates these facilities to the city for ownership, operation, and maintenance, 50% of the applicable connection fee will apply. The City will provide the tapping saddle and will inspect the line before covering.

SEWER USE ORDINANCE FEES
Penalties between \$10,000 and \$25,000 per day per violation may be assessed against a violator: For any class of violation, only if a civil penalty has been imposed against the violator within the five years preceding the violation, or In the case of failure to file, submit, or make available, as the case may be, any documents, data, or reports required by this ordinance, or the orders, rules, regulations and permits issued hereunder, only if the POTW Director determines that the violation was intentional and a civil penalty has been imposed against the violator within the five years preceding the violation.
Civil Penalties: Any user who is found to have failed to comply with any provision of this ordinance, or the orders, rules, regulations and permits issued hereunder, may be fined up to twenty-five thousand dollars (\$25,000) day per violation.

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

Bulk Water Sales	
All prepayments are non-refundable and will be honored for 30 days, or the number of loads pre-purchased, whichever comes first. The delivery point will be the City of Lincolnton Water Treatment Plant at 1338 Reepsville Road, Lincolnton, NC 28092; phone 704-736-8970. The Water Treatment Plant will be open for sales Monday-Friday 8:30 am to 3:00 pm.	
0 - 4,000 gallons	\$20.00 Minimum (per trip)
4,001 & up	\$5.00/1,000
Unapproved bulk water use	
First Offense	\$250.00
Second Offense	\$300.00 and report as theft to Police Department

Electric Utility Rebates	
High Efficiency Electric Heat Pump Rebate	\$ 400.00 (Until further notice)
High Efficiency Electric Water Heater Rebate	\$ 150.00 (Until further notice)
Commercial Lighting Rebate	\$0.35 per watt saved (Maximum rebate \$25,000 per customer until further notice)
Renewable Energy Generation Credits	
(Monthly credits are paid according to the type of renewable generation.)	
Wind and Biomass Energy Credit	Details & Rates available upon request
Solar Photovoltaic Energy Credit	

ONLINE CONVENIENCE FEE	
Online Debit / Credit Card Convenience Fee	Posted Online * fee subject to change

MOTOR VEHICLE FEE	
Fee for each vehicle registered in City for property tax	\$20.00 ea.

PUBLIC WORKS	
95 Gallon Roll Out	\$60.00 each

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

FIRE DEPARTMENT	
(New fees adopted by City Fire Department will become effective July 1, 2019)	
ABC Permit (change of use, renter or business requiring ABC permit fire inspection)	\$100.00
Amusement Buildings	\$100.00
Aviation Facilities	\$100.00
Carnivals and Fairs	\$100.00
Burning Permits	
Residential and Farms	\$5.00
Burning for fire department training	N/A
Bon Fire	\$25.00
Commercial (must meet all State, NCBCFPC and this ordinance guidelines)	
Clearing of lots to build houses (per lot fee)	\$25.00
Clearing of lots to build commercial and industry (per site fee)	\$300.00
Carnivals, Circus & Fairs (Permit and Site Inspection)	\$100.00
Covered Mall Buildings	\$150.00
Combustible dust producing operations	\$100.00
Display of Gasoline-powered equipment in covered malls	\$50.00
Exhibits and Trade Shows	\$50.00
Explosives & Blasting Permits	
48 hours	\$100.00
90 days	\$250.00
Year-round storage and manufacturing permits	\$500.00
Fireworks for public display, outdoors (Permit & Site Inspection)	\$250.00
Fireworks for public display, indoors (Permit & Site Inspection)	\$500.00
Fireworks: Pyrotechnic Special Effects Materials (Permit & Site Inspect)	\$100.00
Fireworks Display (Fireworks on display for sale)	
7 Day Permit (Permit & Site Inspection)	\$150.00
14 Day Permit (Permit & Site Inspection)	\$250.00
30 Day Permit (Permit & Site Inspection)	\$450.00
Flammable and Combustible Permits	
Fumigation and thermal insecticidal fogging	\$100.00
Hazardous Materials (Permit & Site Inspection)	\$150.00
HPM Facilities (Permit & Site Inspection)	\$150.00
High-piled or High-rack storage (Permit & Site Inspection)	\$150.00
Liquid or gas fueled vehicles or equipment in assembly buildings	\$100.00
Open flames and candles (churches are exempt)	\$50.00
Organic Coatings (Permit & Site Inspection)	\$100.00
Places of Assembly (churches are exempt)	\$100.00
Pyrotechnic Special Effects Material and Shows	\$100.00
Pyroxylin Plastic (Permit & Site Inspection)	\$100.00
Special Assemblies such as Gun Shows, Craft Shows, etc.	\$50.00
Spraying or Dipping Operations	\$100.00
Storage of scrap tires and tire by-products	\$100.00
Tire Rebuilding Plants	\$100.00
Waste Handling (wrecking yards, junk yards, waste handling facilities)	\$100.00

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

***Tents and Canopies	
Tents for public usage exceeding 400 sq. feet	\$50.00
Use of air structures	\$50.00
Temporary kiosks or display for merchandising	\$50.00
Fire Flow Test	\$25.00

Hydrant Installations (private contractors only)	\$50.00
Wasted Trip Fee For Permit Inspections (not having everything ready)	\$75.00
After Hours Inspection Fee	
1 st hour	\$100.00
Each ½ hour after 1 st hour	\$50.00
Any person or contractor beginning work on any project requiring a permit prior to obtaining that permit will be subject to a Civil Citation and Double Permit Fee.	

SERVICE AND INSPECTION FEE SCHEDULE	
Boarding Houses	\$25.00
Day Care Centers	\$25.00
Dormitories	\$50.00
Family Care Homes	\$25.00
Foster Homes	\$25.00
Fraternities and Sororities	\$50.00
Institutional (Health Care Facilities)	
Group Homes (5 or less)	\$25.00
Group Homes (6 or more)	\$50.00
Hospitals	\$50.00
Nursing Homes	\$50.00
Rest Homes	\$50.00

SERVICE AND PERMIT FEE SCHEDULE FOR CONSTRUCTION PERMITS	
A permit is required to install, repair damage to, abandon, remove, place temporarily out of service, close, or substantially modify a system.	\$100.00
Automatic Fire-Extinguishing Systems	
Battery Systems (Install Stationary Storage Battery Systems Liquid Cap. >50 Gal.)	\$100.00
Compressed Gases (When Gases in Use or Storage Exceed Amounts Listed in Table 105.6.8)	\$100.00
Cryogenic Fluids	\$100.00
Fire Alarm and Detection Systems and Related Equipment	\$100.00
Fire Pumps and Related Equipment	\$100.00
Standpipe Systems	\$100.00
Flammable and Combustible Liquids (to install, construct, and/or alter)	\$100.00
Hazardous Materials (Install, Repair, Abandon, Remove, Place Temp. out of Service, Close/Modify)	
Industrial Ovens	\$100.00

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

LP Gas Systems (If Required by NC Dept. of Agriculture & Consumer Services) Storage Tanks used for Flammable/Combustible Liquids or Hazardous Materials (Aboveground and Underground)	\$100.00
REMOVAL (per tank)	\$50.00
NEW INSTALLATIONS (per tank)	\$50.00
Inspection of the retrofitting of storage tanks and pipes containing or used for flammable or combustible liquids or hazardous materials	\$50.00
***Tents, Membrane Structures, Canopies, Kiosks, and Inflatable Structures Tents and Membrane Structures exceeding 400 sq. ft. Canopy Structures exceeding 700 sq. ft. (open sides) Clusters of Small Canopy Tents – exceeding 700 sq. ft. without any separation	
**Any Person or Contractor Beginning Work On Any Project Requiring a Permit Prior to Obtaining That Permit Will Be Subject To a Civil Citation <u>and</u> Double Permit Fees.	
Preliminary Plans Review	\$25.00
Up to 5,000 sq. ft.	\$50.00
5,001 to 10,000 sq. ft.	\$125.00
10,001 to 25,000 sq. ft.	\$250.00
25,001 to 100,000 sq. ft.	\$500.00
Over 100,000 sq. ft.	
Additional Departmental Fees (Plan Review Cost is based on Sq. Footage Plus Permits)	
Amusement Structure Plans Review, Inspection and Permit (Haunted Houses & Trails Included)	\$75.00
Commercial Fire Alarm System Plan Review & Inspection (Performance Testing)	\$75.00
Environmental Survey Fee (checking for previous sites of possible contamination)	\$75.00
Fire Pump System Plan Review & Inspection, Performance Testing	\$75.00
Fuel Pump Dispenser Inspection & Permit (including nozzle replacement)	\$75.00
Kitchen Hood System Plan Review & Inspection – Including Performance Test	\$75.00
Hydrant Test Other Than a Flow Test	\$50.00
Hydrant Flow Test (Per Hydrant)	\$50.00
Occupancy Load Permit Evaluation and Placard (Lost Placard)	\$50.00
Other Fire Protection System Plans Review & Inspection and Performance Testing	\$100.00
Spray Booth System Plan Review & Inspection Including Performance Testing	\$100.00
Special Inspection	\$100.00
Sprinkler System Plan Review & Inspection Including Performance Testing	\$100.00
Standpipe System Review & Inspection Including Performance Testing	\$100.00
Wasted Trip Fee for Permit, Inspections, or Requested Inspections	\$100.00

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

	Amount Per Building
Fees for State Mandated Periodic Fire Inspections (Ordinary Risk Occupancies) 36 months Small Assembly- Group A / Business- Group B / Mercantile – Group M / Storage – Group S / Utility – Group U	
Less than 501 sq. feet	\$25.00
501 to 2,500 sq. feet	\$50.00
2,501 to 10,000 sq. feet	\$75.00
10,001 to 20,000 sq. feet	\$100.00
20,001 to 40,000 sq. feet	\$125.00
40,001 to 80,000 sq. feet	\$150.00
80,001 to 120,000 sq. feet	\$175.00
120,001 to 150,000 sq. feet	\$200.00
150,001 to 200,000 sq. feet	\$225.00
200,001 sq. feet and >	\$250.00
During 1 st Re-Inspection – No Re-Inspection Fee if All Violations Corrected	
If During Re-Inspections Violations Have Not Been Corrected or Cleared an Additional Fee Will be Assessed for Each Re-Inspection in Addition to the Original Fee.	Per Building \$25.00
During 2 nd Re-Inspection – No Re-Inspection Fee if All Violations Corrected	
If During Re-Inspection Violations Have Not Been Corrected or Cleared an Additional Fee Will be Assessed for Each Re-Inspection in Addition to the Original + Re-Inspection Fee.	Per Building \$25.00
Fees for State Mandated Periodic Fire Inspections (High Risk Occupancies) Inspected every 12 Months	Per Building
Large Assembly – Group A	Amount
Capacity 100 to 200	\$25.00
Capacity 201 to 300	\$50.00
Capacity 301 to 400	\$75.00
Capacity 401 to 500	\$100.00
Capacity 501 to 600	\$125.00
Capacity 601 to 700	\$150.00
Capacity 701 to 800	\$175.00
Capacity 801 to 900	\$200.00
Capacity 901 to 1000	\$225.00
Capacity 1001 Plus	\$250.00
During 1 st Re-Inspection – No Re-Inspection Fee if All Violations Corrected	
If During Re-Inspections Violations Have Not Been Corrected or Cleared an Additional Fee Will be Assessed for Each Re-Inspection in Addition to the Original Fee.	Per Building \$25.00
During 2 nd Re-Inspection – No Re-Inspection Fee if All Violations Corrected	
If During Re-Inspection Violations Have Not Been Corrected or Cleared an Additional Fee Will be Assessed for Each Re-Inspection in Addition to the Original + Re-Inspection Fee.	Per Building \$25.00
Fees for State Mandated Periodic Fire Inspections (High Risk Occupancies) Inspected every 12 months	Per Building

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

Educational/Day Care – Group E Institutional – Group I, R-4, and R-3 Group Homes	Amount
Licensed for 0 to 25	\$25.00
Licensed for 26 to 50	\$50.00
Licensed for 51 to 75	\$75.00
Licensed for 76 to 100	\$100.00
Licensed for 101 to 125	\$125.00
Licensed for 126 to 150	\$150.00
Licensed for 151 to 175	\$175.00
Licensed for 176 to 200	\$200.00
Licensed for 201 to 225	\$225.00
Licensed for 226 Plus	\$250.00
During 1 st Re-Inspection – No Re-Inspection Fee if All Violations Corrected	
If During Re-Inspections Violations Have Not Been Corrected or Cleared an Additional Fee Will be Assessed for Each Re-Inspection in Addition to the Original Fee.	Per Building \$25.00
During 2 nd Re-Inspection – No Re-Inspection Fee if All Violations Corrected	
If During Re-Inspection Violations Have Not Been Corrected or Cleared an Additional Fee Will be Assessed for Each Re-Inspection in Addition to the Original + Re-Inspection Fee.	Per Building \$25.00
Hospitals – (Per Building)	Amount
1st Inspection	\$125.00
2 nd Inspection	\$150.00
3 rd Inspection	\$300.00
Fees for State Mandated Periodic Fire Inspections (High Risk Occupancies) Inspected every 12 months	Per Building
Residential – Group R-1 (# sleeping rooms) / R-2 (inspect common area use only) Number of Sleeping Rooms	Amount
Rooms 1 to 30	\$25.00
Rooms 31 to 50	\$50.00
Rooms 51 to 75	\$75.00
Rooms 76 to 99	\$100.00
Rooms 100 to 125	\$125.00
Rooms 126 to 175	\$150.00
Rooms 176 to 199	\$175.00
Rooms 200 to 250	\$200.00
251 + Rooms	\$250.00
During 1 st Re-Inspection – No Re-Inspection Fee if All Violations Corrected	
If During Re-Inspections Violations Have Not Been Corrected or Cleared an Additional Fee Will be Assessed for Each Re-Inspection in Addition to the Original Fee.	Per Building \$25.00
During 2 nd Re-Inspection – No Re-Inspection Fee if All Violations Corrected	
If During Re-Inspection Violations Have Not Been Corrected or Cleared an Additional Fee Will be Assessed for Each Re-Inspection in Addition to the Original + Re-Inspection Fee.	Per Building \$25.00

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

High Rise - (inspect common use and service areas only)	Amount
1 st Inspection	\$125.00
2 nd Inspection (If all Violations are Corrected or Cleared no Charge) If Not --	\$150.00
3 rd Inspection (If all Violations are Corrected or Cleared no Charge) If Not --	\$300.00
Civil Citations and Fines - Any Violation Incurred More Than a Year After Issuance of the Initial Citation Shall be Treated as a First Offense for Purpose of Establishing and Imposing Penalties.	
<i>Violations as Listed in the City of Lincolnton FPAPD and NC SBCFPC</i>	Amount
All Open Burning Violations Listed in the COL FPAPD and NC SBCFPC May Receive a Warning or a Civil Citation	
1 st Offense	\$50.00
2 nd Offense	\$100.00
3 rd Offense	\$200.00
All Fire Lane, Hydrant, Haz-Mat Signs, and False Alarm Violations May be Issued a Warning or Civil Citation.	
1 st Offense	\$50.00
2 nd Offense	\$100.00
3 rd Offense	\$200.00
All Violations of NC SBCFPC and/or COL FPAPD Not Listed in This Section May be Subject to a Warning or Civil Citation	
1 st Offense	\$50.00
2 nd Offense	\$100.00
3 rd Offense	\$200.00
All Violations of the Occupancy Limit Established Pursuant to the NC SBCFPC May be Issued a Warning or Civil Citation.	
1 st Offense	\$150.00
2 nd Offense	\$250.00
3 rd Offense and Each Offense After	\$500.00
All Violations of the Locked or Blocked Exits to the NC SBCFPC Shall be issued a Civil Citation.	
1 st Offense	\$150.00
2 nd Offense	\$250.00
3 rd Offense and Each Offense After	\$500.00
Life Safety Equipment Installed Without Permit	\$250.00
Life Safety Equipment Installed Without Plans	\$250.00
<i>Occupying a Structure Without a Certificate of Occupancy (Each Day)</i>	\$250.00

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

Occupancy Notes:	
1) The Building and/or Structure Shall Not be Occupied Prior to the Fire Code Official Issuing a Permit and Conducting Associated Inspections Indicating the Applicable Provisions of This Code Have Been Met. This Includes a Change of Occupancy. 2) All Issued Permits Shall be Kept on the Premises Designated Therein at All Times and Shall be Readily Available for Inspection. 3) All Occupancy Placards Shall be Posted in Plain Sight Visible to Public. 4) Permits may be Revoked for Reasons as Listed in the NC SBCFPC and COL FPAPO.	

Special Notes:

COL FPAPO – City of Lincolnton Fire Prevention and Protection Ordinance,
 NC SBCFPC – North Carolina State Building Code and Fire Prevention Code

*A delinquency charge shall be imposed at a rate determined by the City of Lincolnton Schedule of Fees.

***The following are exempt from operational fees but the agency must still get the needed operational permits: Churches, Schools, County Operations and Buildings, City Operations and Buildings, Emergency Service Organizations (Fire, Rescue, EMS), City – County - State and Federal Law Enforcement Agencies, County – City - State and Federal Jails/Detention Centers/Correction Facilities. AND Licensed 501c3 agencies.

*** NO ONE IS EXEMPT FROM ANY CONSTRUCTION PERMIT FEES OR SPECIAL USE PERMITS *** EXCEPT AS LISTED IN THE NCBCFP CODE BOOK. The Lincolnton City Council is the only entity who can reduce or exempt rates for construction permits.

*** All Operational Permits are to be valid until next inspection cycle as stated in the NC Fire Prevention Code newest version.

At the time of the next inspection all operational permits for that occupancy will be renewed if they meet the requirements.

Special Notes

* System installation prior to plan review or permit issuance will result in fees doubled.

* Systems considered life safety that are installed without a permit will result in a citation/fine being issued for \$250.00.

* All permits listed are mandatory and are required to be issued under the most current edition of the International Fire Prevention Code, NC Amendments.

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

Footnotes:

1. For Multi-occupancy buildings, other than residential or institutional, fees are per occupancy.
2. For multiple buildings owned by the same owner(s) the fees are per building as defined by the NC State Building Code.
3. Subsequent re-inspections beyond the second re-inspection with violations not cleared will result in doubled fees with each necessary re-inspection of continuing violations, with no fee cap.
4. High-rise buildings shall be assessed a fee for the common use areas per section C5.
5. Inspections will match the State mandated minimum inspection frequency. The Fire Chief can authorize a specific occupancy classification to be inspected more frequently, but not less frequently.
6. At the time of the periodic inspection for the occupancy or premise operation, if an operational permit is required, that permit fee is included with the periodic inspection fee for that permit type.
7. Lincoln County schools are inspected every six months, as required by state statute; however, these fees are billed on an annual basis.
8. Premises, complexes, and/or uses that are not covered by the above fee schedule will be charged according to the hourly rate fee schedule for the specialist rank.
9. Large assembly occupancies used primarily for worship and that are not used for exhibition or display purposes are inspected on a 36 month schedule regardless of occupant load, in accordance with the North Carolina State Fire Code.
10. Parking garages, greenhouses, sheds, stables, tanks, and towers will be charged according to the hourly rate fee schedule for the specialist rank.
11. Accessory buildings, such as clubhouses, maintenance sheds, etc., are inspected independently based on their occupancy type.

Charges for standby personnel and/or equipment shall be charged per section F and G. Permits that are fee exempt or pay a reduced rate are also exempt or pay a reduced fee for these services.

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

PARKS AND RECREATION DEPARTMENT		
FACILITY RENTAL	RESIDENT	NON-RESIDENT
Park Shelter Rental:		
Mon. – Sat. (8:00 a.m. – 7:00 p.m.)	\$50.00	\$75.00
Sunday (3:00 p.m. – 7:00 p.m.)	\$40.00	\$60.00
Staff Fee (per employee) (per hr)	\$25.00	\$25.00
Lentz Center Gym		
I.D.	Free	\$5.00
I.D. Replacement Fee	\$5.00	\$5.00
Day Pass (18 and over)	Free	\$2.00
Season Pass – Open Gym Hrs.	N/A	\$100.00
Season Pass – Open Gym Hrs. & Pool	\$35.00	\$150.00
4 Hour Rental	\$100.00	\$150.00
8 Hour Rental	\$200.00	\$300.00
Each Additional Hour	\$25.00	\$38.00
Practice Fee	\$15.00	\$23.00
Staff Fee (per employee) (per hr)	\$25.00	\$25.00
Lentz Center Pool		
2 Hours (1 – 50 people)	\$125.00	\$175.00
2 Hours (51 – 100 people)	\$150.00	\$200.00
2 Hours (101 – 200 people)	\$225.00	\$350.00
Each Additional Hour	\$50.00	\$75.00
Lentz Center Racquetball Courts		
I.D.	Free	\$5.00
1 Hour (per person)	\$1.00	\$2.00
Softball/Baseball/Soccer Fields		
Night Time Only (Lights) (per hour)	\$20.00	\$20.00
Concession Stand Fee	\$25.00	\$40.00
Staff Fee (per employee) (per hr)	\$25.00	\$25.00
Practice Fee (1.5 hrs)*	\$20.00	\$30.00
Season Fee*	\$500.00	\$750.00
Monthly Fee**	\$50.00	\$75.00
Tournament Fee:		
Per Day (1 Park)	\$200.00	\$200.00
2 Day (1 Park)	\$400.00	\$400.00
Deposit	\$25.00	\$25.00

*At least (1) member on the team must be a resident to receive the “Resident” rate. “Season Fee” will include 2 practices per week. The Director has the authority to add (1-2) additional days if the season does not last more than 6 months.

** Monthly Fee will include (1) 1.5 hrs practice per week.

Lights are not included with Daily, Monthly or Seasonal fees.

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

SPORTS PROGRAMS		RESIDENT	NON- RESIDENT
Youth	Basketball	\$35.00	\$50.00
	Flag Football	\$35.00	\$50.00
	Soccer	\$35.00	\$50.00
	Volleyball	\$35.00	\$50.00
	Dodgeball (Per Team Fee)	\$100.00	\$100.00
	Late Registration Fee	\$10.00	\$10.00
	Youth Sports Camp – Swim Team Camp	\$60.00	\$60.00
	Coaching Incentive (5*)	\$10.00(Credit)	\$10.00(Credit)
Adult	Basketball, Softball, Volleyball, Racquetball, Dodgeball, Pickleball Leagues (Fee according to number of teams)	\$35.00 \$35.00	\$50.00 \$50.00
	Walking Program	Free	Free
	Late Registration Fee	\$10.00	\$10.00
Sponsorship of Leagues (3*)			
	Youth Soccer	\$250.00***	\$250.00***
	Flag Football (Referee Shirts)	\$250.00	\$250.00
	Basketball	\$250.00***	\$250.00***
	Volleyball	\$250.00***	\$250.00***
	Adult Sports Leagues	\$250.00***	\$250.00***
	Easter Egg Hunt (1*)	\$250.00*	\$250.00*
Film/Movie Fee (2*)		\$500.00**	\$500.00**
Banner Program:			
	1 Year	\$ 250.00	\$ 250.00
	5 Year	\$1,000.00	\$1,000.00
5K/Relay Races (self-contained races in the park) (4*)			
	For-profit organizations:	\$ 200.00	\$ 200.00
	Non-profit organizations:*****	\$ 25.00	\$ 25.00
	Schools:	Exempt	Exempt

1.) *Will also consider an equal amount of donations for prizes.

2.) ** Any filming that disrupts day-to-day operations of the park.

3.) *** Sponsorship of one age or group division.

4.) *****Must provide non-profit documentation to get price rate.

5.) ***** Head coaches will receive a once-per-season \$10.00 off their child's registration fee.

Credit applies to one child's registration only. Coaches that coach more than one team will only be allowed one \$10.00 credit. Coaches with no child, or do not have a child or children playing in the league, may designate their credit to a child's registration of their choosing.

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

POOL PROGRAMS	RESIDENT	NON-RESIDENT
Lentz Center Pool		
Daily Admission	\$2.00	\$3.00
3 & Under	Free	Free
Season Swim Pass		
Family of 4	\$100.00	\$150.00
Each Additional Member	\$25.00	\$35.00
Individual	\$35.00	\$50.00
Lifeguard Training	\$160.00	\$160.00
Lifeguard Training Recertification	\$40.00	\$40.00
Jr. Lifeguarding	\$35.00	\$35.00
Water Aerobics		
Entire Program	\$20.00	\$30.00
Per Session	\$3.00	\$4.00
Group Swim Lessons		
Infant & Toddler	\$20.00	\$20.00
Preschool	\$25.00	\$25.00
Levels 1 – 6/Adult	\$30.00	\$30.00
Private Swim Lessons (per ½ hr)	\$12.50	\$12.50

- All Security Fees will be determined by the Lincolnton Police Department
- “Resident” is considered any person(s) living inside the City Limits of Lincolnton, N.C. or owns property. Also, any City of Lincolnton staff (including immediate family) or official will receive the “Resident” rate.
- All Facility Rental Fees for non-profit organizations will be staff fee only if the Facility is being used Monday – Friday. This only applies to uses/users that do not include fees and/or charges. Schools are allowed to take admission for ball games. All organizations must prove non-profit status.

**FOR QUESTIONS CONCERNING RECREATIONAL FEES PLEASE CALL THE
LINCOLNTON RECREATION DEPARTMENT (704) 735-2671.**

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

OFFENSES & MISCELLANEOUS PROVISIONS		
Civil Citations	First Citation Second Citation Third and Subsequent Citations	\$100.00 \$250.00 \$500.00
Firearms within city park or building	Class 3 Misdemeanor	Maximum fine of \$200.00 or imprisonment not to exceed 20 days.
Helmets for minors	Class 3 Misdemeanor or infraction defined in article 1 section 14-4 of the General Statutes	A first violation of this section shall be dismissed if the person charged with the violation submits proof that the operator or passenger has acquired a protective helmet meeting the standards for use.
False Alarm Fees	Third through fifth Sixth through eighth Ninth through eleventh Twelfth or more	\$50.00 per occurrence \$100.00 per occurrence \$200.00 per occurrence \$300.00 per occurrence
Unregistered Alarm	Subsequent determination after one-time warning for failure to register alarm	\$50.00 per occurrence
Enforcement of Provisions	Civil Penalty	Up to \$100.00
Parking Violations	Initial violation After the third unpaid violation, or a minimum \$75.00 of past due fees will cause a Barnacle Device to be placed on windshield.	\$25.00 (plus an additional \$5.00 every fifteen (15) days not paid. Barnacle Removal Fee- \$50.00 plus any unpaid violations.
Cruising	1 st violation to be paid within ten (10) days 2 nd citation within a seven (7) day period	\$25.00 (plus an additional twenty-five (\$25.00) delinquency charge upon non-payment Police Officer shall issue to the violator a traffic summons in lieu of a civil citation
Sidewalk Café Permit	Annually	\$35.00
Permanent Parking Fee	Annually	\$100.00
Golf Cart Registration Fee	Annually	\$20.00

Violation of this section shall be punishable by a fine of fifty dollars (\$50.00)

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

SPECIAL EVENTS

The City of Lincolnton supports outdoor venues for special events, including festivals, shows, performances and programs. The City will provide baseline support services for pre-approved existing events up to the projected cost according to the schedule below. The event organizers are responsible for support services that exceed the baseline city costs. All other events are subject to approval based on availability of city support services and associated costs according to the fee schedule.

1. Pre-Approved existing special events:
 - a. The city issues permits and is a co-sponsor for pre-approved community events:
 - i. Approved events must have broad community benefit for both residents and merchants, helping to create a vibrant community, adding to the quality of life and contributing to regional state tourism & reputation.
 - ii. Not all events will be approved; new events may be proposed without any guarantee of approval.
 - iii. Event application and application fee required for each event request.
 - iv. City services are provided as an **“in-kind”** donation to support approved community events. In-kind services include street closures & barricades, sanitation & garbage roll-outs, public safety services from LPD/LFD and clean-up with organizer volunteer assistance.
 - b. Signature Community Events – Pre-Approved to receive in-kind support services, hours listed are for PUBLIC OPERATING hours not including 1 hour set-up & 1 hour tear-down.
 - c. City Celebrations – MLK parade, July 4th parade, July 4th fireworks, Veterans parade, Christmas parade, Apple Drop
 - i. City absorbs all costs, may seek sponsorships to offset expenses
2. All other events are non-city sponsored and subject to charges.
3. Application fee – \$50
4. Runs & races:
 - a. Run/Race/Walk Application fee - \$25
 - b. Must use approved race routes; no major street/road closures allowed; rail-trail use encouraged.
 - c. Organizers must use volunteers to ensure route safety; city will provide cones & supplies but will not staff streets & intersections.
 - d. No police escort unless organizer hires & pays off-duty law enforcement directly.
 - e. No EMS/EMT or other on-site support services provided unless organizer hires/pays for services directly.

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

Special Events Funded by City

Event	Month
Alive After Five	May
Alive After Five	June
Alive After Five	July
Alive After Five	August
Winefest	April/May
Cruisin' For A Cause	August
Antique and Vintage Market Day	October
Apple Festival	October
MLK Celebration	January
July 4th Parade	July
July 4th Fireworks	July
Veterans Day Parade	November
Christmas Parade	November
Apple Drop	December

Baseline Public Operational Hours- Signature Events	
Alive After Five (6p-10p)	4 Hour Event
Winefest (11a-5p)	6 Hour Event
Antique & Vintage Market Day (10a-4p)	6 Hour Event
Cruisin' For A Cause	6 Hour Event
Apple Festival (9a-4p)	7 Hour Event
Setup	1 Hour
Tear down	1 Hour
Additional Costs-Not included as part of "in-kind" services	
Per Operational Hour	Per Fee Schedule
Per Set-up/Tear-down Hour	\$150/hour
Stage Rental	\$700

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

Special Events Fees

Note: All venues subject to availability

Events Requiring Main Street Closure- Non Alcohol	Fee
- First 4 hours Minimum Charge	\$3,000
- Each Additional Operational Hour	\$225/hr
- Each Additional Setup/Tear down Hour	\$150/hr
 Events Requiring Main Street Closure- Alcohol Served	 Fee
- First 4 hours Minimum Charge	\$4,000
- Each Additional Operational Hour	\$300/hr
- Each Additional Setup/Tear down Hour	\$150/hr
 Includes closing of Main Street (100-300 blocks), use of public restrooms.	

Events at Betty Ross Park- Non Alcohol	Fee
- First 4 hours Minimum Charge	\$1,000
- Each Additional Operational Hour	\$150/hr
- Each Additional Setup/Tear down Hour	\$150/hr
 Events at Betty Ross Park- Alcohol Served	 Fee
- First 4 hours Minimum Charge	\$1,500
- Each Additional Operational Hour	\$225/hr
- Each Additional Setup/Tear down Hour	\$150/hr
 Includes use of upper parking lot, park shelter & Shelter restrooms, outdoor basketball and tennis courts.	

Events at First Federal Park- Non Alcohol	Fee
- First 4 hours Minimum Charge	\$750
- Each Additional Operational Hour	\$75/hr
- Each Additional Setup/Tear down Hour	\$150/hr
 Events at First Federal Park- Alcohol Served	 Fee
- First 4 hours Minimum Charge	\$1,000
- Each Additional Operational Hour	\$150/hr
- Each Additional Setup/Tear down Hour	\$150/hr
 Includes closure of E Sycamore (100 and 200 blocks) and N Poplar (Main to Pine), use of restrooms and grassy area).	

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

Events at Highland Drive Park- Non Alcohol	Fee
- First 4 hours Minimum Charge	\$1,000
- Each Additional Operational Hour	\$150/hr
- Each Additional Setup/Tear down Hour	\$150/hr
Includes use of parking lot, park shelter and restrooms.	

Other Fees	Fee
Application Fee- All Special Events	\$50
Application Fee- All runs/races & walks/parades	\$25
Stage Rental	\$700

Vendor Fees for Events Produced by City of Lincolnton	Based on Event/Booth Size
-Food Vendors	\$50-250
-Artist/General Vendor	\$25-100
-Winery/Brewery	\$50-300

CITY OF LINCOLNTON

PROPOSED SCHEDULE OF FEES

2020-21

PLANNING AND ZONING ADMINISTRATION	
Abandoned Structures Ordinance	Actual contracted cost to City plus 25% administrative fee
Commercial Maintenance Ordinance	Actual contracted cost to City plus 25% administrative fee
Minimum Housing Ordinance	Actual contracted cost to City Plus 25% administrative fee
Nuisance Ordinance	Actual contracted cost to City plus 25% administrative fee
Rezoning Application	\$200.00
Conditional Use Permit (CUP) Application	
Standard	\$200.00
Temporary	\$100.00
Conditional Use Rezoning Application	\$250.00
Site Plan Review	\$100.00
Board of Adjustment Applications	
Conditional Use Permit (CUP) Application	\$100.00
Variance Application	\$200.00
Interpretation Application	\$200.00
Special Exception Application	\$200.00
Zoning Text Amendment Application	\$200.00
Zoning Permit	
Single and Two-Family Residential	\$50.00
Residential Accessory Use	\$30.00
Multifamily Residential and Non-Residential	\$100.00
Change in Use (Non-residential)	\$40.00
Permit Fee for Application for Backyard Hens	\$50.00
Mowing and Abatement Fees	Actual Costs
Sign Permits	\$40.00
Copy of Land Use Plan, Greenway Master Plan & Others	\$25.00
Copy of Zoning Ordinance (UDO)	\$30.00*
Copy of Zoning Map	\$5.00**
Subdivision Filing Fees	
Minor Subdivision Plat	\$100.00
Major Subdivision Preliminary Plat	\$150.00 +
(Per Lot)	\$5.00
Major Subdivision Final Plat	\$100.00
Applications for Relief	\$200.00
GIS MAPS (8 ½ X 11)	\$2.00

* \$.25 per page-less than full copy

** Full or partial copy

Fees could be waived if applicant complies with NC General Statue 1-110, Suit as a pauper; counsel.

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



CITY MANAGER
Steve Zickefoose, MBA
szickefoose@lincolntonnc.org
CITY CLERK
Daphne Ingram
[dingram@lincolntonnc.org](mailto:d Ingram@lincolntonnc.org)
CITY ATTORNEY
Thomas J. Wilson, Jr.

R E S O L U T I O N

Adopting Salary Schedule and Schedule of Budgeted Positions (R-10-20)

WHEREAS, the proposed 2020-2021 fiscal year budget has been prepared by the City Manager and presented to the Mayor and City Council; and

WHEREAS, the proposed 2020-2021 fiscal year budget includes a recommended salary schedule and schedule of budgeted positions;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Lincolnton adopts the "Salary Schedule", and "Schedule of Budget Positions:", as attached to this resolution, for the fiscal year beginning July 1, 2020 and ending June 30, 2021.

Adopted this the 4th day of June 2020.

Daphne Ingram, City Clerk

Ed Hatley, Mayor

Salary Schedule-Position Classifications
City of Lincoln
Proposed July 1, 2020

<u>Grade</u>	<u>Position Title</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>	<u>Occupation Review Schedule</u>	<u>FLSA Status</u>
3	Not assigned	21,046	26,307	31,569		N
4	Not assigned	22,098	27,623	33,147		N
5	Not assigned	23,203	29,004	34,805		N
6	Not assigned	24,363	30,454	36,545		N
7	Building Services Attendant	25,582	31,977	38,372	C	N
7	Property Maintenance Technician	25,582	31,977	38,372	C	N
8	General Maintenance Worker	26,861	33,576	40,291	B	N
9	Administrative Support Assistant	28,204	35,255	42,305	C	N
9	Customer Service Representative I	28,204	35,255	42,305	C	N
9	Police Evidence Technician	28,204	35,255	42,305	C	N
9	Police Records Specialist	28,204	35,255	42,305	C	N
10	Customer Service Representative II	29,614	37,017	44,421	C	N
10	Equipment Operator I	29,614	37,017	44,421	B	N
10	Parking Enforcement Officer	29,614	37,017	44,421	A	N
10	Sr. Administrative Support Assistant	29,614	37,017	44,421	C	N
11	Accounting Technician	31,095	38,868	46,642	C	N
11	Distribution/Collection Maintenance Tech I	31,095	38,868	46,642	B	N
11	Lead Meter Specialist	31,095	38,868	46,642	B	N
11	WTP Operator C	31,095	38,868	46,642	B	N
11	WWTP Operator I	31,095	38,868	46,642	B	N
12	Distribution/Collection Maintenance Tech II	32,649	40,812	48,974	B	N
12	Equipment Operator II	32,649	40,812	48,974	B	N
12	Firefighter I	32,649	40,812	48,974	A	N
12	WTP Operator B	32,649	40,812	48,974	B	N
12	WWTP Operator II	32,649	40,812	48,974	B	N
13	Electric Line Technician (Class C)	34,282	42,852	51,423	B	N
13	Fire Inspector I	34,282	42,852	51,423	A	N
13	Firefighter II	34,282	42,852	51,423	A	N
13	Planning Assistant	34,282	42,852	51,423	C	N
13	Sr. Fleet Maintenance Mechanic	34,282	42,852	51,423	B	N
13	WTP Laboratory Analyst	34,282	42,852	51,423	B	N
13	WTP Maintenance Mechanic	34,282	42,852	51,423	B	N
13	WWTP Maintenance Mechanic	34,282	42,852	51,423	B	N
14	Distribution/Collection Maintenance Tech III	35,996	44,995	53,994	B	N
14	Fire Inspector II	35,996	44,995	53,994	A	N
14	Firefighter Engineer	35,996	44,995	53,994	A	N
14	General Services Supervisor	35,996	44,995	53,994	C	N
14	Street Maintenance Crew Leader	35,996	44,995	53,994	B	N
14	WTP Operator A	35,996	44,995	53,994	B	N
14	WWTP Operator III	35,996	44,995	53,994	B	N

Salary Schedule-Position Classifications
City of Lincoln
Proposed July 1, 2020

15	Accountant	37,796	47,244	56,693	C	N
15	Distribution/Collection Crew Leader	37,796	47,244	56,693	B	N
15	Fire Inspector III	37,796	47,244	56,693	A	N
15	Lead WTP Maintenance Mechanic	37,796	47,244	56,693	B	N
15	Lead WWTP Maintenance Mechanic	37,796	47,244	56,693	B	N
15	Police Officer	37,796	47,244	56,693	A	N
15	Police Officer (SRO)	37,796	47,244	56,693	A	N
15	Recreation Program Coordinator	37,796	47,244	56,693	C	N
15	WWTP Laboratory Analyst	37,796	47,244	56,693	B	N
15	Zoning Administrator	37,796	47,244	56,693	C	N
16	Electric Line Technician (Class B)	39,685	49,607	59,528	B	N
16	Fire Lieutenant	39,685	49,607	59,528	A	N
16	Master Police Officer	39,685	49,607	59,528	A	N
16	Police Investigator	39,685	49,607	59,528	A	N
17	Distribution/Collection Supv	41,670	52,087	62,504	B	N
17	HR Benefits Administrator	41,670	52,087	62,504	C	N
17	Public Works Supervisor	41,670	52,087	62,504	B	N
17	WTP Chief Operator	41,670	52,087	62,504	B	N
17	WWTP Pretreatment Coordinator	41,670	52,087	62,504	B	N
18	Assistant to CMO/City Clerk	43,753	54,691	65,630	C	N
18	Business Services Manager	43,753	54,691	65,630	C	N
18	Electric Line Technician (Class A)	43,753	54,691	65,630	B	N
18	Fleet Services Superintendent	43,753	54,691	65,630	B	N
18	Police Sergeant	43,753	54,691	65,630	A	N
19	Accounting Services Manager	45,941	57,426	68,911	C	N
20	Fire Captain	48,238	60,297	72,357	A	N
20	Building Inspections Consultant	48,238	60,297	72,357	C	N
20	Electric Distribution System Supv	48,238	60,297	72,357	B	N
20	Police Lieutenant	48,238	60,297	72,357	A	N
20	Fire Training Officer	48,238	60,297	72,357	A	N
21	Distribution/Collection System Supt	50,650	63,312	75,975	B	E
21	Public Works Superintendent	50,650	63,312	75,975	B	E
21	WWTP Superintendent	50,650	63,312	75,975	B	E
22	Community Relations Director	53,182	66,478	79,773	C	E
23	Assistant Fire Chief	55,841	69,802	83,762	A	E
23	Police Captain	55,841	69,802	83,762	A	E
24	Information Technology Manager	58,633	73,292	87,950	C	E
24	Parks & Recreation Director	58,633	73,292	87,950	C	E
25	Electric Distribution System Supt	61,565	76,956	92,347	B	E
25	Human Resources Director	61,565	76,956	92,347	C	E
25	Planning & Comm Develop Director	61,565	76,956	92,347	C	E
26	Not assigned	64,643	80,804	96,965		E

Salary Schedule-Position Classifications
City of Lincoln
Proposed July 1, 2020

27	Not assigned	67,875	84,844	101,813		E
28	Not assigned	71,269	89,086	106,904		E
29	Fire Chief	74,833	93,541	112,249	A	E
29	Police Chief	74,833	93,541	112,249	A	E
29	Water Resources Director	74,833	93,541	112,249	B	E
30	Not assigned	78,574	98,218	117,861		E
31	Not assigned	82,503	103,129	123,754		E
32	Assistant City Manager	86,628	108,285	129,942	C	E
33	Not assigned	90,960	113,699	136,439		E
34	Not assigned	95,508	119,384	143,261		E
35	City Manager/Finance Director	100,283	125,354	150,424	C	E
36	Not assigned	105,297	131,621	157,946		E
	<u>Part-Time Classifications</u>	<u>Hourly</u>		<u>Hourly</u>		
	Lifeguards-Non Experienced	8.80		8.80	C	N
	Lifeguards-Experienced	9.89		9.89	C	N
	Scorekeepers/Concession Workers	8.25		8.25	C	N
	Recreation Worker	10.37		12.30	C	N
	School Crossing Guard	10.32		10.32	C	N

CITY OF LINCOLNTON					
SCHEDULE OF BUDGETED POSITIONS					
Proposed July 1, 2020					
<u>Administration 4110</u>					
Full Time Positions	3				
<u>Human Resources 4120</u>					
Full Time Positions	5				
<u>Finance 4130</u>					
Full Time Positions	7				
<u>Police Department 4310</u>					
Full Time Positions	37				
<u>Fire Department 4340</u>					
Full Time Positions	40				
<u>Public Works - Administration 4510</u>					
Full Time Positions	2				
<u>Public Works - Streets & Property Maintenance 4520</u>					
Full Time Positions	11				
<u>Public Works - Equip Services 4530</u>					
Full Time Positions	2				
<u>Public Works - Solid Waste 4710</u>					
Full Time Positions	7				
<u>Planning 4910</u>					
Full Time Positions	3				
<u>Parks & Recreation 6100</u>					
Full Time Positions	8				
<u>Public Works - Water Treatment 7100</u>					
Full Time Positions	10				
<u>Public Works - Distribution & Collection 7110</u>					
Full Time Positions	12				
<u>Public Works - Waste Water Treatment 7120</u>					
Full Time Positions	9				
<u>Public Works - Electric 7200</u>					
Full Time Positions	8				
Total Full Time City Positions:		164			

ITEM #

4

REGULAR AGENDA

ITEM #

4a

BUDGET AMENDMENT

(BA-02-20)

Approval of Budget Amendment
– Year End Balancing

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



CITY MANAGER
 Steve Zickefoose, MBA
szickefoose@lincolntonnc.org
CITY CLERK
 Daphne Ingram
digram@lincolntonnc.org
CITY ATTORNEY
 Thomas J. Wilson, Jr.

BA-02-20

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, 2020.

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

<u>DEPARTMENT NUMBER</u>	<u>DEPARTMENT DESCRIPTION</u>	<u>INCREASE</u>	<u>DECREASE</u>
4110	CITY MANAGER/CLERK		55,000.00
4120	HUMAN RESOURCES	19,700.00	-
4130	FINANCE		20,000.00
4280	GENERAL EXPENSE	-	5,000.00
4285	DEBT SERVICE	1,000.00	-
4310	POLICE	-	11,000.00
4340	FIRE	86,300.00	
4510	PUBLIC WORKS ADMIN		1,000.00
4520	STREET		1,000.00
4530	EQUIPMENT SERVICES		-
4710	SOLID WASTE		1,000.00
4740	GENERAL SERVICES		
4910	PLANNING & ZONING		
4930	BUSINESS & COMM DEVEL		
6100	PARKS & RECREATION		13,000.00
		<u>107,000.00</u>	<u>107,000.00</u>

This will result in a net change of \$ 0.00 expenditures of the General Fund.

Section 5: To amend the Water & Sewer Fund, the expenditures are to be changed as follows:

<u>DEPARTMENT NUMBER</u>	<u>DEPARTMENT DESCRIPTION</u>	<u>INCREASE</u>	<u>DECREASE</u>
7110	WATER PLANT	-	30,000.00
7100	DISTRIBUTION AND COLLECTION	60,000.00	-
7120	WASTEWATER PLANT	-	30,000.00
7130	INTANGIBLES	-	-
		<u>60,000.00</u>	<u>60,000.00</u>

Section 6: This will result in a net change of \$ 0.00 in the revenues of the Water & Sewer Fund.

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

Adopted this 4th day of June, 2020.

 Daphne Ingram
 City Clerk

 Ed L. Hatley
 Mayor

ITEM #

4b

POLICY

(P-03-20)

Proposed revision to the
Personnel Policy regarding
retiree Insurance

City of Lincolnton
114 West Sycamore Street
P. O. Box 617
Lincolnton, North Carolina
28093-0617



Human Resources Department
Phone (704) 736-8980
FAX (704) 736-8975
www.lincolntonnc.org

MEMORANDUM

To: Mayor and City Council Members

From: Tanya Osborne, Human Resources Director

Through: Steve Zickefoose, City Manager/Finance Director

Re: Personnel Policy Amendment – Article IX Insurance/Retirement Benefits
Section 1. Insurance Benefits

Date: April 23, 2020

As part of the annual budget planning workshop, the City Manager presented information to Council in consideration of an amendment to the City's retiree health insurance benefit. Based upon current and projected future costs of the retiree health insurance benefit, the Manager recommended the benefit be discontinued for employees hired on or after July 1, 2020. Current city employees would not be affected by the amendment. Several surrounding governmental entities have already discontinued this type of benefit, and the NC State Health Plan will be ending their retiree health insurance for new hires as of January 1, 2021.

Council was in favor of the Manager's recommendation, and a draft of the amended Article IX Section 1-Insurance Benefits is attached for review and approval. Amendment is in blue print.

Attachment

Amendment-Personnel Policy Article IX Insurance/Retirement Benefits

Proposed Effective 07-01-2020

SECTION 1. INSURANCE BENEFITS:

- A. For employees hired prior to July 1, 2012:** An employee who retires from the City with 20 or more years of service shall receive the same health insurance coverage provided to full time employees. The employee is responsible for paying the City in advance for any family members' health coverage. The employee is also responsible for paying the City in advance for any dental insurance coverage on themselves or family members. The health insurance coverage on the retired employee will continue until his or her 65th birthday, or until they become eligible for Medicare benefits, whichever is sooner, at which time the City will delete the employee from the group coverage.

An employee who retires from the City with a disability status, and has 10 or more years of service with the City, shall receive insurance benefits in the same manner as employees who retire with 20 or more years of service. The employee must be classified as disabled by the Local Government Employees Retirement System, or the Social Security Commission. The employee will receive coverage until his or her 65th birthday, or until they become eligible for Medicare benefits, whichever is sooner.

- B. For employee hired on or after July 1, 2012:** An employee who retires from the City with 25 or more years of service shall receive the same health insurance coverage provided to full time employees. The employee is responsible for paying the City in advance for any family members' health coverage. The employee is also responsible for paying the City in advance for any dental insurance coverage on themselves or family members. The health insurance coverage on the retired employee will continue until his or her 65th birthday, or until they become eligible for Medicare benefits, whichever is sooner, at which time the City will delete the employee from the group coverage.

An employee who retires from the City with a disability status, and has 15 or more years of service with the City, shall receive insurance benefits in the same manner as employees who retire with 25 or more years of service. The employee must be classified as disabled by the Local Government Employees Retirement System, or the Social Security Commission. The employee will receive coverage until his or her 65th birthday, or until they become eligible for Medicare benefits, whichever is sooner.

- C. For employees hired on or after July 1, 2020:** Employees hired on or after July 1, 2020 are not eligible to continue the City's health or dental insurance benefit upon retirement.

For employees hired prior to July 1, 2020:

1. For employees who fall under A or B above, benefits remain as outlined.
2. Employees who fall under A or B above, but leave employment with the City of Lincoln for reasons other than retirement, lose eligibility for retiree health and dental insurance benefits if rehired or reinstated at a later date.

As stated in the Personnel Policy Preface: "These personnel policies are not a binding contract, but merely a set of guidelines for the implementation of personnel policies. The City explicitly reserves the right to modify any of the provisions of these policies at any time and without any notice to employees." As such, the Council has reserved the right to review all city benefits as necessary, and may delete, modify, enhance or otherwise make changes to this policy as in accordance with local, state and federal law.

ITEM #

4c

RESOLUTION

(R-11-20)

Presentation of Recreation
Master Plan / Request for
Approval of Consulting Firm and
cost sharing with Lincoln
County



Lincoln County/City of Lincolnton

Parks and Recreation Master Plan Update

Request for Approval of Consulting Firm Selection and Cost Share

The Parks and Recreation departments of Lincoln County and the City of Lincolnton are working jointly to update our Recreation Master Plans in 2020-2021. Updating both entities' plans allows for the City and County to prepare for future park projects, future park improvements, new and continued recreation programming and also enhance eligibility for grants. Following a request for qualifications, staff from both jurisdictions conducted interviews and have jointly selected McGill and Associates of Hickory, NC to conduct the updates to the plans.

In addition to selecting McGill and Associates through a qualifications-based selection process, a cost share recommendation between the city and county has been developed for the plan updates. A cost share percentage of 70/30 between the county and city respectively is proposed for this planning effort. With the proposed cost of \$89,500, the City's portion would total \$26,850 and the County's portion would total \$62,650. The method used to determine the cost share percentages are based on the number of recreational facilities and geographical layout of recreation opportunities across both entities. Through the update process, McGill will develop plans for each jurisdiction separately. At the end of this update process, our selected firm will produce a recreation master plan update document for the City of Lincolnton and a separate recreation master plan update document for Lincoln County. For this purpose there will also be two separate contracts.

The action needed by both the Lincolnton City Council and Lincoln County Board of Commissioners is approval of the selection of the consulting firm McGill and Associates of Hickory, NC for our joint recreation master plan update and approval of the cost share of 70% County and 30% City in the final negotiated cost.

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



CITY MANAGER
Steve Zickefoose, MBA
szickefoose@lincolntonnc.org
CITY CLERK
Daphne Ingram
[dingram@lincolntonnc.org](mailto:d Ingram@lincolntonnc.org)
CITY ATTORNEY
Thomas J. Wilson, Jr.

R-11-20
**RESOLUTION AUTHORIZING APPROVAL OF CONSULTING FIRM SELECTION
AND COST SHARING WITH LINCOLN COUNTY FOR THE UPDATED 2020-2021
RECREATION MASTER PLAN**

WHEREAS, the Parks and Recreation departments of Lincoln County and the City of Lincolnton are working jointly to update Recreation Master Plans in 2020-2021; and

WHEREAS, updating both entities' plans allows for the City and County to prepare for future park projects, future park improvements, new and continued recreation programming and also enhance eligibility for grants; and

WHEREAS, following a request for qualifications, staff from both jurisdictions conducted interviews and have jointly selected McGill and Associates of Hickory, NC to conduct the updates to the plans; and

WHEREAS, additionally, a cost share percentage recommendation of 70/30 between the county and city respectively is proposed for this planning effort, \$62,650 from the county and \$89,500 from the city; and

WHEREAS, McGill and Associates will develop plans for each jurisdiction separately, producing a recreation master plan update document for the City of Lincolnton and a separate recreation master plan update document for Lincoln County, this requiring two separate contracts; and

WHEREAS, action is needed by both the Lincolnton City Council and Lincoln County Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Lincolnton approves the selection of the consulting firm McGill and Associates of Hickory, NC for a joint recreation master plan update and approves of the cost share of 70% County and 30% City in the final negotiated costs.

This the 4th day of June 2020.

Ed Hatley, Mayor

ATTEST:

Daphne Ingram, City Clerk

ITEM #

4d

RESOLUTION

(R-12-20)

Resolution adopting a
utility payment plan in
response to COVID-19
Pandemic

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



CITY MANAGER
Steve Zickefoose, MBA
szickefoose@lincolntonnc.org
CITY CLERK
Daphne Ingram
[dingram@lincolntonnc.org](mailto:d Ingram@lincolntonnc.org)
CITY ATTORNEY
Thomas J. Wilson, Jr.

R E S O L U T I O N

(R-12-20)

ADOPTING PAYMENT PLAN FOR WATER AND/OR WASTEWATER SERVICES SUBJECT TO EXECUTIVE ORDER 124 ISSUED BY GOVERNOR COOPER IN RESPONSE TO COVID-19 PANDEMIC ON MARCH 31, 2020

WHEREAS, Governor Cooper's Executive Order 124 (EO 124) requires providers of end-user, residential water, wastewater, electric, and natural gas service to, among other things, suspend disconnections of residential service for nonpayment through June 1, 2020, and suspend assessment of all penalties for late payments of monthly service charges incurred from March 31, 2020 through June 1, 2020; and

WHEREAS, EO 124 does not extinguish or waive account balances as customers remain legally responsible to pay all amounts due on your account; and

WHEREAS, EO 124 is currently effective until June 1, 2020. Unless extended by the Governor, normal disconnections and late fee policies will resume after that day, and

WHEREAS, Utility Customers will, however, have until December 1, 2020, to pay any delinquencies they incurred from March 31, 2020 through June 1, 2020.

NOW, THEREFORE, BE IT RESOLVED, in recognition of the financial hardship many now face, the City of Lincolnton authorizes an approved payment plan to our residential customers who are unable to pay their current account balance and/or who will be unable to pay their account balances between now and June 1, 2020.

Adopted this the 4th day of June 2020

Daphne Ingram, City Clerk

Ed Hatley, Mayor

Payment Plan Terms

To participate in the payment plan, the undersigned agrees to pay a minimum of _____ per month toward your residential account balance.

The undersigned acknowledges that the payment plan does not extinguish or waive the account balance. The undersigned remains legally responsible to pay the account balance in full. Upon termination of EO 124 or June 1, 2020, whichever occurs later, the City of Lincolnton will resume its normal practices of applying late penalties to any new charges not paid on time on or after that date. It will also resume its normal policies of disconnecting services if charges incurred after June 1, 2020 are not paid on time or if the minimum payment plan amounts under the terms of this agreement are not paid on time.

You will have until December 1, 2020 to pay any delinquencies incurred between March 31, 2020 and June 1, 2020. Upon termination of EO 124 or June 1, 2020, whichever is later, your services may be disconnected if you fail to make the minimum payment amounts due under this payment plan and /or if you fail to pay the full amounts owed for services billed after June 1, 2020

I hereby acknowledge and agree to the terms of this payment plan.

Account Holder's Signature

Date

ITEM #

5

OTHER BUSINESS

ITEM #

5a

MONTHLY
FINANCIAL/OVERTIME
REPORT

June 2020 Council Meeting
Executive Summary
April 2020 Year-To-Date

General Fund		% of				
	Budget 19-20	Actual 19-20	Budget	Budget 18-19	Actual 18-19	Difference
Fund 10 Revenues	11,818,700	9,861,838	83%	11,271,936	8,728,117	1,133,721
Fund Balance	-	-	-	964,361	-	-
	11,818,700	9,861,838		12,236,297	8,728,117	1,133,721
City Manager/Clerk	277,495	124,140		320,960	210,710	(86,569)
Human Resources	243,020	182,202		239,060	178,808	3,394
Finance	149,630	(20,656)		242,790	157,659	(178,315)
General Expense	1,108,160	821,583		1,001,620	756,219	65,364
General Debt Service	424,632	392,345		513,524	378,245	14,100
Police	3,218,020	2,600,976		3,115,970	2,622,590	(21,614)
Fire	2,255,800	1,936,264		2,041,650	1,935,209	1,055
Public Works	44,010	(19,356)		79,616	(64,602)	45,245
Street	1,164,325	675,818		1,257,668	672,965	2,853
Equipment Services	115,970	84,674		133,270	91,120	(6,447)
Solid Waste	823,855	784,931		854,228	425,349	359,582
General Services	-	-		-	-	-
Plannin/Zoning	575,420	257,701		379,060	222,293	35,408
Bus & Comm. Dev	133,200	117,514		135,000	107,474	10,040
Recreation	1,285,163	978,305		957,520	915,688	62,617
Expenses	11,818,700	8,916,439	75%	11,271,936	8,609,728	306,711
Difference		945,400			118,390	827,010

Water & Sewer Fund		% of			
Fund 61	Revenues	Budget 19-20	Actual 19-20	Budget	Difference
	Fund Balance	-	-	76%	46,973
		8,616,949	6,545,925	8,378,540	6,498,952
				526,653	
		8,616,949	6,545,925	8,905,193	6,498,952
					46,973
	Water Treatment	1,506,850	980,117	1,508,450	1,148,226
	Dist & Collection	1,847,150	2,843,288	1,748,000	1,333,071
	Wastewater	1,567,500	967,386	1,544,600	1,057,873
	W & S Intangibles	3,695,449	4,026,143	3,577,490	3,434,449
	Expenses	8,616,949	8,816,935	8,378,540	6,973,620
	Difference		(2,271,010)	102%	1,843,315
					(1,796,342)

Electric Fund		% of			
Fund 63	Revenues	Budget 19-20	Actual 19-20	Budget	Difference
	Fund Balance	-	-	81%	(660,185)
		8,056,350	6,529,434	7,669,264	7,189,619
				1,224,483	-
		8,056,350	6,529,434	8,893,747	7,189,619
					(660,185)
	Electric Dept.	8,056,350	6,622,162	7,669,264	5,698,877
	Expenses	8,056,350	6,622,162	7,669,264	5,698,877
	Difference		(92,727)	82%	923,284
					923,284
					1,490,742
					(1,583,469)

Overtime 80+ hours	392,611	398,716	(6,105)
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PUBLIC
COMMENT

CLOSED SESSION

NEWS MEDIA

ADJOURNMENT