

A G E N D A

LINCOLNTON CITY COUNCIL



November 3, 2022

7:00 p.m.

Council Chambers

City hall



**LINCOLNTON CITY COUNCIL
AGENDA
November 3, 2022
7:00 p.m.**

CALL TO ORDER

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

1. AGENDA APPROVALS

1a. Approval of REGULAR AGENDA

1b. 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.

- **Approval of Minutes for the October 6, 2022 Regular Meeting**
- **Retirement Recognition – Steve Littlejohn – Effective December 1st**

2. 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

3. PUBLIC HEARINGS

3a. CZ-9-2022 – Application from Edgewater Ventures requesting the conditional Zoning of 30.33 acres from Planned Business-Special Highway Overlay (PB SHO) District to the General Manufacturing and Commercial (GMC-CD) District for the purpose of constructing a 270,000 square foot industrial building. The subject property is located on the west side of Car Farm Road approximately 600 feet south of the intersection of Car Farm Road and Maiden Highway (Parcel ID 00822)

Jean Derby, Planning Director

4. REGULAR AGENDA

4a. Proposed Targeted Incentive Grant for Breweries/Distilleries

Jean Derby, Planning Director

4b. Proposed Targeted Incentive Grant for Event Spaces

Jean Derby, Planning Director

4c. IT-2022-45 Permission to Conduct Technology Recycling with Powerhouse Recycling

Chris Jones, Technology & Innovation Director

5.

5a. Consideration of a Request to add a Planning Technician Position to the Salary Schedule

Tanya Osborne, Human Resources Director

5b. Approval of amended by-laws for the Lincolnton Student Advisory Council as requested by Council - effective January 1, 2023

Daphne Ingram, City Clerk

5c. Appt-11-22 Appointments – Boards and Commissions 2022 Expiring Terms

Daphne Ingram, City Clerk

6.

6a O-12-22 – Approval of amendment to Code of Ordinances adding Water Street Parking Lot Regulations

Ritchie Haynes, City Manager

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6b Manager Report/Update and Code Enforcement Report

Ritchie Haynes, City Manager

CLOSED SESSION
To discuss Personnel in accordance with
NCGS 143-318.11(a)(6)

NEWS MEDIA

ADJOURNMENT

ITEM #

1

AGENDA

APPROVALS

ITEM #

1a

APPROVAL

OF

REGULAR AGENDA

ITEM #

1b

APPROVAL

OF

CONSENT AGENDA

The Mayor and City Council met in regular session on Thursday, October 6, 2022 at 7:00 p.m. in the Council Chambers of City Hall located at 114 West Sycamore Street, Lincolnton, North Carolina.

Mayor Hatley opened the meeting, pausing for a moment of silence and leading the Pledge of Allegiance.

The following member were in attendance:

WHITE

EADDY

JETTON

NOTE: Councilmember Poinisette was not present for the meeting

Mayor Ed Hatley spoke to the Public Comment portion of the meeting being moved to the front of the Agenda. He also added two additional items (7c and 7d) requiring council action to the regular agenda. Under Item#6, Councilmember Eaddy requested to add discussion and motion to amend the membership regulations for the Student Advisory Council.

Councilmember White made a motion to approve the *REGULAR AGENDA* as presented and amended. Members voted 3-0 in favor of the motion.

Councilmember Eaddy made a motion to approve the *CONSENT AGENDA* items as follow:

- Approval of minutes for the September 1, 2022 regular meeting
- Retirement Recognition - Roger Hilton
- Proclamation - Public Power Week

Members voted 3-0 in favor of the motion

PUBLIC COMMENT:

No one signed to speak during the public comment section of the meeting.

PUBLIC HEARING

CZ-9-2022

Application from Edgewater Ventures requesting the conditional Zoning of 30.33 acres from Planned Business Special Highway Overlay (PB-SHO) District to the General Manufacturing and Commercial (GMC-CD) District

Mayor Ed Hatley announced that at the request of the applicant, the public hearing would be delayed. No confirmed date was given.

O-11-22 (ANX-2-2022)

Request/Approval of Ordinance to Annex Property to extend the corporate limits - Startown Road and Clarks Creek Road

Mayor Ed Hatley opened the public hearing, recognizing Jean Derby, Planning Director, to present and review the request. Mrs. Derby provided background information on this request, reminding Council of the resolution adopted to consider annexation of the property at the August meeting. She listed the municipal requirements if annexation is approved, offering to answer and question regarding the request.

Councilmember White made a motion to close the Public Hearing. Members voted 3-0 in favor of the motion

Councilmember Eaddy made a motion to approve request as presented. Members voted 2-1 in favor of the motion with Councilmember Eaddy and Councilmember White voting in favor of the request and Councilmember Jetton voting against.

REGULAR AGENDA

MJS-2-2022

Major Subdivision Plat from BBS Clark Creek LLC requesting subdivision plat approval of 328 residential lots that were conditionally zoned as a Planned Residential Development (Clarks Creek Landing).

Planning Director Jean Derby spoke to this item presenting a preliminary plat for a major subdivision located off Startown Road and Clarks Creek Road submitted by the applicants. Mrs. Derby stated that per the UDO, preliminary and final plat approval is required for all major subdivisions.

She continued her review, reminding members that the 328 lots were approved previously as part of the conditional zoning application. Mrs. Derby provided detailed information regarding the proposed project, along with a number of photos of the area, and comments from the Planning Board. Approval of the request was recommended on the condition that all items are met. Mr. Rob Brown, attorney for the applicant, as well as the applicant were both present.

Councilmember Eaddy made a motion to approve the subdivision plat as presented. Members voted 2-1 in favor of the motion with

Councilmember Eaddy and Councilmember White voting in favor of the request and Councilmember Jetton voting against.

**REQUEST FOR APPROVAL AUTHORITY - POLICE DEPARTMENT
POLICY MANUAL**

Chief Rodney Jordan stood before Council requesting that he be granted to authority to approve any policy/directive within the department. Chief Jordan gave some background regarding past department policy manual updating practices. He explained what is currently being implemented, how it works, and how it will benefit the department. He directed members attention to policy 301.3 stating..... ***the Chief of Police shall be considered the ultimate authority for content, interpretation and adoption of the provisions of this manual and shall ensure compliance with all applicable federal, state and local laws.*** Chief Jordan explained that approval of the above referenced policy, will give him the authority, as chief, to approve all other policies. He also informed that any policy relating to personal will be reviewed by Human Resources before being implemented.

Councilmember Eaddy made a motion to approve the request, giving the Police Chief authority regarding the policy manual. Members voted 3-0 in favor of the motion.

**Consideration of NC League of Municipalities Safety Grant -
50/50 City matching**

Ryan Heavner, Fire Chief, spoke to this request, asking permission to apply for grant funding through the NCLM. He explained the grant being a 50/50 match to be used for rescue equipment, extra gloves and cancer reducing hoods for the firefighters to wear while firefighting. Chief Heavner concluded stating the City's portion being \$5,000.00

Councilmember Jetton made a motion to proceed with the safety grant from the League of Municipalities. Members voted 3-0 in favor of the motion.

**Consideration of the NC Forestry Grant - 50/50 City Match for
Firefighter Communication Equipment**

Ryan Heaver, Fire Chief spoke to this item, again requesting permission to proceed with submitting an application for a matching grant. Chief Ryan briefly explained the North Carolina Forestry Grant being a 50/50 matching

grant, with the city's maximum contribution being \$5,000.00. Funds will be used to purchase telecommunication equipment pagers and speaker mics for the radios used. He reported the total being \$9,594.00, just under the \$10,000.00 maximum.

Councilmember White made a motion to approve the Forestry Grant as presented. Members voted 3-0 in favor of the motion.

**REQUEST TO INITIATE
CYBER SECURITY GRANT APPLICATION**

Chris Jones, IT Director, presented a request to apply for a grant through Department of Homeland Security. He explained that \$185million dollars in grant money is available for cyber security initiative plans funding to update infrastructure, to help with phishing, etc. Mr. Jones informed that a cyber security committee is necessary to meet the criteria set to apply for this grant. **There was a consensus among members to act as the official Cyber Security Committee and to provide a letter stating their agreement.**

Mr. Jones reminded council that they previously approved \$260K for infrastructure upgrades. This grant, if awarded, will replace those funds. He gave a brief overview of the plan, pointing out several things that are already being utilized. He informed that if funding is secured, Cloud DNS will be an additional safeguard put in place, as well as penetration testing, which is something that cyber security insurance will more than likely make a requirement within the next three to five years. Mr. Jones concluded stating that the requested amount would be roughly \$510,000, without the penetration testing.

Councilmember Jetton made a motion to authorize Chris to pursue the cyber security grant application. Members voted 3-0 in favor of the motion.

**BA-08-22
APPROVAL OF AMENDMENT TO THE ANNUAL BUDGET ORDINANCE FOR
FISCAL YEAR ENDING JUNE 30, 2023**

Pamela McBryde, Finance Director presented a budget amendment for approval. Mrs. McBryde gave a brief overview of the proposed changes to

REGULAR MEETING - October 6, 2022

the General Fund, Electric Fund and Special Revenue Fund. Budget to be amended as follows.

BA-08-22

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, 2023.

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

General Expense	\$	40,171
Fire		3,000
Recreation		5,200
	\$	48,371

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

Grants - Other	\$	3,000
Sale of Capital Assets-GF	\$	36,971
Insurance Settlement		3,200
Veterans Banner Project		5,200
	\$	48,371

General Fund: Record Grant from Walmart for the Fire Department's training agenda, GovDeals revenue received on Capital Assets sold, Insurance settlements for property damage, and Proceeds for the Veterans banner project.

Section 9: To amend the Electric Fund, the expenditures are to be changes as follows:

Electric Operations	\$	5,279
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Section 10: To amend the Electric Fund, the revenues are to be changed as follows:

Other Operating Revenue	\$	5,279
	\$	5,279

Electric Fund: Record insurance proceeds for property damage to electric department vehicle and electric pole/tsunami camera incident on August 8th.

Section 11: To amend the Special Revenue Fund, the expenditures are to be changed as follows:

SCIF Grants (Fund 50)	\$	493
	\$	493

Section 12: To amend the Special Revenue Fund, the revenues are to be changed as follows:

SCIF Grants (Fund 50)	\$	493
	\$	493

Special Revenue Fund: Record interest income received on the State SCIF funds.

Section 16: Appropriations are authorized by fund totals. The City Manager is authorized to reallocate fund appropriations among line item objects of expenditures and revenues as necessary during the budget year.

Section 17: 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 AMENDMENT \$ 54,143

Adopted this 6th day of October, 2022

Councilmember White made a motion to approve the budget amendment as presented. Members voted 3-0 in favor of the motion.

Appt -10-22
Consideration of Nominees from Area High Schools for the 2022-2023
Lincolnton Student Advisory Council

Upon reviewing the list of students submitted for appointment to the 2022-2023 Student Advisory Council, **Councilmember Jetton made a motion to approve the students willing to serve. Members voted 3-0 in favor of the motion.**

West Lincoln High School

Lily McCabe – Junior
Addison Sain - Senior
Andy Saine - Senior
Addison Wright -
Nathan Rye - Senior

*Kellie Derby
* Brooke Eurey

North Lincoln High School

Cameron Howell - Senior
Brooke Custer - Junior
Zoey Dellinger - Junior
Camden Caldwell - Senior
Carly Correll - Senior

East Lincoln High School

Rachel Lin – Junior
Samuel Rabon – Junior
Walsh Zwadyk – Senior
Lori Woodrum – Senior
Laura Zacharaukas – Senior

Lincolnton High School

Andrew Secrest – Senior
Megan Carroll – Junior
Julia Carpenter – Junior
Jaclyn Harrison – Senior
Caroline Carpenter – Senior

Lincoln Charter School

Sara Williams – Senior
Zack Garner - Junior

Councilmember Eaddy requested to speak to council regarding requirements of students nominated to be appointed. He expressed his opinion that students serving on the Council should be Lincoln County residents. After some discussion regarding the amendment of membership requirement, **Councilmember Eaddy made a motion to amend the Student Advisory Council appointment requirement (bylaws) to require that effective January 1, 2023, a student must be a resident of Lincoln County at the time of his or her nomination and approval by Council. Members voted 3-0 in favor of the motion.**

C-17-22

Approval of Contract/Agreement with Auction Management Corp for Electronic Auction Services

David Ramsey, Business Services Director, appeared before Council seeking authorization to move forward with a Real Estate auction services listing agreement with Auction Management Corporation. Mr. Ramsey directed council members attention a copy of the agreement along with a proposed marking timeline that will be followed if approved, to sell the city owned property located at 627 E. Main Street, Lincolnton (old Police Department). He provided some background information on the history of the company. He also reminded Council that our current Police Department was purchased through this same company.

Some discussion was generated regarding the details of how the property should be listed and the different options available. Mr. Ramsey explained what the company recommended and what has been the most successful.

Councilmember Eaddy made a motion to proceed with Auction Management Corporation and list the property with no reserve (Absolute Sale). Members voted 3-0 in favor of the motion.

C-18-22

Approval of Contract to Purchase Property located at 500 Sigmon Road, Lincolnton (2 parcels)

City Manager Ritchie Haynes updated Council on the status of the property being purchased at 500 Sigmon Road, Lincolnton. Mr. Haynes provided members with a copy of the contract signed by the seller for the amount approved by council. He explained that the owner/seller of the property has decided that, as originally agreed, all equipment will be included in the purchase price of the property and will not be sold to a third party. Mr. Haynes stated that any equipment acquired that is not needed, will be declared surplus and sold on the GovDeals auction site. He stated the next step as being council's approval to proceed with an RFQ for an architect.

C-19-22

Consideration/Approval of City Park Design Plan Proposal

Nathan Eurey, Public Services Director, presented a proposed City Park design plan from McGill Associates for council's approval. Mr. Eurey reminded council of the budget retreat discussion regarding several projects that were presented. Based on the feedback received, City Park was chosen as the project to pursue. Mr. Eurey explained the approval to accept the proposal as being the first step in the process.

Being no discussion, Councilmember Jetton made a motion to approve proposal from McGill for the design for City Park. Members voted 3-0 in favor of the motion.

**Request for Qualification (RFQ) - Street Scape
Design Plan**

City Manager Ritchie Haynes addressed council, seeking the authority to move forward with a downtown Street Scape design plan. Mr. Haynes gave some background on the topic and past discussions regarding this project. He expressed his desire to move forward due to the large number of grants that are currently available for projects of this nature. He asked to be granted permission to proceed with doing an RFQ to hire a firm to come in and do the design. Mr. Haynes estimated the cost to be somewhere between seventy-five and one hundred thousand dollars.

Councilmember White made a motion to authorize City Manager Ritchie Haynes to proceed with the RFQ's for the streetscape design. Members voted 3-0 in favor of the motion.

Some discussion was generated regarding the study that was conducted to find the best re- use of the Court House in which the city and Lincoln County Government shared the cost. In response to a question from Councilmember Eaddy as to the status of the findings of the study being released, City Manager Ritchie Haynes stated that based on a conversation with the county manager, the county is pursuing a firm to come in and give a cost estimate on the cost of the recommendation. Mr. Haynes informed that he has asked that the City be kept up to date on the status. He assured that he will distribute the results of the study to council when he receives a copy.

Consideration/Approval of Resolution to Apply For 2022 Wastewater Clarifier Project Grant

Mayor Ed Hatley directed councilmembers attention to the following resolution being presented for council approval:

WHEREAS, The North Carolina Water Infrastructure Act of 2005 (NCGS 159G), as amended, has authorized the making of grants to aid eligible units of government in financing the cost to inventory existing water and/or sewer systems and document the condition of the inventoried infrastructure, and

WHEREAS, The City of Lincolnton has need for and intends to assess its wastewater treatment system by completing a project described as the **2022 Wastewater Clarifier Project**, and

WHEREAS, The City of Lincolnton intends to request State grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF DIRECTORS OF THE CITY OF LINCOLNTON:

That the City of Lincolnton, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State grant award.

That **Richard Haynes, City Manager**, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a grant to aid in the implementation of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants pertaining thereto.

Upon motion duly made by Councilmember _____, and unanimously approved, the above resolution was duly adopted this the _____ day of _____, 2022 at Lincolnton City Hall in Lincolnton, North Carolina by the Lincolnton City Council.

Councilmember Eaddy made a motion to adopt the resolution as presented. Members voted 3-0 in favor of the motion.

Consideration/Approval of Resolution to Apply For 2022 Effluent Discharge Pipe Project Grant

Mayor Ed Hatley directed councilmembers attention to the following resolution being presented for council approval:

WHEREAS, The North Carolina Water Infrastructure Act of 2005 (NCGS 159G), as amended, has authorized the making of grants to aid eligible units of government in financing the cost to inventory existing water and/or sewer systems and document the condition of the inventoried infrastructure, and

WHEREAS, The City of Lincolnton has need for and intends to assess its wastewater treatment system by completing a project described as the **2022 Effluent Discharge Pipe Project**, and

WHEREAS, The City of Lincolnton intends to request State grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF DIRECTORS OF THE CITY OF LINCOLNTON:

That the City of Lincolnton, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State grant award.

That **Richard Haynes, City Manager**, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a grant to aid in the implementation of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants pertaining thereto.

Upon motion duly made by Councilmember _____, and unanimously approved, the above resolution was duly adopted this the _____

day of _____, 2022 at Lincolnton City Hall in Lincolnton, North Carolina by the Lincolnton City Council.

Councilmember White made a motion to adopt the resolution as presented. Members voted 3-0 in favor of the motion.

HOMELESS ISSUE

Mayor Ed Hatley opened the floor for discussion on the topic of homelessness in the City of Lincolnton. Lots of dialogue between council and staff was generated with everyone acknowledging the issue and the problems it is causing. Both Councilmember Eaddy and Councilmember Jetton expressed their concerns and frustration over how difficult it is to find a solution and/or manage the problem. City Manager Ritchie Haynes informed council that he is actively organizing a committee comprised of a good mix of individuals, whose purpose will be to focus on coming up with a plan of action to address the issue and implement the plan. Mr. Haynes stated some of the details of his plan being to hopefully meet in October and have a plan of action ready to come to Council sometime between the first of the year and budget retreat.

Executive Summary/Overtime Report

Finance Director Pamela McBryde presented the executive summary and overtime report to members of council. She explained that the reports presented as a comparison of last fiscal year versus the prior year. Mrs. McBryde reviewed each report, giving a detailed explanation of the information and what it means for the City. Reports were as follows:

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Executive Summary June 2022 Year-to-Date (Unaudited)

	2021-2022 Budget	2021-2022 YTD Activity	Variance %	2020-2021 Budget	2020-2021 YTD Activity	Variance Favorable / (Unfavorable)
Department						
Fund: 10 - General Fund						
Revenue						
Total Revenue:	\$12,351,669.04	\$13,609,951.48	110%	\$14,004,059.00	\$12,918,766.02	\$691,185.46
	\$12,351,669.04	\$13,609,951.48	110%	\$14,004,059.00	\$12,918,766.02	\$691,185.46
Expense						
4110-City Manager/Clerk	\$170,960.00	\$193,119.85		\$239,520.00	\$222,207.28	\$29,087.43
4120-Human Resources	\$333,015.00	\$310,055.28		\$351,556.75	\$303,425.72	(\$6,629.56)
4130-Finance	\$69,097.33	\$151,447.38		\$223,640.00	\$186,313.75	\$34,866.37
4280-General Expense	\$2,208,126.92	\$776,018.97		\$1,736,756.49	\$1,348,389.11	\$572,370.14
4285-General Debt Service	\$293,924.00	\$278,475.96		\$334,757.00	\$302,779.96	\$24,304.00
4310-Police	\$3,488,872.85	\$3,488,872.85		\$3,977,949.47	\$3,852,871.65	\$363,998.80
4340-Fire	\$2,534,419.11	\$2,533,297.11		\$3,031,949.00	\$2,932,824.60	\$399,527.49
4510-Public Works Administration	\$44,080.00	\$66,274.23		\$86,300.00	\$72,943.50	\$6,669.27
4520-Street and Maintenance	\$778,105.00	\$802,849.22		\$882,269.21	\$728,443.01	(\$74,406.21)
4530-Equipment Services	\$295,199.11	\$243,650.12		\$268,789.04	\$239,935.07	(\$3,715.05)
4710-Solid Waste	\$521,595.00	\$476,928.34		\$692,375.00	\$641,936.97	\$165,008.63
4740-IT Services	\$109,407.34	\$100,467.21		\$0.00	\$0.00	(\$100,467.21)
4910-Planning and Zoning	\$322,004.38	\$287,110.07		\$500,239.00	\$367,207.38	\$80,097.31
4930-Business & Community Dev.	\$209,360.59	\$154,464.83		\$639,145.04	\$610,038.37	\$455,573.54
6100-Recreation	\$973,502.41	\$953,767.10		\$1,038,813.00	\$974,987.59	\$21,220.49
Total Expense:	\$12,351,669.04	\$10,816,798.52	88%	\$14,004,059.00	\$12,784,303.96	\$1,967,505.44
Fund 10 Surplus (Deficit):		\$2,793,152.96			\$134,462.06	\$2,658,690.90
Fund: 20 - Boger City Fire District						
Revenue						
Total Revenue:	\$1,350,687.47	\$1,143,677.71	85%	\$1,373,152.00	\$998,362.77	\$145,314.94
	\$1,350,687.47	\$1,143,677.71	85%	\$1,373,152.00	\$998,362.77	\$145,314.94
Expense						
4340-Fire	\$1,350,687.47	\$1,303,811.64		\$1,373,152.00	\$1,025,257.58	(\$278,554.06)
Total Expense:	\$1,350,687.47	\$1,303,811.64	97%	\$1,373,152.00	\$1,025,257.58	(\$278,554.06)
Fund 20 Surplus (Deficit):		(\$160,133.93)			(\$26,894.81)	(\$133,239.12)



Executive Summary June 2022 Year-to-Date (Unaudited)

	2021-2022 Budget	2021-2022 YTD Activity	Variance %	2020-2021 Budget	2020-2021 YTD Activity	Variance Favorable / (Unfavorable)
Fund: 61 - Water and Sewer Fund						
Revenue						
Total Revenue:	\$8,687,646.73	\$8,362,979.14	96%	\$11,577,450.00	\$7,686,680.15	\$676,298.99
	\$8,687,646.73	\$8,362,979.14	96%	\$11,577,450.00	\$7,686,680.15	\$676,298.99
Expense						
7100-Water Treatment	\$1,801,588.72	\$1,696,709.15		\$1,945,700.00	\$1,374,335.27	(\$322,373.88)
7110-Distribution & Collection	\$2,049,350.78	\$1,699,205.08		\$2,032,900.00	\$1,385,805.79	(\$313,399.29)
7120-Wastewater Treatment	\$1,817,183.95	\$1,773,177.68		\$1,644,150.00	\$1,462,623.99	(\$310,553.69)
7130-Water/Sewer Intangibles	\$3,019,523.28	\$3,034,451.32		\$5,954,700.00	\$3,159,919.85	\$125,468.53
Total Expense:	\$8,687,646.73	\$8,203,543.23	94%	\$11,577,450.00	\$7,382,684.90	(\$820,858.33)
Fund 61 Surplus (Deficit):		\$159,435.91			\$303,995.25	(\$144,559.34)
Fund: 63 - Electric Fund						
Revenue						
Total Revenue:	\$7,797,350.00	\$7,547,628.92	97%	\$8,596,830.00	\$8,926,924.29	(\$1,379,295.37)
	\$7,797,350.00	\$7,547,628.92	97%	\$8,596,830.00	\$8,926,924.29	(\$1,379,295.37)
Expense						
7200-Electric	\$7,797,350.00	\$7,465,022.66		\$8,596,830.00	\$7,367,226.52	(\$97,796.14)
Total Expense:	\$7,797,350.00	\$7,465,022.66	96%	\$8,596,830.00	\$7,367,226.52	(\$97,796.14)
Fund 63 Surplus (Deficit):		\$82,606.26			\$1,559,697.77	(\$1,477,091.51)
Total Surplus (Deficit):		\$2,875,061.20			\$1,971,260.27	\$903,800.93

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Overtime Report June 2022 compared to June 2021 Year-to Date

Fund:	Description:	FY2122		FY2021		Variance Favorable / (Unfavorable)	
		OT Hours:	Pay Amount:	OT Hours:	Pay Amount:	OT Hours:	Pay Amount:
Fund 10 - General	4110-City Manager/Clerk	13.00	\$582.57	9.25	\$414.52	(3.75)	(\$168.05)
	4120-Human Resources	2.50	\$84.14	0.25	\$8.41	(2.25)	(\$75.73)
	4130-Finance	6.08	\$175.71	61.25	\$1,968.72	55.17	\$1,793.01
	4310-Police	2,292.00	\$74,418.96	1,962.50	\$58,175.48	(329.50)	(\$16,243.48)
	4340-Fire	11,901.20	\$269,857.81	10,420.20	\$218,886.64	(1,481.00)	(\$50,971.17)
	4510-Public Works Administration	10.00	\$303.46	10.00	\$289.35	0.00	(\$14.11)
	4520-Street and Maintenance	596.00	\$14,583.21	491.00	\$12,645.07	(105.00)	(\$1,938.14)
	4530-Equipment Services	91.00	\$3,145.90	117.00	\$4,459.73	26.00	\$1,313.83
	4710-Solid Waste	388.00	\$9,753.52	406.50	\$10,476.69	18.50	\$723.17
	4910-Planning and Zoning	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
	4930-Business & Community Dev.	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Fund 10 - General Fund Total:	6100-Recreation	365.00	\$10,859.98	292.00	\$8,396.99	(73.00)	(\$2,462.99)
		15,664.78	\$383,765.26	13,769.95	\$315,721.60	(1,894.83)	(\$68,043.66)
Fund 20 - Boger City Fire District							
	4340-Fire	6,829.80	\$143,090.19	4,810.60	\$99,475.64	(2,019.20)	(\$43,614.55)
	20 - Boger City Fire District Total:	6,829.80	\$143,090.19	4,810.60	\$99,475.64	(2,019.20)	(\$43,614.55)
Fund 61 - Water and Sewer							
	7100-Water Treatment	1,973.00	\$47,235.95	2,206.50	\$54,012.67	233.50	\$6,776.72
	7110-Distribution & Collection	1,299.00	\$37,375.98	1,944.50	\$54,950.03	645.50	\$17,574.05
	7120-Wastewater Treatment	2,175.15	\$57,804.65	2,743.32	\$80,726.87	568.17	\$22,922.22
	61 - Water and Sewer Fund Total:	5,447.15	\$142,416.58	6,894.32	\$189,689.57	1,447.17	\$47,272.99
Fund 63 - Electric							
	7200-Electric	486.05	\$16,290.32	483.50	\$16,196.82	(2.55)	(\$93.50)
	63 - Electric Fund Total:	486.05	\$16,290.32	483.50	\$16,196.82	(2.55)	(\$93.50)
Total Overtime:		28,427.78	685,562.35	25,958.37	621,083.63	(2,469.41)	(\$64,478.72)

Special Events Hours and Costs:	FY2122		FY2021	
	OT Hours:	Pay Amount:	OT Hours:	Pay Amount:
4310-Police	218.12	\$6,239.87	37.00	\$1,110.00

*** Special Event hours are not included in OT hours reported above.

*** The police department is the only department reporting any special event hours in the software.

MANAGER'S REPORT/UPDATE

City Manager Ritchie Haynes began by reminding councilmembers of several dates to remember. October 7th Homecoming parade and First Friday recycling. Saturday, October 8th is Second Saturday shop local. October 15th is Apple Festival, October 31st is drive-thru Trick or Treat.

He gave an update on the Veteran Banner project, reporting that over 200 additional banners will be displayed this year, and reported that the Water Street parking lot is open. Mr. Haynes confirmed council's authorization with the lot being three hour parking Monday through Friday, 8:00 a.m. to 5:00 p.m. And being unlimited in the evenings and unlimited on the weekends. He spoke to planning an employee Christmas Luncheon this year, after not having this event for the last two years due to Covid-19. Mr. Haynes asked members to check their calendars for any dates that would not be good.

Continuing with his report, Mr. Haynes referenced the report from Electricities, focusing on the importance of public power and municipal electric departments. He briefly mentioned Hurricane Ian and repairs to the clock on East. Main Street. He concluded saying to contact Planning Director

Jean Derby with any questions regarding the code enforcement report that was distributed.

NEWS MEDIA:

No news media was present

ADJOURNMENT:

With no questions from Council and being no further business, Councilmember Jetton made a motion to adjourn the meeting. Members voted 3-0 in favor of the motion.

DAPHNE INGRAM, CMC
CITY CLERK

ED HATLEY
MAYOR

*City of Lincoln
In Appreciation of*

Steve Littlejohn

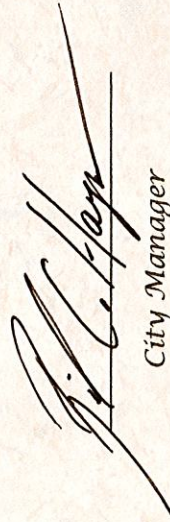
Upon His Retirement On

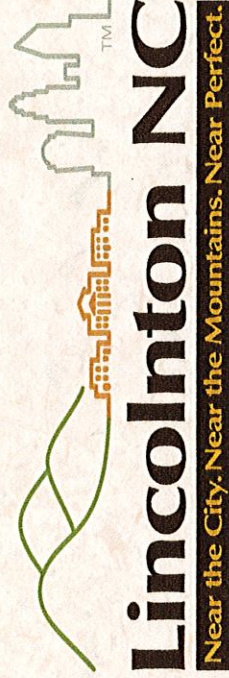
December 1, 2022

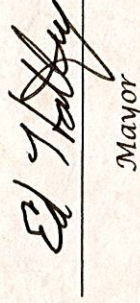
*The City of Lincoln recognizes the employees of the City are its
greatest strength, and honors their dedication and contributions to the
City and its citizens.*

*May you be proud of the work you have done, the person you are, and
the difference you have made.*

35 Years of Service


City Manager




Mayor

ITEM #

2

PUBLIC

COMMENT

ITEM #

3

PUBLIC
HEARINGS

ITEM #

3a

MEMO TO: Mayor and City Council Members

FROM: City of Lincoln Planning Department

SUBJECT: CZ-9-2022 Request for rezoning of approximately 30.33 acres from PB (SHO) to GMC (CD) for Edgewater Ventures, Industrial Building

DATE: November 3, 2022

Edgewater Ventures had previously requested rezoning of the same site associated with this application and that request was denied in June 2022.

The Unified Development Ordinance contains the following stipulation regarding conditional rezoning requests that have been denied:

If a request for a conditional district is denied by the City Council, a similar application for the same property or any portion thereof shall not be filed until the expiration of a 12-month period from the date of the most recent denial by the City Council. This waiting period shall not be applicable where the application for a conditional district is substantially different from the application that most previously had been denied.

Since December, the applicant has held a community meeting and modified the conditional zoning site plan to include several changes. The City Attorney has determined that the extent of the changes make the new application substantially different from the previous application and therefore not subject to the 12-month waiting period.

SITE AND AREA DESCRIPTION

The applicant is requesting a conditional rezoning from PB (Planned Business) Special Highway Overlay (SHO) to the General Manufacturing and Commercial(Conditional District) (GMC-CD) in order to construct approximately 270,000 square foot industrial building.

The subject property is located on the west side of Car Farm Road approximately 600 feet south of the intersection of Car Farm Road and Maiden Highway (Parcel ID 00822), the property has approximately 1300 feet of frontage along U.S. Highway 321 and consists of 30.33 acres. The site currently has several single family dwellings on it. This property was annexed into the City several years ago at the request of the owner. County water and City Sewer is available to the site.

The adjacent properties are:

- North is Single Family Dwelling, North 321 Fire Department, and a convenience store with zoning a mixture of County zoning designations R-T and B-G.
- East is Single Family Dwellings with county zoning designation R-S
- South is the Combine Academy, a private boarding school, with county zoning designation R-T
- West the site is bordered by U.S. Highway 321

(See Below Map)- Property in question is cross hatched.



CHANGES TO PLAN:

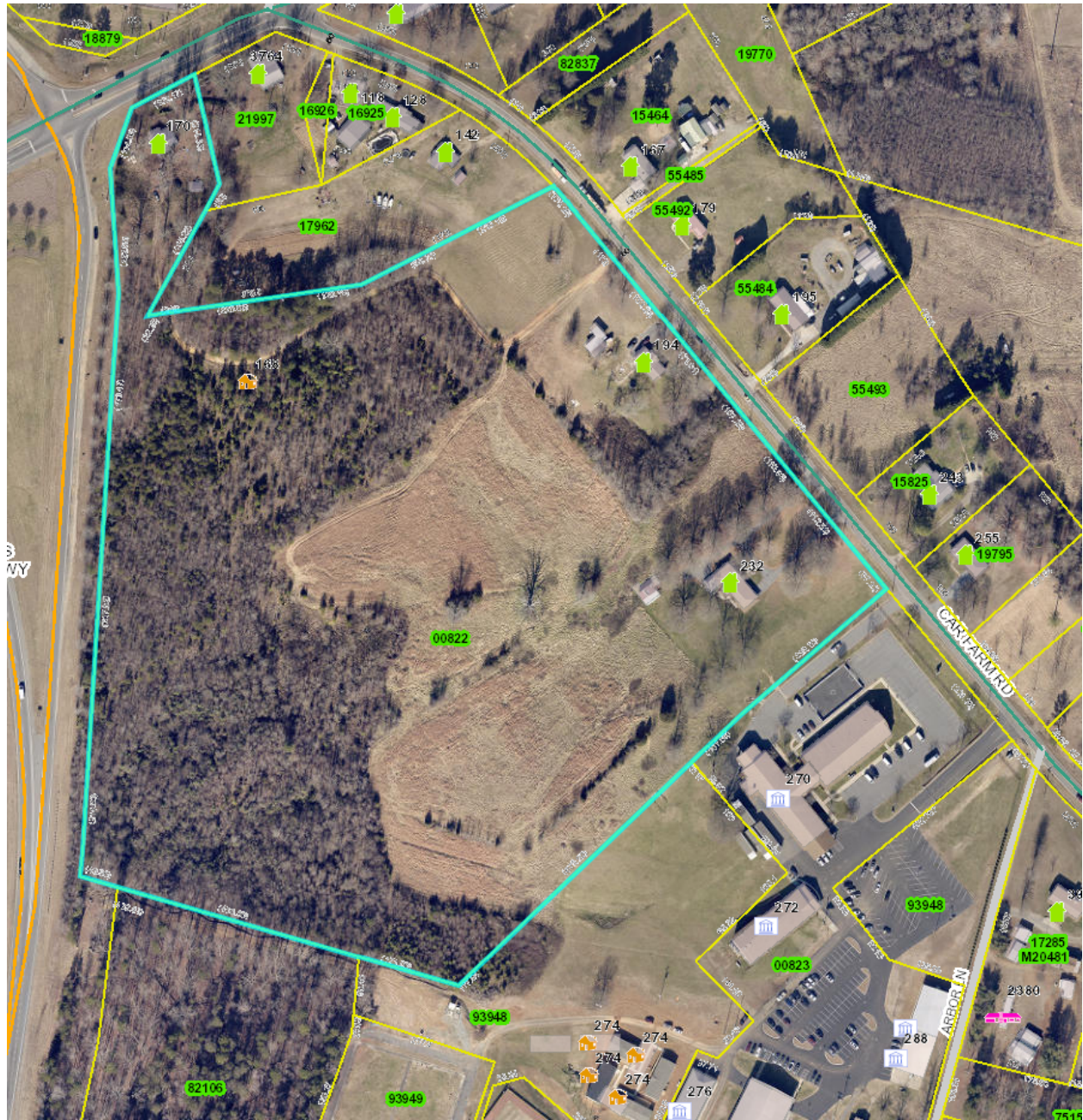
	CZ-5-2022	CZ-9-2022
SF	352,500	270,000
Building size	470 X 750	360 X 750
Car parking	109	285
Trailer Parking	102	88
Dock doors	100	50
Front Set back	20	50
Side Set back	20	50
added additional landscaping added sidewalk added no right turn for trucks All dock doors will be located on rear of building With design changes, more like to be manufacturing than distribution (less truck traffic)		

SITE DESCRIPTION

The applicant describes the building as “we’re designing the building to be as flexible as possible, however we expect the uses to be very similar to the industrial park. It will range from distribution (i.e crate and barrel/FedEx) to light manufacturing and assembly (American Woodmark/UTC). However, uses will obviously have to be in accordance with zoning.”

- Proposed 270,000 square foot Industrial Building
- 265 Vehicle Parking Spaces
- 63 Trailer Parking Spaces (with possible 25 more)
- County Water will serve the site
- City Sewer will serve the site with a proposed connection to an existing pump station on adjacent property..
- A fire water storage and pump house will be constructed for sprinkler system
- Stormwater will be contained on site with Two proposed BMP ponds
- Wetlands on the west side of the property will be undisturbed.
- The existing 50 foot natural buffer along U.S. Highway 321 will remain
- Parking Lot and Street Landscaping along Car Farm Road will be required
- Site will be buffered from adjacent residential zoned uses.

AERIAL VIEWS



STREET VIEWS OF SITE



CAR FARM AND MAIDEN HIGHWAY INTERSECTION



VIEW OF PROPERTY FROM U.S. HIGHWAY 321



VIEW OF ADJACENT PROPERTIES



CAR FARM ROAD AND MAIDEN HIGHWAY INTERSECTION

The intersection of Car Farm Road and Maiden Highway has become congested over the last several years especially during peak hours. The NCDOT Traffic Count map in this area of Maiden Highway shows the traffic count at anywhere from 13,000 to 15,000 vehicles per day. The last count from 2013 on Car Farm Road shows about 3600 vehicles per day. This is likely higher today.

NCDOT has already been contacted and has made the following determinations concerning the use and the need for a traffic signal at the intersection of Car Farm Road and Maiden Highway:

“After reviewing the analysis, I am in agreement that the signal installation will greatly improve LOS at Car Farm and Maiden Hwy. We will require the installation of the signal

as part of the driveway permitting process. A signal design and agreement will need to be done by the developer and submitted to our traffic services group.”

LAND USE PLAN

The Land Use Plan shows the property in the Planned Business Planning area. The rezoning of the property to the General Manufacturing (GMC-CD) District would not comply with the land use plan in staff's opinion. The PB designation is for mixed use residential and retail uses, such as shopping centers. If rezoned the Industrial planning area would need to be assigned to this property. The industrial land use classification is as described as follows:

These are areas in use or designated for future industrial/manufacturing use. As industrial uses play a vital role in the local economy, any such planning areas designated on the Future Land Use Map should be reserved for industrial uses and should be protected from encroachment from other uses. Industrial park development is encouraged.

Industrial developments located along or in close proximity to the City's major thoroughfares should be developed so as to protect and enhance the viewshed from these thoroughfares. Adaptive reuse of older manufacturing buildings (for both manufacturing and other compatible non-industrial uses) is also encouraged.

The location of this property adjacent to U.S. Highway 321 and its proximity to the Lincoln County Industrial park make an Industrial Land Use designation reasonable. Staff would support this change.

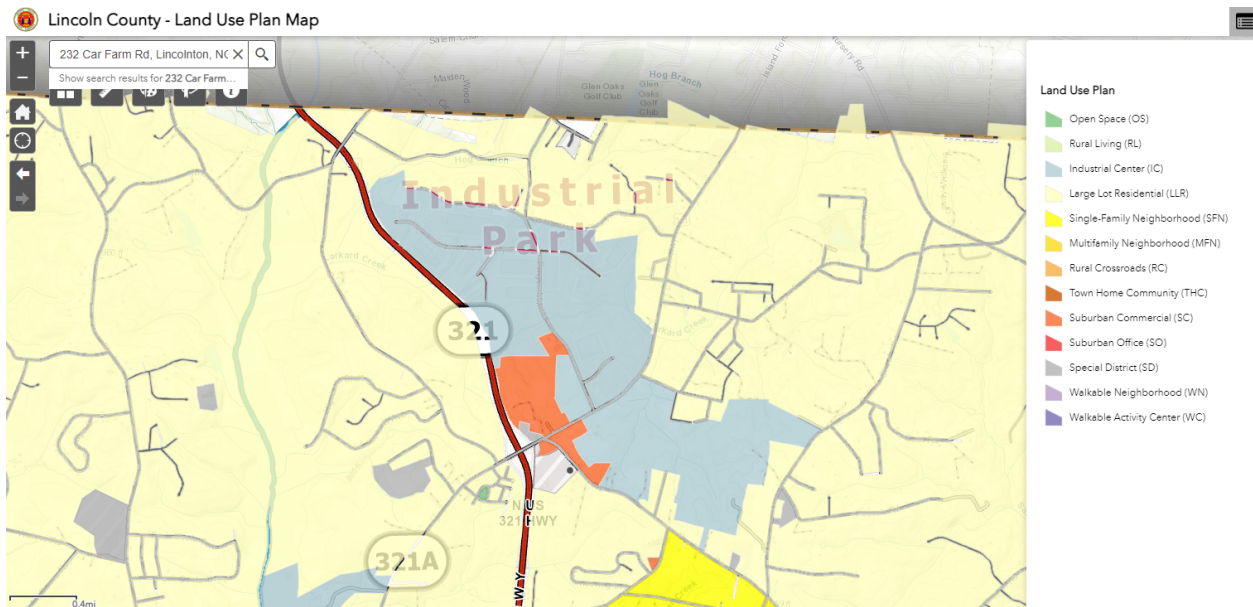
LINCOLN COUNTY LAND USE PLAN

Industrial Center:

Industrial centers support large and small-scale manufacturing and production uses, including assembly and processing, regional warehousing and distribution, bulk storage, and utilities. These areas are found in close proximity to major transportation corridors (e.g., highways or railroads).

Suburban Commercial

Suburban commercial centers serve the daily needs of surrounding residential neighborhoods. They typically locate near high-volume roads and key intersections, and are designed to be accessible primarily by automobile. Buildings are set back from the road behind large surface parking lots, with little connectivity between adjacent businesses.



CONDITIONAL ZONING

Because this is a proposed rezoning to a conditional zoning district, if the request is approved, the property could only be used for the specified use in accordance with the approved site plan. Any major modification or change in use would require approval by the City Council through a public hearing process.

STAFF REVIEW COMMITTEE

The Staff Review Committee had the following comments:

1. Fire Department Comments
 - Appendix D of Fire Code will apply
 - Fully alarmed and Fully Sprinkled per Fire Code
 - Hydrant locations and number of hydrants need to be determined
 - Fully hydraulics Study for Water needed
 - All Fire Department code requirements must be met prior to construction.
2. NCDOT Comments (Travis Jordan 704-748-2400)
 - Traffic Signal required at Maiden Highway/Car Farm Road interchange
 - Driveway Permits required
3. Utility Comments
 - Pump Station is Private and not owned by City of Lincolnton, owned by Combine Academy. City must approve the pump station easement.
 - Need Calculations on Pump Station
 - Pump Station is not currently operational, need to coordinate with Combine Academy and City Of Lincolnton

- Sewer is City of Lincoln. Water is Lincoln County
 - Pre Treatment permit possible depending on use of property
4. Planning Department Comments
- If approved, Detailed engineering plans will need to be submitted before final approval.
 - Detailed Landscaping/Screening Plans needed including street landscaping, parking lot landscaping, screening adjacent to residentially zoned properties.
 - Sidewalk required along entire frontage of Car Farm Road, ADA Compliant
 - Building Permits to be issued by Lincoln County
5. Lincoln County Natural Resources Comments
- Erosion Control Plan to be approved by Lincoln County
 - If this project requires offsite upgrades such as roadwork or utility work those areas will be required to also be shown on the plan set with appropriate EC measures for such.
 - Any land disturbance 20 acres or more requires all sediment basins to be designed at the 25 year storm events and also designed using 100' construction entrance instead of 50'.
 - This site will need an erosion control plan package submitted for review and approval PRIOR to any land disturbance taking place.
 - Plan will need to be NCG01 compliant.

PLANNING BOARD VOTE

Greg McBryde made a motion to approve the rezoning
Monte Tyson seconded the motion

Unanimously approved.

STAFF AND PLANNING BOARD RECOMMENDATION

Staff and Planning Board recommend the following actions:

- approval of the request for rezoning from PB to the General Manufacturing Commercial Conditional District (GMC-CD) (SHO) subject to the staff review committee comments being made conditions of approval,
- Change the Land Use Designation from Planned Business to Industrial
- approval of the statement of consistency for approval of the rezoning request, and

- the rezoning being effective upon receipt by the Zoning Administrator of written agreement from the applicant and property owner to abide by the conditions of approval.

Zoning Amendment
Staff's Proposed Statement of Consistency and Reasonableness
for APPROVAL of Application

Case No. CZ-9-2022

Applicant: Edgewater Ventures

Parcel ID#: 00822

Location: Car Farm Road, Maiden Highway, U.S. Highway 321

Request: Rezone from PB to General Manufacturing and Commercial Conditional District (GMC-CD) (SHO) for the purpose of constructing an Industrial Flex Building.

Proposed Consistency and Reasonableness Statement:

The Lincolnton Land Use Plan designates this property as part of the Planned Business Planning Area. The proposed rezoning request **is not consistent** with the Lincolnton Land Use Plan. However, staff supports a change to Industrial based on the location of this property adjacent to U.S. Highway 321 and its proximity to the Lincoln County Industrial Park make an Industrial Land Use designation reasonable.

Therefore, **approval of the proposed amendment is reasonable and in the public interest.**

Zoning Amendment
Staff's Proposed Statement of Consistency and Reasonableness
for DENIAL of Application

Case No. CZ-9-2022

Applicant: Edgewater Ventures

Parcel ID#: 00822

Location: Car Farm Road, Maiden Highway, U.S. Highway 321

Request: Rezone from PB to General Manufacturing and Commercial Conditional District (GMC-CD) (SHO) for the purpose of constructing an Industrial Flex Building.

Proposed Consistency and Reasonableness Statement:

The Lincolnton Land Use Plan designates this property as part of the Planned Business Planning Area. The proposed rezoning request **is not consistent** with the Lincolnton Land Use Plan and therefore, **denial of the proposed amendment is reasonable and in the public interest.**

ITEM #

4

REGULAR
AGENDA

ITEM #

4a

MEMO TO: Mayor and City Council Members

FROM: Jean Derby, Planning Director

SUBJECT: Proposed Targeted Incentive Program for
Breweries/Distilleries

DATE: November 3, 2022

BACKGROUND

The program is intended to encourage the creation of breweries or distilleries by providing funds to assist with the cost of the extensive building renovations necessary to create a brewery or distillery.

Because the City intends to finance the targeted incentive program through electrical fund revenues, staff recently sought legal advice to ensure that such use of the electrical fund is appropriate. The recommendation we received is to link the incentive program to requirements for energy efficiency measures.

The proposed Targeted Incentive Program includes the following provisions:

1. The proposed program is a grant that would not have to be repaid unless the recipient does not remain in place for a minimum of 5 years.
2. The proposed program has a maximum funding amount of \$50,000 per eligible brewery/distillery.
3. The proposed program requires a minimum investment by the applicant of \$150,000 in eligible expenditures in order to be qualified for funding.
4. The proposed program requires the brewery/distillery to create and maintain a minimum of two full time equivalent jobs for at least five years.
5. The proposed program requires that all funding be paid back to the City in the event the applicant sells the building or the brewery/distillery within five years of receipt of funds.
6. The grant is limited to building owners and does require a lien be placed on the building to protect the City's investment.

This program would help fill vacant buildings, create new electric customers and promote tourism.

Action Requested

Staff recommends approval of the attached proposed Targeted Incentive Program for Breweries/Distilleries.



Targeted Incentive Grant For Breweries/Distilleries

Purpose

The purpose of the City of Lincolnton Targeted Incentive Grant is to encourage the location or expansion of breweries in Lincolnton by assisting with the cost of start-up improvements or expansion projects. This program will result in more breweries/distilleries and attract other businesses, enhancing the City's revitalization efforts. The expanded tax base, increased payroll and additional employment opportunities promote overall economic development within the City.

Renovations to Incorporate Energy Efficiency or Weatherization Measures

Because the City is using revenue from its electric sales to fund the program, building renovations that are partially funded through the program must include measures to increase the building's energy efficiency and/or weatherization.

Eligible Applicants

Eligible applicants are limited to owners of properties who make significant investments in building renovations that result in locating or expanding a brewery/distillery within the electric service area of the City of Lincolnton.

Additional Program Terms

The following terms also apply to the program:

1. Grants are provided to assist with building renovations necessary to create new or expanded breweries/distilleries subject to all program guidelines.
2. Funds are limited to a maximum of \$50,000 per qualifying brewery/distillery. However, the City may not award the total amount requested.
3. Applicant must invest a minimum of \$150,000 in eligible expenditures as defined by this program to qualify for funding.

4. Only one targeted incentive grant for breweries/distilleries will be provided per brewery/distillery.
5. Eligible expenditures are limited to building renovations to or fixtures affixed to real property necessary to locate or expand a brewery that incorporate measures to increase the building's energy efficiency and/or weatherization. Funds are for fixed items only and not for inventory or removable furnishings.
6. The new or expanded brewery/distillery must create and maintain at least two full-time equivalent employees for at least five years. This may include the operator of the brewery.
7. The program depends on the availability of funds and may be discontinued at any time at the discretion of the City.
8. Rehabilitation and expansion projects must adhere to applicable City and State ordinances and code requirements, such as state building codes, city zoning regulations, etc.
9. Since each application will be different and reviewed on a case-by-case basis, the applicant may be required to submit additional information.
10. Applications are subject to approval by City Council.
11. The application must be approved prior to opening or expansion of the brewery/distillery.

Breweries and Distilleries

Eligible applicants are limited to owners of properties that will be the location of a new or expanding brewery/distillery within the electric service area of the City of Lincoln. The brewery/distillery operator may be either the property owner or a leaseholder.

A brewery/distillery is defined by this program as a brewery/distillery that:

- A business that makes and sells alcohol on site.
- Is open for business to the general public during regular hours at least 40 hours per week on average, and
- Employs a minimum of two full-time equivalent employees (including the operator)

Changes to Approved Project

Proposed changes to the scope of work on an approved project must be conveyed in writing and are subject to approval.

Any changes to the building facade partially funded through this program must meet the attached Secretary of the Interior's "Standards for Rehabilitation" program standards if the building is a contributing building of historic significance.

Funding

1. Funding is limited to a maximum of \$50,000 per qualifying brewery/distillery and requires the applicant to invest a minimum of \$150,000 in eligible expenditures as defined by this program to qualify for funding.
2. The program depends on the availability of funds and may be discontinued at any time at the discretion of the City.
3. Funding is based on the entire scope of work. All invoices submitted for the project including those submitted for reimbursement by the city and those submitted as documentation of the required minimum investment by the applicant must be eligible expenditures under the program. Other work can be performed as part of the overall renovation or expansion project but will not be considered part of the funded project as defined under this program.

Eligible Breweries/Distilleries

1. New breweries/distilleries in the electric service area of the City of Lincoln.
2. Existing breweries in Lincoln that expand in one or more of the following ways:
 - o Renovation to add a full commercial kitchen in order to offer a full menu
 - o Renovation or expansion of an existing brewery's physical space in order to expand the Brewery's capacity
(Examples: expanding into a larger area or creating rooftop dining space for brewery guests)

Eligible Expenditures

Eligible expenditures are renovations to or fixtures affixed to real property that result in new or expanded breweries/distilleries and also incorporate measures to increase the building's energy efficiency and/or weatherization.

- Window replacement
- Repairs to the façade

- Repairs to or replacement of the roof
- HVAC, plumbing, and electrical systems
- Improvements necessary to protect the structural integrity of the building
- Door repairs or replacement
- Environmental site assessment and remediation
- utility upgrades
- restrooms
- fire suppression
- ADA Accessibility

Ineligible Expenditures

1. Inventory, removable furnishings, non-fixed items
2. Interior décor items including, but not limited to, wallpaper and paint
3. Replacement of carpet / refinishing of floors, walls or ceilings
4. Painting or re-painting
5. Signage

Ineligible properties

1. Tax delinquent property
2. Property not in good standing with City of Lincolnton Utility Billing.
3. Property with outstanding liens

Job Creation Requirement

The new or expanded brewery/distillery must create and maintain at least two full-time equivalent employees for at least five years. This may include the operator of the brewery/distillery.

Five Year Performance Agreement Required

1. Applicants approved for funding by City Council must enter into a five-year performance agreement with the City.

2. The performance agreement will require the following:

- A brewery/distillery that meets the criteria of this program must remain at the location and remain in compliance with all other requirements of the program for at least five years.
- If a brewery/distillery that meets the criteria of this program does not remain at the location or fails to remain in compliance with all other requirements of the program for at least five years, the applicant will be required to pay the grant funds back to the City on a pro-rated basis for each month or portion of each month in which the program requirements are not met. Repayment of the pro-rated share of the funds is to be made to the City within 120 days of notice by the City.
- If the applicant sells the building or the brewery/distillery within five years of disbursement of grant funds by the City, the grant funding amount in its entirety must be paid back to the City.
- The performance agreement will be secured by a lien on the property.

Disbursement of Funds By City For New Brewery/Distillery

1. The grant funds are used to reimburse the applicant for payment of eligible invoices up to the approved grant amount.
2. After execution of Performance Agreement and Deed of Trust.
3. After staff verification of the required minimum investment by the applicant, the City will disburse the full approved grant funding amount to the applicant.

Disbursement of Funds By City For Expansion of Existing Brewery

1. The grant funds are used to reimburse the applicant for payment of eligible invoices up to the approved grant amount.
2. After completion of the renovation project that results in the expansion, the applicant may request reimbursement of invoices for the full approved grant amount. Grant funds are not disbursed to the applicant prior to completion of the renovation project.
3. After staff verification of project completion and the required minimum investment by the applicant, the City will disburse the full approved grant funding amount to the applicant.
4. After execution of Performance Agreement and Deed of Trust

**City of Lincolnton Targeted Incentive Grant
for Breweries/Distilleries Application**

Name of Applicant(s): _____

Address of project: _____

Phone: _____ Email: _____

Estimated Total Costs of Improvements:

Amount of Funds Requested (Maximum \$50,000): _____

Attachments required (incomplete applications will be returned to applicant)

1. A written summary of the proposed improvements to the building and proposed time frame for such work.
2. Proposed floor plan drawn to scale sufficient to accurately describe the proposed work.
3. A written summary of the proposed brewery/distillery or proposed expansion, general description of menu, hours of operation, number of seats, etc.
4. Current photograph(s) of the interior of the building where the Brewery will be located clearly showing the existing conditions of the proposed area of improvement.
5. Two itemized cost estimates of all materials, supplies and labor costs of the project.
6. A letter outlining how the proposed renovations will increase the building's energy efficiency and/or weatherization.
7. Certificate of liability insurance.

APPLICANT CERTIFICATION*

The undersigned hereby certifies that the information contained in this application is true and correct to the best of his/her knowledge and belief. I have read and fully understand the requirements of the City of Lincolnton Targeted Incentive Grant and agree to comply with all its requirements in full. I have read and understand these requirements*

Signature of Property Owner

Date

Signature of Property Owner

Date

**Application must be signed by all property owners.*

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 requirements*

Signature of Property Owner

Date

Signature of Property Owner

Date

**Application must be signed by all property owners.*

ITEM #

4b

MEMO TO: Mayor and City Council Members
FROM: Jean Derby, Planning Director
SUBJECT: Proposed Targeted Incentive Program for Event Spaces
DATE: November 3, 2022

BACKGROUND

The program is intended to encourage the creation of event spaces by providing funds to assist with the cost of the extensive building renovations necessary to create an event space.

Because the City intends to finance the targeted incentive program through electrical fund revenues, staff recently sought legal advice to ensure that such use of the electrical fund is appropriate. The recommendation we received is to link the incentive program to requirements for energy efficiency measures.

The proposed Targeted Incentive Program includes the following provisions:

1. The proposed program is a grant that would not have to be repaid unless the recipient does not remain in place for a minimum of 5 years.
2. The proposed program has a maximum funding amount of \$50,000 per eligible event space.
3. The proposed program requires a minimum investment by the applicant of \$150,000 in eligible expenditures in order to be qualified for funding.
4. The proposed program requires the event space to create and maintain a minimum of two full time equivalent jobs for at least five years.
5. The proposed program requires that all funding be paid back to the City in the event the applicant sells the building or the event space within five years of receipt of funds.
6. The grant is limited to building owners and does require a lien be placed on the building to protect the City's investment.

This program would help fill vacant buildings, create new electric customers and promote tourism.

Action Requested

Staff recommends approval of the attached proposed Targeted Incentive Program for Event Spaces.



Targeted Incentive Grant For Event Spaces in Lincolnton

Purpose

The purpose of the City of Lincolnton Targeted Incentive Grant is to encourage the location or expansion of event spaces in Lincolnton by assisting with the cost of start-up improvements or expansion projects. This program will result in more event spaces and attract other businesses, enhancing the City's revitalization efforts. The expanded tax base, increased payroll and additional employment opportunities promote overall economic development within the City.

Renovations to Incorporate Energy Efficiency or Weatherization Measures

Because the City is using revenue from its electric sales to fund the program, building renovations that are partially funded through the program must include measures to increase the building's energy efficiency and/or weatherization.

Eligible Applicants

Eligible applicants are limited to owners of properties who make significant investments in building renovations that result in locating or expanding an event space within the city limits of Lincolnton.

Additional Program Terms

The following terms also apply to the program:

1. Grants are provided to assist with building renovations necessary to create new or expanded event spaces subject to all program guidelines.
2. Funds are limited to a maximum of \$50,000 per qualifying event space. However, the City may not award the total amount requested.
3. Applicant must invest a minimum of \$150,000 in eligible expenditures as defined by this program to qualify for funding.

4. Only one targeted incentive grant for event spaces will be provided per event space.
5. Eligible expenditures are limited to building renovations to or fixtures affixed to real property necessary to locate or expand an event space that incorporate measures to increase the building's energy efficiency and/or weatherization. Funds are for fixed items only and not for inventory or removable furnishings.
6. The new or expanded event space must create and maintain at least two full-time equivalent employees for at least five years. This may include the operator of the event space.
7. The program depends on the availability of funds and may be discontinued at any time at the discretion of the City.
8. Rehabilitation and expansion projects must adhere to applicable City and State ordinances and code requirements, such as state building codes, city zoning regulations, etc.
9. Since each application will be different and reviewed on a case-by-case basis, the applicant may be required to submit additional information.
10. Applications are subject to approval by City Council.
11. The application must be approved prior to opening or expansion of the event space.

Event Spaces

Eligible applicants are limited to owners of properties that will be the location of a new or expanding event space within the city limits of Lincolnton. The event space operator may be either the property owner or a leaseholder.

An event space is defined by this program as an event space that:

- An indoor location for the hosting of weddings, conferences, galas, and other similar events. Such use may include conference rooms, banquet halls, a chapel or other ceremonial space for events, and/or commercial kitchens serving such events.
- Employs a minimum of two full-time equivalent employees (including the operator).
- Event space accommodates a minimum of 50 people.

Changes to Approved Project

Proposed changes to the scope of work on an approved project must be conveyed in writing and are subject to approval.

Any changes to the building facade partially funded through this program must meet the attached Secretary of the Interior's "Standards for Rehabilitation" program standards if it is a contributing building of historic value.

Funding

1. Funding is limited to a maximum of \$50,000 per qualifying event space and requires the applicant to invest a minimum of \$150,000 in eligible expenditures as defined by this program to qualify for funding.
2. The program depends on the availability of funds and may be discontinued at any time at the discretion of the City.
3. Funding is based on the entire scope of work. All invoices submitted for the project including those submitted for reimbursement by the city and those submitted as documentation of the required minimum investment by the applicant must be eligible expenditures under the program. Other work can be performed as part of the overall renovation or expansion project but will not be considered part of the funded project as defined under this program.

Eligible Event spaces

1. New event spaces in the city limits of Lincolnton
2. Existing event spaces in Lincolnton that expand in one or more of the following ways:
 - o Renovation to add a full commercial kitchen
 - o Renovation or expansion of an existing event space's physical space in order to expand the capacity
(Examples: expanding into a larger area or creating rooftop dining space for guests)

Eligible Expenditures

Eligible expenditures are renovations to or fixtures affixed to real property that result in new or expanded event spaces and also incorporate measures to increase the building's energy efficiency and/or weatherization.

- Window replacement
- Repairs to the façade
- Repairs to or replacement of the roof

- HVAC, plumbing, and electrical systems
- Improvements necessary to protect the structural integrity of the building
- Door repairs or replacement
- Environmental site assessment and remediation
- utility upgrades
- restrooms
- fire suppression
- ADA Accessibility

Ineligible Expenditures

1. Inventory, removable furnishings, non-fixed items
2. Interior décor items including, but not limited to, wallpaper and paint
3. Replacement of carpet / refinishing of floors, walls or ceilings
4. Painting or re-painting
5. Signage

Ineligible properties

1. Tax delinquent property
2. Property not in good standing with City of Lincolnton Utility Billing.
3. Property with outstanding liens

Job Creation Requirement

The new or expanded event space must create and maintain at least two full-time equivalent employees for at least five years. This may include the operator of the event space.

Five Year Performance Agreement Required

1. Applicants approved for funding by City Council must enter into a five-year performance agreement with the City.
2. The performance agreement will require the following:

- An event space that meets the criteria of this program must remain at the location and remain in compliance with all other requirements of the program for at least five years.
- If an event space that meets the criteria of this program does not remain at the location or fails to remain in compliance with all other requirements of the program for at least five years, the applicant will be required to pay the grant funds back to the City on a pro-rated basis for each month or portion of each month in which the program requirements are not met. Repayment of the pro-rated share of the funds is to be made to the City within 120 days of notice by the City.
- If the applicant sells the building or the event space within five years of disbursement of grant funds by the City, the grant funding amount in its entirety must be paid back to the City.
- The performance agreement will be secured by a lien on the property.

Disbursement of Funds By City For New Event space

1. The grant funds are used to reimburse the applicant for payment of eligible invoices up to the approved grant amount.
2. After execution of Performance Agreement and Deed of Trust.
3. After staff verification of the required minimum investment by the applicant, the City will disburse the full approved grant funding amount to the applicant.

Disbursement of Funds By City For Expansion of Existing Event Space

1. The grant funds are used to reimburse the applicant for payment of eligible invoices up to the approved grant amount.
2. After completion of the renovation project that results in the expansion, the applicant may request reimbursement of invoices for the full approved grant amount. Grant funds are not disbursed to the applicant prior to completion of the renovation project.
3. After staff verification of project completion and the required minimum investment by the applicant, the City will disburse the full approved grant funding amount to the applicant.
4. After execution of Performance Agreement and Deed of Trust

**City of Lincolnton Targeted Incentive Grant
for Event Spaces Application**

Name of Applicant(s): _____

Address of project: _____

Phone: _____ Email: _____

Estimated Total Costs of Improvements:

Amount of Funds Requested (Maximum \$50,000): _____

Attachments Required (incomplete applications will be returned to applicant)

1. A written summary of the proposed improvements to the building and proposed time frame for such work.
2. Proposed floor plan drawn to scale sufficient to accurately describe the proposed work.
3. A written summary of the proposed event space or proposed expansion, general description of menu, hours of operation, number of seats, etc.
4. Current photograph(s) of the interior of the building where the Brewery will be located clearly showing the existing conditions of the proposed area of improvement.
5. Two itemized cost estimates of all materials, supplies and labor costs of the project.
6. A letter outlining how the proposed renovations will increase the building's energy efficiency and/or weatherization.
7. Certificate of liability insurance.

APPLICANT CERTIFICATION*

The undersigned hereby certifies that the information contained in this application is true and correct to the best of his/her knowledge and belief. I have read and fully understand the requirements of the City of Lincolnton Targeted Incentive Grant and agree to comply with all its requirements in full. I have read and understand these requirements*

Signature of Property Owner

Date

Signature of Property Owner

Date

**Application must be signed by all property owners.*

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 requirements*

Signature of Property Owner

Date

Signature of Property Owner

Date

**Application must be signed by all property owners.*

ITEM #

4c

About PHR

Founded in 2008, PHR is a certified electronics recycling and IT asset management company that holds high levels of customer service at the core of all operations. PHR specializes in generating customized recycling solutions for each client that are dependable, efficient, and cost effective. Located in Salisbury, North Carolina, PHR operates in over a quarter million square feet of operating space between multiple, secure, state-of-the-art recycling campuses. Through PHR's operation of large scale shredding and separation systems, robust owned and operated fleet of semi trucks, and a state-of-the-art refurbishment division, PHR is well positioned to continue expanding services to clients and contracts of all sizes.



contact us

Website
www.powerhouserecycling.com

Email
info@powerhouserecycling.com

Locations
HQ/Recycling Campus 2:
1325 Litton Drive, Salisbury, NC 28147 USA

Recycling Campus 1:
220 Ryan Patrick Drive, Salisbury, NC 28147
USA



powerhouse
RECYCLING
1-855-MYECYCLE

Certified Electronics Recycling
Secure Data Destruction
IT Asset Buybacks

1-855-MYECYCLE



powerhouse RECYCLING

— EST. 2008 —

CERTIFIED

EXPERIENCED

PEACE OF MIND



Responsible™
Recycling



TARGET INDUSTRIES

Education
Healthcare
Finance
Retail
Manufacturers
Government
Data Centers
Fortune 1000

SERVICE AREA

PHR services clients throughout the USA as well as parts of the Canada, Caribbean, and South America.



SERVICES

Certified Electronics Recycling

Secure IT Data Destruction

IT Buybacks/Asset Management

Consumer Return Programs

Data Center Decommissions

Municipality/County Programs

On-Site Packaging & Services

Environmental & Data Security

Compliance

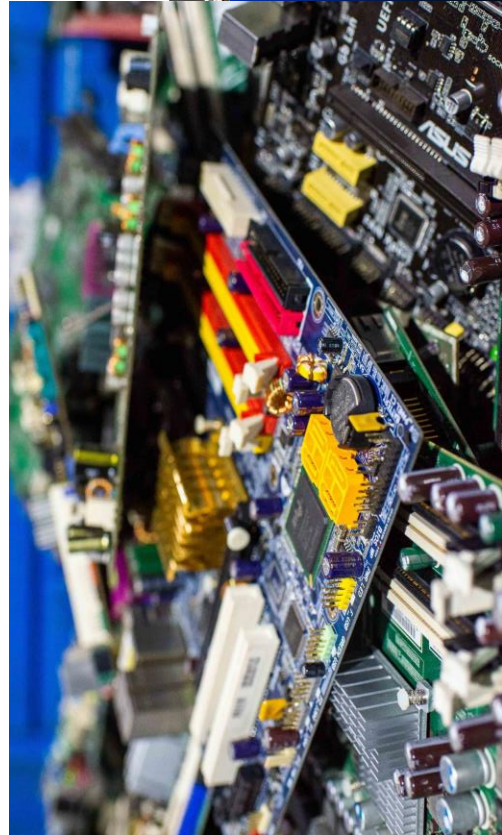
PowerHouse Recycling Inc. holds the highest levels of customer service at the core of all operations. Allow PHR to customize the perfect program for your organization's IT assets; lowering costs of services, consolidating service vendors under one roof, and increasing returns on assets both through our recycling division and or our secondary reuse markets.



ITEMS ACCEPTED

- Cell Phones
- Fax Machines
- Pagers
- Answering Machines
- Telephone Systems
- CPUs
- Monitors
- Keyboards
- Mice
- Hard Drives
- Laptops
- Modems
- PSAs
- Servers
- Networking
- Camcorders
- Compact Disc Players
- Lab Equipment
- DVD Players
- Electronic Games
- Televisions
- Radios
- Remote Controls
- Tape Players
- Two-Way Radios
- VCRs
- Toner Cartridges
- Copiers/Printers
- Duplicators
- Electronic Typewriters
- Circuit Board
- Scanners
- UPS
- Processors
- Medical Equipment
- Wire
- Board Scrap
- Meters
- Manufactured Goods

powerhours
RECYCLING
CUSTOMIZED RECYCLING SOLUTIONS



powerhours
RECYCLING
CUSTOMIZED RECYCLING SOLUTIONS



PERRY JOHNSON REGISTRARS, INC.

Certificate of Registration

*Perry Johnson Registrars, Inc., has audited
the Environmental, Health and Safety Management System of:*

Powerhouse Recycling
220 Ryan Patrick Drive, Salisbury, NC 28147 United States

*(Hereinafter called the Organization) and hereby declares that the Organization has been audited
by an ISO 17021 accredited certification body in conformance with applicable ANAB
requirements and is found to be in conformance with all requirements of the*

**e-Stewards® Standard for Responsible Recycling and Reuse of Electronic Equipment©
Version 4.0**

This Registration is in respect to the following scope:

Recycling of Surplus and Obsolete Electronic Equipment and Data Destruction

*This Registration is granted subject to the system rules governing the Registration referred to above, and the
Organization hereby covenants with the Assessment body duty to observe and comply with the said rules.*



Terry Boboige

Terry Boboige, President

Perry Johnson Registrars, Inc. (PJR)
755 West Big Beaver Road, Suite 1340
Troy, Michigan 48064
(248) 358-3388

The validity of this certificate is dependent upon ongoing surveillance.

Effective Date:
February 6, 2021

Expiration Date:
January 12, 2024

Certificate No.:
C2021-00331



PERRY JOHNSON REGISTRARS, INC.

Certificate of Registration

*Perry Johnson Registrars, Inc., has audited
the Environmental, Health and Safety Management System of:*

Powerhouse Recycling
220 Ryan Patrick Drive, Salisbury, NC 28147 United States

*The organization has been audited by a certification body that is in conformance with ISO/IEC
17021 requirements and applicable Accreditation Body requirements. The organization is found to be
in conformance with the R2 Standard as applied by the R2 Code of Practices.*

Responsible Recycling® (R2) Rev. 7/2013

This Registration is in respect to the following scope:

Recycling of Obsolete Electronic Equipment and Data Destruction

*This Registration is granted subject to the system rules governing the Registration referred to above, and the
Organization hereby covenants with the Assessment body duty to observe and comply with the said rules.*



Responsible™
Recycling

Terry Boboige
Terry Boboige, President

Perry Johnson Registrars, Inc. (PJR)
755 West Big Beaver Road, Suite 1340
Troy, Michigan 48064
(248) 358-3388

The validity of this certificate is dependent upon ongoing surveillance.

Effective Date:
January 14, 2021

Expiration Date:
June 30, 2023

Certificate No.:
C2021-00330



**PERRY JOHNSON
REGISTRARS, INC.**

Certificate of Registration

*Perry Johnson Registrars, Inc., has audited
the Occupational Health and Safety Management System of:*

Powerhouse Recycling
220 Ryan Patrick Drive, Salisbury, NC 28147 United States

*(Hereinafter called the Organization) and hereby declares that
Organization is in conformance with:*

ISO 45001:2018

This Registration is in respect to the following scope:

**Recycling and Recovery of Surplus and Obsolete
Electronic Equipment and Data Destruction**

*This Registration is granted subject to the system rules governing the Registration referred to above, and the
Organization hereby covenants with the Assessment body duty to observe and comply with the said rules.*



Terry Boboige
Terry Boboige, President

Perry Johnson Registrars, Inc. (PJR)
755 West Big Beaver Road, Suite 1340
Troy, Michigan 48064
(248) 358-3388

The use of the UKAS accreditation symbol is in respect to the activities covered by the Accreditation Certificate Number 0105.

The validity of this certificate is dependent upon ongoing surveillance.

Effective Date:
March 15, 2020

Expiration Date:
March 14, 2023

Certificate No.:
C2020-00082



PERRY JOHNSON REGISTRARS, INC.

Certificate of Registration

*Perry Johnson Registrars, Inc., has audited
the Environmental Management System of:*

Powerhouse Recycling
220 Ryan Patrick Drive, Salisbury, NC 28147 United States

*(Hereinafter called the Organization) and hereby declares that
Organization is in conformance with:*

ISO 14001:2015

This Registration is in respect to the following scope:

Recycling of Surplus and Obsolete Electronic Equipment and Data Destruction

*This Registration is granted subject to the system rules governing the Registration referred to above, and the
Organization hereby covenants with the Assessment body duty to observe and comply with the said rules.*



Terry Boboige

Terry Boboige, President
Perry Johnson Registrars, Inc. (PJR)
755 West Big Beaver Road, Suite 1340
Troy, Michigan 48064
(248) 358-3388

The use of the UKAS accreditation symbol is in respect to the activities covered by the Accreditation Certificate Number 0105.

The validity of this certificate is dependent upon ongoing surveillance.

Effective Date:
January 14, 2021

Expiration Date:
January 12, 2024

Certificate No.:
C2021-00329

ITEM #

5

ITEM #

5a

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

Through: Ritchie Haynes, City Manager

From: Tanya Osborne, Human Resources Director

Re: 2022/2023 Salary Schedule/Position Classification Revision-Planning Positions

Date: October 27, 2022

Over the last few months, Jean Derby (Planning Director), Ritchie, and I have met several times to determine the staffing needs of the Planning Department. It was determined it would be in the best interests for the City's needs now and in the future to reclassify the Planning Assistant position to a Planning Technician at salary grade 16.

This would be a new classification, and the City's Salary Schedule-Position Classification would need to be revised and presented to City Council for consideration. It is anticipated the cost of the position changes within the Planning Department will remain within the funding currently budgeted.

A revised 2022/2023 Salary Schedule/Position Classification is attached for City Council's review with the proposed changes highlighted. The recommended classification changes will not change the overall number of full time budgeted positions.

Action for City Council consideration:

1. Approval of proposed change to 2022/2023 Salary Schedule/Position Classification listing.

Attachments

cc: Jean Derby, Planning Director

Salary Schedule-Position Classification
City of Lincolnton
General Employees-November 3, 2022

Grade	Position Title	Minimum	Midpoint	Maximum	Schedule	FLSA
3	Recreation Worker	21,046	26,307	31,569	C	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	Not assigned	25,582	31,977	38,372		N
8	Building Services Attendant	26,861	33,576	40,291	C	N
9	General Maintenance Worker I	28,204	35,255	42,305	B	N
9	Property Maintenance Technician	28,204	35,255	42,305	B	N
10	Customer Service Representative	29,614	37,017	44,421	C	N
10	Parking Enforcement Officer	29,614	37,017	44,421	A	N
11	Accounting Support Technician	31,095	38,868	46,642	C	N
11	Administrative Support Assistant	31,095	38,868	46,642	C	N
11	Administrative Support Assistant/Recpt	31,095	38,868	46,642	C	N
11	General Maintenance Worker II	31,095	38,868	46,642	B	N
11	Police Evidence Technician	31,095	38,868	46,642	C	N
12	Accounting Tech-Accounts Payable	32,649	40,812	48,974	C	N
12	Equipment Operator I	32,649	40,812	48,974	B	N
12	Lead Account Technician	32,649	40,812	48,974	C	N
12	Meter Specialist	32,649	40,812	48,974	B	N
12	Sr. Administrative Support Assistant	32,649	40,812	48,974	C	N
13	Distribution /Collection Maint Tech I	34,282	42,852	51,423	B	N
13	Equipment Operator II	34,282	42,852	51,423	B	N
13	Firefighter I	34,282	42,852	51,423	A	N
13	Lead Meter Specialist	34,282	42,852	51,423	B	N
13	WTP Operator C	34,282	42,852	51,423	B	N
13	WWTP Operator I	34,282	42,852	51,423	B	N
14	Distribution/Collection Maint Tech II	35,996	44,995	53,994	B	N
14	Equipment Operator III	35,996	44,995	53,994	B	N
14	Firefighter II	35,996	44,995	53,994	A	N
14	Fire Inspector I	35,996	44,995	53,994	A	N
14	Payroll Specialist	35,996	44,995	53,994	C	N
14	Utility Billing Customer Service Supervisor	35,996	44,995	53,994	C	N
14	WTP Operator B	35,996	44,995	53,994	B	N
14	WWTP Operator II	35,996	44,995	53,994	B	N
15	Fire Engineer	37,796	47,244	56,693	A	N

Salary Schedule-Position Classification
City of Lincolnton
General Employees-November 3, 2022

15	Fire Inspector II	37,796	47,244	56,693	A	N
15	Fleet Maintenance Mechanic	37,796	47,244	56,693	B	N
15	Planning Assistant	37,796	47,244	56,693	C	N
15	Public Works Crew Leader	37,796	47,244	56,693	B	N
15	Solid Waste Crew Leader	37,796	47,244	56,693	B	N
15	WTP Laboratory Analyst	37,796	47,244	56,693	B	N
15	WTP Maintenance Mechanic	37,796	47,244	56,693	B	N
15	WTP Operator A	37,796	47,244	56,693	B	N
15	WWTP Maintenance Mechanic	37,796	47,244	56,693	B	N
15	WWTP Operator III	37,796	47,244	56,693	B	N
16	Distribution/Collection Maint Tech III	39,685	49,607	59,528	B	N
16	Electric Line Technician (Class C)	39,685	49,607	59,528	B	N
16	Fire Inspector III	39,685	49,607	59,528	A	N
16	Planning Technician	39,685	49,607	59,528	C	N
16	Recreation Program Coordinator	39,685	49,607	59,528	C	N
17	Accountant	41,670	52,087	62,504	C	N
17	Distribution/Collection Crew Leader	41,670	52,087	62,504	B	N
17	Fire Lieutenant	41,670	52,087	62,504	A	N
17	Lead WTP Maintenance Mechanic	41,670	52,087	62,504	B	N
17	Lead WWTP Maintenance Mechanic	41,670	52,087	62,504	B	N
17	Sr. Recreation Program Coordinator	41,670	52,087	62,504	C	N
17	WTP Chief Operator	41,670	52,087	62,504	B	N
17	WWTP Laboratory Analyst	41,670	52,087	62,504	B	N
17	Zoning Administrator	41,670	52,087	62,504	C	N
18	Electric Line Technician (Class B)	43,753	54,691	65,630	B	N
18	General Services Supervisor	43,753	54,691	65,630	B	N
18	HR Benefits Administrator	43,753	54,691	65,630	C	N
18	Public Works Supervisor	43,753	54,691	65,630	B	N
19	Distribution/Collection Supervisor	45,941	57,426	68,911	B	N
19	WWTP Pretreatment Coordinator	45,941	57,426	68,911	B	N
20	Asst to City Mgr Office/City Clerk	48,238	60,297	72,357	C	N
20	Building Inspections Consultant	48,238	60,297	72,357	C	N
20	Electric Line Technician (Class A)	48,238	60,297	72,357	B	N
20	Fleet Services Superintendent	48,238	60,297	72,357	B	N
21	Accounting Services Manager	50,650	63,312	75,975	C	N
21	Assistant Finance Director	50,650	63,312	75,975	C	N
21	Parks & Recreation Superintendent	50,650	63,312	75,975	C	E
22	Electric Distribution System Supervisor	53,182	66,478	79,771	B	N

Salary Schedule-Position Classification
City of Lincolnton
General Employees-November 3, 2022

22	Fire Marshall	53,182	66,478	79,771	A	N
22	Fire Captain	53,182	66,478	79,771	A	N
22	Public Works Superintendent	53,182	66,478	79,771	B	E
23	Distribution/Collections System Superintendent	55,841	69,802	83,762	B	E
23	Fire Training Officer	55,841	69,802	83,762	A	N
23	WTP Superintendent	55,841	69,802	83,762	B	E
23	WWTP Superintendent	55,841	69,802	83,762	B	E
24	Community Relations Director	58,633	73,292	87,950	C	E
25	Assistant Fire Chief	61,565	76,956	92,347	A	E
26	Business Services Director	64,643	80,804	96,965	C	E
26	Electric Distribution System Superintendent	64,643	80,804	96,965	B	E
27	IT-Technology & Innovation Director	67,875	84,844	101,813	C	E
27	Parks & Recreation Director	67,875	84,844	101,813	C	E
28	Human Resources Director	71,269	89,086	106,904	C	E
28	Planning & Comm Develop Director	71,269	89,086	106,904	C	E
29	Not assigned	74,833	93,541	112,249	B	E
30	Finance Director	78,574	98,218	117,861	C	E
30	Fire Chief	78,574	98,218	117,861	A	E
30	Public Services Director	78,574	98,218	117,861	B	E
31	Public Utilities Director	82,503	103,129	123,754	B	E
32	Not assigned	86,628	108,285	129,942		E
33	Not assigned	90,960	113,699	136,439		E
34	Assistant City Manager	95,508	119,384	143,261	C	E
35	Not assigned	100,283	125,354	150,424		E
36	Not assigned	105,297	131,621	157,946		E
37	City Manager	110,562	138,202	165,843	C	E
38	Not assigned	116,090	145,112	174,135		
39	Not assigned	121,894	152,368	182,842		
40	Not assigned	127,989	159,986	191,984		
41	Not assigned	134,389	167,985	201,584		
42	Not assigned	141,108	176,385	211,663		

Salary Schedule-Position Classification
City of Lincolnton
General Employees-November 3, 2022

	<u>Part-Time Classifications</u>	<u>Hourly</u>		<u>Hourly</u>		
	Lifeguards-Non Experienced	12.50			C	N
	Lifeguards-Experienced	14.00			C	N
	Scorekeepers/Concession Workers	8.75		8.75	C	N
	Recreation Worker	10.89		12.91	C	N

ITEM #

5b

BY-LAWS
STUDENT ADVISORY COUNCIL

The Student Advisory Council will consist of no more than twenty-five members. East Lincoln, West Lincoln, Lincolnton, and North Lincoln High Schools will each provide five nominations. Lincoln Charter School will provide two nominations. The Lincolnton City Council may select three at large members. The Lincolnton City Council shall have final approval of all nominations. To be eligible to serve on the council, a student must be a junior or senior **and a Lincoln County resident.**

PURPOSE

The Council purpose is to solicit the opinions of civic minded young people on matters that will serve their age group now and into the future. This interaction of opinions, from all geographic areas of Lincoln County, can be of value to the Lincolnton City Council in their deliberation of issues. The membership will, based on their involvement, gain an education in civics and civic responsibility.

GOALS

The Lincolnton City Council desires to communicate and address the concerns of all citizens. This group of young people have concerns, problems and ideas that need to be communicated to the elected official. It is the Lincolnton City Council's goals to address the future of Lincolnton well into the future centuries. To accomplish this goal, City Council needs to listen to people who will be in the positions of leadership and expect to be served. As a side benefit, these young people need to understand what municipal government can and cannot do for them, now and into the future.

ORGANIZATION

This Council will have no more than twenty-five members. From this membership there should be elected a Chair, Vice Chair and a Secretary. All issues will be decided by simple majority vote requiring a motion and a second. "Roberts Rules of Order" will govern the conduct of the meeting. The agendas will be prepared by the Chairperson and distributed by mail one week prior to the meeting. As recommendations are formed and decided, the Chair or Chairperson's designee will present the recommendation to the Lincolnton City Council. Members are to never let the activities of the council interfere with the members school responsibilities or to allow the time requirement to disrupt family responsibilities.

***Added/amended October 6, 2022 by City Council. Councilmember Eaddy made a motion to amend the Student Advisory Council appointment requirement (bylaws) to require that effective January 1, 2023, a student must be a resident of Lincoln County at the time of his or her nomination and approval by Council. Members voted 3-0 in favor of the motion.**

ITEM #

5c

CITY COUNCIL

Ed L. Hatley, Mayor
Martin A. Eaddy, Mayor Pro-Tem
Mary Frances White
Christine Poinette
Roby Jetton



CITY MANAGER

Ritchie Haynes
rhaynes@lincolntonnc.org
CITY CLERK
Daphne Ingram
dingram@lincolntonnc.org
CITY ATTORNEY
Thomas J. Wilson, Jr.

PUBLIC NOTICE

The City of Lincolnton is currently seeking applications to fill vacancies on the following boards and commissions for terms beginning January 1, 2023:

Housing Authority - 1 Vacancy

Historic Properties – 1 Vacancy

Planning Board – 3 Vacancies

If you are interested in serving and would like to be considered for appointment to fill one of the vacancies, please complete and submit the application form available on the City's website at www.lincolntonnc.org.

If you have any questions or would like more information concerning these positions, please feel free to contact me, at 704-736-8980 ext. 2281 or at dingram@lincolntonnc.org.

Applications are due Wednesday, November 23, 2022. Appointments will take place at the December 1, 2022 regular council meeting.

Daphne Ingram, CMC

**BOARDS AND COMMISSIONS
EXPIRING TERMS – (December 2022)**

<u>BOARD</u>	<u>NAME</u>	<u># OF TERMS</u>
HOUSING AUTHORITY	MICHAEL NOLES	2 nd TERM
HOUSING AUTHORITY	RACHEL STINES	1 ST TERM
HOUSING AUTHORITY	DEBRA RAMSOM	1 ST TERM
ABC BOARD	LEON HARMON	FILLED UN-EXPIRED TERM OF DYRA EAKER
HISTORIC PROPERTIES	WILLIAM STARK	2 ND TERM
TOURISM DEVELOPMENT	ANGELA LOVELACE	1 ST TERM
PLANNING BOARD	REBECCA ABERNETHY	2 ND TERM
PLANNING BOARD	TRENT MASON	FILLED UN-EXPIRED TERM OF WORTH ROBERTS
PLANNING BOARD	GENE POINSETTE	2 ND TERM
PLANNING BOARD – ETJ Rep.	REBECCA SHAW	FILLED UN-EXPIRED TERM OF STEVE SILVA

ITEM #

6

ITEM #

6a

CITY COUNCIL

Ed L. Hatley, Mayor
Martin A. Eaddy, Mayor Pro-Tem
Mary Frances White
Christine Poinsette
Roby Jetton



CITY MANAGER

Ritchie Haynes
rhaynes@lincolntonnc.org
CITY CLERK
Daphne Ingram
[dingram@lincolntonnc.org](mailto:d Ingram@lincolntonnc.org)
CITY ATTORNEY
Thomas J. Wilson, Jr.

**0-12-22
ORDINANCE**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES FOR THE CITY OF
LINCOLNTON, NORTH CAROLINA**

WHEREAS, in accordance with NCGS 160A-301(b), a city may by ordinance regulate the use of lots, garages, or other facilities owned or leased by the city and designated for use by the public as parking facilities.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF
LINCOLNTON TO AMEND THE CODE OF ORDINANCES AS FOLLOWS:**

**Title VII: TRAFFIC CODE
CHAPTER 72 – PARKING REGULATIONS**

~~72.01. USE OF CITY PARKING LOT ADJACENT TO CITY HALL~~

REVISE: USE OF CITY HALL PARKING LOT

**Title VII: TRAFFIC CODE
CHAPTER 75: PARKING SCHEDULES**

**SCHEDULE II: PARKING ENFORCED MONDAY THROUGH FRIDAY
8:00 A.M. TO 4:00 P.M.**

Enforced

Location

**ADD: Parking Enforced Monday
Through Friday 8:00 a.m. to
4:00 p.m**

Water Street Parking Lot

**Title VII: TRAFFIC CODE
CHAPTER 75: PARKING SCHEDULE**

**SCHEDULE III: PARKING LIMITED TO TWO HOURS OR AS
DESIGNATED IN THE SCHEDULE BELOW**

	<u>Street</u>	<u>Parking Time Designation</u>
ADD:	Water Street Parking Lot	3 hours

**This ordinance shall become effective upon adoption. This the 3RD
day of November 2022.**

**DAPHNE INGRAM
CITY CLERK**

**ED HATLEY
MAYOR**

***Red denotes proposed changes**

ITEM #

6b

CASE NO	CASETYPE	CASESUBTYPE	CASE NAME	SITE ADDR	STARTED	STATUS	Inspections
LCE21-00096	LINCOLN TON CODE ENFORCEMENT	MINIMUM HOUSING	Minimum Housing	1122 E LINCOLN ST	06/24/2021	OPEN	2
LCE21-00150	LINCOLN TON CODE ENFORCEMENT	MINIMUM HOUSING	Electrical Issues, Roof Issues, Heating & Air	113 JULIA DR	09/15/2021	OPEN	1
LCE21-00165	LINCOLN TON CODE ENFORCEMENT	ABANDONED STRUCTURE		1015 E PINE ST	09/17/2021	OPEN	1
LCE21-00168	LINCOLN TON CODE ENFORCEMENT	ABANDONED STRUCTURE		812 S ASPEN ST	09/17/2021	OPEN	1
LCE21-00170	LINCOLN TON CODE ENFORCEMENT	ABANDONED STRUCTURE		130 DR MARTIN LUTHER KING JR DR	09/17/2021	OPEN	2
LCE21-00193	LINCOLN TON CODE ENFORCEMENT	MINIMUM HOUSING	Minimum Housing / Abandoned structure.	128 E CARTER ST	12/02/2021	OPEN	2
LCE22-00006	LINCOLN TON CODE ENFORCEMENT	ABANDONED STRUCTURE	Abandoned Structure	817 E SUMNER ST	01/07/2022	OPEN	2
LCE22-00011	LINCOLN TON CODE ENFORCEMENT	ABANDONED STRUCTURE	Home was involved in a fire. Home is abandoned.	709 E CATAWBA ST	02/10/2022	OPEN	2
LCE22-00056	LINCOLN TON CODE ENFORCEMENT	ZONING	RV Used As Residence.	HARRISON SANDERS LN	05/27/2022	OPEN	1
LCE22-00066	LINCOLN TON CODE ENFORCEMENT	MINIMUM HOUSING	Minimum Housing Issues	601 HUSS ST	07/26/2022	OPEN	1
LCE22-00067	LINCOLN TON CODE ENFORCEMENT	ZONING	RV Used As Residence.	618 W MAIN STREET EXT	08/03/2022	OPEN	3
LCE22-00068	LINCOLN TON CODE ENFORCEMENT	MINIMUM HOUSING	Roof falling into structure.	618 W MAIN STREET EXT	08/03/2022	OPEN	2
LCE22-00071	LINCOLN TON CODE ENFORCEMENT	JUNK VEHICLES	Junk Vehicles	769 BRADY BRANCH TR	08/11/2022	OPEN	3
LCE22-00072	LINCOLN TON CODE ENFORCEMENT	JUNK VEHICLES	Junk Vehicles	1467 S ASPEN ST	08/11/2022	OPEN	5
LCE22-00075	LINCOLN TON CODE ENFORCEMENT	ZONING	Operating business in residential area	227 SHADY LN	08/16/2022	OPEN	6
LCE22-00077	LINCOLN TON CODE ENFORCEMENT	MINIMUM HOUSING	Minimum Housing	281 SALEM CHURCH RD	10/04/2022	OPEN	2
LCE22-00078	LINCOLN TON CODE ENFORCEMENT	JUNK VEHICLES	Junk Vehicles	502 N GROVE ST	10/07/2022	OPEN	3
LCE22-00079	LINCOLN TON CODE ENFORCEMENT	NUISANCE	Junk Material	602 LITHIA INN RD	10/07/2022	OPEN	3
LCE22-00083	LINCOLN TON CODE ENFORCEMENT	NUISANCE	Overgrown grass, weeds and downed limbs	W WATER ST	10/11/2022	OPEN	2