

**CITY COUNCIL SPECIAL REMOTE MEETING
300 WEST CROWELL STREET
MONROE, NORTH CAROLINA 28112
SEPTEMBER 28, 2021 – 10:00 A.M.
AGENDA
www.monroenc.org**

This Meeting will be conducted virtually with City Council following their adopted Electronic Meeting Rules. This Meeting will be live-streamed for the public to watch on the City of Monroe YouTube channel at Monroe North Carolina Government

<https://www.youtube.com/channel/UCzrGKOKR72fmCEn7D0f9mlg?>

CONSENT AGENDA

The City Council uses a Consent Agenda to consider items that are non-controversial and routine. The Consent Agenda is acted upon by one motion and vote of the Council. Items may be removed from the Consent Agenda and placed on the Regular Agenda at the request of a Council Member or Citizen with consent of Council. The Consent Agenda contains the following items:

1. Award Service Sidearm to Retiring Employee Sergeant John Phifer Rogers, IV
2. Budget Amendments
 - A. New Personnel Operating Expenses
 - B. Unspent Appropriations
3. Capital Project Budget Ordinance to Close Completed Capital Projects
4. Fees Schedule Waiver Request for Creft Park
5. John Glenn Water Treatment Plant Treatment Basin #1 Coatings Project
 - A. Award on Contract to Crom Coatings & Restorations
 - B. Contingency Allowance
 - C. Interim City Manager to Execute Documents
6. Minutes and Reports
 - A. Disbursement of Fiscal Year 2021-2022 City Council Discretionary Funds
 - 1) Council Member Surluta Anthony
 - 2) Mayor Pro Tem Marion Holloway
 - B. Financial Reports for July 2021
 - C. Minutes of Board of Adjustment Meeting of August 26, 2021
 - D. Minutes of City Council Meetings of June 8, 2021, July 13, 2021, July 30, 2021 and August 10, 2021

- E. Minutes of Downtown Advisory Board Meeting of April 27, 2021
 - F. Minutes of General Services Committee Meeting of May 27, 2021 and Staff Notes of General Services Committee Meeting of June 17, 2021
 - G. Minutes of Historic District Commission Meetings of July 12, 2021 and July 26, 2021
 - H. Minutes of Monroe Tourism Development Authority Meeting of June 10, 2021
 - I. Minutes of Monroe-Union County Economic Development Board of Advisors Meeting of May 11, 2021
 - J. Minutes of Planning Board Meetings of August 4 and 10, 2021 (Draft)
 - K. Summary of Contracts Awarded, Change Orders Approved and City Manager's Settlement of Claims for August 2021
7. Ordinance Amending Fiscal Year 2021-2022 Fees Schedule: Chapter II – Building Standards, Article A titled “Building Standards” and Chapter XI – Planning and Zoning, Article A titled “Fee Schedule”
 8. Police Department Body Worn Cameras
 - A. Award of Multi-Year Contract to Axon Enterprise, Inc. through Sourcewell Cooperative Purchasing Program
 - B. Interim City Manager to Execute Documents
 9. Property Donation Located at 2007 Pinedell Avenue from Shining Light Baptist Church
 - A. Agreement of Donation
 - B. Resolution to Acquire Portion Real Property and Granting Authorization for City Manager and Staff to Execute Documents
 10. Upgrade of Electric Lines in Camp Sutton Area
 - A. Award of Labor Contract to River City Construction, Inc.
 - B. Interim City Manager to Execute Documents

REGULAR AGENDA

11. Level IV-MAGNET100 Economic Development Incentive Grant to Windsor Window Company for Project Millwork (*Tabled from July 13, 2021 and August 10, 2021*)
 - A. Public Hearing
 - B. Action
12. Sale of 82.26+/- Acres (Tax Parcel # 09-180-064) Located in Expressway Commerce Park at Monroe to Dame Brothers, LLC for Project Millwork
 - A. Public Hearing
 - B. Action
13. Resolution Approving Memorandum of Agreement Between State of North Carolina and Local Governments on Proceeds Relating to Settlement of Opioid Litigation
14. Discussion Concerning Council Member Conduct



STAFF REPORT

TO: City Council

VIA: Brian Borne, Interim City Manager

DATE: September 28, 2021

FROM: J. Bryan Gilliard, Police Chief

PREPARED BY: Angie Rangolan, Support Services Supervisor

SUBJECT: Retiring Employee John Phifer Rogers, IV

SUMMARY STATEMENT

City Council is requested to honor retiring Police Sergeant John Phifer Rogers, IV, by awarding him with his service side arm in appreciation for his service to the City of Monroe.

REVIEW

The General Assembly of North Carolina recognizes the importance and the symbolism of the Police Officer's service side arm. General Statutes §20-187.2 authorizes municipalities, at the discretion of the governing board, to honor retiring police officers by awarding them their service side arms. Section 20-187.2 states that the City Council may "award to a retiring member...upon request, the service side arm of such retiring member, at a price determined by such governing body, upon determining that the person receiving the weapon is not ineligible to own, possess, or receive a firearm." Recognizing the importance of this side arm to Sergeant John P. Rogers, IV, staff feels it is fitting and proper to honor him by awarding him with his side arm to cherish during retirement. In accordance with General Statutes §20-187.2, staff recommends that the City Council set the price of the service side arm at \$0.01 (one cent), and find that Sergeant John P. Rogers, IV, is eligible to own, possess, or receive his service side arm.

RECOMMENDATION

Staff recommends that Council set the price of the service side arm at \$0.01; find that Sergeant John Phifer Rogers, IV, is eligible to own, possess, or receive his service side arm; award Sergeant Rogers with his

service side arm, at the cost of \$0.01, in appreciation for his service to the citizens of Monroe. This item will be presented to Sergeant Rogers at a later date.



STAFF REPORT

TO: City Council

VIA: Brian J. Borne, Interim City Manager

DATE: September 28, 2021

FROM: Lisa Strickland, Finance Director

PREPARED BY: Mary Lou Connelly, Senior Budget Analyst

SUBJECT: Budget Amendment for New Personnel Operating Expenses

SUMMARY STATEMENT

The consideration of appropriating miscellaneous operating funds for new personnel approved in the Fiscal Year 2021-2022 Budget. It was discovered that these other costs should have been included in the original budget, but were not.

REVIEW

During the annual budget process, 18 new positions were approved. The requests included various other operating costs needed with the addition of new staff. These items were approved, but were not included in the final adopted budget. These expenditures are listed below.

New Personnel Operating Expenses:

Small Equipment/PC's	\$37,700
Uniforms and Shoes	32,025
Telecommunications	5,745
Training and Travel	15,250
Dues and Licenses	5,600
Supplies	6,350
Fuel	11,861
Allocable Portion to Other Funds	<u>(43,090)</u>
Net impact to the General Fund	\$71,441

A Budget Amendment is requested to fund the operating expenses that were inadvertently left out of the annual budget.

RECOMMENDATION

General Services Committee and Staff recommend approval of this budget amendment by City Council.

Attachment: BA-2021-16

**BUDGET AMENDMENT
BA-2021-16**

1. Amendment to appropriate funds for operating expenditures for new personnel. Positions were approved by Council and salary expenses were included, but related operating expenses were inadvertently left out of the budget ordinance to adopt the FY 2022 annual budget.

General Fund:

Revenues:

Appropriation from Fund Balance	\$71,441
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Expenditures:

General Government	\$20,980
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Public Safety	\$48,465
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Culture and Recreational	\$1,996
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Water and Sewer Fund:

Revenues:

Appropriation from Fund Balance	\$7,352
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Expenditures:

Distribution System	\$7,352
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Storm Water Fund:

Revenues:

Appropriation from Fund Balance	\$763
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Expenditures:

Operations	\$763
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Aquatic Center Fund:

Revenues:

Appropriation from Fund Balance	\$807
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Expenditures:

Operations	\$807
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Electric Fund:

Revenues:

Appropriation from Fund Balance	\$2,532
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Expenditures:

Electric System Maintenance	\$2,532
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Natural Gas Fund:

Revenues:

Appropriation from Fund Balance	\$16,621
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Expenditures:

Natural Gas Maintenance	\$16,621
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Health and Dental Fund:

Revenues:

Appropriation from Fund Balance \$6,411

Expenditures:

Allocations \$6,411

Property and Liability Fund:

Revenues:

Appropriation from Fund Balance \$3,737

Expenditures:

Allocations \$3,737

Worker's Compensation

Revenues:

Appropriation from Fund Balance \$4,639

Expenditures:

Allocations \$4,639

Adopted this 28th day of September, 2021.

Bobby G. Kilgore, Mayor

Attest:

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Brian J. Borne, Interim City Manager

DATE: September 28, 2021

FROM: Lisa Strickland, Finance Director

PREPARED BY: Lisa Strickland, Finance Director

SUBJECT: Approve Budget Amendment for Unspent Appropriations

SUMMARY STATEMENT

A budget amendment is necessary to the fiscal year 2022 budget in order to re-appropriate incomplete items from fiscal year 2021. Details are outlined below.

REVIEW

It is necessary to re-appropriate items that have been approved, but are not complete at the end of the fiscal year. The nature of these items is projects that are only partially complete, grants that have not been spent in their entirety and unspent drug seizure money. Incomplete items from fiscal year 2021 are as follows:

General Fund:

\$589	East Village Subdivision – driveway extension fees
26,172	Water & Sewer Connection Fee Assistance – program approved by Council to assist low income families with utility connection fees
15,850	Down payment Assistance – program approved by Council to assist low income families with house purchase
818	Youth Programs (Donations)
32,944	State Equitable Sharing – Money received from seizures – restricted to law enforcement expenditures.
11,844	Explorer Program (Donations)

995 Tree donation to be used in planting

201 JAG Grants not complete

\$89,413 Total General Fund

Downtown Monroe Fund:

\$33,230 Façade Grants

411,774 Downtown Incentive Program

\$445,004

Police Department Forfeiture Fund:

\$258,555 U S Justice - Federal Equitable Sharing– Money received from seizures – restricted to
law enforcement expenditures.

107,811 U S Treasury – Federal Equitable Sharing– Money received from seizures – restricted
to law enforcement expenditures.

\$366,366

RECOMMENDATION

General Services Committee and staff recommend approval of the proposed budget amendment for appropriation of unspent items for Fiscal Year 2022.

Attachment: BA-2021-17

**BUDGET AMENDMENT
BA-2021-17**

1. Amendment necessary to designate and appropriate funds in Fiscal Year 2022 for incomplete projects, unspent grants and unspent seizure funds in Fiscal Year 2021.

General Fund:

Revenues:

Restricted Intergovernmental	\$201
Appropriation of Fund Balance	\$89,212

Expenditures:

General Government	\$42,611
Public Safety	\$45,807
Parks & Recreation	\$995

Downtown Monroe Special Revenue Fund:

Revenues:

Appropriation of Fund Balance	\$445,004
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Expenditures:

Economic & Physical Development	\$445,004
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Police Department Forfeiture Special Revenue Fund:

Revenues:

Appropriation of Fund Balance	\$366,366
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Expenditures:

Public Safety	\$366,366
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Adopted this the 28th day of September, 2021.

Bobby G. Kilgore, Mayor

Attest:

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Brian J. Borne, Interim City Manager

DATE: September 28, 2021

FROM: Lisa Strickland, Finance Director

PREPARED BY: Lisa Strickland, Finance Director

SUBJECT: Budget Ordinance to Close Capital Projects

SUMMARY STATEMENT

A budget ordinance is necessary to amend the fiscal year 2022 budget in order to close various projects.

REVIEW

Many capital projects have been completed and are ready to be closed. Funding that is remaining in the following projects as unspent, netted against any project overruns, can be transferred back to fund balance in the corresponding fund. Projects are as follows:

- | | | |
|---|--|----------|
| • | WR1730 – John Glenn WTP Improvements | \$1,212 |
| • | EL2102 – Substation Flooding Remediation | \$20,000 |
| • | ELFLOR – Hurricane Florence Repairs | (32) |

One project was closed last year in error. This project needs to be re-established to make the final payment on the project. That project is WR1227 – Utility Relocations Monroe Expressway. The final payment is still in negotiation, but the project balance was \$1,055,556 when the project was closed last year. It is requested that this amount be moved back into the project.

RECOMMENDATION

General Services Committee and staff recommend Council approval of the proposed budget ordinance to close projects for Fiscal Year 2022.

Attachment: BO-2021-13

**CAPITAL PROJECT BUDGET ORDINANCE
CLOSE COMPLETED CAPITAL PROJECTS
BO-2021-13**

WHEREAS, certain projects that have been funded in prior years have been completed;

WHEREAS, those projects with remaining balances/shortages are identified as follows:

- | | |
|--|----------|
| • WR1730 – John Glenn WTP Improvements | \$1,212 |
| • EL2102 – Substation Flooding Remediation | \$20,000 |
| • ELFLOR – Hurricane Florence Repairs | (\$32) |

WHEREAS, it is desired that the remaining funding from these projects be funded by or returned to the respective operating fund.

WHEREAS, it is requested that one project, WR1227 - Utility Relocations Monroe Expressway, that was closed last year in error be re-established and funding be placed back into the project.

NOW, THEREFORE, BE IT ORDAINED, that the City Council of the City of Monroe adjusts the appropriations in the above projects, returns the funding to or funds the shortage from the respective operating fund and replaces funding for one project as listed above and amends the following revenues and expenses:

Water/Sewer Fund:

Revenue:

Appropriation of Water/Sewer Fund Balance	\$1,054,344
Transfer from Water/Sewer Capital Projects Fund	\$1,212

Expense:

Transfer to Water/Sewer Capital Projects Fund	\$1,055,556
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Water/Sewer Capital Project Fund:

Revenue:

Transfer from Water/Sewer Fund	\$1,055,556
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Expense:

Construction Projects	\$1,054,344
Transfer to Water/Sewer Fund	\$1,212

Electric Fund:

Revenue:

Appropriation of Electric Fund Balance	(\$19,968)
Transfer from Electric Capital Projects Fund	\$20,000

Expense

Transfer to Water/Sewer Capital Projects Fund	\$32
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Electric Capital Project Fund:

Revenue:

Transfer from Electric Fund	\$32
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Expense:

Construction Projects	\$(19,968)
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Transfer to Electric Fund	\$20,000
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BE IT FURTHER ORDAINED, that an amendment to the various capital fund budgets for FY 2021-2022 is approved to adjust funding as listed above and to transfer to the corresponding operating fund as listed above.

Adopted this 28th day of September, 2021.

Attest:

Bobby G. Kilgore, Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Brian J. Borne, Interim City Manager

DATE: September 28, 2021

FROM: Brian J. Borne, Interim City Manager

PREPARED BY: Brian J. Borne, Interim City Manager

SUBJECT: Fees Schedule Waiver Request for Creft Park

SUMMARY STATEMENT

A request for an exception to the approved Fees Schedule Policy for rentals at Creft Park has been received from Reverend Billy Williams.

REVIEW

The City has received a request from the Reverend Billy Williams for the use of Creft Park for a “Stop the Violence” community event. The event as proposed would be open to the public and provide a cook-out (hotdogs, hamburgers, and fish fry) for the community. Local elected officials and ministers would be invited to speak. In addition, it is requested that the rental fee for this facility be waived for this event. Rentals for outdoor events open to the public are only permitted for Belk Tonawanda Park per the adopted Parks and Recreation Fees Schedule:

Neighborhood Associations or a neighborhood HOA will be allowed to utilize their Neighborhood Community Center or Park for two (2) neighborhood family-oriented events per years at no charge.

Rentals for outdoor events open to the public are only permitted for Belk Tonawanda Park and applicant must be an approved non-profit organization.

In addition, this event does not meet the approved requirements for the waiving of the rental fee for this event. Council approval is required for Staff to be able to grant this request.

Staff presented this matter to the General Services Committee on August 19, 2021.

RECOMMENDATION

The General Service Committee recommends Council approval.



STAFF REPORT

TO: City Council

VIA: Brian Borne, Interim City Manager

DATE: September 28, 2021

FROM: Russell Colbath, Director of Water Resources

SUBJECT: Contract Award – John Glenn WTP Treatment Basin #1 Coating Project

SUMMARY STATEMENT

City Council is requested to consider a contract award to replace protective coatings for John Glenn WTP treatment basin #1.

REVIEW

The City's John Glenn Water Treatment Plant (WTP) has multiple large treatment basins needed to purify water for City customers. Due to the treatment process chemicals used, and pH of the water, protective coatings are needed on the concrete structures that come in contact with the water being treated. The basins were last coated over 20 years ago, and the coatings systems have begun to fail. It is imperative to replace the coatings to protect and extend the useful life of the basin concrete. The first phase of the project is to replace coatings on treatment basin #1.

The Water Resources Department solicited formal bid proposals for this project. The following bids were received on August 31, 2021.

<u>Contractor</u>	<u>Amount</u>
Crom Coatings & Restorations	\$603,020
Structured Solutions	\$624,650
Hartman Walsh	\$772,695
Saffo Contractors	\$943,000
Carolina Management Team	\$1,267,461

Crom Coatings & Restorations was identified as the lowest responsive-responsible bidder. Because budgeted funds are available, and based on the Mayoral Committee Principals dated November 19, 2019, this contract award is coming directly to City Council without a committee recommendation.

RECOMMENDATION

It is the recommendation of Staff that City Council take the following actions:

Motion to award the contract to Crom Coatings & Restorations in the amount of \$ 603,020 as shown, authorize a 5% project contingency, and authorize the Interim City Manager to execute all necessary documents.



STAFF REPORT

TO: City Council

VIA: Brian J. Borne, Interim City Manager

DATE: September 28, 2021

FROM: Bridgette H. Robinson, City Clerk

PREPARED BY: Bridgette H. Robinson, City Clerk

SUBJECT: Disbursement of Fiscal Year 2021-2022 City Council Discretionary Funds by Council Member Surluta Anthony

SUMMARY STATEMENT

Notification of request for disbursements of City Council Discretionary Funds.

REVIEW

Staff has received requests from Council Member Surluta Anthony for disbursement of City Council Discretionary Funds to Community Health Services of Union County, Inc. in the amount of \$1,000; Monroe High School Athletic Foundation in the amount of \$400; and Community Shelter of Union County in the amount of \$130. Disbursements for Council Member Anthony to date are as follows:

Date	Recipient	Public Purpose	Fiscal Impact	
			Amount	Balance
07/01/2021	Discretionary Allocation Fiscal Year 2021-2022			\$3,000
08/27/2021	Community Health Services of Union County, Inc.	Provide personalized high- quality care to uninsured residents of Union County living with diabetes and its related complications	\$1,000	\$2,000
08/27/2021	Monroe High School Athletic Foundation	Support of high school athletics	\$400	\$1,600

09/02/2021	Community Shelter of Union County	Community development	\$130	\$1,470
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RECOMMENDATION

There is no action required from Council. This item is for informational purposes only.



STAFF REPORT

TO: City Council

VIA: Brian J. Borne, Interim City Manager

DATE: September 28, 2021

FROM: Bridgette H. Robinson, City Clerk

PREPARED BY: Bridgette H. Robinson, City Clerk

SUBJECT: Disbursement of Fiscal Year 2021-2022 City Council Discretionary Funds by Mayor Pro Tem Marion Holloway

SUMMARY STATEMENT

Notification of request for disbursements of City Council Discretionary Funds.

REVIEW

Staff has received a request from Mayor Pro Tem Marion Holloway for disbursement of City Council Discretionary Funds to Union County Playmakers in the amount of \$750. Disbursements for Mayor Pro Tem Holloway to date are as follows:

Date	Recipient	Public Purpose	Fiscal Impact	
			Amount	Balance
07/01/2021	Discretionary Allocation Fiscal Year 2021-2022			\$3,000
08/12/2021	Union County Playmakers	Support of the Arts	\$750	\$2,250

RECOMMENDATION

There is no action required from Council. This item is for informational purposes only.

Commentary

The unassigned General Fund balance is **\$ 10,848,539**

Policy:
General Fund Balance

The General Fund assigned fund balance will be maintained at a level sufficient to provide for the required resources to meet operating cost needs, to allow for unforeseen needs of an emergency nature, to permit orderly adjustment to changes resulting from fluctuations of revenue sources, and to permit appropriations for unique circumstances as deemed appropriate by City Council. The City of Monroe will assign the greater of \$7,500,000 or 25% of the next year’s original adopted budget, net of Federal and State pass-through revenues, from the unassigned fund balance. Any emergency appropriation request that would require the level of assigned fund balance to fall below \$7,500,000 or 25% would be for major city projects that are to the overall benefit of the City or required as a part of a matching grant for such a major project.

Any amounts remaining in the fiscal year-end unassigned fund balance in excess of \$7,500,000 or 25% of the approved subsequent year’s original council adopted budget, excluding Federal and State pass-through revenue, shall be designated for subsequent year’s expenditures. This excess amount will be available for appropriation by the City Council in a subsequent fiscal year to fund the Strategic Plan, capital or debt service expenditures as determined by the City Council during the budget process for that subsequent fiscal year. If during a fiscal year an excess over the stipulated \$7,500,000 or 25% exists, the City Council may request an appropriation to fund unforeseen needs. If an appropriation request will exceed \$100,000 of the excess, the City Council will consider the request at a subsequent regular meeting.

Preliminary - Pending Annual Audit

FY22 ADOPTED BUDGET				
GEN FUND EXP.	GRANTS/Reimb	NET EXP.	x 25% =	
\$ 47,499,818	\$ (868,889)	\$ 46,630,929	\$	11,657,732
Funds 110,130,131 & 120 per BO-2021-05				

9/2/2021 4:18 PM

Date	Transaction	Airport Grant Acceptance	Projects Downtown ⁽¹⁾
12/06/11	Formally Assigned	\$ 2,250,000	
10/01/19	Formally Assigned		\$ 3,000,000
05/15/12	Reverse formal assignment	-	-
06/05/12	BO-2012-06 Boggs Paving settlement	(405,281)	-
09/18/12	BA-2012-23 Security enhancement equip.-Airport Terminal Bldg.	(15,000)	-
09/18/12	BO-2012-11 Talbert & Bright change order #5 (Runway #5 ext.)	(150,000)	-
09/18/12	BO-2012-12 Talbert & Bright change order #4 (Goldmine Rd Redo)	(46,280)	-
09/18/12	BO-2012-13 Talbert & Bright change order #5 (Runway #5 ext.)	(72,616)	-
10/16/12	BO-2012-16 Extended Runway Safety Area (ERSA) Grading Ph. 1	(174,625)	-
04/02/13	Runway 5 Perimeter Sec Fencing	(317,620)	-
04/16/13	Construction International Terminal Bldg.	(98,105)	-
07/16/13	Return federal block grant NCDOT (proj # 36237.17.11.1) to formal assignment airport grant acceptance	300,000	-
7/16/13	Authorize Talbert & Bright - Customs Bldg. construction administration services	(170,481)	-
7/16/13	Authorize Talbert & Bright - design and bid service for glideslope improvements.	(215,037)	-
8/21/13	Additional funding Runway 5 perimeter fencing	(11,740)	-
10/15/13	Utility relocation and small change orders for Terminal Bldg.	(50,000)	-
01/21/14	NCDOT grant (proj #36237.17.13.2) glideslope improvements	100,267	-
04/15/14	US Customs and Border Protection' s IT equipment.	(93,804)	-
08/19/14	BO-2014-08: return funds from project AP0802 (runway strengthening) and AP1201 (runway overlay and rehab)	564,596	-
12/02/14	BO-2014-11 Rwy 5 Medium Intensity Approach Lighting Sys w/ Rwy Alignment Indicator Lights (MALSR)	(63,815)	-
01/06/15	BO-2015-02 Talbert & Bright design and bid service for Bulk Hangars	(64,780)	-
08/18/15	Close capital projects AP0901 & AP1301	147,499	-
08/16/16	Close capital projects AP0811 & AP0902 and AP1102	175,690	-
09/22/16	BO-2016-14 Corporate hangar site development	(1,000,000)	-
07/18/17	Add'l funding for Corp Hangar Construction	(400,000)	-
08/21/18	Close capital projects AP1202 & AP1401	132,147	-
11/06/18	State Aviation Grant from NCDOT	685,800	-
07/16/19	BO-2019-11 Apron Rehab Project Grant Match	(320,561)	-
07/16/19	BO-2019-10 Airport Layout Plan Grant Match	(46,602)	-
08/20/19	BO-2019-16 Corp Hangar Site Development	(550,000)	-
02/05/20	BO-2020-03 Driveway and Paving AP Corporate Hangar	(80,000)	-
07/21/20	BO-2020-08 Close Capital Projects	309,293	-
06/08/21	BO-2021-09 Airport Apron Rehabilitation project	(11,399)	-
06/08/21	BO-2021-08 Runway 5-23 Approach Obstruction Removal project	(7,151)	-
07/13/21	BO-2021-12 Charlotte Avenue Parking Lot Project		(500,000)
		\$ 300,395	\$ 2,500,000
	Total Assigned Fund Balance		\$ 2,800,395

Notes: -

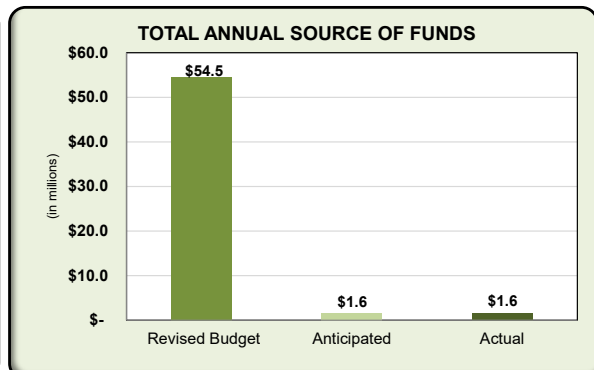
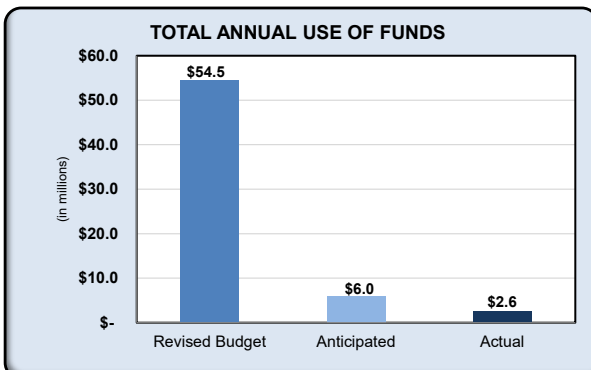
⁽¹⁾ Formal assignment for Downtown projects: resurfacing the parking lot on Church St. (cost share with county), new parking lot on N Charlotte Ave.

**CITY OF MONROE
GENERAL FUND
FINANCIAL SUMMARY REPORT
FISCAL YEAR 2020-2021
(As of July 3, 2021)**



Preliminary - Pending Annual Audit

	Actual FY21	Original Budget FY22	Revised Budget FY22	Actual to Date FY22	YTD % Anticipated	YTD % Realized
Revenues						
Ad Valorem Property Taxes	\$21,592,780	\$22,421,902	\$22,421,902	\$ -	0.0%	0.00%
Vehicle Property Taxes	2,033,158	1,549,265	1,549,265	270,130	8.6%	17.4%
Tax Gap Bills (Vehicles)	-	10,000	10,000	-	0.0%	0.0%
Prior Year Taxes	55,599	187,730	187,730	13,950	50.7%	7.4%
Prior Yr Gap Bills	341	-	-	-	0.0%	NA
Penalties and Interest	97,525	110,220	110,220	3,240	0.0%	2.9%
Other Taxes & Licenses	117,276	112,347	112,347	22,542	0.0%	20.1%
Additional City Vehicle Tax	883,770	840,000	840,000	-	8.9%	0.0%
Intergovernmental	365,279	374,241	374,241	-	0.0%	0.0%
Grants	2,495,305	1,341,827	1,591,827	14	0.0%	0.0%
Sales Tax ⁽¹⁾	9,074,958	8,808,178	8,808,178	845,023	8.4%	9.6%
Electric Sales Tax ⁽¹⁾	2,708,331	2,745,774	2,745,774	-	0.0%	0.0%
Telecom Sales Tax ⁽¹⁾	208,452	219,200	219,200	-	0.0%	0.0%
Cable Sales Tax ⁽¹⁾	185,442	193,300	193,300	-	0.0%	0.0%
Sales Tx Piped Nat Gas ⁽¹⁾	183,524	181,814	181,814	-	0.0%	0.0%
Permits and Fees	677,486	652,479	652,479	76,719	0.0%	11.8%
Building Permits / Tech Fees	922,467	512,500	512,500	97,693	0.0%	19.1%
Sales and Services	314,045	505,065	505,065	47,202	0.0%	9.3%
Investment Earnings ⁽²⁾	(242,455)	302,238	302,238	265,364	0.0%	87.8%
Miscellaneous	146,853	384,965	384,965	4,977	0.0%	1.3%
Other Sources	1,676,221	751,500	1,050,300	-	0.0%	0.0%
Total	\$ 43,496,357	\$ 42,204,545	\$ 42,753,345	\$ 1,646,854		
Reimbursements from Other Funds	\$ 6,824,901	\$ 6,963,518	\$ 6,958,519	\$ (19,804)	8.3%	-0.3%
Total Revenues and Reimbursements	\$ 50,321,258	\$ 49,168,063	\$ 49,711,864	\$ 1,627,051		
Expenditures						
General Government	\$ 11,588,503	\$ 14,197,772	\$ 14,706,154	\$ 744,816	8.3%	5.1%
Outside Agency	342,877	379,925	379,925	87,261	8.3%	23.0%
Transportation	4,612,100	3,985,739	4,212,499	211,342	8.3%	5.0%
Police	11,718,795	13,060,436	13,181,072	479,194	8.3%	3.6%
Fire	9,174,041	9,750,963	9,961,845	336,997	8.3%	3.4%
Building Standards	877,628	1,081,889	1,090,612	76,361	8.3%	7.0%
Cultural and Recreational	2,751,116	3,707,614	3,723,014	119,390	8.3%	3.2%
Debt Service	1,427,986	2,893,553	3,192,353	36,835	8.3%	1.2%
Total	\$ 42,493,045	\$ 49,057,891	\$ 50,447,474	\$ 2,092,196		
Contributions to Other Functions						
Airport	\$ 1,484,656	\$ 1,419,002	\$ 1,419,002	\$ -	8.3%	0.0%
Downtown	199,486	165,095	165,095	-	8.3%	0.0%
Center Theatre	574,615	208,624	208,624	-	8.3%	0.0%
Golf Course	-	408,395	408,395	-	8.3%	0.0%
Economic Development	315,000	318,000	318,000	-	0.0%	0.0%
Capital Projects (GF)	3,576,472	1,074,167	1,574,167	500,000	100.0%	31.8%
Capital Projects (Airport)	148,694	-	-	-	100.0%	NA
Total	\$ 6,298,922	\$ 3,593,283	\$ 4,093,283	\$ 500,000		
Total Expenditures and Contributions	\$ 48,791,967	\$ 52,651,174	\$ 54,540,757	\$ 2,592,196		
Net Change in Fund Balance	\$ 1,529,291	(3,483,111)	(4,828,893)	(965,146)	100.0%	



Notes:

(1) Sales Tax revenues are distributed on a 90 day delay.

(2) Investment Earnings are distributed quarterly to all funds.

CITY OF MONROE BUDGET NET OPERATING PROFIT/(LOSS) ENTERPRISE FUND OPERATIONS				
	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022
Monroe Country Club				
Golf Course				
Revenues	\$ 1,099,235	\$ 903,356	\$ 903,356	\$ 116,811
Expenditures	843,792	1,029,101	1,030,134	37,824
Net Operating Profit/(Loss)	\$ 255,443	\$ (125,745)	\$ (126,778)	\$ 78,987
Ballroom				
Revenues ⁽¹⁾	\$ 6,700	\$ 30,300	\$ 30,300	\$ 6,690
Expenditures	55,521	89,295	89,295	3,795
Net Operating Profit/(Loss)	\$ (48,821)	\$ (58,995)	\$ (58,995)	\$ 2,895
Total Monroe Country Club Net Operating Profit/(Loss)	\$ 206,621	\$ (184,740)	\$ (185,773)	\$ 81,883
Center Theatre				
Revenues	\$ 582,924	\$ 678,506	\$ 678,506	\$ -
Expenditures	217,199	759,501	770,197	8,204
Net Operating Profit/(Loss)	\$ 365,725	\$ (80,995)	\$ (91,691)	\$ (8,204)
Monroe Aquatics & Fitness Center				
Revenues	\$ 1,629,968	\$ 2,214,098	\$ 2,214,098	\$ 318,594
Expenditures	2,676,893	3,694,180	3,695,133	169,002
Net Operating Profit/(Loss)	\$ (1,046,925)	\$ (1,480,082)	\$ (1,481,035)	\$ 149,592
Stormwater				
Revenues	\$ 2,517,592	\$ 2,839,955	\$ 2,839,955	\$ 229,572
Expenditures	2,031,738	2,492,422	2,666,697	48,498
Net Operating Profit/(Loss)	\$ 485,854	\$ 347,533	\$ 173,258	\$ 181,074
Water Resources				
Revenues	\$ 19,455,087	\$ 18,929,779	\$ 18,929,779	\$ 2,094,813
Expenditures	11,839,965	13,022,851	13,476,021	570,050
Net Operating Profit/(Loss)	\$ 7,615,122	\$ 5,906,928	\$ 5,453,758	\$ 1,524,763
Electric				
Revenues	\$ 56,385,667	\$ 62,207,017	\$ 62,207,017	\$ 5,587,089
Expenditures	52,601,009	56,027,895	56,217,109	511,249
Net Operating Profit/(Loss)	\$ 3,784,658	\$ 6,179,122	\$ 5,989,908	\$ 5,075,840
Natural Gas				
Revenues	\$ 16,356,813	\$ 19,694,630	\$ 19,694,630	\$ 600,339
Expenditures	9,722,673	12,266,940	12,320,502	352,955
Net Operating Profit/(Loss)	\$ 6,634,140	\$ 7,427,690	\$ 7,374,128	\$ 247,384
Airport				
Operations				
Revenues	\$ 1,951,564	\$ 2,054,488	\$ 2,054,488	\$ 200,035
Expenditures	2,254,322	2,409,266	2,428,970	238,010
Net Operating Profit/(Loss)	\$ (302,758)	\$ (354,778)	\$ (374,482)	\$ (37,974)
U.S. Customs Service				
Revenues	2,669	3,920	3,920	171
Expenditures	138,767	86,190	86,190	869
Net Operating Profit/(Loss)	\$ (136,098)	\$ (82,270)	\$ (82,270)	\$ (697)
Total Airport Net Operating Profit/(Loss)	\$ (438,856)	\$ (437,048)	\$ (456,752)	\$ (38,672)
Solid Waste				
Operations				
Revenues	\$ 2,707,740	\$ 2,799,471	\$ 2,799,471	\$ 235,237
Expenditures	2,810,200	3,015,342	3,028,227	204,831
Net Operating Profit/(Loss)	\$ (102,460)	\$ (215,871)	\$ (228,756)	\$ 30,406

Notes:

Does not include capital, debt service, sale of fixed assets, one-time restricted intergovernmental or other financing sources and uses

⁽¹⁾Ballroom revenue reflects rental refunds

TABLE 1A CITY OF MONROE BUDGET GENERAL FUND BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 35,270,288	\$ 36,799,579	\$ 36,799,579	\$ 36,799,579	NA
Revenues					
Taxes	\$ 23,779,403	\$ 24,279,117	\$ 24,279,117	\$ 287,320	1.18%
Other Taxes and Licenses	1,001,046	952,347	952,347	22,542	2.37%
Intergovernmental Revenues Unrestricted	12,725,987	12,522,507	12,522,507	845,023	6.75%
Intergovernmental Revenues Restricted	2,495,305	1,341,827	1,591,827	14	0.00%
Permits and Fees	1,599,952	1,164,979	1,164,979	174,411	14.97%
Sales and Services	314,045	505,065	505,065	47,202	9.35%
Investment Earnings	(242,455)	302,238	302,238	265,364	87.80%
Miscellaneous	146,853	384,965	384,965	4,977	1.29%
Sub Total	\$ 41,820,136	\$ 41,453,045	\$ 41,703,045	\$ 1,646,854	3.95%
Other Financing Sources					
Transfer From Other Funds	\$ 1,676,221	\$ 751,500	\$ 751,500	\$ -	0.00%
Proceeds From Limited Obligation Bonds	-	-	298,800	-	NA
Proceeds From LT Debt / Installment Pur.	-	-	-	-	NA
Inception Capital Lease	-	-	-	-	NA
Advance To/From Other Funds	-	-	-	-	NA
Sub Total	\$ 1,676,221	\$ 751,500	\$ 1,050,300	\$ -	0.00%
Reimbursements from Other Funds					
Cost Allocations	\$ 6,824,901	\$ 6,963,518	\$ 6,958,519	\$ (19,804)	-0.28%
Sub Total	\$ 6,824,901	\$ 6,963,518	\$ 6,958,519	\$ (19,804)	-0.28%
Annual Sources of Funds	\$ 50,321,258	\$ 49,168,063	\$ 49,711,864	\$ 1,627,051	3.27%
Total Sources of Funds	\$ 85,591,546	\$ 85,967,642	\$ 86,511,443	\$ 38,426,630	44.42%
<i>Uses of Funds</i>					
Expenditures					
General Government	\$ 11,931,379	\$ 14,577,697	\$ 15,086,079	\$ 832,076	5.52%
Transportation	4,612,100	3,985,739	4,212,499	211,342	5.02%
Public Safety					
Building Standards	877,628	1,081,889	1,090,612	76,361	7.00%
Police	11,718,795	13,060,436	13,181,072	479,194	3.64%
Fire	9,174,041	9,750,963	9,961,845	336,997	3.38%
Culture & Recreation	2,751,116	3,707,614	3,723,014	119,390	3.21%
Debt Service	1,427,986	2,893,553	3,192,353	36,835	1.15%
Sub Total	\$ 42,493,045	\$ 49,057,891	\$ 50,447,474	\$ 2,092,196	4.15%
Other Financing Uses					
Transfers to Other Funds	\$ 6,298,922	\$ 3,593,283	\$ 4,093,283	\$ 500,000	12.22%
Sub Total	\$ 6,298,922	\$ 3,593,283	\$ 4,093,283	\$ 500,000	12.22%
Total Uses of Funds	\$ 48,791,967	\$ 52,651,174	\$ 54,540,757	\$ 2,592,196	4.75%
Ending Balance	\$ 36,799,579	\$ 33,316,468	\$ 31,970,686	\$ 35,834,434	

TABLE 1B CITY OF MONROE BUDGET GENERAL FUND REVENUES					
Revenue Sources	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Taxes					
Ad Valorem Property Taxes	\$ 21,592,780	\$ 22,421,902	\$ 22,421,902	\$ -	0.00%
Vehicle Property Taxes	2,033,158	1,549,265	1,549,265	270,130	17.44%
Current Year Tax Gap Bills	-	10,000	10,000	-	0.00%
Prior Year Taxes	55,599	187,730	187,730	13,950	7.43%
Prior Yr Gap Bills	341	-	-	-	NA
Penalties and Interest	97,525	110,220	110,220	3,240	2.94%
Total Taxes	\$ 23,779,403	\$ 24,279,117	\$ 24,279,117	\$ 287,320	1.18%
Other Taxes and Licenses					
Privilege License	\$ 2,149	\$ 2,300	\$ 2,300	\$ -	0.00%
Priv License Penalties	45	25	25	-	0.00%
Rental of Motor Vehicle	70,460	63,700	63,700	6,332	9.94%
Add'l City Vehicle Tax	883,770	840,000	840,000	-	0.00%
Heavy Duty Rental Equip	44,622	46,322	46,322	16,210	35.00%
Total Other Taxes and Licenses	\$ 1,001,046	\$ 952,347	\$ 952,347	\$ 22,542	2.37%
Unrestricted Intergovernmental					
Beer and Wine Tax	\$ 147,983	\$ 151,360	\$ 151,360	\$ -	0.00%
State Fire Fees	2,534	2,656	2,656	-	0.00%
ABC Profit Distribution	214,762	220,225	220,225	-	0.00%
Local Option Sales Tax	9,074,958	8,808,178	8,808,178	845,023	9.59%
Electricity Sales Tax	2,708,331	2,745,774	2,745,774	-	0.00%
Telecom Sales Tax	208,452	219,200	219,200	-	0.00%
Cable Sales Tax	185,442	193,300	193,300	-	0.00%
Nat Gas Sales Tax	183,524	181,814	181,814	-	0.00%
Total Unrestricted Intergovernmental	\$ 12,725,987	\$ 12,522,507	\$ 12,522,507	\$ 845,023	6.75%
Restricted Intergovernmental					
Reimbursements FEMA	\$ -	\$ -	\$ -	\$ -	NA
FEMA Covid-19 Claim	10,795	-	-	-	NA
CARES Funds	888,729	-	-	-	NA
Federal Grants Police Dept	68,005	-	-	-	NA
Federal Grants Fire Dept	13,969	-	-	-	NA
State Grants Econ Dev	-	-	-	-	NA
DEA Funds - Local	-	-	-	-	NA
DEA Funds - State	2,938	-	-	14	NA
Powell Bill State Allocation	907,880	868,889	868,889	-	0.00%
Local Grants Planning	-	-	-	-	NA
Interlocal Agreement Fire	35,119	-	-	-	NA
Interlocal Agreement SRO	276,630	264,057	264,057	-	0.00%
Interlocal Agreement SPCC LEO	119,026	132,206	132,206	-	0.00%
Interlocal Agreement ABC LEO	78,375	76,675	76,675	-	0.00%
One NC Econ Dev Grant	-	-	-	-	NA
Rural Econ Dev Center	-	-	250,000	-	0.00%
Reimbursements FEMA	(45,506)	-	-	-	NA
CARES Funds	139,346	-	-	-	NA
Total Restricted Intergovernmental	\$ 2,495,305	\$ 1,341,827	\$ 1,591,827	\$ 14	0.00%
Permits and Fees					
Erosion-Sed Ctrl Permits	\$ 60,975	\$ 35,367	\$ 35,367	\$ 16,000	45.24%
Erosion-Sed Ctrl Cvl Citations	-	-	-	-	NA
Erosion-Sed Ctrl Inspectn Fees	-	-	-	-	NA
Construction Re-inspection Fee	200	2,000	2,000	200	10.00%
P&Z Permit Fees	35,320	35,600	35,600	2,860	8.03%
P&Z Action Fees	71,233	35,120	35,120	13,425	38.23%
P&Z Board of Adjustment Fees	2,585	2,000	2,000	-	0.00%
P&Z Historic District Fees	2,450	2,200	2,200	175	7.95%
P&Z Publication Fees	60	-	-	-	NA
P&Z Other	680	500	500	20	4.00%
P&Z Civil Citations	-	1,400	1,400	-	0.00%
P&Z Technology Fee	14,331	3,000	3,000	2,870	95.65%
P&Z Small Cell Wireless	-	-	-	-	NA
Police Court Fees	6,991	13,500	13,500	887	6.57%
Police Parking	8,501	22,200	22,200	980	4.41%
Police Parking Tkt Late Fees	6,792	-	-	350	NA
Police Precious Metals Permit	1,122	1,122	1,122	-	0.00%
Police Firing Range Fees	2,700	1,970	1,970	-	0.00%
Police Pawnbroker's License	1,080	1,080	1,080	-	0.00%

7/31/2021

TABLE 1B - PAGE 2 CITY OF MONROE BUDGET GENERAL FUND REVENUES					
Revenue Sources	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Utility Misc Charge	340,720	400,000	400,000	30,169	7.54%
NSF Fees	840	9,780	9,780	70	0.72%
Building Permit Fees	150	-	-	-	NA
Bldg Interlocal Reimb Fees	80	-	-	-	NA
Bldg Homeowner Recovery Fund	485	-	-	(699)	NA
Code Enf Civil Citations	18,119	10,950	10,950	-	0.00%
Bldg Publication Fees	-	-	-	-	NA
Code Enforce Abatements	44,013	19,690	19,690	1,862	9.45%
PROP Application Fee	-	-	-	-	NA
PROP Civil Citations	-	-	-	-	NA
Technology Fee	83,206	50,000	50,000	8,984	17.97%
Inspections-Building	247,116	150,000	150,000	29,558	19.71%
Inspections-Electrical	217,478	130,000	130,000	21,581	16.60%
Inspections-Mechanical	190,597	90,000	90,000	18,871	20.97%
Inspections-Plumbing	156,713	70,000	70,000	17,926	25.61%
Inspections-Other	25,592	20,000	20,000	1,470	7.35%
Plan Review	1,050	2,500	2,500	-	0.00%
Small Cell Wireless	-	-	-	-	NA
Fire Dept Inspection Fees	28,633	45,000	45,000	5,500	12.22%
Fire Dept Plan Review	30,141	10,000	10,000	1,351	13.51%
Total Permits and Fees	\$ 1,599,952	\$ 1,164,979	\$ 1,164,979	\$ 174,411	14.97%
Sales and Services					
Cemetery Plot Sales	\$ 45,725	\$ 25,000	\$ 25,000	\$ 1,950	7.80%
Grave Openings	45,855	34,850	34,850	3,300	9.47%
Recording Fees	1,620	750	750	90	12.00%
Cremorial Niche	-	500	500	-	0.00%
Sale of Land	-	-	-	-	NA
Sale of Fixed Assets	44,777	120,000	120,000	20,384	16.99%
Rent Misc Buildings	5	-	-	-	NA
Rent Old City Hall	18,141	19,800	19,800	1,650	8.33%
Street Signs	-	2,000	2,000	-	0.00%
Monroe History Books	-	-	-	-	NA
Resident Address Plates	194	100	100	23	22.99%
Misc Sales Other	7,266	8,000	8,000	-	0.00%
Merchandise for Sale	1,500	2,300	2,300	200	8.70%
Ceramics Winchester	31	1,000	1,000	(2)	-0.21%
Ceramics Senior Center	490	2,700	2,700	54	1.99%
Pottery Senior Center	195	300	300	41	13.67%
Computer Senior Center	-	-	-	-	NA
Youth Basketball	4,052	8,500	8,500	-	0.00%
Adult Softball	900	3,000	3,000	-	0.00%
Adult Basketball	-	1,000	1,000	-	0.00%
Youth Baseball	2,482	3,400	3,400	555	16.32%
Youth Softball	-	500	500	-	0.00%
Youth Tackle Football	-	-	-	-	NA
Youth Flag Football	200	1,520	1,520	875	57.57%
Adult Flag Football	-	-	-	-	NA
Pickleball	405	1,400	1,400	-	0.00%
Youth Kickball	-	-	-	-	NA
Adult Dodgeball	-	-	-	-	NA
Camps & Clinics	2,120	500	500	70	14.00%
Youth Soccer	190	3,400	3,400	917	26.97%
Track Program	3,400	1,900	1,900	-	0.00%
Bocce	-	350	350	-	0.00%
Cornhole	-	240	240	-	0.00%
Adult Trips	(7)	20,000	20,000	1,020	5.10%
Yearly Facility Maint Fee	3,000	14,000	14,000	1,020	7.29%
Instructional Programs	-	1,200	1,200	-	0.00%
Special Event Fees	1,580	3,400	3,400	-	0.00%
After School	103,623	152,500	152,500	12,476	8.18%
Swimming Lessons	-	-	-	-	NA
Winchester Pool Fees	1,961	1,300	1,300	431	33.15%
Daily Fees	714	5,000	5,000	298	5.96%
Rental Discounts	-	-	-	-	NA
Rent Dickerson Ctr	755	1,360	1,360	75	5.51%
Rent Sutton Park	850	5,100	5,100	260	5.10%
Rent Shute Center	1,595	5,100	5,100	50	0.98%
Rent Winchester Center	740	1,360	1,360	85	6.25%
Rent Parks	4,460	6,335	6,335	415	6.55%
Rent Parks Williams Athl Cmplx	4,579	23,450	23,450	300	1.28%
Rent Youth Soccer Complex	-	-	-	-	NA

CITY OF MONROE BUDGET GENERAL FUND REVENUES					
Revenue Sources	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Rent Old Armory	8,839	11,900	11,900	650	5.46%
Rent Baseball Fields	1,120	2,000	2,000	-	0.00%
Carowinds Tickets	-	7,000	7,000	-	0.00%
Misc Sales Other	-	-	-	-	NA
Total Sales and Services	\$ 314,045	\$ 505,065	\$ 505,065	\$ 47,202	9.35%
Investment Earnings					
Investment Earnings	\$ (242,455)	\$ 302,238	\$ 302,238	\$ 265,364	87.80%
Interest Earned Trustee	-	-	-	-	NA
Total Investment Earnings	\$ (242,455)	\$ 302,238	\$ 302,238	\$ 265,364	87.80%
Miscellaneous					
Federal Bureau of Invest.	\$ 5,450	\$ -	\$ -	\$ -	NA
Reimb US Marshal Srv	10,670	-	-	3,036	NA
Reimb DEA/OT Justice Dept	5,461	-	-	-	NA
Third Party	-	-	-	-	NA
Miscellaneous Reimbursements	9,034	34,803	34,803	87	0.25%
Hazmat Materials-Fire	-	-	-	-	NA
Occupancy Tax Collections	15,077	18,000	18,000	1,569	8.72%
Police Private	-	-	-	-	NA
Police Explorers	-	-	-	-	NA
Fire Donations/Sponsorships	2,000	-	-	-	NA
Fire Youth Group	-	-	-	-	NA
Fire Fighter Camp	-	-	-	-	NA
Donations Air Show	(28)	190,000	190,000	108	0.06%
PILT Monroe Housing Auth	-	21,200	21,200	-	0.00%
Miscellaneous Other	62,292	75,000	75,000	178	0.24%
Cash Discounts	94	-	-	-	NA
Purchasing Rebate	20,302	20,000	20,000	-	0.00%
Misc St. James Association, Inc	6,326	6,325	6,325	-	0.00%
Highway 74 Upkeep	5,430	11,437	11,437	-	0.00%
Miscellaneous Reimbursements	-	-	-	-	NA
P&R Donations/Sponsorships	2,697	8,200	8,200	-	0.00%
Dedications / Bench and Trees	2,050	-	-	-	NA
Miscellaneous Other	-	-	-	-	NA
Cash Discounts	-	-	-	-	NA
Total Miscellaneous	\$ 146,853	\$ 384,965	\$ 384,965	\$ 4,977	1.29%
Other Financing Sources					
Transfers from other funds					
TF From Downtown Monroe	\$ 581,888	\$ -	\$ -	\$ -	NA
TF From Gov Capital Project	35,300	-	-	-	NA
TF From Electric Fund	542,752	551,000	551,000	-	0.00%
TF From Natural Gas	194,546	200,500	200,500	-	0.00%
TF From Airport Capital Proj	309,436	-	-	-	NA
TF from Prop & Liab	12,300	-	-	-	NA
TF From General Fund	3,328,660	3,770,504	3,770,504	-	0.00%
Sub Total Transfers from Other Funds	\$ 5,004,881	\$ 4,522,004	\$ 4,522,004	\$ -	0.00%
Proceeds Limited Obligation Bd	\$ -	\$ -	\$ 298,800	\$ -	0.00%
Proceeds Installment Purchase	-	-	-	-	NA
Appropriation Of Fund Bal	-	3,483,111	4,813,493	-	0.00%
Appropriation Of Fund Bal	-	-	15,400	-	0.00%
Oth Fin Inception of Lease	-	-	-	-	NA
Advance From Electric Fund	-	-	-	-	NA
Total Other Financing Sources	\$ 5,004,881	\$ 8,005,115	\$ 9,649,697	\$ -	0.00%
Total General Fund Revenues	\$ 46,825,017	\$ 49,458,160	\$ 51,352,742	\$ 1,646,854	3.21%

Notes:

- (1) Investment Earnings - Funds are distributed quarterly among all funds.
- (2) Monthly local option sales tax is distributed on a 90 day delay.
- (3) Utility sales tax is distributed quarterly.

TABLE 1C - PAGE 1 CITY OF MONROE BUDGET GENERAL FUND EXPENDITURES					
Function/Activity	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
General Government					
Legislative					
Legislative - City Council	\$ 197,360	\$ 357,823	\$ 357,823	\$ 14,678	4.10%
Special Appropriations (Outside Agencies)	342,877	379,925	379,925	87,261	22.97%
Planning Board (1022)	4,031	10,920	10,920	-	0.00%
Board of Adjustments (1023)	2,456	3,755	3,755	-	0.00%
Airport Commission (1025)	1,346	4,306	4,306	-	0.00%
Historic District Commission (1027)	4,416	8,960	8,960	-	0.00%
Downtown Monroe Board (1028)	534	3,768	3,768	-	0.00%
Sub Total Legislative	\$ 553,019	\$ 769,457	\$ 769,457	\$ 101,938	13.25%
Administration					
City Manager	\$ 1,309,287	\$ 1,161,359	\$ 1,171,347	\$ 145,911	12.46%
City Attorney	395,562	441,437	441,437	15,291	3.46%
Economic Development	608,062	1,118,977	1,399,884	28,649	2.05%
Public Information	81,847	369,118	370,918	3,756	1.01%
Sub Total Administration	\$ 2,394,757	\$ 3,090,891	\$ 3,383,586	\$ 193,606	5.72%
Facilities Maintenance					
Facilities Maintenance	\$ 1,393,902	\$ 1,653,769	\$ 1,656,382	\$ 157,228	9.49%
Sub Total Facilities Maintenance	\$ 1,393,902	\$ 1,653,769	\$ 1,656,382	\$ 157,228	9.49%
Finance					
Accounting	\$ 515,910	\$ 588,677	\$ 588,677	\$ 20,870	3.55%
Finance Administration	365,323	399,288	399,288	14,375	3.60%
Billing	714,031	890,276	890,276	41,195	4.63%
Payment Center	485,091	526,480	526,480	22,555	4.28%
Customer Service	499,534	585,561	585,561	19,697	3.36%
Purchasing	194,999	214,727	214,727	7,221	3.36%
Fleet (Garage)	324,133	345,319	345,319	11,748	3.40%
Warehouse	311,263	349,897	349,897	10,870	3.11%
Sub Total Finance	\$ 3,410,284	\$ 3,900,225	\$ 3,900,225	\$ 148,530	3.81%
Human Resources					
Human Resources	\$ 521,749	\$ 834,580	\$ 834,580	\$ 19,073	2.29%
Safety & Health	118,866	158,968	160,053	7,282	4.55%
Sub Total Human Resources	\$ 640,615	\$ 993,548	\$ 994,633	\$ 26,355	2.65%
Engineering					
Engineering	\$ 938,844	\$ 1,005,722	\$ 1,005,722	\$ 29,880	2.97%
Sub Total Engineering	\$ 938,844	\$ 1,005,722	\$ 1,005,722	\$ 29,880	2.97%
Planning and Development					
Planning	\$ 722,258	\$ 1,009,142	\$ 1,044,914	\$ 37,898	3.63%
Community Redevelopment	228,790	274,345	357,128	29,608	8.29%
Sub Total Planning and Development	\$ 951,048	\$ 1,283,487	\$ 1,402,042	\$ 67,506	4.81%
Information Technology					
Information Technology	\$ 1,476,349	\$ 1,727,802	\$ 1,821,236	\$ 68,485	3.76%
GIS	172,560	152,796	152,796	38,548	25.23%
Sub Total Information Technology	\$ 1,648,909	\$ 1,880,598	\$ 1,974,032	\$ 107,033	5.42%
Total General Government	\$ 11,931,379	\$ 14,577,697	\$ 15,086,079	\$ 832,076	5.52%
Transportation					
Engineering					
Street Dept	\$ 3,971,055	\$ 3,055,739	\$ 3,055,739	\$ 89,249	2.92%
Powell Bill	641,045	930,000	1,156,760	122,093	10.55%
Sub Total Engineering	\$ 4,612,100	\$ 3,985,739	\$ 4,212,499	\$ 211,342	5.02%
Total Transportation	\$ 4,612,100	\$ 3,985,739	\$ 4,212,499	\$ 211,342	5.02%
Public Safety					
Building Standards					
Code Enforcement	\$ 268,341	\$ 305,830	\$ 305,830	\$ 19,632	6.42%
Building Standards	609,288	776,059	784,782	56,729	7.23%
Sub Total Building Standards	\$ 877,628	\$ 1,081,889	\$ 1,090,612	\$ 76,361	7.00%
Police	\$ 11,718,795	\$ 13,060,436	\$ 13,181,072	\$ 479,194	3.64%
Fire	9,174,041	9,750,963	9,961,845	336,997	3.38%
Total Public Safety	\$ 21,770,464	\$ 23,893,288	\$ 24,233,529	\$ 892,552	3.68%

TABLE 1C - PAGE 2 CITY OF MONROE BUDGET GENERAL FUND EXPENDITURES					
Function/Activity	Actual 2021	Original Budget 2022	Final Budget 2022	YTD Actual 2022	% Realized
Cultural and Recreational					
Administration	\$ 228,177	\$ 287,141	\$ 287,141	\$ 8,719	3.04%
Recreation	1,203,023	1,766,814	1,782,214	67,114	3.77%
Parks Maintenance	1,319,916	1,653,659	1,653,659	43,557	2.63%
Total Cultural and Recreational	\$ 2,751,116	\$ 3,707,614	\$ 3,723,014	\$ 119,390	3.21%
Sub Total Expenditures	\$ 41,065,059	\$ 46,164,338	\$ 47,255,121	\$ 2,055,361	4.35%
Reimbursements from Other Funds					
Administration	\$ (2,896,329)	\$ (3,038,618)	\$ (3,038,618)	\$ -	0.00%
Utility Billing	(865,759)	(863,129)	(863,129)	-	0.00%
Customer Service/Collections	(1,045,912)	(1,067,569)	(1,067,569)	-	0.00%
Engineering	(356,462)	(372,428)	(372,428)	-	0.00%
Street	(567,734)	(364,819)	(364,819)	-	0.00%
Administrative Services (Purchasing)	(108,648)	(116,314)	(116,314)	-	0.00%
Fleet (Garage)	(292,342)	(264,209)	(259,210)	19,804	-7.64%
Warehouse	(416,449)	(437,779)	(437,779)	-	0.00%
Parks Maintenance	(14,884)	(15,314)	(15,314)	-	0.00%
Facilities Maintenance	(173,972)	(162,332)	(162,332)	-	0.00%
Manual Adjs Allocations	(86,409)	(261,007)	(261,007)	-	0.00%
Total Reimbursements from Other Funds	\$ (6,824,901)	\$ (6,963,518)	\$ (6,958,519)	\$ 19,804	-0.28%
Transfers Out to Other Funds⁽¹⁾					
Center Theatre	\$ 574,615	\$ 208,624	\$ 208,624	\$ -	0.00%
Parks & Rec Fund	3,328,660	3,770,504	3,770,504	-	0.00%
Golf Course	-	408,395	408,395	-	0.00%
Downtown Monroe	199,486	165,095	165,095	-	0.00%
Monroe-Union Co Econ Dev	315,000	318,000	318,000	-	0.00%
Capital Projects General Gov	3,291,825	1,074,167	1,574,167	500,000	31.76%
Capital Projects P&R	284,647	-	-	-	NA
Airport	1,484,656	1,419,002	1,419,002	-	0.00%
Airport - Capital Projects	148,694	-	-	-	NA
Govn Capital Reserve	-	-	-	-	NA
Transfers Out to Other Funds	\$ 9,627,582	\$ 7,363,787	\$ 7,863,787	\$ 500,000	6.36%
Debt Service					
General Fund	\$ 1,251,526	\$ 2,427,725	\$ 2,726,525	\$ 36,499	1.34%
Parks & Recreation Fund	176,460	465,828	465,828	336	0.07%
Total Debt Service	\$ 1,427,986	\$ 2,893,553	\$ 3,192,353	\$ 36,835	1.15%
Unreserved					
General Fund	\$ -	\$ -	\$ -	\$ -	NA
Parks & Recreation Fund	-	-	-	-	NA
Golf Course Fund	-	-	-	-	NA
Total Unreserved	\$ -	\$ -	\$ -	\$ -	NA
Total General Fund Expenditures	\$ 45,295,726	\$ 49,458,160	\$ 51,352,742	\$ 2,612,000	5.09%

NOTES:⁽¹⁾General Fund Debt Service :

	2022	Balance	Payoff Yr
Propel Land-28	\$ 79,204	\$ -	2022
Allvac Land-30	52,274	-	2022
15 Fire Station # 4	470,030	1,134,650	2025
17 Three Fire Trucks	200,030	1,001,582	2027
17 ATI Specialty Materials	87,649	788,842	2031
18 Fire Trucks	189,912	1,137,062	2028
18 LOBs (demolition/paving)	51,229	670,115	2039
19 Fire Truck	73,275	514,005	2029
20 ERP System (Munis)	128,718	1,028,687	2030
20 Fire BlazeUnit	95,470	760,851	2030
22 LOBs New Police Department Building	-	16,040,421	2042
	\$ 1,427,792	\$ 23,076,214	
Parks & Recreation Fund Debt Service :			
09 Facilities Construction-32 (Winchester Ctr/J Ray Shute Gym)	\$ 171,155	\$ 329,540	2024
22 LOBs (Senior Center) Estimate	-	4,799,731	2042
	\$ 171,155	\$ 5,129,271	

CITY OF MONROE BUDGET POLICE ASSET FORFEITURE FUND					
Sources and Uses of Funds	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 571,510	\$ 366,367	\$ 366,367	\$ 366,367	NA
Restricted Revenues					
DEA Funds - Justice Dept	\$ 17,371	\$ -	\$ -	\$ -	NA
DEA Funds - Treasury Dept	-	-	-	-	NA
Investment Earnings	1,131	-	-	-	NA
Annual Sources of Funds	\$ 18,502	\$ -	\$ -	\$ -	NA
Total Sources of Funds	\$ 590,012	\$ 366,367	\$ 366,367	\$ 366,367	100.00%
<i>Uses of Funds</i>					
Expenditures					
US Justice Drugs	\$ 223,645	\$ -	\$ -	\$ (1,482)	NA
US Treasury Drugs	-	-	-	-	NA
Sub Total	\$ 223,645	\$ -	\$ -	\$ (1,482)	NA
Total Uses of Funds	\$ 223,645	\$ -	\$ -	\$ (1,482)	NA
Ending Balance	\$ 366,367	\$ 366,367	\$ 366,367	\$ 367,849	

Notes:

Police Asset Forfeiture funds were reported previously in the General Fund.

TABLE 2A CITY OF MONROE BUDGET CHARLOTTE-MONROE EXECUTIVE AIRPORT FUND BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 84,245	\$ 82,045	\$ 82,045	\$ 82,045	NA
Revenues					
Restricted Intergovernmental	\$ -	\$ -	\$ -	\$ -	NA
Sales and Services	2,019,928	2,146,097	2,146,097	207,396	9.66%
Investment Earnings	0	-	-	0	NA
Miscellaneous ⁽¹⁾	-	-	-	-	NA
Sub Total	\$ 2,019,929	\$ 2,146,097	\$ 2,146,097	\$ 207,396	9.66%
Other Financing Sources					
Transfer From Other Funds	\$ 1,557,524	\$ 1,419,002	\$ 1,419,002	\$ -	0.00%
Proceeds From Revenue Bonds	6,020,000	-	-	-	NA
Proceeds From LT Debt / Installment Pur.	-	-	-	-	NA
Inception of Lease	-	-	-	-	NA
Sub Total	\$ 7,577,524	\$ 1,419,002	\$ 1,419,002	\$ -	0.00%
Annual Sources of Funds	\$ 9,597,452	\$ 3,565,099	\$ 3,565,099	\$ 207,396	5.82%
Total Sources of Funds	\$ 9,681,698	\$ 3,647,144	\$ 3,647,144	\$ 289,441	7.94%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 649,461	\$ 664,518	\$ 664,518	\$ 24,127	3.63%
Capital	61,627	-	-	-	NA
Operating	1,353,849	1,483,326	1,503,030	213,883	14.23%
Customs	138,767	86,190	86,190	869	1.01%
Airport Debt Service	7,072,068	1,069,643	1,069,643	164	0.02%
Sub Total	\$ 9,275,771	\$ 3,303,677	\$ 3,323,381	\$ 239,043	7.19%
Reimbursements to other funds					
Cost Allocations	\$ 251,013	\$ 261,422	\$ 261,422	\$ -	0.00%
Sub Total	\$ 251,013	\$ 261,422	\$ 261,422	\$ -	0.00%
Other Financing Uses					
Other Financing Uses - Transfers to Other Funds	\$ 72,868	\$ -	\$ -	\$ -	NA
Sub Total	\$ 72,868	\$ -	\$ -	\$ -	NA
Total Uses of Funds	\$ 9,599,652	\$ 3,565,099	\$ 3,584,803	\$ 239,043	6.67%
Ending Balance	\$ 82,045	\$ 82,045	\$ 62,341	\$ 50,398	NA

Notes:

TABLE 2B CITY OF MONROE BUDGET CHARLOTTE-MONROE EXECUTIVE AIRPORT FUND REVENUES					
Revenue Sources	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Restricted Revenues					
CARES Funds	\$ -	\$ -	\$ -	\$ -	NA
Total Restricted Revenues	\$ -	\$ -	\$ -	\$ -	NA
Sales and Services					
Merchandise for Sale	\$ 602	\$ 454	\$ 454	\$ 20	4.51%
Sale of Land	-	-	-	-	NA
Sale of Fixed Assets	-	-	-	-	NA
Rent Terminal Office Spac	-	-	-	-	NA
Land Lease	4,933	4,138	4,138	345	8.33%
Flowage Fee	-	-	-	-	NA
Tie-down Lease	53,975	51,240	51,240	4,540	8.86%
Hangar Lease	344,812	254,505	254,505	32,059	12.60%
Office Lease	29,495	35,168	35,168	2,346	6.67%
T-hangar Lease	88,010	87,360	87,360	7,470	8.55%
Towing	2,400	4,800	4,800	200	4.17%
Pumping Fee	65,094	87,235	87,235	7,169	8.22%
Catering	18	451	451	-	0.00%
Overnight Tie-down/Hangar	14,504	13,968	13,968	630	4.51%
Charges for Service-Misc	8,088	6,349	6,349	900	14.18%
Maintenance Hangar Lease	435	34,425	34,425	-	0.00%
Operation Fees	15,353	12,000	12,000	-	0.00%
Fuel Storage Fee	-	-	-	-	NA
Aircraft Ramp Fee	15,300	16,521	16,521	1,000	6.05%
Customs User Fees	4,800	6,200	6,200	525	8.47%
Customs Regulated Garbage	1,200	1,000	1,000	-	0.00%
Call Out Fee	1,925	2,364	2,364	-	0.00%
Aircraft Washes	30	-	-	-	NA
Ground Handling Fee	-	-	-	-	NA
Delinquent Penalty	1,205	500	500	55	11.00%
Account Reinstatement Fee	-	-	-	-	NA
Publications	2,151	2,163	2,163	154	7.12%
Pilot Supplies	518	1,757	1,757	17	0.99%
Oil Sales	4,150	2,389	2,389	457	19.12%
Aviation Fuel Sales	1,360,931	1,521,110	1,521,110	149,509	9.83%
Military Fuel Sales	-	-	-	-	NA
Misc Sales Other	-	-	-	-	NA
Total Sales and Services	\$ 2,019,928	\$ 2,146,097	\$ 2,146,097	\$ 207,396	9.66%
Investment Earnings					
Investment Earnings	\$ 0.19	\$ -	\$ -	\$ 0.13	NA
Interest Earned Trustee	0.24	-	-	0.01	NA
Total Investment Earnings	\$ 0.43	\$ -	\$ -	\$ 0.14	NA
Miscellaneous					
Miscellaneous Reimbursements	\$ -	\$ -	\$ -	\$ -	NA
Miscellaneous Other	-	-	-	-	NA
Cash Discounts	-	-	-	-	NA
Total Miscellaneous	\$ -	\$ -	\$ -	\$ -	NA
Other Financing Sources					
Transfers from other funds (to subsidize operations)					
TF From General Fund	\$ 1,484,656	\$ 1,419,002	\$ 1,419,002	\$ -	0.00%
TF To Gov Capital Project	72,868	-	-	-	NA
TF From Airport Capital Proj	-	-	-	-	NA
Sub Total Interfund Transfers	\$ 1,557,524	\$ 1,419,002	\$ 1,419,002	\$ -	0.00%
Proceeds Revenue Bonds	\$ 6,020,000	\$ -	\$ -	\$ -	NA
Proceeds Installment Purchase	-	-	-	-	NA
Appropriation Of Fund Bal	-	-	19,704	-	0.00%
Oth Fin Inception of Lease	-	-	-	-	NA
Total Other Financing Sources	\$ 7,577,524	\$ 1,419,002	\$ 1,438,706	\$ -	0.00%
Total Airport Fund Revenues	\$ 9,597,452	\$ 3,565,099	\$ 3,584,803	\$ 207,396	5.79%

Notes:

TABLE 2C - PAGE 1 CITY OF MONROE BUDGET CHARLOTTE-MONROE EXECUTIVE AIRPORT FUND EXPENDITURES					
Function/Activity	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Airport Operations					
Personnel					
Salary	\$ 452,148	\$ 457,679	\$ 457,679	\$ 17,038	3.72%
Overtime	8,856	17,773	17,773	264	1.48%
Car Allowance	-	-	-	-	NA
Social Security Taxes	33,005	35,264	35,264	1,253	3.55%
Life Insurance	644	690	690	-	0.00%
Employer Share Insurance	99,482	85,600	85,600	3,301	3.86%
Retirement	37,163	46,721	46,721	1,693	3.62%
401(k)	13,973	17,445	17,445	578	3.31%
Cell Phone Allowance	1,200	1,200	1,200	-	0.00%
Workers Compensation	2,990	2,146	2,146	-	0.00%
Temporary Labor	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
CARES Grant Personnel	-	-	-	-	NA
Total Personnel	\$ 649,461	\$ 664,518	\$ 664,518	\$ 24,127	3.63%
Capital					
Land	\$ -	\$ -	\$ -	\$ -	NA
Capitalized Equipment	61,627	-	-	-	NA
Capital Outlay Buildings	-	-	-	-	NA
Capital Lease	-	-	-	-	NA
Total Capital	\$ 61,627	\$ -	\$ -	\$ -	NA
Operating					
Bank Service Charges	\$ 36,044	\$ 38,000	\$ 38,000	\$ 3,647	9.60%
Legal Services	-	-	-	-	NA
Financial Management	952	966	966	-	0.00%
Engineering Services	600	1,500	1,500	-	0.00%
Technical Contracted Services	2,098	13,276	13,276	-	0.00%
FEMA Covid Exp.	150	-	-	-	NA
Snow Removal	-	-	-	-	NA
Repairs & Maint Equipment	34,637	36,000	36,000	63,952	177.64%
Repairs & Maint Buildings	69,666	18,190	37,894	2,783	7.34%
Repairs & Maint Grounds	80,044	79,500	81,000	-	0.00%
Software License & Support	9,895	8,168	8,168	598	7.32%
Repairs & Maint Copiers	2,808	1,000	1,000	86	8.61%
Repairs & Maint ERP System AMA	5,195	7,887	7,887	-	0.00%
Equipment Rentals	-	-	-	-	NA
Copier Rental	-	-	-	-	NA
Vehicle Fuel	3,882	4,837	4,837	-	0.00%
Vehicle Maintenance	13,878	16,000	16,000	2,388	14.92%
Default Fleet Management	-	-	-	-	NA
Stop Loss Premium	-	-	-	-	NA
Unemployment Insurance	91	410	410	-	0.00%
Wellness & Clinic Cost	5,555	4,360	4,360	-	0.00%
Property Damages	57,631	64,528	64,528	-	0.00%
Telecommunications	4,322	7,236	7,236	121	1.67%
Marketing & Promotions	8,576	10,000	10,000	600	6.00%
Uniforms and Shoes	4,899	7,000	7,000	253	3.61%
Training and Travel Adv	-	-	-	3,330	NA
Training and Travel Exp	561	5,875	5,875	-	0.00%
Customer Fuel Rebates	1,489	2,000	2,000	335	16.77%
General Supplies	9,761	14,000	12,500	268	2.14%
Postage	48	100	100	-	0.00%
Small Equipment	993	1,450	1,450	-	0.00%
PC's,Peripherals	1,806	1,000	1,000	-	0.00%
Software	-	-	-	-	NA
Utilities	107,143	100,390	100,390	9,133	9.10%
Items for Resale Merchandise	4,375	7,500	7,500	-	0.00%
Items for Resale Av Gas	879,469	1,025,000	1,025,000	126,219	12.31%
Items for Resale Oil	2,611	2,500	2,500	72	2.87%
Items for Resale Catering	-	1,000	1,000	-	0.00%
Organizational Dues	1,033	1,138	1,138	-	0.00%
Subscriptions & Publications	947	1,165	1,165	-	0.00%
Bad Debt Expense	45	-	-	-	NA
Other Operating Expense	2,644	1,350	1,350	98	7.29%
Special Events	-	-	-	-	NA
Over/Short Fuel Inventory	-	-	-	-	NA
Total Operating	\$ 1,353,849	\$ 1,483,326	\$ 1,503,030	\$ 213,883	14.23%

TABLE 2C - PAGE 2 CITY OF MONROE BUDGET CHARLOTTE-MONROE EXECUTIVE AIRPORT FUND EXPENDITURES					
Function/Activity	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Reimbursements to other funds					
Allocations Administration	\$ 183,330	\$ 190,200	\$ 190,200	\$ -	0.00%
Allocations Utility Billing	15,830	15,872	15,872	-	0.00%
Allocations Cust Srv/Pmt Ctr	13,331	14,108	14,108	-	0.00%
Allocations Engineering	-	-	-	-	NA
Allocations Purchasing	4,268	4,480	4,480	-	0.00%
Allocations Fleet	10,601	10,908	10,908	-	0.00%
Allocations Parks Maint	-	-	-	-	NA
Allocations Facilities Maint	23,653	22,051	22,051	-	0.00%
Allocations Manual Adjs	-	3,803	3,803	-	0.00%
Total Reimbursements to other funds	\$ 251,013	\$ 261,422	\$ 261,422	\$ -	0.00%
Total Operations	\$ 2,315,950	\$ 2,409,266	\$ 2,428,970	\$ 238,010	9.80%
Customs Service	\$ 122,220	\$ 50,000	\$ 50,000	\$ -	0.00%
Technical Contracted Services	-	600	600	-	0.00%
Cleaning Srv Waste Disposal	1,499	4,800	4,800	-	0.00%
Repairs & Maint Equipment	1,345	2,000	2,000	-	0.00%
Repairs & Maint Buildings	1,148	3,674	3,674	256	6.97%
Software License & Support	-	-	-	-	NA
Property Damages	2,678	2,767	2,767	-	0.00%
Telecommunications	3,015	12,000	12,000	-	0.00%
Training and Travel Exp	-	2,000	2,000	-	0.00%
General Supplies	-	-	-	-	NA
Small Equipment	-	1,000	1,000	-	0.00%
PC's, Peripherals	-	-	-	-	NA
Utilities	6,285	7,349	7,349	613	8.34%
Other Operating Expense	578	-	-	-	NA
Total Customs Service	\$ 138,767	\$ 86,190	\$ 86,190	\$ 869	1.01%
Airport Debt Service ⁽¹⁾					
Installment Principal	\$ 6,668	\$ 46,390	\$ 46,390	\$ -	0.00%
Installment Interest	23,291	21,989	21,989	-	0.00%
Bonds Principal	758,380	875,840	875,840	-	0.00%
Bonds Interest	259,913	113,972	113,972	-	0.00%
Bonds Admin Fees	2,379	5,132	5,132	-	0.00%
Debt Issuance Cost	(15,435)	-	-	-	NA
Bonds Pmt Escrow Agent	6,032,968	-	-	-	NA
Bonds Yrly Monitoring Fee	3,904	4,348	4,348	-	0.00%
Capital Leases Principal	-	1,730	1,730	140	8.07%
Capital Leases Interest	-	242	242	25	10.19%
Total Debt Service	\$ 7,072,068	\$ 1,069,643	\$ 1,069,643	\$ 164	0.02%
Transfers to Other Funds					
TF To General Fund	\$ -	\$ -	\$ -	\$ -	NA
TF To Gov Capital Project	72,868	-	-	-	NA
Total Transfers out to Other Funds	\$ 72,868	\$ -	\$ -	\$ -	NA
Total Airport Fund Expenditures	\$ 9,599,652	\$ 3,565,099	\$ 3,584,803	\$ 239,043	6.67%

NOTES:

⁽¹⁾ Airport Debt Service :

2016 Airport Hangar Construction (interfund loan)
 2017 Revenue Bonds
 2020 New ERP System (share)
 2020 A Combined Enterprise System Rev Bonds - Refunding

2022	Balance	Payoff Yr
\$ 60,265	\$ 843,711	2036
140,711	2,956,824	2043
8,114	64,848	2030
879,878	5,306,870	2028
\$ 209,090	\$ 3,865,382	

Charlotte Monroe Airport										
10 Year History of Taxable Assets										
Value as of January 1	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
for tax collection Fiscal Year	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Airplanes										
#	87	94	103	102	82	83	115	107	99	110
Value	\$ 23,043,436	\$ 22,248,393	\$ 21,669,130	\$ 18,909,731	\$ 17,007,969	\$ 24,736,391	\$ 24,995,479	\$ 25,607,498	\$ 23,666,954	\$ 25,487,933
Tax Rate	0.555	0.555	0.555	0.555	0.586	0.5863	0.5863	0.6163	0.6163	0.6163
Taxes	\$ 127,891	\$ 123,479	\$ 120,264	\$ 104,949	\$ 99,718	\$ 145,029	\$ 146,548	\$ 157,819	\$ 145,859	\$ 157,082
Average Value/Planes	\$ 264,867	\$ 236,685	\$ 210,380	\$ 185,390	\$ 207,414	\$ 298,029	\$ 217,352	\$ 239,322	\$ 239,060	\$ 231,708
Hangers										
#	3	3	3	3	3	3	3	3	3	3
Sq.Ft.	19,674	19,674	19,674	19,674	19,044	19,044	19,044	19,044	19,044	19,044
Value	\$ 686,700	\$ 686,700	\$ 686,700	\$ 686,700	\$ 606,400	\$ 606,400	\$ 606,400	\$ 606,400	\$ 606,400	\$ 606,400
Tax Rate	0.555	0.555	0.555	0.555	0.586	0.5863	0.5863	0.6163	0.6163	0.6163
Taxes	\$ 3,811	\$ 3,811	\$ 3,811	\$ 3,811	\$ 3,555	\$ 3,555	\$ 3,555	\$ 3,737	\$ 3,737	\$ 3,737
Avg Value SF	\$ 34.90	\$ 34.90	\$ 34.90	\$ 34.90	\$ 31.84	\$ 31.84	\$ 31.84	\$ 31.84	\$ 31.84	\$ 31.84
Combined Taxable Value	\$ 23,730,136	\$ 22,935,093	\$ 22,355,830	\$ 19,596,431	\$ 17,614,369	\$ 25,342,791	\$ 25,601,879	\$ 26,213,898	\$ 24,273,354	\$ 26,094,333
Combined Billable Taxes	\$ 131,702	\$ 127,290	\$ 124,075	\$ 108,760	\$ 103,273	\$ 148,585	\$ 150,104	\$ 161,556	\$ 149,597	\$ 160,819

Notes:

(1) Amounts currently unavailable.

(2) FY21 includes refunding debt.

	FY21 Actual	FY22 Budget	Change
Operating Revenues	\$ 1,954,233	\$ 2,058,408	\$ 104,175
Operating Expenditures	2,393,089	2,515,160	122,071
Net Operating Revenue / (Deficit)	\$ (438,856)	\$ (456,752)	\$ (17,896)
Combined Billable Taxes ⁽¹⁾	\$ 160,819	TBD	TBD
Net Revenue / (Deficit)	\$ (278,037)	TBD	TBD
Annual Debt Service ⁽²⁾	\$ 7,072,068	\$ 1,069,643	\$ (6,002,425)

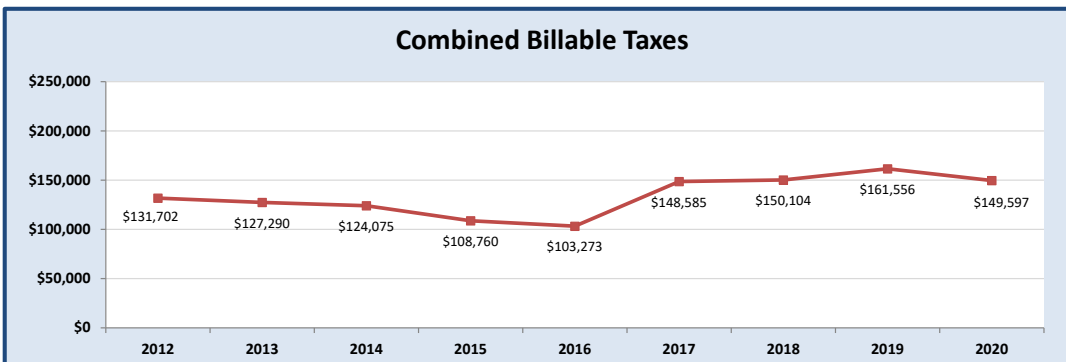
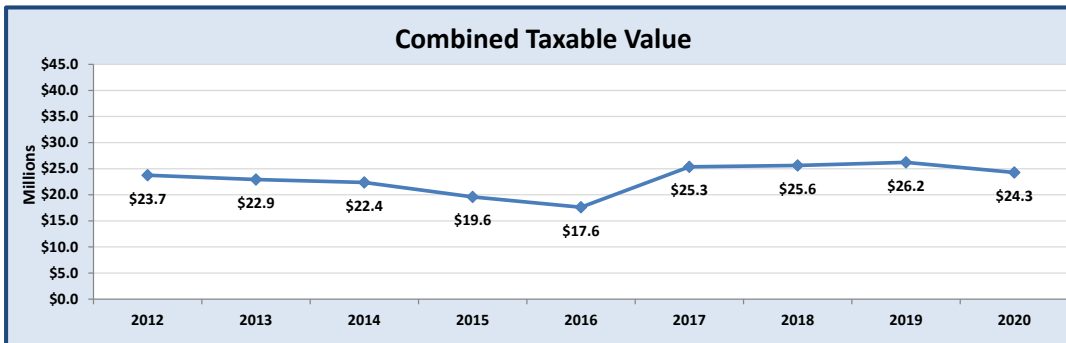


TABLE 3A CITY OF MONROE BUDGET MONROE AQUATIC & FITNESS CENTER BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 3,314,143	\$ 2,100,528	\$ 2,100,528	\$ 2,100,528	NA
Revenues					
Sales and Services	\$ 1,642,322	\$ 2,194,064	\$ 2,194,064	\$ 318,594	14.52%
Investment Earnings ⁽¹⁾	(12,354)	23,824	23,824	-	0.00%
Miscellaneous	-	-	-	-	NA
Inception of Lease	-	-	-	-	NA
Installment Purchase Cont	-	-	-	-	NA
Total Revenues	\$ 1,629,968	\$ 2,217,888	\$ 2,217,888	\$ 318,594	14.36%
Annual Sources of Funds	\$ 1,629,968	\$ 2,217,888	\$ 2,217,888	\$ 318,594	14.36%
Total Sources of Funds	\$ 4,944,111	\$ 4,318,416	\$ 4,318,416	\$ 2,419,122	56.02%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 1,567,901	\$ 2,401,233	\$ 2,401,233	\$ 87,020	3.62%
Capital	156,485	93,500	93,500	-	0.00%
Operating	657,448	1,027,551	1,028,504	81,982	7.97%
Debt Service	10,205	16,367	16,367	444	2.71%
Sub Total	\$ 2,392,038	\$ 3,538,651	\$ 3,539,604	\$ 169,446	4.79%
Reimbursements to other funds					
Cost Allocations	\$ 357,590	\$ 265,396	\$ 265,396	\$ -	0.00%
Sub Total	\$ 357,590	\$ 265,396	\$ 265,396	\$ -	0.00%
Transfer out to other funds					
Transfer out to other funds	\$ 93,955	\$ -	\$ -	\$ -	NA
Sub Total	\$ 93,955	\$ -	\$ -	\$ -	NA
Total Uses of Funds	\$ 2,843,583	\$ 3,804,047	\$ 3,805,000	\$ 169,446	4.45%
Ending Balance	\$ 2,100,528	\$ 514,369	\$ 513,416	\$ 2,249,676	

Notes:

⁽¹⁾ Investment Earnings allocated among all funds on a quarterly basis.

TABLE 3B CITY OF MONROE BUDGET MONROE AQUATIC & FITNESS CENTER REVENUES					
Revenue Sources	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Sales and Services					
Merchandise for Sale	\$ 748	\$ 1,000	\$ 1,000	\$ 277	27.73%
Vending Machines	279	4,000	4,000	1,251	31.28%
Adult Trips	-	-	-	-	NA
Swimming Lessons	4,705	15,000	15,000	2,460	16.40%
Day Camp	84,880	57,913	57,913	30,650	52.92%
Nursery Fees	-	-	-	-	NA
Guest Fees	11,217	30,000	30,000	10,388	34.63%
Joining Fees	-	10,000	10,000	5,441	54.41%
Monthly Dues	1,491,018	2,000,000	2,000,000	259,137	12.96%
Special Programs	4,297	2,868	2,868	585	20.40%
Juice/Health Bar	34,876	47,000	47,000	5,485	11.67%
Membership Chgs Fee	-	10,763	10,763	290	2.69%
Membership Freeze Fee	-	7,520	7,520	160	2.13%
Sale of Fixed Assets	-	3,790	3,790	-	0.00%
Rent Aquatic Ctr-Facility	7,901	1,810	1,810	2,469	136.43%
Rent Aquatic Center-Pool	2,400	2,400	2,400	-	0.00%
Total Sales and Services	\$ 1,642,322	\$ 2,194,064	\$ 2,194,064	\$ 318,594	14.52%
Investment Earnings					
Investment Earnings	\$ (12,354)	\$ 23,824	\$ 23,824	\$ -	0.00%
Total Investment Earnings	\$ (12,354)	\$ 23,824	\$ 23,824	\$ -	0.00%
Miscellaneous					
Third Party	\$ -	\$ -	\$ -	\$ -	NA
Miscellaneous Other	-	-	-	-	NA
Cash Discounts	-	-	-	-	NA
Total Miscellaneous	\$ -	\$ -	\$ -	\$ -	NA
Other Financing Sources					
TF From Aquatics Ctr Cap Proj	\$ -	\$ -	\$ -	\$ -	NA
TF From Natural Gas	-	-	-	-	NA
Proceeds Installment Purchase	-	-	-	-	NA
Appropriation Of Fund Bal	-	1,624,732	1,625,685	-	0.00%
Oth Fin Inception of Lease	-	-	-	-	NA
Total Other Financing Sources	\$ -	\$ 1,624,732	\$ 1,625,685	\$ -	0.00%
Total MAFC Fund Revenues	\$ 1,629,968	\$ 3,842,620	\$ 3,843,573	\$ 318,594	8.29%

TABLE 3C - PAGE 1 CITY OF MONROE BUDGET MONROE AQUATIC & FITNESS CENTER EXPENDITURES					
Function/Activity	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
MAFC Operations					
Personnel					
Salary	\$ 1,185,887	\$ 1,888,932	\$ 1,888,932	\$ 69,609	3.69%
Overtime	2,060	6,676	6,676	601	9.01%
Social Security Taxes	88,472	142,086	142,086	5,404	3.80%
Life Insurance	1,050	1,292	1,292	-	0.00%
Employer Share Insurance	160,047	188,329	188,329	6,554	3.48%
Retirement	68,252	90,664	90,664	3,106	3.43%
401(k)	29,528	35,161	35,161	1,204	3.43%
Cell Phone Allowance	4,200	5,220	5,220	-	0.00%
Workers Compensation	7,265	4,873	4,873	-	0.00%
Temporary Labor	21,140	38,000	38,000	541	1.42%
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 1,567,901	\$ 2,401,233	\$ 2,401,233	\$ 87,020	3.62%
Capital					
Capitalized Equipment	\$ 156,485	\$ 34,500	\$ 34,500	\$ -	0.00%
Capital Outlay Buildings	-	59,000	59,000	-	0.00%
Capital Lease	-	-	-	-	NA
Sub Total Capital	\$ 156,485	\$ 93,500	\$ 93,500	\$ -	0.00%
Operating					
Bank Service Charges	\$ 4,866	\$ 16,160	\$ 16,160	\$ 2,151	13.31%
Financial Management	2,037	1,626	1,626	-	0.00%
Technical Contracted Services	5,451	9,500	9,500	1,300	13.68%
FEMA Covid Exp.	940	-	-	-	NA
Cleaning Srv Building	53,100	53,208	53,208	4,433	8.33%
Cleaning Srv Linen	-	3,500	3,500	-	0.00%
Repairs & Maint Equipment	10,448	36,000	36,000	804	2.23%
Repairs & Maint Buildings	38,865	101,700	101,700	7,631	7.50%
Repairs & Maint Grounds	1,689	3,500	3,500	-	0.00%
Software License & Support	8,762	27,704	27,704	59	0.21%
Repairs & Maint Copiers	9,130	3,500	3,500	450	12.85%
Repairs & Maint ERP System AMA	6,884	6,778	6,778	-	0.00%
Repairs & Maint Pools	8,862	27,600	27,600	-	0.00%
Repairs & Maint Generators	-	500	500	-	0.00%
Equipment Rentals	-	-	-	-	NA
Copier Rental	-	-	-	-	NA
Vehicle Fuel	421	1,300	1,300	-	0.00%
Vehicle Maintenance	5,420	4,000	4,000	-	0.00%
Default Fleet Management	-	-	-	-	NA
Unemployment Insurance	1,397	1,050	1,050	-	0.00%
Wellness & Clinic Cost	11,666	7,085	7,085	-	0.00%
Property Damages	25,322	43,379	43,379	-	0.00%
Telecommunications	8,529	8,520	8,520	314	3.69%
Marketing & Promotions	43,572	72,000	72,000	5,630	7.82%
Printing	4,383	12,000	12,000	865	7.21%
Uniforms and Shoes	2,945	7,000	7,000	-	0.00%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	930	1,808	1,808	-	0.00%
Trip Costs - Adults	-	-	-	-	NA
General Supplies	5,654	10,000	10,000	607	6.07%
Postage	3,540	8,750	8,750	-	0.00%
Housekeeping	21,748	59,750	60,283	3,898	6.47%
Small Equipment	11,772	31,063	31,063	4,320	13.91%
PC's, Peripherals	2,893	12,000	12,000	-	0.00%
Pool Chemicals	24,429	49,000	49,000	12,576	25.66%
Software	255	-	-	-	NA
Utilities	281,105	305,000	305,000	29,888	9.80%
Items for Resale Merchandise	110	1,500	1,500	-	0.00%
Organizational Dues	126	470	470	-	0.00%
Subscriptions & Publications	60	-	-	-	NA
Other Operating Expense	10,829	22,750	22,750	812	3.57%
Special Events	1,505	10,850	10,850	29	0.27%

TABLE 3C - PAGE 2 CITY OF MONROE BUDGET MONROE AQUATIC & FITNESS CENTER EXPENDITURES					
Function/Activity	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Oth Day Camp	14,970	32,000	32,420	3,181	9.81%
Oth Juice/Health Bar	22,834	35,000	35,000	3,034	8.67%
Sub Total Operating	\$ 657,448	\$ 1,027,551	\$ 1,028,504	\$ 81,982	7.97%
Transfers Out to Other Funds					
TF To Gov Capital Project	\$ 93,955	\$ -	\$ -	\$ -	NA
Total Transfers Out to Other Funds	93,955	-	-	-	0.00%
Reimbursements to other funds					
Allocations Administration	\$ 298,510	\$ 218,537	\$ 218,537	\$ -	0.00%
Allocations Cust Srv/Pmt Ctr	14,773	15,647	15,647	-	0.00%
Allocations Purchasing	7,301	7,670	7,670	-	0.00%
Allocations Fleet	5,870	6,040	6,040	-	0.00%
Allocations Parks Maint	1,818	2,007	2,007	-	0.00%
Allocations Facilities Maint	9,845	9,177	9,177	-	0.00%
Allocations Manual Adjs	19,473	6,318	6,318	-	0.00%
Sub Total Reimbursements to other funds	\$ 357,590	\$ 265,396	\$ 265,396	\$ -	0.00%
Unreserved	\$ -	\$ 38,573	\$ 38,573	\$ -	0.00%
Total MAFC Operations	\$ 2,833,378	\$ 3,826,253	\$ 3,827,206	\$ 169,002	4.42%
MAFC Debt Service					
Installment Principal	\$ 8,303	\$ 8,463	\$ 8,463	\$ -	0.00%
Installment Interest	1,901	1,641	1,641	-	0.00%
Capital Leases Principal	-	5,495	5,495	444	8.07%
Capital Leases Interest	-	768	768	-	0.00%
Total MAFC Debt Service	\$ 10,205	\$ 16,367	\$ 16,367	\$ 444	2.71%
Total MAFC Fund Expenditures	\$ 2,843,583	\$ 3,842,620	\$ 3,843,573	\$ 169,446	4.41%

NOTES:

⁽¹⁾ MAFC Debt Service :
2020 New ERP System (share)

2022	Balance	Payoff Yr
10,104	80,480	2030
\$ 10,104	\$ 80,480	

TABLE 4A CITY OF MONROE BUDGET WATER RESOURCES BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 21,986,403	\$ 20,072,146	\$ 20,072,146	\$ 20,072,146	NA
Revenues					
Restricted Intergovernmental	\$ 1,410	\$ -	\$ -	\$ -	NA
Sales and Services	19,451,587	18,615,362	18,615,362	1,907,886	10.25%
Investment Earnings ⁽¹⁾	(173,994)	281,718	281,718	0	0.00%
Miscellaneous	177,494	32,699	32,699	186,927	571.66%
Sub Total	\$ 19,456,497	\$ 18,929,779	\$ 18,929,779	\$ 2,094,813	11.07%
Other Financing Sources					
Transfers from Other Funds	\$ 718,727	\$ -	\$ -	\$ -	NA
Inception of Lease	-	-	-	-	NA
Proceeds From LT Debt/ Revenue Bonds	7,316,000	-	-	-	NA
Installment Purchase Cont	-	-	-	-	NA
Sub Total	\$ 8,034,727	\$ -	\$ -	\$ -	NA
Annual Sources of Funds	\$ 27,491,224	\$ 18,929,779	\$ 18,929,779	\$ 2,094,813	11.07%
Total Sources of Funds	\$ 49,477,627	\$ 39,001,925	\$ 39,001,925	\$ 22,166,960	56.84%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 4,865,712	\$ 5,585,162	\$ 5,585,758	\$ 189,003	3.38%
Capital & Construction	2,732,442	2,057,625	3,922,254	930	0.02%
Operating	5,132,467	5,485,390	5,937,964	381,047	6.42%
Debt Service	9,687,595	2,283,409	2,283,409	71,047	3.11%
Sub Total	\$ 22,418,216	\$ 15,411,586	\$ 17,729,385	\$ 642,027	3.62%
Reimbursements to other funds					
Cost Allocations	\$ 1,841,786	\$ 1,952,299	\$ 1,952,299	\$ -	0.00%
Sub Total	\$ 1,841,786	\$ 1,952,299	\$ 1,952,299	\$ -	0.00%
Other Financing Uses					
Transfers to Other Funds	\$ 5,145,479	\$ 2,047,900	\$ 2,047,900	\$ -	0.00%
Sub Total	\$ 5,145,479	\$ 2,047,900	\$ 2,047,900	\$ -	0.00%
Unreserved	\$ -	\$ -	\$ -	\$ -	NA
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Total Uses of Funds	\$ 29,405,481	\$ 19,411,785	\$ 21,729,584	\$ 642,027	2.95%
Ending Balance	\$ 20,072,146	\$ 19,590,140	\$ 17,272,341	\$ 21,524,933	

Notes:

⁽¹⁾ Investment Earnings are distributed quarterly among all funds.

TABLE 4B CITY OF MONROE BUDGET WATER RESOURCES REVENUES					
Revenue Sources	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Restricted Intergovernmental					
Reimbursements FEMA	\$ -	\$ -	\$ -	\$ -	NA
FEMA Covid-19 Claim	1,410	-	-	-	NA
Total Restricted Intergovernmental	\$ 1,410	\$ -	\$ -	\$ -	NA
Sales and Services					
Sale of Land	\$ -	\$ -	\$ -	\$ -	NA
Sale of Fixed Assets	14,335	-	-	-	NA
Rent Antenna Space	-	-	-	-	NA
Rent Land	781	-	-	-	NA
Sales of Water	7,656,953	7,290,455	7,290,455	739,690	10.15%
Wastewater Treatment	9,081,638	8,693,086	8,693,086	824,287	9.48%
Cty Wastewater Treatment	445,200	550,000	550,000	38,743	7.04%
Water and Sewer Taps	109,120	89,944	89,944	16,320	18.14%
Grease Trap Inspection	23,491	36,426	36,426	-	0.00%
High Strength Wastewater	200,306	136,189	136,189	-	0.00%
Wastewater Civil Penalti	2,100	2,588	2,588	-	0.00%
Service Charges	97,979	96,129	96,129	14,442	15.02%
Lake Permits	32,260	21,809	21,809	2,431	11.15%
Septic Hauler Permits	-	-	-	-	NA
Industrial Use Permits	18,497	18,853	18,853	18,154	96.29%
Unauthorized Taking of WA	4,600	-	-	600	NA
Water Shortage Response Fees	-	-	-	-	NA
Main Extension Permits	3,801	6,149	6,149	303	4.93%
Other Operating Misc	2,899	-	-	1,010	NA
Water Capacity Fees	829,631	793,495	793,495	118,026	14.87%
Sewer Capacity Fees	926,685	880,239	880,239	133,880	15.21%
Misc Sales Other	1,310	-	-	-	NA
Total Sales and Services	\$ 19,451,587	\$ 18,615,362	\$ 18,615,362	\$ 1,907,886	10.25%
Investment Earnings					
Investment Earnings	\$ (173,994)	\$ 281,718	\$ 281,718	\$ 0	0.00%
Interest Earned Trustee	-	-	-	-	NA
Total Investment Earnings	\$ (173,994)	\$ 281,718	\$ 281,718	\$ 0	0.00%
Miscellaneous					
Third Party	\$ -	\$ -	\$ -	\$ -	NA
Miscellaneous Reimbursements	20,803	32,037	32,037	186,927	583.47%
Miscellaneous Other	155,953	-	-	-	NA
Cash Discounts	738	662	662	-	0.00%
Total Miscellaneous	\$ 177,494	\$ 32,699	\$ 32,699	\$ 186,927	571.66%
Other Financing Sources					
Transfers from other funds					
TF From W&S Capital Projects	\$ 718,727	\$ -	\$ -	\$ -	NA
TF From Gov Capital Project	-	-	-	-	NA
Sub Total Interfund Transfers	\$ 718,727	\$ -	\$ -	\$ -	NA
Proceeds Revenue Bonds	\$ 7,316,000	\$ -	\$ -	\$ -	NA
Proceeds Installment Purchase	-	-	-	-	NA
Appropriation Of Fund Bal	-	917,625	3,235,424	-	0.00%
Oth Fin Inception of Lease	-	-	-	-	NA
Total Other Financing Sources	\$ 8,034,727	\$ 917,625	\$ 3,235,424	\$ -	0.00%
Total Water & Sewer Fund Revenues	\$ 27,491,224	\$ 19,847,404	\$ 22,165,203	\$ 2,094,813	9.45%

Notes:

TABLE 4C CITY OF MONROE BUDGET WATER RESOURCES EXPENDITURES					
Function/Activity	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
W&S Administration Division					
Personnel					
Salary	\$ 690,590	\$ 784,057	\$ 781,621	\$ 25,713	3.29%
Overtime	1,295	-	-	-	NA
Car Allowance	6,000	6,017	6,017	231	3.84%
Social Security Taxes	50,296	59,073	59,073	1,882	3.19%
Life Insurance	1,432	1,644	1,644	-	0.00%
Employer Share Insurance	120,548	112,800	112,800	3,921	3.48%
Retirement	69,062	87,894	87,894	2,866	3.26%
401(k)	32,929	37,340	37,340	1,256	3.36%
Cell Phone Allowance	2,700	2,700	2,700	-	0.00%
Workers Compensation	6,507	5,355	5,355	-	0.00%
Temporary Labor	4,668	-	3,032	2,575	84.93%
Sub Total Personnel	\$ 986,028	\$ 1,096,880	\$ 1,097,476	\$ 38,444	3.50%
Capital & Construction					
Capitalized Equipment	\$ -	\$ 55,125	\$ 55,125	\$ -	0.00%
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	\$ -	\$ 55,125	\$ 55,125	\$ -	0.00%
Operating					
Bank Service Charges	\$ (0)	\$ -	\$ -	\$ -	NA
Legal Services	-	-	-	-	NA
Financial Management	9,300	10,044	10,044	-	0.00%
Engineering Services	75	5,000	5,000	-	0.00%
Technical Contracted Services	59,274	60,814	77,624	4,993	6.43%
FEMA Covid Exp.	2,206	-	-	-	NA
Repairs & Maint Equipment	3,061	7,860	7,860	-	0.00%
Repairs & Maint Buildings	8,336	12,171	12,171	-	0.00%
Software License & Support	9,225	13,396	13,396	3,391	25.31%
Repairs & Maint Copiers	5,861	3,000	3,000	608	20.26%
Repairs & Maint ERP System AMA	21,190	36,808	36,808	-	0.00%
Repairs & Maint SCADA	8,758	9,538	9,538	-	0.00%
Repairs/Maint City Beautificat	-	5,000	7,613	-	0.00%
Copier Rental	-	-	-	-	NA
Vehicle Fuel	1,664	1,917	1,917	-	0.00%
Vehicle Maintenance	1,656	1,500	1,500	-	0.00%
Default Fleet Management	-	-	-	-	NA
Unemployment Insurance	224	1,013	1,013	-	0.00%
Wellness & Clinic Cost	6,111	6,540	6,540	-	0.00%
Property Damages	45,318	64,870	64,870	-	0.00%
Telecommunications	8,949	8,616	8,616	1,489	17.28%
GPS Tracking	-	-	-	-	NA
Marketing & Promotions	-	6,700	6,700	-	0.00%
Uniforms and Shoes	1,420	1,900	1,900	22	1.16%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	1,409	16,037	16,037	-	0.00%
Water Shortage Response	-	-	-	-	NA
General Supplies	10,257	11,633	11,633	533	4.58%
Small Equipment	554	600	600	-	0.00%
PC's, Peripherals	7,756	6,600	6,600	-	0.00%
Software	-	-	-	-	NA
Utilities	26,711	24,478	24,478	2,104	8.60%
Organizational Dues	1,737	2,189	2,189	-	0.00%
Subscriptions & Publications	213	214	214	-	0.00%
Bad Debt Expense	54,136	49,661	49,661	(1,629)	-3.28%
Other Operating Expense	5,375	3,100	3,100	243	7.83%
Sub Total Operating	\$ 300,774	\$ 371,199	\$ 390,622	\$ 11,753	3.01%
Reimbursements to other funds					
Allocations Administration	\$ 116,037	\$ 121,090	\$ 121,090	\$ -	0.00%
Allocations Utility Billing	527,695	527,402	527,402	-	0.00%
Allocations Cust Srv/Pmt Ctr	261,410	264,178	264,178	-	0.00%
Allocations Purchasing	6,601	6,929	6,929	-	0.00%
Allocations Fleet	761	782	782	-	0.00%
Allocations Facilities Maint	58,429	54,491	54,491	-	0.00%
Force Account Labor	-	-	-	-	NA
Allocations Water Res Admin	(180,139)	(180,139)	(180,139)	-	0.00%
Allocations Manual Adjs	8,519	103,358	103,358	-	0.00%
Sub Total Reimbursements to other funds	\$ 799,313	\$ 898,091	\$ 898,091	\$ -	0.00%
Unreserved / Balance	\$ -	\$ 435,619	\$ 435,619	\$ -	0.00%
Total W&S Administration Division	\$ 2,086,116	\$ 2,856,914	\$ 2,876,933	\$ 50,196	1.74%

TABLE 4C - PAGE 2 CITY OF MONROE BUDGET WATER RESOURCES EXPENDITURES					
Function/Activity	YTD Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
W&S Maintenance Division					
Personnel					
Salary	\$ 818,507	\$ 924,591	\$ 924,591	\$ 30,651	3.32%
Overtime	18,744	44,398	44,398	121	0.27%
Standby	15,769	15,803	15,803	591	3.74%
Social Security Taxes	61,210	70,984	70,984	2,240	3.16%
Life Insurance	1,789	2,032	2,032	-	0.00%
Employer Share Insurance	231,218	252,431	252,431	8,666	3.43%
Retirement	85,518	110,367	110,367	3,578	3.24%
401(k)	40,381	44,330	44,330	1,446	3.26%
Cell Phone Allowance	110	240	240	-	0.00%
Workers Compensation	10,845	8,710	8,710	-	0.00%
Temporary Labor	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 1,284,091	\$ 1,473,886	\$ 1,473,886	\$ 47,293	3.21%
Capital & Construction					
Imprvmt Conctrct Material&Labor	\$ 699,218	\$ 800,000	\$ 1,301,426	\$ 401	0.03%
Capitalized Equipment	530,494	165,500	165,500	-	0.00%
Capital Outlay Buildings	-	-	-	-	NA
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	\$ 1,229,712	\$ 965,500	\$ 1,466,926	\$ 401	0.03%
Operating					
Engineering Services	\$ -	\$ -	\$ -	\$ -	NA
Technical Contracted Services	27,726	13,160	13,160	-	0.00%
Repairs & Maint Equipment	8,205	8,000	8,000	-	0.00%
Repairs & Maint Buildings	-	-	-	-	NA
Software License & Support	4,911	6,622	6,622	1,500	23%
Repairs & Maint Copiers	340	200	200	5	2.75%
Repairs & Maint Pump Stations	127,912	115,000	115,000	8,214	7.14%
Repairs & Maint Utility Lines	12,587	15,000	15,000	3,400	22.67%
Repairs STs-Dir Cost UT Cuts	131,928	120,000	120,000	-	0.00%
Copier Rental	-	-	-	-	NA
Vehicle Fuel	25,327	29,271	29,271	-	0.00%
Vehicle Maintenance	51,293	48,000	48,000	-	0.00%
Default Fleet Management	-	-	-	-	NA
Wellness & Clinic Cost	9,444	9,265	9,265	-	0.00%
Property Damages	22,194	25,796	25,796	-	0.00%
Telecommunications	4,682	6,168	6,168	322	5.22%
GPS Tracking	-	-	-	-	NA
Uniforms and Shoes	9,313	13,600	13,600	190	1.40%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	2,276	11,625	11,625	170	1.46%
Permits	1,310	1,400	1,400	-	0.00%
Compliance Fines	-	5,000	5,000	-	0.00%
General Supplies	13,167	15,000	15,000	1,257	8.38%
Materials	170,460	225,000	225,000	12,588	5.59%
I & I Materials	34,030	35,000	35,000	671	1.92%
Safety	1,329	2,700	2,700	-	0.00%
Small Equipment	18,874	29,400	29,400	166	0.57%
PC's,Peripherals	20,701	1,000	1,000	-	0.00%
Software	-	-	-	-	NA
Meter Exchanges	181,140	181,320	181,320	10,000	5.52%
Utilities	-	-	-	-	NA
Organizational Dues	6,225	7,090	7,090	372	5.24%
Subscriptions & Publications	-	-	-	-	NA
Other Operating Expense	383	1,000	1,000	-	0.00%
Sub Total Operating	\$ 885,758	\$ 925,617	\$ 925,617	\$ 38,856	4.20%
Reimbursements to Other Funds					
Allocations Administration	\$ 208,866	\$ 217,961	\$ 217,961	\$ -	0.00%
Allocations Utility Billing	-	-	-	-	NA
Allocations Street	26,455	26,557	26,557	-	0.00%
Allocations Purchasing	12,145	12,748	12,748	-	0.00%
Allocations Fleet	33,430	34,407	34,407	-	0.00%
Allocations Warehouse	39,462	41,483	41,483	-	0.00%
Allocations Parks Maint	3,514	3,580	3,580	-	0.00%
Force Account Labor	(5,100)	(12,500)	(12,500)	-	0.00%
Allocations Water Res Admin	58,892	58,892	58,892	-	0.00%
Allocations Manual Adjs	8,519	-	-	-	NA
Allocations Charges	-	-	-	-	NA
Allocations Credits	-	-	-	-	NA
Sub Total Reimbursements to other funds	\$ 386,183	\$ 383,128	\$ 383,128	\$ -	0.00%
Total W&S Maintenance Division	\$ 3,785,744	\$ 3,748,131	\$ 4,249,557	\$ 86,550	2.04%

TABLE 4C - PAGE 3 CITY OF MONROE BUDGET WATER RESOURCES EXPENDITURES					
Function/Activity	YTD Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
W&S Construction Division					
Personnel					
Salary	\$ 402,581	\$ 457,305	\$ 457,305	\$ 16,326	3.57%
Overtime	2,704	18,105	18,105	-	0.00%
Standby	1,658	5,637	5,637	-	0.00%
Social Security Taxes	29,077	35,427	35,427	1,162	3.28%
Life Insurance	888	1,008	1,008	-	0.00%
Employer Share Insurance	100,835	118,381	118,381	4,530	3.83%
Retirement	40,688	53,773	53,773	1,863	3.46%
401(k)	17,912	21,822	21,822	714	3.27%
Cell Phone Allowance	1,800	1,800	1,800	-	0.00%
Workers Compensation	3,726	4,103	4,103	-	0.00%
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 601,869	\$ 717,361	\$ 717,361	\$ 24,594	3.43%
Capital & Construction					
Land Right of Way	\$ 390	\$ 10,000	\$ 10,000	\$ 150	1.50%
Imprvmt Conctrct Material&Labor	676,250	600,000	848,346	379	0.04%
Streets-Direct Cost Infrastruc	91,843	80,000	80,000	-	0.00%
Capitalized Equipment	113,769	237,000	237,000	-	0.00%
Capital Outlay Buildings	-	-	-	-	NA
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	\$ 882,252	\$ 927,000	\$ 1,175,346	\$ 529	0.04%
Operating					
Engineering Services	\$ 26,497	\$ 42,000	\$ 59,120	\$ 547	0.93%
Technical Contracted Services	2,515	5,952	5,952	-	0.00%
Repairs & Maint Equipment	1,352	8,000	8,000	-	0.00%
Repairs & Maint Buildings	-	-	-	-	NA
Software License & Support	1,665	1,788	1,788	-	0.00%
Repairs & Maint Copiers	88	50	50	2	4.18%
Equipment Rentals	1,045	2,500	2,500	139	5.57%
Vehicle Fuel	12,367	13,949	13,949	-	0.00%
Vehicle Maintenance	67,339	46,700	46,700	-	0.00%
Default Fleet Management	-	-	-	-	NA
Wellness & Clinic Cost	5,000	4,905	4,905	-	0.00%
Property Damages	15,577	18,588	18,588	-	0.00%
Telecommunications	-	1,080	1,080	-	0.00%
GPS Tracking	-	-	-	-	NA
Uniforms and Shoes	8,935	8,240	8,240	275	3.33%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	2,549	12,401	12,401	-	0.00%
Permits	-	-	-	-	NA
General Supplies	2,110	5,000	5,000	106	2.13%
Materials	89,978	84,872	84,872	20,331	23.96%
Tap Crew Materials	48,011	60,564	60,564	5,346	8.83%
Safety	2,138	4,925	4,925	-	0.00%
Small Equipment	7,536	11,275	11,275	51	0.45%
PC's, Peripherals	815	3,000	3,000	-	0.00%
Software	-	-	-	-	NA
Streets-Dir Cost New Taps	37,046	40,800	40,800	-	0.00%
Organizational Dues	510	870	870	-	0.00%
Subscriptions & Publications	-	-	-	-	NA
Other Operating Expense	920	1,000	1,000	-	0.00%
Over/Short Water Inventory	-	-	-	-	NA
Sub Total Operating	\$ 333,993	\$ 378,459	\$ 395,579	\$ 26,798	6.77%
Reimbursements to other funds					
Allocations Administration	\$ 116,038	\$ 121,091	\$ 121,091	\$ -	0.00%
Allocations Engineering	-	-	-	-	NA
Allocations Purchasing	6,505	6,828	6,828	-	0.00%
Allocations Fleet	22,033	22,677	22,677	-	0.00%
Force Account Labor	(5,400)	(12,500)	(12,500)	-	0.00%
Allocations Water Res Admin	31,178	31,178	31,178	-	0.00%
Allocations Manual Adjs	3,043	-	-	-	NA
Allocations Charges	-	-	-	-	NA
Allocations Credits	-	-	-	-	NA
Sub Total Reimbursements to other funds	\$ 173,397	\$ 169,274	\$ 169,274	\$ -	0.00%
Total W&S Construction Division	\$ 1,991,510	\$ 2,192,094	\$ 2,457,560	\$ 51,921	2.11%

TABLE 4C - PAGE 4 CITY OF MONROE BUDGET WATER RESOURCES EXPENDITURES					
Function/Activity	YTD Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Water Treatment Plant					
Personnel					
Salary	\$ 562,068	\$ 680,383	\$ 680,383	\$ 22,324	3.28%
Overtime	6,313	8,528	8,528	256	3.00%
Social Security Taxes	43,585	49,922	49,922	1,850	3.71%
Life Insurance	1,198	1,431	1,431	-	0.00%
Employer Share Insurance	162,122	168,540	168,540	5,958	3.54%
Retirement	55,917	75,585	75,585	2,576	3.41%
401(k)	25,216	30,277	30,277	1,084	3.58%
Cell Phone Allowance	1,420	1,680	1,680	-	0.00%
Workers Compensation	6,789	6,384	6,384	-	0.00%
Temporary Labor	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 864,628	\$ 1,022,730	\$ 1,022,730	\$ 34,049	3.33%
Capital & Construction					
Capitalized Equipment	\$ 26,299	\$ -	\$ 856,259	\$ -	0.00%
Capital Outlay Buildings	-	-	-	-	NA
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	\$ 26,299	\$ -	\$ 856,259	\$ -	0.00%
Operating					
Engineering Services	\$ 47,703	\$ 15,000	\$ 135,000	\$ 7,000	5.19%
Technical Contracted Services	2,527	2,660	2,660	-	0.00%
Lake Wardens	42,431	56,617	56,617	3,000	5.30%
Cleaning Srv Waste Disposal	31,588	54,500	54,500	2,912	5.34%
Repairs & Maint Equipment	335,011	191,500	278,564	1,828	0.66%
Repairs & Maint Buildings	1,244	2,350	2,350	-	0.00%
Software License & Support	3,330	4,336	4,336	-	0.00%
Repairs & Maint Copiers	348	150	150	10	6.47%
Repairs & Maint Generators	10,562	15,000	15,000	-	0.00%
Repairs & Maint Tanks	98,235	103,061	103,061	-	0.00%
Repairs & Maint Dams	52,532	68,000	68,000	66	0.10%
Repairs & Maint SCADA	24,038	5,000	5,000	-	0.00%
Copier Rental	-	-	-	-	NA
Vehicle Fuel	1,865	2,095	2,095	-	0.00%
Vehicle Maintenance	7,329	11,800	11,800	-	0.00%
Default Fleet Management	-	-	-	-	NA
Wellness & Clinic Cost	6,666	6,540	6,540	-	0.00%
Property Damages	27,358	28,521	28,521	-	0.00%
Telecommunications	5,142	7,304	7,304	423	5.79%
GPS Tracking	-	-	-	-	NA
Marketing & Promotions	6,945	11,000	11,000	-	0.00%
Uniforms and Shoes	10,460	8,650	8,650	280	3.24%
Training and Travel Adv	-	-	-	(140)	NA
Training and Travel Exp	1,125	7,830	7,830	140	1.79%
Permits	4,895	5,785	5,785	1,110	19.19%
Compliance Monitoring	25,053	32,300	37,336	2,684	7.19%
Process & System Testing	36,391	46,300	47,893	9,503	19.84%
Lead/Copper Compliance	1,950	2,250	2,250	-	0.00%
General Supplies	9,909	8,225	8,225	408	4.96%
Materials	-	4,050	4,050	-	0.00%
Safety	1,276	1,000	1,000	86	8.62%
Small Equipment	12,088	9,200	9,200	-	0.00%
PC's, Peripherals	3,520	2,000	2,000	-	0.00%
Treatment Chemicals	921,863	1,230,000	1,266,819	110,035	8.69%
Laboratory Supplies	21,011	19,000	19,000	508	2.67%
Software	-	-	-	-	NA
Utilities	294,336	369,702	369,702	31,977	8.65%
Organizational Dues	10,830	6,200	6,200	-	0.00%
Subscriptions & Publications	150	500	500	-	0.00%
Other Operating Expense	2,289	1,000	1,000	-	0.00%
Union County	31,953	60,000	60,000	27,989	46.65%
Sub Total Operating	\$ 2,093,952	\$ 2,399,426	\$ 2,649,938	\$ 199,820	7.54%
Reimbursements to other funds					
Allocations Administration	\$ 139,243	\$ 145,306	\$ 145,306	\$ -	0.00%
Allocations Purchasing	7,806	8,194	8,194	-	0.00%
Allocations Fleet	6,838	7,038	7,038	-	0.00%
Allocations Water Res Admin	38,106	38,106	38,106	-	0.00%
Allocations Manual Adjs	5,477	-	-	-	NA
Sub Total Reimbursements to other funds	\$ 197,470	\$ 198,644	\$ 198,644	\$ -	0.00%
Total Water Treatment Plant	\$ 3,182,349	\$ 3,620,800	\$ 4,727,571	\$ 233,869	4.95%

TABLE 4C - PAGE 5 CITY OF MONROE BUDGET WATER RESOURCES EXPENDITURES					
Function/Activity	YTD Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Waste Treatment Plant					
Personnel					
Salary	\$ 763,189	\$ 845,777	\$ 845,777	\$ 29,861	3.53%
Overtime	2,958	13,043	13,043	-	0.00%
Social Security Taxes	56,152	63,826	63,826	2,190	3.43%
Life Insurance	1,590	1,800	1,800	-	0.00%
Employer Share Insurance	188,426	206,077	206,077	7,829	3.80%
Retirement	75,892	96,299	96,299	3,407	3.54%
401(k)	31,527	38,241	38,241	1,336	3.49%
Cell Phone Allowance	820	1,080	1,080	-	0.00%
Workers Compensation	8,543	8,162	8,162	-	0.00%
Temporary Labor	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 1,129,096	\$ 1,274,305	\$ 1,274,305	\$ 44,623	3.50%
Capital & Construction					
Capitalized Equipment	\$ 594,179	\$ 110,000	\$ 368,598	\$ -	0.00%
Capital Outlay Buildings	-	-	-	-	NA
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	\$ 594,179	\$ 110,000	\$ 368,598	\$ -	0.00%
Operating					
Engineering Services	\$ 69,386	\$ 10,000	\$ 108,054	\$ 3,618	3.35%
Technical Contracted Services	2,527	2,660	2,660	-	0.00%
FEMA Covid Exp.	40	-	-	-	NA
Cleaning Srv Waste Disposal	113,655	136,681	136,681	7,284	5.33%
Repairs & Maint Equipment	375,728	101,982	164,227	-	0.00%
Repairs & Maint Buildings	6,991	9,250	9,250	145	1.57%
Software License & Support	5,159	5,551	10,771	900	8.36%
Repairs & Maint Copiers	991	500	500	23	4.58%
Repairs & Maint Generators	19,298	50,000	50,000	401	0.80%
Repairs & Maint SCADA	39,943	5,000	5,000	-	0.00%
Copier Rental	-	-	-	-	NA
Vehicle Fuel	4,267	5,323	5,323	-	0.00%
Vehicle Maintenance	12,821	8,549	8,549	-	0.00%
Default Fleet Management	-	-	-	-	NA
Wellness & Clinic Cost	8,888	8,720	8,720	-	0.00%
Property Damages	40,602	41,906	41,906	-	0.00%
Telecommunications	1,441	2,008	2,008	49	2.42%
GPS Tracking	-	-	-	-	NA
Uniforms and Shoes	9,543	12,620	12,620	451	3.58%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	640	7,340	7,340	-	0.00%
Permits	6,160	6,160	6,160	-	0.00%
Compliance Fines	-	5,000	5,000	-	0.00%
Compliance Monitoring	30,861	42,000	42,000	1,723	4.10%
General Supplies	3,543	9,300	9,300	77	0.83%
Materials	39,705	40,000	40,000	-	0.00%
Safety	4,361	6,475	6,475	71	1.09%
Small Equipment	555	9,075	9,075	-	0.00%
PC's, Peripherals	4,173	3,000	3,000	-	0.00%
Treatment Chemicals	87,585	101,500	101,500	17,224	16.97%
Pre-Treatment Chemicals	127,495	240,000	240,000	19,733	8.22%
Laboratory Supplies	41,697	35,911	35,911	2,001	5.57%
Software	-	-	-	-	NA
Utilities	440,929	483,176	483,176	45,626	9.44%
Organizational Dues	18,582	18,730	18,730	4,495	24.00%
Subscriptions & Publications	-	-	-	-	NA
Other Operating Expense	422	2,272	2,272	-	0.00%
Sub Total Operating	\$ 1,517,989	\$ 1,410,689	\$ 1,576,208	\$ 103,821	6.59%
Reimbursements to other funds					
Allocations Administration	\$ 193,395	\$ 201,816	\$ 201,816	\$ -	0.00%
Allocations Purchasing	10,563	11,088	11,088	-	0.00%
Allocations Fleet	12,917	13,295	13,295	-	0.00%
Force Account Labor	10,500	25,000	25,000	-	0.00%
Allocations Water Res Admin	51,963	51,963	51,963	-	0.00%
Allocations Manual Adjs	6,085	-	-	-	NA
Allocations Charges	-	-	-	-	NA
Sub Total Reimbursements to other funds	\$ 285,423	\$ 303,162	\$ 303,162	\$ -	0.00%
Total Waste Treatment Plant	\$ 3,526,688	\$ 3,098,156	\$ 3,522,273	\$ 148,444	4.21%

TABLE 4C - PAGE 6 CITY OF MONROE BUDGET WATER RESOURCES EXPENDITURES					
Function/Activity	YTD Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
W&S Debt Service					
Installment Purchase Agreements & State Revolving Loans					
Installment Principal	\$ 503,166	\$ 25,650	\$ 25,650	\$ -	0.00%
Installment Interest	108,654	4,974	4,974	-	0.00%
Revenue Bonds					
Bonds Principal	692,119	1,255,976	1,255,976	-	0.00%
Bonds Interest	638,432	556,493	556,493	-	0.00%
Bonds Admin Fees	3,873	7,120	7,120	-	0.00%
Debt Issuance Cost	21,628	-	-	-	NA
Bonds Pmt Escrow Agent	7,291,977	-	-	-	NA
Bonds Yrly Monitoring Fee	4,050	4,329	4,329	-	0.00%
Union Co Water Agreement	423,696	423,699	423,699	70,616	16.67%
Capital Leases Principal	-	4,534	4,534	366	8.07%
Capital Leases Interest	-	634	634	65	10.19%
Total W&S Debt Service	\$ 9,687,595	\$ 2,283,409	\$ 2,283,409	\$ 71,047	3.11%
Transfers to Other Funds					
TF To Gov Capital Project	\$ 445,182	\$ 24,166	\$ 24,166	\$ -	0.00%
TF To W&S Capital Reserve	4,343,989	1,673,734	1,673,734	-	0.00%
TF To W&S Capital Projects	356,308	350,000	350,000	-	0.00%
Total Transfers out to Other Funds	\$ 5,145,479	\$ 2,047,900	\$ 2,047,900	\$ -	0.00%
Total W&S	\$ 29,405,481	\$ 19,847,404	\$ 22,165,203	\$ 642,027	2.90%

NOTES:

Bad Debt Expense - Collection of customer charges written off in prior year. Current fiscal year write offs will post in May to offset credit balance.

State Revolving Loans:**Revenue Bonds:**

	2022	Balance	Payoff Yr
16 Refunding Rev	326,935	3,594,473	2033
17 Revenue Bonds	717,283	15,072,589	2043
20 A Refunding Bonds	300,474	302,760	2023
20 B Refunding Bonds	595,172	6,310,274	2034

Other Debt

19 Union County Agreement	232,059	4,641,183	2042
07 Union County Agreement	191,640	750,590	2026
2020 New ERP System (share)	30,625	244,745	2030
	<u>\$ 2,394,188</u>	<u>\$ 30,916,615</u>	

TABLE 5A CITY OF MONROE BUDGET ELECTRIC FUND BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 50,735,478	\$ 50,420,385	\$ 50,420,385	\$ 50,420,385	NA
Revenues					
Restricted Intergovernmental	\$ 1,200	\$ -	\$ -	\$ -	NA
Sales and Services	56,720,119	61,612,494	61,612,494	7,675,370	12.46%
Investment Earnings ⁽¹⁾	(371,042)	569,523	569,523	-	0.00%
Miscellaneous	66,974	25,000	25,000	(209)	-0.83%
Sub Total	\$ 56,417,251	\$ 62,207,017	\$ 62,207,017	\$ 7,675,162	12.34%
Other Financing Sources					
Transfers from Other Funds	\$ 1,042,389	\$ -	\$ -	\$ -	NA
Proceeds From LT Debt	-	-	-	-	NA
Inception of Lease	-	-	-	-	NA
Repayment of Advances	54,193	68,347	68,347	-	0.00%
Sub Total	\$ 1,096,582	\$ 68,347	\$ 68,347	\$ -	0.00%
Annual Sources of Funds	\$ 57,513,833	\$ 62,275,364	\$ 62,275,364	\$ 7,675,162	12.32%
Total Sources of Funds	\$ 108,249,311	\$ 112,695,749	\$ 112,695,749	\$ 58,095,546	51.55%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 3,921,855	\$ 4,558,313	\$ 4,558,313	\$ 142,541	3.13%
Capital & Construction	1,020,171	2,647,000	3,071,810	41,131	1.34%
Operating	47,661,251	50,261,514	50,450,728	368,708	0.73%
Debt Service	1,441,925	1,399,718	1,399,718	241	0.02%
Sub Total	\$ 54,045,202	\$ 58,866,545	\$ 59,480,569	\$ 552,621	0.93%
Reimbursements to other funds					
Cost Allocations	\$ 1,017,903	\$ 1,208,068	\$ 1,208,068	\$ -	0.00%
Sub Total	\$ 1,017,903	\$ 1,208,068	\$ 1,208,068	\$ -	0.00%
Other Financing Uses					
Transfers to Other Funds	\$ 2,765,821	\$ 1,695,167	\$ 1,695,167	\$ -	0.00%
Advances to/from Other Funds	-	-	-	-	NA
Sub Total	\$ 2,765,821	\$ 1,695,167	\$ 1,695,167	\$ -	0.00%
Total Uses of Funds	\$ 57,828,926	\$ 61,769,780	\$ 62,383,804	\$ 552,621	0.89%
Ending Balance	\$ 50,420,385	\$ 50,925,969	\$ 50,311,945	\$ 57,542,925	

Notes:

⁽¹⁾ Investment Earnings - Distributed quarterly among funds

TABLE 5B CITY OF MONROE BUDGET ELECTRIC FUND REVENUES					
Revenue Sources	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Restricted Intergovernmental					
Reimbursements FEMA	\$ -	\$ -	\$ -	\$ -	NA
FEMA Covid-19 Claim	1,200	-	-	-	NA
Total Restricted Intergovernmental	\$ 1,200	\$ -	\$ -	\$ -	NA
Sales and Services					
Sale of Land	\$ -	\$ -	\$ -	\$ 2,088,073	NA
Sale of Fixed Assets	30,384	-	-	-	NA
Sales of Power	53,863,059	57,279,396	57,279,396	5,309,861	9.27%
Tax On Sales Of Power	2,355,166	4,009,558	4,009,558	228,370	5.70%
REPS Charges	237,102	191,540	191,540	20,830	10.87%
Service Charges	954	-	-	-	NA
Facilities Charges	-	-	-	-	NA
Rebates	1,650	10,000	10,000	-	0.00%
Pole Attachments	93,807	90,000	90,000	-	0.00%
Telecomm-Fiber Optic Att	9,005	32,000	32,000	577	1.80%
Dark Fiber Use	45,860	-	-	1,383	NA
Interconnection Agreement	-	-	-	-	NA
Misc Sales Other	83,132	-	-	26,277	NA
Total Sales and Services	\$ 56,720,119	\$ 61,612,494	\$ 61,612,494	\$ 7,675,370	12.46%
Investment Earnings					
Investment Earnings	\$ (371,042)	\$ 569,523	\$ 569,523	\$ -	0.00%
Total Investment Earnings	\$ (371,042)	\$ 569,523	\$ 569,523	\$ -	0.00%
Miscellaneous					
Third Party	\$ -	\$ -	\$ -	\$ -	NA
Miscellaneous Reimbursements	57,465	25,000	25,000	(209)	\$ (0)
Power Agency Funding	-	-	-	-	NA
Power AgencyTier #2	-	-	-	-	NA
Miscellaneous Other	9,400	-	-	-	NA
Cash Discounts	109	-	-	-	NA
Total Miscellaneous	\$ 66,974	\$ 25,000	\$ 25,000	\$ (209)	-0.83%
Other Financing Sources					
Transfers from other funds					
TF From General Fund	\$ -	\$ -	\$ -	\$ -	NA
TF From Gov Capital Project	-	-	-	-	NA
TF From Water & Sewer	-	-	-	-	NA
TF From Electric Capital Proj	1,042,389	-	-	-	NA
TF From N Gas Capital Proj	-	-	-	-	NA
TF From Airport	-	-	-	-	NA
Sub Total Interfund Transfers	\$ 1,042,389	\$ -	\$ -	\$ -	NA
Proceeds Revenue Bonds	\$ -	\$ -	\$ -	\$ -	NA
Proceeds Installment Purchase	-	-	-	-	NA
Sub Total Proceeds from Financing	\$ -	\$ -	\$ -	\$ -	NA
Appropriation Of Fund Bal	\$ -	\$ 752,000	\$ 1,366,024	\$ -	0.00%
Oth Fin Inception of Lease	-	-	-	-	NA
Gen Fund Repayment of Advance	32,429	44,486	44,486	-	-
Airport Repayment of Advance	21,764	23,861	23,861	-	0.00%
Total Other Financing Sources	\$ 1,096,582	\$ 820,347	\$ 1,434,371	\$ -	0.00%
Total Electric Fund Revenues	\$ 57,513,833	\$ 63,027,364	\$ 63,641,388	\$ 7,675,162	12.06%

TABLE 5C CITY OF MONROE BUDGET ELECTRIC FUND EXPENDITURES					
Function/Activity	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Electric Administration Division					
Personnel					
Salary	\$ 1,103,296	\$ 1,357,323	\$ 1,357,323	\$ 40,068	2.95%
Overtime	9,313	3,313	3,313	158	4.77%
Car Allowance	6,000	6,017	6,017	231	3.84%
Social Security Taxes	79,789	101,563	101,563	2,934	2.89%
Life Insurance	2,270	2,962	2,962	-	0.00%
Employer Share Insurance	210,679	214,847	214,847	7,216	3.36%
Retirement	108,196	152,305	152,305	4,590	3.01%
401(k)	48,828	65,904	65,904	1,821	2.76%
Cell Phone Allowance	3,285	4,020	4,020	-	0.00%
Workers Compensation	8,633	7,346	7,346	-	0.00%
Temporary Labor	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 1,580,288	\$ 1,915,600	\$ 1,915,600	\$ 57,017	2.98%
Capital & Construction					
Land	\$ -	\$ -	\$ -	\$ -	NA
Capitalized Equipment	-	-	-	-	NA
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	\$ -	\$ -	\$ -	\$ -	NA
Operating					
Legal Services	\$ 12,409	\$ 25,000	\$ 28,042	\$ -	0.00%
Financial Management	31,738	32,710	32,710	-	0.00%
Engineering Services	54,461	80,000	174,387	21,712	12.45%
Technical Contracted Services	193,672	129,010	192,909	11,887	6.16%
FEMA Covid Exp.	3,757	-	-	-	NA
Repairs & Maint Equipment	2,488	1,700	1,700	-	0.00%
Repairs & Maint Buildings	12,837	21,040	24,040	3,185	13.25%
Software License & Support	56,256	40,219	40,219	-	0.00%
Repairs & Maint Copiers	7,657	5,000	5,000	250	5.01%
Repairs & Maint ERP System AMA	17,700	28,376	28,376	-	0.00%
Copier Rental	556	-	-	-	NA
Vehicle Fuel	252	1,258	1,258	-	0.00%
Vehicle Maintenance	683	2,245	2,245	-	0.00%
Default Fleet Management	-	-	-	-	NA
Unemployment Insurance	744	3,365	3,365	-	0.00%
Wellness & Clinic Cost	7,776	7,630	7,630	-	0.00%
Property Damages	15,326	15,967	15,967	-	0.00%
Telecommunications	6,535	4,829	4,829	387	8.02%
Marketing & Promotions	31,268	11,375	11,375	630	5.54%
Helping Hands	6,688	16,000	16,000	-	0.00%
Special Assistance Progra	-	-	-	-	NA
Uniforms and Shoes	2,856	2,485	2,485	-	0.00%
Training and Travel Adv	-	-	-	88	NA
Training and Travel Exp	12,600	63,070	63,070	-	0.00%
General Supplies	11,720	7,500	7,500	1,328	17.70%
Small Equipment	3,061	2,000	2,000	-	0.00%
PC's, Peripherals	5,389	10,900	10,900	-	0.00%
Software	448	1,000	1,000	-	0.00%
Utilities	66,947	70,559	70,559	5,999	8.50%
Organizational Dues	-	3,610	3,610	-	0.00%
Subscriptions & Publications	520	164	164	-	0.00%
Other Operating Expense	4,412	3,150	3,150	-	0.00%
Sub Total Operating	\$ 570,756	\$ 590,162	\$ 754,490	\$ 45,467	6.03%
Reimbursements to other funds					
Allocations Administration	\$ 781,742	\$ 902,309	\$ 902,309	\$ -	0.00%
Allocations Utility Billing	57,920	57,233	57,233	-	0.00%
Allocations Cust Srv/Pmt Ctr	436,807	449,905	449,905	-	0.00%
Allocations Engineering	-	-	-	-	NA
Allocations Street	2,151	2,162	2,162	-	0.00%
Allocations Purchasing	39,096	43,282	43,282	-	0.00%
Allocations Fleet	40,499	41,678	41,678	-	0.00%
Allocations Facilities Maint	75,916	70,766	70,766	-	0.00%
Allocation Electric Admin	(790,000)	(790,000)	(790,000)	-	0.00%
Allocations Manual Adjs	13,387	59,230	59,230	-	0.00%
Sub Total Reimbursements to other funds	\$ 657,518	\$ 836,565	\$ 836,565	\$ -	0.00%
Total Electric Administration Division	\$ 2,808,561	\$ 3,342,327	\$ 3,506,655	\$ 102,484	2.92%

TABLE 5C - PAGE 2 CITY OF MONROE BUDGET ELECTRIC FUND EXPENDITURES					
Function/Activity	YTD Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Maintenance/Construction Division					
Personnel					
Salary	\$ 1,620,324	\$ 1,791,489	\$ 1,791,489	\$ 59,188	3.30%
Overtime	32,199	51,245	51,245	497	0.97%
Standby	32,478	63,568	63,568	1,628	2.56%
Social Security Taxes	124,503	142,124	142,124	4,474	3.15%
Life Insurance	3,351	3,923	3,923	-	0.00%
Employer Share Insurance	273,564	273,649	273,649	10,113	3.70%
Retirement	170,037	213,986	213,986	6,996	3.27%
401(k)	74,938	90,035	90,035	2,628	2.92%
Cell Phone Allowance	350	420	420	-	0.00%
Workers Compensation	9,824	12,274	12,274	-	0.00%
Temporary Labor	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 2,341,568	\$ 2,642,713	\$ 2,642,713	\$ 85,524	3.24%
Capital & Construction					
Land	\$ -	\$ -	\$ -	\$ -	NA
Capitalized Equipment	408,207	1,327,000	1,609,634	-	0.00%
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	\$ 408,207	\$ 1,327,000	\$ 1,609,634	\$ -	0.00%
Operating					
Bank Service Charges	\$ (1)	\$ -	\$ -	\$ -	NA
Technical Meter Repairs	21,057	30,000	30,000	412	1.37%
Technical Contracted Services	140,826	380,000	380,000	-	0.00%
Tree Trimming	264,356	393,520	401,293	22,021	5.49%
FEMA Covid Exp.	420	-	-	-	NA
Repairs & Maint Equipment	5,110	5,000	9,358	-	0.00%
Software License & Support	51,182	49,200	49,200	2,700	5.49%
Repairs & Maint Copiers	4	10	10	0	1.10%
Repairs & Maint Transformers	-	5,500	5,500	-	0.00%
Repairs & Maint Poles	39,672	52,000	52,000	-	0.00%
Repairs & Maint SCADA	25,307	40,744	40,744	-	0.00%
Repairs & Maint Substations	142,827	155,000	164,047	15,448	9.42%
Repairs & Maint Distrib Lines	69,793	90,000	91,095	8,921	9.79%
Repairs/Maint City Beautificat	-	5,000	7,613	-	0.00%
Vehicle Fuel	25,857	33,287	33,287	-	0.00%
Vehicle Maintenance	106,767	65,000	65,000	-	0.00%
Default Fleet Management	-	-	-	-	NA
Wellness & Clinic Cost	11,110	10,900	10,900	-	0.00%
Property Damages	82,090	90,284	90,284	-	0.00%
Telecommunications	11,599	16,596	16,596	826	4.98%
Uniforms and Shoes	24,547	28,200	28,200	-	0.00%
Training and Travel Adv	-	-	-	1,078	NA
Training and Travel Exp	15,155	41,450	41,450	2,796	6.75%
Energy Incentive Programs	1,500	10,000	10,000	300	3.00%
EDR1 Econ Dev Rate Rider	64,877	390,000	390,000	5,416	1.39%
General Supplies	6,953	10,000	10,000	197	1.97%
Materials	-	-	-	-	NA
Small Equipment	59,345	50,000	50,000	-	0.00%
PC's,Peripherals	2,893	4,000	4,000	-	0.00%
Software	-	-	-	-	NA
Organizational Dues	13,907	45,000	45,000	-	0.00%
Subscriptions & Publications	-	-	-	-	NA
Bad Debt Expense	127,132	186,137	186,137	(23,447)	-12.60%
Other Operating Expense	51,000	40,000	40,000	2,578	6.44%
Over/Short Electric Inventory	-	-	-	-	NA
Electric Purchases	43,368,019	43,434,966	43,434,966	86,488	0.20%
Sales Tax Power Purchase	2,357,192	4,009,558	4,009,558	197,509	4.93%
Sub Total Operating	\$ 47,090,495	\$ 49,671,352	\$ 49,696,238	\$ 323,242	0.65%
Reimbursements to other funds					
Allocations Administration	\$ -	\$ -	\$ -	\$ -	NA
Allocations Warehouse	344,277	361,913	361,913	-	0.00%
Allocations Parks Maint	9,413	9,590	9,590	-	0.00%
Force Account Labor	-	-	-	-	NA
Allocations Manual Adj	6,695	-	-	-	NA
Allocations Charges	-	-	-	-	NA
Allocations Credits	-	-	-	-	NA
Sub Total Reimbursements to other funds	\$ 360,385	\$ 371,503	\$ 371,503	\$ -	0.00%
Unreserved / Balance	\$ -	\$ 1,257,584	\$ 1,257,584	\$ -	0.00%
Total Maintenance/Construction Division	\$ 50,200,655	\$ 55,270,152	\$ 55,577,672	\$ 408,766	0.74%

TABLE 5C - PAGE 3 CITY OF MONROE BUDGET ELECTRIC FUND EXPENDITURES					
Function/Activity	YTD Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Electrical System Improvements Division					
Capital & Construction					
Imprvmt Construction	\$ 420,152	\$ 700,000	\$ 700,000	\$ 15,301	2.19%
Imprvmt Engineering	24,536	50,000	50,000	4,644	9.29%
Imprvmt Contrct/Frc Acct Labor	167,275	570,000	712,176	21,186	2.97%
Sub Total Capital & Construction	\$ 611,964	\$ 1,320,000	\$ 1,462,176	\$ 41,131	2.81%
Total Electrical System Improvements Division	\$ 611,964	\$ 1,320,000	\$ 1,462,176	\$ 41,131	2.81%
Electric Debt Service					
Installment Purchase Agreements					
Installment Principal	\$ 22,264	\$ 22,692	\$ 22,692	\$ -	0.00%
Installment Interest	5,097	4,401	4,401	-	0.00%
Revenue Bonds					
Bonds Principal	779,296	818,438	818,438	-	0.00%
Bonds Interest	629,515	545,302	545,302	-	0.00%
Bonds Admin Fees	3,144	3,144	3,144	-	0.00%
Debt Issuance Cost	-	-	-	-	NA
Bonds Pmt Escrow Agent	-	-	-	-	NA
Bonds Yrly Monitoring Fee	2,610	2,847	2,847	-	0.00%
Capital Leases					
Capital Leases Principal	-	2,539	2,539	205	8.07%
Capital Leases Interest	-	355	355	36	10.19%
Total Electric Debt Service	\$ 1,441,925	\$ 1,399,718	\$ 1,399,718	\$ 241	0.02%
Transfers to Other Funds					
TF To General Fund	\$ 542,752	\$ 551,000	\$ 551,000	\$ -	0.00%
TF To Gov Capital Project	398,069	24,167	24,167	-	0.00%
TF To Electric Capital Proj	1,825,000	1,120,000	1,120,000	-	0.00%
TF To Airport Capital Proj	-	-	-	-	NA
Total Transfers out to Other Funds	\$ 2,765,821	\$ 1,695,167	\$ 1,695,167	\$ -	0.00%
Advances to Other Funds					
Adv to General Fund	\$ -	\$ -	\$ -	\$ -	NA
Total Advances to Other Funds	\$ -	\$ -	\$ -	\$ -	NA
Total Electric	\$ 57,828,926	\$ 63,027,364	\$ 63,641,388	\$ 552,621	0.87%

NOTES:

Bad Debt Expense - Collection of customer charges written off in prior year. Current fiscal year write offs will post in May to offset credit balance.

Revenue Bonds:

16 Refunding Rev

Other Debt

2020 New ERP System (share)

	2022	Balance	Payoff Yr
	\$ 1,373,482	\$ 15,100,683	2033
	27,093	216,521	2030
	\$ 1,400,575	\$ 15,317,204	

TABLE 6A CITY OF MONROE BUDGET NATURAL GAS FUND BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 30,285,704	\$ 30,538,698	\$ 30,538,698	\$ 30,538,698	NA
Revenues					
Intergovernmental Restricted	\$ -	\$ -	\$ -	\$ -	NA
Sales and Services	16,424,104	19,401,608	19,401,608	594,092	3.06%
Investment Earnings ⁽¹⁾	(183,282)	293,022	293,022	0	0.00%
Miscellaneous	116,010	-	-	6,246	NA
Sub Total	\$ 16,356,833	\$ 19,694,630	\$ 19,694,630	\$ 600,339	3.05%
Other Financing Sources					
Proceeds From LT Debt	\$ -	\$ -	\$ -	\$ -	NA
Inception of Lease	-	-	-	-	NA
Transfers from other funds	-	-	-	-	NA
Advance from other funds	-	-	-	-	NA
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Annual Sources of Funds	\$ 16,356,833	\$ 19,694,630	\$ 19,694,630	\$ 600,339	3.05%
Total Sources of Funds	\$ 46,642,536	\$ 50,233,328	\$ 50,233,328	\$ 31,139,037	61.99%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 1,526,955	\$ 2,008,199	\$ 2,008,199	\$ 58,935	2.93%
Capital & Construction	567,979	1,020,000	1,059,262	65,103	6.15%
Operating	6,483,411	8,467,817	8,521,379	294,020	3.45%
Debt Service	2,765,218	2,752,543	2,752,543	23	0.00%
Sub Total	\$ 11,343,563	\$ 14,248,559	\$ 14,341,383	\$ 418,081	2.92%
Reimbursements to other funds					
Cost Allocations	\$ 1,712,306	\$ 1,790,924	\$ 1,790,924	\$ -	0.00%
Sub Total	\$ 1,712,306	\$ 1,790,924	\$ 1,790,924	\$ -	0.00%
Other Financing Uses					
Transfers to Other Funds	\$ 3,047,969	\$ 2,860,500	\$ 2,860,500	\$ -	0.00%
Sub Total	\$ 3,047,969	\$ 2,860,500	\$ 2,860,500	\$ -	0.00%
Total Uses of Funds	\$ 16,103,838	\$ 18,899,983	\$ 18,992,807	\$ 418,081	2.20%
Ending Balance	\$ 30,538,698	\$ 31,333,345	\$ 31,240,521	\$ 30,720,956	

Notes:

⁽¹⁾ Investment Earnings - Allocation to all funds posted quarterly.

TABLE 6B CITY OF MONROE BUDGET NATURAL GAS FUND REVENUES					
Revenue Sources	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Restricted Intergovernmental					
Reimbursements FEMA	\$ -	\$ -	\$ -	\$ -	NA
FEMA Covid-19 Claim	-	-	-	-	NA
Total Restricted Intergovernmental	\$ -	\$ -	\$ -	\$ -	NA
Sales and Services					
Sale of Fixed Assets	\$ 20	\$ -	\$ -	\$ -	NA
Sales Of Natural Gas	15,617,397	18,132,344	18,132,344	569,048	3.14%
Tax on Sales of N Gas	804,570	1,269,264	1,269,264	25,044	1.97%
Service Charges	2,117	-	-	-	NA
PSNC Capacity Charge	-	-	-	-	NA
Misc Sales Other	-	-	-	-	NA
Total Sales and Services	\$ 16,424,104	\$ 19,401,608	\$ 19,401,608	\$ 594,092	3.06%
Investment Earnings					
Investment Earnings	\$ (183,284)	\$ 293,022	\$ 293,022	\$ -	0.0%
Interest Earned Trustee	2	-	-	0	NA
Interest Earned Wells Far	-	-	-	-	NA
Total Investment Earnings	\$ (183,282)	\$ 293,022	\$ 293,022	\$ 0	0.00%
Miscellaneous					
Third Party	\$ -	\$ -	\$ -	\$ -	NA
Miscellaneous Reimbursements	77,011	-	-	3,865	NA
Pipeline O&M Reimbursemnt	34,357	-	-	2,381	NA
Miscellaneous Other	1,049	-	-	-	NA
Cash Discounts	3,593	-	-	-	NA
Total Miscellaneous	\$ 116,010	\$ -	\$ -	\$ 6,246	NA
Other Financing Sources					
Transfers from other funds					
TF From General Fund	\$ -	\$ -	\$ -	\$ -	NA
TF From Gov Capital Project	-	-	-	-	NA
TF From Aquatics Ctr	-	-	-	-	NA
TF From Electric Capital Proj	-	-	-	-	NA
TF From N Gas Capital Proj	-	-	-	-	NA
Sub Total Interfund Transfers	-	-	-	-	NA
Proceeds from Financing					
Proceeds Revenue Bonds	\$ -	\$ -	\$ -	\$ -	NA
Proceeds Limited Obligation Bd	-	-	-	-	NA
Proceeds Installment Purchase	-	-	-	-	NA
Sub Total Proceeds from Financing	-	-	-	-	NA
Appropriation Of Fund Bal	-	400,000	492,824	-	0.00%
Oth Fin Inception of Lease	-	-	-	-	NA
Advance From Electric Fund	-	-	-	-	NA
Total Other Financing Sources	\$ -	\$ 400,000	\$ 492,824	\$ -	0.00%
Total Natural Gas Fund Revenues	\$ 16,356,833	\$ 20,094,630	\$ 20,187,454	\$ 600,339	2.97%

NOTES:

TABLE 6C CITY OF MONROE BUDGET NATURAL GAS FUND EXPENDITURES					
Function/Activity	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Maintenance/Construction Division					
Personnel					
Salary	\$ 996,637	\$ 1,334,091	\$ 1,334,091	\$ 39,318	2.95%
Overtime	21,046	41,142	41,142	193	0.47%
Standby	19,958	25,001	25,001	742	2.97%
Social Security Taxes	74,638	103,645	103,645	2,915	2.81%
Life Insurance	2,142	2,926	2,926	-	0.00%
Employer Share Insurance	259,363	262,705	262,705	9,282	3.53%
Retirement	102,685	157,083	157,083	4,593	2.92%
401(k)	43,355	62,850	62,850	1,892	3.01%
Cell Phone Allowance	70	-	-	-	NA
Workers Compensation	7,062	8,834	8,834	-	0.00%
Temporary Labor	-	9,922	9,922	-	0.00%
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 1,526,955	\$ 2,008,199	\$ 2,008,199	\$ 58,935	2.93%
Capital & Construction					
Land	\$ -	\$ -	\$ -	\$ -	NA
Capitalized Equipment	118,429	585,000	621,107	12,673	2.04%
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	\$ 118,429	\$ 585,000	\$ 621,107	\$ 12,673	2.04%
Operating					
Bank Service Charges	\$ (0)	\$ -	\$ -	\$ -	NA
Legal Services	-	15,000	15,000	-	0.00%
Financial Management	9,122	8,089	8,089	-	0.00%
Engineering Services	2,500	30,000	30,000	-	0.00%
Midland	473,023	211,280	211,280	211,280	100.00%
Mooresville	110,000	55,000	55,000	55,000	100.00%
Technical Meter Repairs	41,890	45,000	45,000	446	0.99%
Technical Contracted Services	36,790	95,000	95,000	-	0.00%
FEMA Covid Exp.	300	-	-	-	NA
Repairs & Maint Equipment	4,677	13,500	13,500	-	0.00%
Software License & Support	1,329	1,164	1,164	-	0.00%
Repairs & Maint Copiers	314	50	50	-	0.00%
Repairs & Maint ERP System AMA	11,953	17,105	17,105	-	0.00%
Repairs & Maint SCADA	19,753	33,360	33,360	1,949	5.84%
Repairs & Maint Utility Lines	2,682	32,000	32,000	-	0.00%
Repairs & Maint LNG Facility	11,834	54,500	59,863	260	0.43%
Repairs & Maint Trans Pipeline	71,166	85,000	85,000	2,718	3.20%
Repairs/Maint City Beautificat	-	5,000	7,613	-	0.00%
Equipment Rentals	-	1,500	1,500	-	0.00%
Vehicle Fuel	27,670	25,473	25,473	-	0.00%
Vehicle Maintenance	28,805	38,000	38,000	-	0.00%
Wellness & Clinic Cost	11,110	11,445	11,445	-	0.00%
Property Damages	28,471	18,066	18,066	-	0.00%
Telecommunications	13,595	15,000	15,000	999	6.66%
Marketing & Promotions	3,753	7,500	7,500	-	0.00%
Public Information	8,237	26,000	27,110	-	0.00%
Special Assistance Progra	16,000	16,000	16,000	-	0.00%
Uniforms and Shoes	20,458	24,500	24,500	2,844	11.61%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	13,830	54,020	54,020	8	0.01%
Energy Incentive Programs	3,000	40,000	40,000	-	0.00%
General Supplies	776	1,500	1,500	-	0.00%
Materials	-	-	-	-	NA
Small Equipment	69,980	57,750	57,750	227	0.39%
Software	-	-	-	-	NA
Utilities	16,009	18,888	18,888	1,398	7.40%
Organizational Dues	27,587	27,000	27,000	372	1.38%
Subscriptions & Publications	995	2,000	2,000	-	0.00%
Bad Debt Expense	19,853	49,849	49,849	(1,121)	-2.25%
Other Operating Expense	11,728	21,080	21,080	650	3.09%
Over/Short N Gas Inventory	(0)	-	-	-	NA
Natural Gas Purchases	4,509,852	5,790,934	5,790,934	-	0.00%
LNG Purchases	45,524	250,000	294,476	2,175	0.74%
Sales Tax Natural Gas	804,540	1,269,264	1,269,264	14,814	1.17%
Sub Total Operating	\$ 6,483,411	\$ 8,467,817	\$ 8,521,379	\$ 294,020	3.45%
Reimbursements to other funds					
Allocations Administration	\$ 388,768	\$ 425,741	\$ 425,741	\$ -	0.00%
Allocations Utility Billing	188,380	188,075	188,075	-	0.00%
Allocations Cust Srv/Pmt Ctr	271,690	275,069	275,069	-	0.00%
Allocations Engineering	-	-	-	-	NA

TABLE 6C - PAGE 2 CITY OF MONROE BUDGET NATURAL GAS FUND EXPENDITURES					
Function/Activity	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Allocations Street	2,151	2,162	2,162	-	0.00%
Allocations Purchasing	6,880	7,232	7,232	-	0.00%
Allocations Fleet	20,165	20,760	20,760	-	0.00%
Allocations Warehouse	32,710	34,383	34,383	-	0.00%
Allocations Parks Maint	-	-	-	-	NA
Allocation Electric Admin	790,000	790,000	790,000	-	0.00%
Allocations Manual Adjs	11,562	47,502	47,502	-	0.00%
Allocations Credits	-	-	-	-	NA
Sub Total Reimbursements to other funds	\$ 1,712,306	\$ 1,790,924	\$ 1,790,924	\$ -	0.00%
Unreserved / Balance	\$ -	\$ 1,194,647	\$ 1,194,647	\$ -	0.00%
Total Maintenance/Construction Division	\$ 9,841,101	\$ 14,046,587	\$ 14,136,256	\$ 365,628	2.59%
N Gas System Improvements Division					
Capital & Construction					
Land	\$ -	\$ -	\$ -	\$ -	NA
Imprvmt Construction	300,632	305,000	308,155	52,430	17.01%
Imprvmt Conctrct/Frc Acct Labor	117,728	100,000	100,000	-	0.00%
Repairs STs-Dir Cost UT Cuts	31,191	30,000	30,000	-	0.00%
Total NG System Improvements Division	\$ 449,551	\$ 435,000	\$ 438,155	\$ 52,430	11.97%
N Gas Debt Service					
Installment Purchase Agreements					
Installment Principal	\$ 1,124,968	\$ 1,175,256	\$ 1,175,256	\$ -	0.00%
Installment Interest	1,406,094	1,342,072	1,342,072	-	0.00%
Revenue Bonds					
Bonds Principal	130,206	136,746	136,746	-	0.00%
Bonds Interest	96,909	91,109	91,109	-	0.00%
Bonds Admin Fees	6,605	6,605	6,605	-	0.00%
Debt Issuance Cost	-	-	-	-	NA
Bonds Pmt Escrow Agent	-	-	-	-	NA
Bonds Yrly Monitoring Fee	436	476	476	-	0.00%
Capital Leases					
Capital Leases Principal	-	245	245	20	8.07%
Capital Leases Interest	-	34	34	3	10.26%
Total N Gas Debt Service	\$ 2,765,218	\$ 2,752,543	\$ 2,752,543	\$ 23	0.00%
Transfers to Other Funds					
TF To General Fund	\$ 194,546	\$ 200,500	\$ 200,500	\$ -	0.00%
TF to Gov Capital Project	199,411	-	-	-	NA
TF To Electric Capital Proj	-	-	-	-	NA
TF To N Gas Capital Proj	2,654,012	2,660,000	2,660,000	-	0.00%
Total Transfers out to Other Funds	\$ 3,047,969	\$ 2,860,500	\$ 2,860,500	\$ -	0.00%
Total N Gas	\$ 16,103,838	\$ 20,094,630	\$ 20,187,454	\$ 418,081	2.07%

NOTES:

Bad Debt Expense - Collection of customer charges written off in prior year. Current fiscal year write offs will post in May to offset credit balance.

Revenue Bonds:

16 Refunding (2008 Combined Enterprise Bonds)

Other:

16 Limited Obligation Bonds (LOBs) (Refunding)

18 New Limited Obligation Bonds (LOBS)

2020 New ERP System (share)

	2022	Balance	Payoff Yr
	\$ 229,483	\$ 2,523,044	2033
	2,004,100	34,034,838	2039
	506,813	10,650,256	2043
	18,215	145,569	2030
	\$ 2,758,611	\$ 47,353,707	

TABLE 7A CITY OF MONROE BUDGET STORMWATER UTILITY FUND BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 2,176,538	\$ 2,182,837	\$ 2,182,837	\$ 2,182,837	NA
Revenues					
Intergovernmental Restricted	\$ -	\$ -	\$ -	\$ -	NA
Sales and Services	2,529,999	2,822,043	2,822,043	229,572	8.13%
Investment Earnings ⁽¹⁾	(12,100)	17,912	17,912	-	0.00%
Miscellaneous	3	-	-	-	NA
Sub Total	\$ 2,517,902	\$ 2,839,955	\$ 2,839,955	\$ 229,572	8.08%
Other Financing Sources					
Proceeds From LT Debt	\$ -	\$ -	\$ -	\$ -	NA
Oth Fin Inception of Lease	-	-	-	-	NA
Transfers from other funds	0	-	-	-	NA
Advances from other funds	-	-	-	-	NA
Sub Total	\$ 0	\$ -	\$ -	\$ -	NA
Annual Sources of Funds	\$ 2,517,903	\$ 2,839,955	\$ 2,839,955	\$ 229,572	8.08%
Total Sources of Funds	\$ 4,694,440	\$ 5,022,792	\$ 5,022,792	\$ 2,412,409	48.03%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 891,896	\$ 1,156,157	\$ 1,156,157	\$ 32,854	2.84%
Capital & Construction	154,806	190,000	190,000	115,684	60.89%
Operating	443,577	617,811	792,086	15,643	1.97%
Debt Service	120,518	121,601	121,601	-	0.00%
Sub Total	\$ 1,610,796	\$ 2,085,569	\$ 2,259,844	\$ 164,182	7.27%
Reimbursements to other funds					
Cost Allocations	\$ 696,265	\$ 718,454	\$ 718,454	\$ -	0.00%
Sub Total	\$ 696,265	\$ 718,454	\$ 718,454	\$ -	0.00%
Other Financing Uses					
Transfers to Other Funds	\$ 204,542	\$ 685,000	\$ 685,000	\$ -	0.00%
Sub Total	\$ 204,542	\$ 685,000	\$ 685,000	\$ -	0.00%
Total Uses of Funds	\$ 2,511,603	\$ 3,489,023	\$ 3,663,298	\$ 164,182	4.48%
Ending Balance	\$ 2,182,837	\$ 1,533,769	\$ 1,359,494	\$ 2,248,227	

Notes:

⁽¹⁾ Investment Earnings distributed quarterly among funds

TABLE 7B CITY OF MONROE BUDGET STORMWATER UTILITY FUND REVENUES					
Revenue Sources	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Restricted Intergovernmental					
Reimbursements FEMA	\$ -	\$ -	\$ -	\$ -	NA
FEMA Covid-19 Claim	-	-	-	-	NA
Total Restricted Intergovernmental	\$ -	\$ -	\$ -	\$ -	NA
Sales and Services					
Storm Wtr Permits	\$ 22,400	\$ 15,000	\$ 15,000	\$ 4,400	29.33%
Storm Wtr BMP Annual Inspectn	15,750	13,950	13,950	1,350	9.68%
Storm Wtr Civil Citation	-	-	-	-	NA
Sale of Fixed Assets	310	-	-	-	NA
Stormwater Receipts	2,491,539	2,793,093	2,793,093	223,822	8.01%
Total Sales and Services	\$ 2,529,999	\$ 2,822,043	\$ 2,822,043	\$ 229,572	8.13%
Investment Earnings					
Investment Earnings	\$ (12,100)	\$ 17,912	\$ 17,912	\$ -	0.00%
Total Investment Earnings	\$ (12,100)	\$ 17,912	\$ 17,912	\$ -	0.00%
Miscellaneous					
Miscellaneous Reimbursements	\$ -	\$ -	\$ -	\$ -	NA
Cash Discounts	3	-	-	-	NA
Total Miscellaneous	\$ 3	\$ -	\$ -	\$ -	NA
Other Financing Sources					
Transfers from other Funds	\$ -	\$ -	\$ -	\$ -	NA
TF From General Fund	\$ -	\$ -	\$ -	\$ -	NA
TF From Gov Capital Project	-	-	-	-	NA
TF From Stormwtr Capital Proj	0	-	-	-	NA
Sub Total Interfund Transfers	\$ 0	\$ -	\$ -	\$ -	NA
Proceeds Installment Purchase	-	-	-	-	NA
Appropriation Of Fund Bal	-	785,000	959,275	-	0.00%
Oth Fin Inception of Lease	-	-	-	-	NA
Advance From Electric Fund	-	-	-	-	NA
Total Other Financing Sources	\$ 0	\$ 785,000	\$ 959,275	\$ -	0.00%
Total Stormwater Utility Fund Revenues	\$ 2,517,903	\$ 3,624,955	\$ 3,799,230	\$ 229,572	6.04%

TABLE 7C PAGE 1 CITY OF MONROE BUDGET STORMWATER UTILITY FUND EXPENDITURES					
Function/Activity	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Maintenance Division					
Personnel					
Salary	\$ 597,019	\$ 765,834	\$ 765,834	\$ 21,761	2.84%
Overtime	376	4,188	4,188	70	1.67%
Standby	3,810	4,694	4,694	160	3.42%
Social Security Taxes	43,631	57,542	57,542	1,579	2.74%
Life Insurance	1,305	1,672	1,672	-	0.00%
Employer Share Insurance	146,223	186,971	186,971	5,739	3.07%
Retirement	59,817	87,000	87,000	2,512	2.89%
401(k)	26,680	36,276	36,276	1,034	2.85%
Cell Phone Allowance	1,440	1,440	1,440	-	0.00%
Workers Compensation	11,595	10,540	10,540	-	0.00%
Temporary Labor	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 891,896	\$ 1,156,157	\$ 1,156,157	\$ 32,854	2.84%
Capital & Construction					
Imprvmt Construction	\$ -	\$ 150,000	\$ 150,000	\$ -	0.00%
Imprvmt Conctrct Material&Labor	-	-	-	-	NA
Imprvmt Contingencies	-	-	-	-	NA
Capitalized Equipment	113,678	40,000	40,000	115,684	289.21%
Capital Outlay Buildings	41,128	-	-	-	NA
Sub Total Capital & Construction	\$ 154,806	\$ 190,000	\$ 190,000	\$ 115,684	60.89%
Operating					
Bank Service Charges	\$ (0)	\$ -	\$ -	\$ -	NA
Management Services	-	-	-	-	NA
Financial Management	1,124	1,231	1,231	-	0.00%
Engineering Services	89,101	220,000	372,353	-	0.00%
Technical Contracted Services	4,313	47,708	66,356	-	0.00%
FEMA Covid Exp.	67	-	-	-	NA
Cleaning Srv Waste Disposal	20,371	40,000	40,000	4,509	11.27%
Repairs & Maint Equipment	4,751	6,000	6,000	-	0.00%
Software License & Support	10,980	12,666	12,666	-	0.00%
Repairs & Maint ERP System AMA	6,679	8,553	8,553	-	0.00%
Repairs/Maint City Beautificat	-	5,000	7,613	-	0.00%
Vehicle Fuel	14,857	20,696	20,696	-	0.00%
Vehicle Maintenance	35,291	34,020	34,020	-	0.00%
Default Fleet Management	-	-	-	-	NA
Unemployment Insurance	32	146	146	-	0.00%
Wellness & Clinic Cost	6,666	7,085	7,085	-	0.00%
Property Damages	10,945	11,032	11,032	-	0.00%
Telecommunications	4,155	9,800	10,461	350	3.34%
Marketing & Promotions	-	-	-	-	NA
Uniforms and Shoes	5,086	6,410	6,410	173	2.70%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	4,226	8,000	8,000	140	1.75%
General Supplies	7,853	12,200	12,200	25	0.20%
Materials	196,523	140,000	140,000	8,783	6.27%
Small Equipment	5,422	5,950	5,950	-	0.00%
PC's,Peripherals	4,658	2,500	2,500	-	0.00%
Software	11	-	-	-	NA
Organizational Dues	4,685	6,160	6,160	1,045	16.96%
Subscriptions & Publications	-	-	-	-	NA
Bad Debt Expense	3,517	4,626	4,626	(242)	-5.22%
Other Operating Expense	2,263	8,028	8,028	860	10.71%
Sub Total Operating	\$ 443,577	\$ 617,811	\$ 792,086	\$ 15,643	1.97%
Reimbursements to other funds					
Allocations Administration	\$ 124,905	\$ 127,098	\$ 127,098	\$ -	0.00%
Allocations Utility Billing	41,109	40,358	40,358	-	0.00%
Allocations Cust Srv/Pmt Ctr	13,379	13,820	13,820	-	0.00%
Allocations Engineering	307,506	323,472	323,472	-	0.00%
Allocations Street	176,048	178,938	178,938	-	0.00%
Allocations Purchasing	5,404	5,682	5,682	-	0.00%
Allocations Fleet	19,471	20,045	20,045	-	0.00%
Allocations Parks Maint	120	119	119	-	0.00%
Allocations Facilities Maint	5,280	5,037	5,037	-	0.00%
Allocations Manual Adjs	3,043	3,885	3,885	-	0.00%
Sub Total Reimbursements to other funds	\$ 696,265	\$ 718,454	\$ 718,454	\$ -	0.00%
Total Maintenance Division	\$ 2,186,543	\$ 2,682,422	\$ 2,856,697	\$ 164,182	5.75%

TABLE 7C PAGE 2 CITY OF MONROE BUDGET STORMWATER UTILITY FUND EXPENDITURES					
Function/Activity	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Stormwater Debt Service					
Installment Purchase Agreements					
Installment Principal	\$ 109,521	\$ 113,685	\$ 113,685	\$ -	0.00%
Installment Interest	10,997	7,916	7,916	-	0.00%
Capital Leases Principal	-	-	-	-	NA
Capital Leases Interest	-	-	-	-	NA
Total Stormwater Debt Service	\$ 120,518	\$ 121,601	\$ 121,601	\$ -	0.00%
Transfers to other funds					
TF To Gov Capital Project	\$ 104,542	\$ -	\$ -	\$ -	NA
TF To Stormwtr Capital Proj	100,000	685,000	685,000	-	0.00%
Total Transfers Out to Other Funds	\$ 204,542	\$ 685,000	\$ 685,000	\$ -	0.00%
Unreserved / Balance	\$ -	\$ 135,932	\$ 135,932	\$ -	0.00%
Total Stormwater Utility Fund Expenditures	\$ 2,511,603	\$ 3,624,955	\$ 3,799,230	\$ 164,182	4.32%

Notes:

Bad Debt Expense - Collection of customer charges written off in prior year. Current fiscal year write offs will post in May to offset credit balance.

Other:

18 Installment Financing (Street Sweepers)
2020 New ERP System (share)

2022	Balance	Payoff Yr
111,488	111,290	2023
10,369	82,960	2040
\$ 121,857	\$ 194,249	

TABLE 8A CITY OF MONROE BUDGET SOLID WASTE FUND BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 915,700	\$ 724,592	\$ 724,592	\$ 724,592	NA
Revenues					
Intergovernmental Restricted	\$ 25,446	\$ 23,000	\$ 23,000	\$ -	0.00%
Sales and Services	2,685,617	2,770,906	2,770,906	235,237	8.49%
Investment Earnings ⁽¹⁾	(3,323)	5,565	5,565	-	0.00%
Miscellaneous	-	-	-	-	NA
Sub Total	\$ 2,707,740	\$ 2,799,471	\$ 2,799,471	\$ 235,237	8.40%
Other Financing Sources					
Installment Purchase Proceeds	\$ -	\$ -	\$ -	\$ -	0.00%
TF From General Fund	-	-	-	-	
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Annual Sources of Funds	\$ 2,707,740	\$ 2,799,471	\$ 2,799,471	\$ 235,237	8.40%
Total Sources of Funds	\$ 3,623,441	\$ 3,524,063	\$ 3,524,063	\$ 959,829	27.24%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 285,774	\$ 303,475	\$ 303,475	\$ 11,047	3.64%
Capital/Construction	-	-	-	-	NA
Operating	2,350,291	2,531,444	2,544,329	193,784	7.62%
Debt Service	8,083	8,003	8,003	-	0.00%
Sub Total	\$ 2,644,148	\$ 2,842,922	\$ 2,855,807	\$ 204,831	7.17%
Reimbursements to other funds					
Cost Allocations	\$ 174,135	\$ 180,423	\$ 180,423	\$ -	0.00%
Other Financing Uses					
Transfers to Other Funds	\$ 80,565	\$ -	\$ -	\$ -	NA
Sub Total	\$ 254,700	\$ 180,423	\$ 180,423	\$ -	0.00%
Total Uses of Funds	\$ 2,898,848	\$ 3,023,345	\$ 3,036,230	\$ 204,831	6.75%
Ending Balance	\$ 724,592	\$ 500,718	\$ 487,833	\$ 754,998	

Notes:

⁽¹⁾ Investment Earnings are distributed among funds on a quarterly basis

TABLE 8B CITY OF MONROE BUDGET SOLID WASTE FUND REVENUES					
Revenue Sources	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Intergovernmental Revenues Restricted					
DOR Disposal Tax Distrib	\$ 25,446	\$ 23,000	\$ 23,000	\$ -	0.00%
Total Intergovernmental Revenues Restricted	\$ 25,446	\$ 23,000	\$ 23,000	\$ -	0.00%
Sales and Services					
Solid Waste Violations	\$ 6,475	\$ 2,000	\$ 2,000	\$ 50	2.50%
Refuse Collection Fees	2,679,142	2,768,906	2,768,906	235,187	8.49%
Sale of Fixed Assets	-	-	-	-	NA
Recycling Materials	-	-	-	-	NA
Total Sales and Services	\$ 2,685,617	\$ 2,770,906	\$ 2,770,906	\$ 235,237	8.49%
Investment Earnings					
Investment Earnings	\$ (3,323)	\$ 5,565	\$ 5,565	\$ -	0.00%
Total Investment Earnings	\$ (3,323)	\$ 5,565	\$ 5,565	\$ -	0.00%
Miscellaneous					
Cash Discounts	\$ -	\$ -	\$ -	\$ -	NA
Total Miscellaneous	\$ -	\$ -	\$ -	\$ -	NA
Other Financing Sources					
Proceeds Installment Purchase	\$ -	\$ -	\$ -	\$ -	NA
Appropriation Of Fund Bal	-	223,874	236,759	-	0.00%
TF From General Fund	-	-	-	-	NA
Total Other Financing Sources	\$ -	\$ 223,874	\$ 236,759	\$ -	0.00%
Total Solid Waste Fund Revenues	\$ 2,707,740	\$ 3,023,345	\$ 3,036,230	\$ 235,237	7.75%

TABLE 8C CITY OF MONROE BUDGET SOLID WASTE UTILITY FUND EXPENDITURES					
Function/Activity	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Operating					
Personnel					
Salary	\$ 126,844	\$ 133,685	\$ 133,685	\$ 4,852	3.63%
Overtime	-	-	-	-	NA
Social Security Taxes	8,805	9,626	9,626	333	3.46%
Life Insurance	269	293	293	-	0.00%
Employer Share Insurance	32,761	33,531	33,531	1,287	3.84%
Retirement	12,263	14,964	14,964	554	3.70%
401(k)	5,997	6,523	6,523	241	3.69%
Cell Phone Allowance	600	600	600	-	0.00%
Workers Compensation	1,098	933	933	-	0.00%
Temporary Labor	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 188,638	\$ 200,155	\$ 200,155	\$ 7,267	3.63%
Capital & Construction					
Capitalized Equipment	\$ -	\$ -	\$ -	\$ -	NA
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	\$ -	\$ -	\$ -	\$ -	NA
Operating					
Collection Fees	\$ -	\$ 250	\$ 250	\$ -	0.00%
Bank Service Charges	(0)	-	-	-	NA
Financial Management	1,212	1,383	1,383	-	0.00%
Technical Contracted Services	623	656	656	-	0.00%
Refuse Collection	2,179,539	2,296,258	2,296,258	182,843	7.96%
Roadside Trash Pickup	26,400	26,400	26,400	2,200	8.33%
Software License & Support	-	8,600	8,600	-	0.00%
Repairs & Maint ERP System AMA	4,879	5,177	5,177	-	0.00%
Repairs/Maint City Beautificat	-	5,000	7,613	-	0.00%
Vehicle Fuel	122	418	418	-	0.00%
Vehicle Maintenance	248	500	500	-	0.00%
Default Fleet Management	-	-	-	-	NA
Unemployment Insurance	137	618	618	-	0.00%
Wellness & Clinic Cost	1,111	1,090	1,090	-	0.00%
Property Damages	187	190	190	-	0.00%
Telecommunications	650	684	684	54	7.84%
Uniforms and Shoes	-	200	200	-	0.00%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	305	3,500	3,500	-	0.00%
General Supplies	73	-	-	-	NA
Small Equipment	104,146	126,050	126,050	-	0.00%
PC's,Peripherals	2,010	1,000	1,000	-	0.00%
Bad Debt Expense	16,323	12,837	12,837	(226)	-1.76%
Other Operating Expense	343	2,500	2,500	285	11.40%
Solid Waste Education	1,592	20,000	30,272	8,628	28.50%
Sub Total Operating	\$ 2,339,899	\$ 2,513,311	\$ 2,526,196	\$ 193,784	7.67%
Reimbursements to other funds					
Allocations Administration	\$ 52,025	\$ 56,096	\$ 56,096	\$ -	0.00%
Allocations Utility Billing	34,825	34,189	34,189	-	0.00%
Allocations Cust Srv/Pmt Ctr	34,522	34,842	34,842	-	0.00%
Allocations Engineering	48,956	48,956	48,956	-	0.00%
Allocations Planning	-	-	-	-	NA
Allocations Purchasing	803	845	845	-	0.00%
Allocations Fleet	1,530	1,579	1,579	-	0.00%
Allocations Parks Maint	19	18	18	-	0.00%
Allocations Facilities Maint	849	810	810	-	0.00%
Allocations Manual Adjs	606	3,088	3,088	-	0.00%
Sub Total Reimbursements to other funds	\$ 174,135	\$ 180,423	\$ 180,423	\$ -	0.00%
Total Administration Division	\$ 2,702,673	\$ 2,893,889	\$ 2,906,774	\$ 201,051	6.92%

TABLE 8C - PAGE 2 CITY OF MONROE BUDGET SOLID WASTE UTILITY FUND EXPENDITURES					
Function/Activity	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Community Maintenance					
Personnel					
Salary	\$ 62,578	\$ 66,289	\$ 66,289	\$ 2,412	3.64%
Overtime	-	-	-	-	NA
Social Security Taxes	4,683	4,959	4,959	179	3.60%
Life Insurance	137	145	145	-	0.00%
Employer Share Insurance	20,781	21,304	21,304	818	3.84%
Retirement	6,259	7,420	7,420	275	3.71%
401(k)	2,483	2,621	2,621	97	3.68%
Workers Compensation	214	582	582	-	0.00%
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 97,136	\$ 103,320	\$ 103,320	\$ 3,780	3.66%
Capital & Construction					
Capitalized Equipment	\$ -	\$ -	\$ -	\$ -	NA
Sub Total Capital & Construction	\$ -	\$ -	\$ -	\$ -	NA
Operating					
Software License & Support	\$ 87	\$ 3,550	\$ 3,550	\$ -	0.00%
Vehicle Fuel	2,366	3,495	3,495	-	0.00%
Vehicle Maintenance	3,178	3,000	3,000	-	0.00%
Default Fleet Management	-	-	-	-	NA
Wellness & Clinic Cost	1,111	1,090	1,090	-	0.00%
Property Damages	533	538	538	-	0.00%
Telecommunications	90	960	960	-	0.00%
Uniforms and Shoes	1,182	1,500	1,500	-	0.00%
General Supplies	995	1,500	1,500	-	0.00%
Small Equipment	715	1,000	1,000	-	0.00%
PC's, Peripherals	-	-	-	-	NA
Software	-	-	-	-	NA
Other Operating Expense	136	1,500	1,500	-	0.00%
Sub Total Operating	\$ 10,392	\$ 18,133	\$ 18,133	\$ -	0.00%
Total Maintenance Division	\$ 107,528	\$ 121,453	\$ 121,453	\$ 3,780	3.11%
Solid Waste Debt Service					
Installment Purchase Agreements					
Other					
Installment Principal	\$ 6,577	\$ 6,703	\$ 6,703	\$ -	0.00%
Installment Interest	1,506	1,300	1,300	-	0.00%
Capital Leases Principal	-	-	-	-	NA
Capital Leases Interest	-	-	-	-	NA
Total Solid Waste Debt Service	\$ 8,083	\$ 8,003	\$ 8,003	\$ -	0.00%
Transfers to other funds					
TF To General Fund	\$ -	\$ -	\$ -	\$ -	NA
TF To Gov Capital Project	80,565	-	-	-	NA
Total Transfers Out to Other Funds	\$ 80,565	\$ -	\$ -	\$ -	NA
Unreserved / Balance	-	-	-	-	NA
Total Solid Waste Fund Expenditures	\$ 2,898,848	\$ 3,023,345	\$ 3,036,230	\$ 204,831	6.75%

NOTES:

Bad Debt Expense - Collection of customer charges written off in prior year. Current fiscal year write offs will post in May to offset credit balance.

Other:

2020 New ERP System (share)

2022	Balance	Payoff Yr
\$ 8,004	\$ 63,962	2030
\$ 8,004	\$ 63,962	

TABLE 9A CITY OF MONROE BUDGET DOWNTOWN MONROE BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 506,406	\$ 547,593	\$ 547,593	\$ 547,593	NA
Revenues					
Taxes	\$ 60,516	\$ 61,676	\$ 61,676	\$ 473	0.77%
Miscellaneous ⁽¹⁾	575,032	-	-	465,000	NA
Sub Total	\$ 635,548	\$ 61,676	\$ 61,676	\$ 465,473	754.71%
Other Financing Sources					
Transfers from other funds	\$ 199,486	\$ 165,095	\$ 165,095	\$ -	0.00%
Proceeds from Financing	-	-	-	-	NA
Inception of Lease	-	-	-	-	NA
Sub Total	\$ 199,486	\$ 165,095	\$ 165,095	\$ -	0.00%
Annual Sources of Funds	\$ 835,033	\$ 226,771	\$ 226,771	\$ 465,473	205.26%
Total Sources of Funds	\$ 1,341,440	\$ 774,364	\$ 774,364	\$ 1,013,066	130.83%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 85,540	\$ 116,667	\$ 116,667	\$ 4,089	3.50%
Capital	-	-	-	-	NA
Operating	62,415	107,493	212,340	401,818	189.23%
Debt Service	2,275	2,611	2,611	30	1.14%
Sub Total	\$ 150,230	\$ 226,771	\$ 331,618	\$ 405,936	122.41%
Other Financing Uses					
Transfers to Other Funds	\$ 643,617	\$ -	\$ -	\$ -	NA
Sub Total	\$ 643,617	\$ -	\$ -	\$ -	NA
Total Uses of Funds	\$ 793,846	\$ 226,771	\$ 331,618	\$ 405,936	122.41%
Ending Balance	\$ 547,593	\$ 547,593	\$ 442,746	\$ 607,130	

Notes:

⁽¹⁾ Includes Downtown Pioneers loan payments.

TABLE 9B CITY OF MONROE BUDGET DOWNTOWN MONROE FUND REVENUES					
Revenue Sources	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Taxes					
MSD Taxes	\$ 57,550	\$ 58,725	\$ 58,725	\$ -	0.00%
Vehicle Property Taxes	2,249	2,681	2,681	439	16.36%
Prior Year Taxes	212	120	120	26	21.70%
Penalties and Interest	504	150	150	8	5.51%
Total Taxes	\$ 60,516	\$ 61,676	\$ 61,676	\$ 473	0.77%
Miscellaneous					
Misc Sales Other	\$ -	\$ -	\$ -	\$ -	NA
Cash Discounts	-	-	-	-	NA
Misc Downtown Pioneers	575,032	-	-	465,000	NA
Total Miscellaneous	\$ 575,032	\$ -	\$ -	\$ 465,000	NA
Other Financing Sources					
Proceeds Installment Purchase	\$ -	\$ -	\$ -	\$ -	NA
Appropriation Of Fund Bal	-	-	104,847	-	0.00%
Oth Fin Inception of Lease	-	-	-	-	NA
TF From General Fund	199,486	165,095	165,095	-	0.00%
Total Other Financing Sources	\$ 199,486	\$ 165,095	\$ 269,942	\$ -	0.00%
Total Downtown Monroe Revenues	\$ 835,033	\$ 226,771	\$ 331,618	\$ 465,473	140.36%

Notes:

TABLE 9C CITY OF MONROE BUDGET DOWNTOWN MONROE EXPENDITURES					
Function/Activity	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Personnel					
Salary	\$ 60,580	\$ 84,826	\$ 84,826	\$ 2,969	3.50%
Overtime	-	-	-	-	NA
Car Allowance	-	-	-	-	NA
Social Security Taxes	4,582	6,421	6,421	224	3.49%
Life Insurance	134	186	186	-	0.00%
Employer Share Insurance	10,391	10,652	10,652	409	3.84%
Retirement	5,979	9,496	9,496	339	3.57%
401(k)	2,950	4,178	4,178	148	3.55%
Cell Phone Allowance	420	420	420	-	0.00%
Workers Compensation	504	488	488	-	0.00%
Sub Total Personnel	\$ 85,540	\$ 116,667	\$ 116,667	\$ 4,089	3.50%
Capital & Construction					
Land	\$ -	\$ -	\$ -	\$ -	NA
Capitalized Equipment	-	-	-	-	NA
Capital Outlay Buildings	-	-	-	-	NA
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	\$ -	\$ -	\$ -	\$ -	NA
Operating					
Collection Fees	\$ 63	\$ -	\$ -	\$ 10	NA
Technical Contracted Services	6,662	16,800	116,800	-	0.00%
Software License & Support	1,928	1,000	1,000	-	0.00%
Repairs & Maint Copiers	466	150	150	5	3.53%
Repairs & Maint ERP System AMA	1,516	1,483	1,483	-	0.00%
Copier Rental	-	-	-	-	NA
Vehicle Fuel	-	-	-	-	NA
Unemployment Insurance	21	94	94	-	0.00%
Wellness & Clinic Cost	556	545	545	-	0.00%
Telecommunications	1,357	400	400	76	19.01%
Public Information	16,460	27,390	30,367	1,072	3.53%
Facade Grants	2,500	20,000	20,000	-	0.00%
Downtown Incentive Prog	12,690	-	-	400,000	NA
Training and Travel Adv	-	-	-	74	NA
Training and Travel Exp	549	4,700	4,700	-	0.00%
General Supplies	658	2,500	2,500	-	0.00%
Promotional Materials	9,605	13,500	15,370	-	0.00%
Small Equipment	-	10,500	10,500	-	0.00%
PC's, Peripherals	2,258	-	-	-	NA
Software	-	-	-	-	NA
Utilities	3,599	3,701	3,701	536	14.47%
Organizational Dues	675	950	950	-	0.00%
Subscriptions & Publications	250	380	380	-	0.00%
Bad Debt Expense	-	-	-	-	NA
Other Operating Expense	602	3,400	3,400	45	1.32%
Sub Total Operating	\$ 62,415	\$ 107,493	\$ 212,340	\$ 401,818	189.23%
Downtown Debt Service					
Installment Principal	\$ 1,851	\$ 1,887	\$ 1,887	\$ -	0.00%
Installment Interest	424	366	366	-	0.00%
Capital Leases Principal	(4)	314	314	25	8.06%
Capital Leases Interest	4	44	44	4	10.16%
Total Debt Service	\$ 2,275	\$ 2,611	\$ 2,611	\$ 30	1.14%
Transfers to Other Funds					
TF To General Fund	\$ 581,888	\$ -	\$ -	\$ -	NA
TF To Gov Capital Project	61,729	-	-	-	NA
Total Transfers out to Other Funds	\$ 643,617	\$ -	\$ -	\$ -	NA
Total Downtown Monroe Expenditures	\$ 793,846	\$ 226,771	\$ 331,618	\$ 405,936	122.41%

Notes:

Other:

2020 New ERP System (share)

2022	Balance	Payoff Year
\$ 2,253	\$ 18,002	2040
\$ 2,253	\$ 18,002	

TABLE 10A CITY OF MONROE FINANCIAL PLAN SIF HEALTH & DENTAL FINANCIAL PLAN SUMMARY					
Sources and Uses of Funds	Actual 2021	Financial Plan 2022	Revised Plan 2022	YTD Actual 2022	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 1,493,347	\$ 1,658,181	\$ 1,658,181	\$ 1,658,181	NA
Revenues					
Contributions	\$ 8,473,660	\$ 8,855,140	\$ 8,855,140	\$ 10,289	0.12%
Investment Earnings ⁽¹⁾	(7,251)	13,390	13,390	-	0.00%
Miscellaneous	1,627,659	1,514,510	1,514,510	85,310	5.63%
Sub Total	\$ 10,094,068	\$ 10,383,040	\$ 10,383,040	\$ 95,599	0.92%
Other Financing Sources					
Transfer From Other Funds					
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Annual Sources of Funds	\$ 10,094,068	\$ 10,383,040	\$ 10,383,040	\$ 95,599	0.92%
Total Sources of Funds	\$ 11,587,415	\$ 12,041,221	\$ 12,041,221	\$ 1,753,779	14.56%
<i>Uses of Funds</i>					
Expenditures					
Operating	\$ 9,829,312	\$ 10,263,969	\$ 10,263,969	\$ 1,066,066	10.39%
Sub Total	\$ 9,829,312	\$ 10,263,969	\$ 10,263,969	\$ 1,066,066	10.39%
Reimbursements to other funds					
Cost Allocations	\$ 99,774	\$ 119,071	\$ 119,071	\$ -	0.00%
Sub Total	\$ 99,774	\$ 119,071	\$ 119,071	\$ -	0.00%
Other Financing Uses					
Transfers to Other Funds	\$ 148	\$ -	\$ -	\$ -	NA
Sub Total	\$ 148	\$ -	\$ -	\$ -	NA
Total Uses of Funds	\$ 9,929,234	\$ 10,383,040	\$ 10,383,040	\$ 1,066,066	10.27%
Ending Balance	\$ 1,658,181	\$ 1,658,181	\$ 1,658,181	\$ 687,714	41.47%

Notes:

⁽¹⁾ Investment Earnings are allocated among funds on a quarterly basis.

TABLE 10B CITY OF MONROE FINANCIAL PLAN SIF HEALTH & DENTAL REVENUES					
Revenue Sources	Actual 2021	Financial Plan 2022	Revised Plan 2022	YTD Actual 2022	% Realized
Contributions					
Health Contrib-Employer	\$ 6,258,381	\$ 6,725,286	\$ 6,725,286	\$ -	0.00%
Health Contrib-Employee	838,821	1,087,358	1,087,358	-	0.00%
Retire Health-Emp/Retire	616,673	183,820	183,820	10,289	5.60%
Cobra Payments	6,151	20,000	20,000	-	0.00%
Dental Contrib-City/Retir	22,533	23,975	23,975	-	0.00%
Dental Contrib-Employer	95,630	120,877	120,877	-	0.00%
Dental Contrib-Employee	347,713	420,236	420,236	-	0.00%
H&D Wellness Contrib-Depts	287,757	273,588	273,588	-	0.00%
Total Contributions	\$ 8,473,660	\$ 8,855,140	\$ 8,855,140	\$ 10,289	0.12%
Investment Earnings					
Interest Earned on SIF	\$ (7,251)	\$ 13,390	\$ 13,390	\$ -	0.00%
Total Investment Earnings	\$ (7,251)	\$ 13,390	\$ 13,390	\$ -	0.00%
Miscellaneous					
Third Party	\$ -	\$ -	\$ -	\$ -	NA
Stop-Loss Reimbursements	1,288,411	1,314,510	1,314,510	-	0.00%
Caremark Rebate	331,390	200,000	200,000	85,310	42.66%
Miscellaneous Reimbursements	-	-	-	-	NA
Miscellaneous Other	7,858	-	-	-	NA
Total Miscellaneous	\$ 1,627,659	\$ 1,514,510	\$ 1,514,510	\$ 85,310	5.63%
Other Financing Sources					
Appropriation Of Fund Bal	\$ -	\$ -	\$ -	\$ -	NA
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ -	NA
Total Health & Dental Revenues	\$ 10,094,068	\$ 10,383,040	\$ 10,383,040	\$ 95,599	0.92%

TABLE 10C CITY OF MONROE FINANCIAL PLAN SIF HEALTH & DENTAL EXPENDITURES					
Function/Activity	Actual 2021	Financial Plan 2022	Revised Plan 2022	YTD Actual 2022	% Realized
Operating					
Healthcare Clinic	\$ 110,030	\$ 126,443	\$ 126,443	\$ 9,256	7.32%
Healthcare Clinic X-Rays	880	25,000	25,000	330	1.32%
Technical Contracted Services	-	-	-	-	NA
Repairs & Maint ERP System AMA	-	1,133	1,133	-	0.00%
Stop Loss Premium	1,547,012	1,946,364	1,946,364	141,194	7.25%
Retirees' Medicare Supple	275,545	285,000	285,000	24,271	8.52%
Disability Claims	-	5,000	5,000	-	0.00%
Health Claims	4,294,827	4,919,753	4,919,753	482,611	9.81%
Dental Claims	320,351	307,710	307,710	28,153	9.15%
Flex Admin Fees	8,147	10,509	10,509	672	6.40%
Retiree Health Claims	846,363	500,000	500,000	240,527	48.11%
Retirees' Life Insurance	718	720	720	63	8.75%
Retiree Dental Claims	32,121	25,000	25,000	3,475	13.90%
Retire Health City Portio	433,447	356,400	356,400	10,536	2.96%
Retire Dental City Portio	22,533	20,158	20,158	514	2.55%
Retiree Vision Claims	-	276	276	-	0.00%
Prescription Claims	1,479,614	1,265,413	1,265,413	101,998	8.06%
Wellness Program	9,927	31,000	31,000	-	0.00%
Wellness-Risk Assessment	73,613	55,000	55,000	-	0.00%
Vision Claims	2,430	2,000	2,000	230	11.52%
Claim Processing Fees	48,396	55,000	55,000	1,884	3.43%
Retiree Claim Processing	2,017	3,500	3,500	-	0.00%
Wellness Health Coaching	2,400	5,000	5,000	-	0.00%
Health and Dental Admin	196,708	195,000	195,000	16,920	8.68%
Insurance Broker	16,529	17,500	17,500	1,349	7.71%
PCORI FEES	2,081	2,000	2,000	2,081	104.05%
Transitional Reinsurance	-	-	-	-	NA
HSA Employer Contribution	23,375	23,750	23,750	-	0.00%
HRA Retiree Hearing Aids	3,000	-	-	-	NA
Wellness Incentives-Cash	77,250	77,250	77,250	-	0.00%
Bad Debt Expense	-	-	-	-	NA
Other Operating Expense	-	2,090	2,090	-	0.00%
Sub Total Operating	\$ 9,829,312	\$ 10,263,969	\$ 10,263,969	\$ 1,066,066	10.39%
Reimbursements to other funds					
Allocations Administration	\$ 99,774	\$ 106,628	\$ 106,628	\$ -	0.00%
Allocations Purchasing	-	-	-	-	NA
Allocations Manual Adjs	\$ -	\$ 12,443	\$ 12,443	\$ -	0.00%
Sub Total Reimbursements to other funds	\$ 99,774	\$ 119,071	\$ 119,071	\$ -	0.00%
Other Financing Uses					
TF To Gov Capital Project	\$ 148	\$ -	\$ -	\$ -	NA
Sub Total	\$ 148	\$ -	\$ -	\$ -	NA
Unreserved / Balance	\$ -	\$ -	\$ -	\$ -	NA
Total Health & Dental Expenditures	\$ 9,929,234	\$ 10,383,040	\$ 10,383,040	\$ 1,066,066	10.27%

TABLE 11A CITY OF MONROE FINANCIAL PLAN SIF PROPERTY & CASUALTY BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2021	Financial Plan 2022	Revised Plan 2022	YTD Actual 2022	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 923,638	\$ 1,003,177	\$ 1,003,177	\$ 1,003,177	NA
Revenues					
Contributions	\$ 774,436	\$ 813,417	\$ 813,417	\$ -	0.00%
Investment Earnings ⁽¹⁾	(4,805)	4,869	4,869	-	0.00%
Miscellaneous	115,299	20,003	20,003	800	4.00%
Sub Total	\$ 884,929	\$ 838,289	\$ 838,289	\$ 800	0.10%
Annual Sources of Funds	\$ 884,929	\$ 838,289	\$ 838,289	\$ 800	0.10%
Total Sources of Funds	\$ 1,808,568	\$ 1,841,466	\$ 1,841,466	\$ 1,003,977	54.52%
<i>Uses of Funds</i>					
Expenditures					
Operating	\$ 709,601	\$ 740,014	\$ 742,583	\$ 503,826	67.85%
Sub Total	\$ 709,601	\$ 740,014	\$ 742,583	\$ 503,826	67.85%
Reimbursements to other funds					
Cost Allocations	\$ 83,418	\$ 98,275	\$ 98,275	\$ -	0.00%
Sub Total	\$ 83,418	\$ 98,275	\$ 98,275	\$ -	0.00%
Other Financing Uses					
Transfers to Other Funds	\$ 12,372	\$ -	\$ -	\$ -	NA
Sub Total	\$ 12,372	\$ -	\$ -	\$ -	NA
Total Uses of Funds	\$ 805,391	\$ 838,289	\$ 840,858	\$ 503,826	59.92%
Ending Balance	\$ 1,003,177	\$ 1,003,177	\$ 1,000,608	\$ 500,152	

Notes:

⁽¹⁾ Investment Earnings are allocated among funds on a quarterly basis.

TABLE 11B CITY OF MONROE FINANCIAL PLAN SIF PROPERTY & CASUALTY REVENUES					
Revenue Sources	Actual 2021	Financial Plan 2022	Revised Plan 2022	YTD Actual 2022	% Realized
Sales and Services					
P&L Contributions-Departments	\$ 774,436	\$ 813,417	\$ 813,417	\$ -	0.00%
Total Sales and Services	\$ 774,436	\$ 813,417	\$ 813,417	\$ -	0.00%
Investment Earnings					
Interest Earned on SIF	\$ (4,805)	\$ 4,869	\$ 4,869	\$ -	0.00%
Total Investment Earnings	\$ (4,805)	\$ 4,869	\$ 4,869	\$ -	0.00%
Miscellaneous					
Third Party	\$ 109,856	\$ 20,003	\$ 20,003	\$ 800	4.00%
Miscellaneous Reimbursements	5,443	-	-	-	NA
Total Miscellaneous	\$ 115,299	\$ 20,003	\$ 20,003	\$ 800	4.00%
Other Financing Sources					
Transfers In from other funds (other)					
TF From General Fund	\$ -	\$ -	\$ -	\$ -	NA
Sub Total Transfers from Other Funds	\$ -	\$ -	\$ -	\$ -	NA
Appropriation Of Fund Bal	\$ -	\$ -	\$ 2,569	\$ -	0.00%
Total Other Financing Sources	\$ -	\$ -	\$ 2,569	\$ -	0.00%
Total Property & Casualty Revenues	\$ 884,929	\$ 838,289	\$ 840,858	\$ 800	0.10%

TABLE 11C CITY OF MONROE FINANCIAL PLAN SIF PROPERTY & CASUALTY EXPENDITURES					
Function/Activity	Actual 2021	Financial Plan 2022	Revised Plan 2022	YTD Actual 2022	% Realized
Operating					
Repairs & Maint ERP System AMA	\$ -	\$ 834	\$ 834	\$ -	0.00%
Stop Loss Premium	-	-	-	-	NA
Property/Casualty Insuran	531,262	528,000	528,000	501,739	95.03%
Property Damages	178,338	208,680	211,249	2,087	0.99%
General Liability	-	2,500	2,500	-	0.00%
Bad Debt Expense	-	-	-	-	NA
Sub Total Operating	\$ 709,601	\$ 740,014	\$ 742,583	\$ 503,826	67.85%
Reimbursements to other funds					
Allocations Administration	\$ 83,418	\$ 91,118	\$ 91,118	\$ -	0.00%
Allocations Purchasing	-	-	-	-	NA
Allocations Manual Adjs	-	7,157	7,157	-	0.00%
Sub Total Reimbursements to other funds	\$ 83,418	\$ 98,275	\$ 98,275	\$ -	0.00%
Other Financing Uses					
TF To General Fund	\$ 12,300	\$ -	\$ -	\$ -	NA
TF To Gov Capital Project	72	-	-	-	NA
Sub Total	\$ 12,372	\$ -	\$ -	\$ -	NA
Unreserved / Balance	\$ -	\$ -	\$ -	\$ -	NA
Total Property & Casualty Expenditures	\$ 805,391	\$ 838,289	\$ 840,858	\$ 503,826	59.92%

TABLE 12A CITY OF MONROE FINANCIAL PLAN SIF WORKERS' COMPENSATION SUMMARY					
Sources and Uses of Funds	Actual 2021	Financial Plan 2022	Revised Plan 2022	YTD Actual 2022	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 1,110,842	\$ 1,035,544	\$ 1,035,544	\$ 1,035,544	NA
Revenues					
Contributions-Employer	\$ 300,549	\$ 300,549	\$ 300,549	\$ -	0.00%
Investment Earnings ⁽¹⁾	(5,644)	9,738	9,738	-	0.00%
Miscellaneous	-	-	-	-	NA
Sub Total	\$ 294,905	\$ 310,287	\$ 310,287	\$ -	0.00%
Other Financing Sources					
Transfer From Other Funds	\$ -	\$ -	\$ -	\$ -	NA
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Annual Sources of Funds	\$ 294,905	\$ 310,287	\$ 310,287	\$ -	0.00%
Total Sources of Funds	\$ 1,405,747	\$ 1,345,831	\$ 1,345,831	\$ 1,035,544	76.94%
<i>Uses of Funds</i>					
Expenditures					
Operating	\$ 274,755	\$ 197,483	\$ 197,483	\$ 10,322	5.23%
Sub Total	\$ 274,755	\$ 197,483	\$ 197,483	\$ 10,322	5.23%
Reimbursements to other funds					
Cost Allocations	\$ 95,373	\$ 112,804	\$ 112,804	\$ -	0.00%
Sub Total	\$ 95,373	\$ 112,804	\$ 112,804	\$ -	0.00%
Other Financing Uses					
Transfers to Other Funds	\$ 76	\$ -	\$ -	\$ -	NA
Sub Total	\$ 76	\$ -	\$ -	\$ -	NA
Total Uses of Funds	\$ 370,204	\$ 310,287	\$ 310,287	\$ 10,322	3.33%
Ending Balance	\$ 1,035,544	\$ 1,035,544	\$ 1,035,544	\$ 1,025,222	

Notes:

⁽¹⁾ Investment Earnings are allocated among funds on a quarterly basis.

TABLE 12B CITY OF MONROE FINANCIAL PLAN SIF WORKERS' COMPENSATION REVENUES					
Revenue Sources	Actual 2021	Financial Plan 2022	Revised Plan 2022	YTD Actual 2022	% Realized
Contributions					
WC Contributions-Employer	\$ 300,549	\$ 300,549	\$ 300,549	\$ -	0.00%
Total Sales and Services	\$ 300,549	\$ 300,549	\$ 300,549	\$ -	0.00%
Investment Earnings					
Interest Earned on SIF	\$ (5,644)	\$ 9,738	\$ 9,738	\$ -	0.00%
Total Investment Earnings	\$ (5,644)	\$ 9,738	\$ 9,738	\$ -	0.00%
Miscellaneous					
Third Party	\$ -	\$ -	\$ -	\$ -	NA
Miscellaneous Reimbursements	-	-	-	-	NA
Total Miscellaneous	\$ -	\$ -	\$ -	\$ -	NA
Other Financing Sources					
Transfers from other funds					
TF From General Fund	\$ -	\$ -	\$ -	\$ -	NA
Sub Total Transfers from Other Funds	\$ -	\$ -	\$ -	\$ -	NA
Appropriation Of Fund Bal	-	-	-	-	NA
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ -	NA
Total Workers' Comp Revenues	\$ 294,905	\$ 310,287	\$ 310,287	\$ -	0.00%

TABLE 12C CITY OF MONROE FINANCIAL PLAN SIF WORKERS' COMPENSATION EXPENDITURES					
Function/Activity	Actual 2021	Financial Plan 2022	Revised Plan 2022	YTD Actual 2022	% Realized
Operating					
Repairs & Maint ERP System AMA	\$ -	\$ 545	\$ 545	\$ -	0.00%
Stop Loss Premium	-	-	-	-	NA
Insurance Consultant Expenses	13,000	14,000	14,000	-	0.00%
Workers Comp Ins Premiums	75,610	73,000	73,000	-	0.00%
Disability Claims	-	-	-	-	NA
Worker Compensation Claim	186,145	109,938	109,938	10,322	9.39%
Sub Total Operating	\$ 274,755	\$ 197,483	\$ 197,483	\$ 10,322	5.23%
Reimbursements to other funds					
Allocations Administration	\$ 95,373	\$ 103,934	\$ 103,934	\$ -	0.00%
Allocations Purchasing	-	-	-	-	NA
Allocations Manual Adjs	-	8,870	8,870	-	0.00%
Sub Total Reimbursements to other funds	\$ 95,373	\$ 112,804	\$ 112,804	\$ -	0.00%
Other Financing Uses					
TF To Gov Capital Project	\$ 76	\$ -	\$ -	\$ -	NA
Sub Total	\$ 76	\$ -	\$ -	\$ -	NA
Unreserved / Balance	\$ -	\$ -	\$ -	\$ -	NA
Total Workers' Comp Expenditures	\$ 370,204	\$ 310,287	\$ 310,287	\$ 10,322	3.33%

TABLE 13A CITY OF MONROE BUDGET OCCUPANCY TAX FUND					
Sources and Uses of Funds	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 457,800	\$ 260,565	\$ 260,565	\$ 260,565	NA
Revenues					
Restricted Intergovernmental	\$ 164,212	\$ 194,000	\$ 194,000	\$ 18,622	9.60%
Investment Earnings	(4,120)	9,217	9,217	-	0.00%
Miscellaneous	-	-	-	-	NA
Sub Total	\$ 160,092	\$ 203,217	\$ 203,217	\$ 18,622	9.16%
Other Financing Sources					
Proceeds from LT Debt	\$ -	\$ -	\$ -	\$ -	NA
Transfers from Other Funds	-	-	-	-	NA
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Annual Sources of Funds	\$ 160,092	\$ 203,217	\$ 203,217	\$ 18,622	9.16%
Total Sources of Funds	\$ 617,892.43	\$ 463,781.68	\$ 463,781.68	\$ 279,186.88	60.20%
<i>Uses of Funds</i>					
Expenditures					
Operating	\$ -	\$ -	\$ -	\$ -	NA
Debt Service	254,108	240,443	240,443	-	0.00%
Transfers out	103,220	-	-	-	NA
Sub Total	\$ 357,328	\$ 240,443	\$ 240,443	\$ -	0.00%
Total Uses of Funds	\$ 357,328	\$ 240,443	\$ 240,443	\$ -	0.00%
Ending Balance	\$ 260,565	\$ 223,339	\$ 223,339	\$ 279,187	125.01%

TABLE 13B CITY OF MONROE BUDGET OCCUPANCY TAX FUND					
Revenue Sources	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Restricted Intergovernmental					
Monroe Tourism and Develo	\$ 164,212	\$ 194,000	\$ 194,000	\$ 18,622	9.60%
Total Restricted Revenue	\$ 164,212	\$ 194,000	\$ 194,000	\$ 18,622	9.60%
Investment Earnings					
Investment Earnings	\$ (4,120)	\$ 9,217	\$ 9,217	\$ -	0.00%
Total Investment Earnings	\$ (4,120)	\$ 9,217	\$ 9,217	\$ -	0.00%
Miscellaneous					
Tourism Donations-Sponsorships	\$ -	\$ -	\$ -	\$ -	NA
Cash Discounts	-	-	-	-	NA
Total Misc.	\$ -	\$ -	\$ -	\$ -	NA
Other Financing Sources					
Proceeds from Financing					
Proceeds Limited Obligation Bd	\$ -	\$ -	\$ -	\$ -	NA
Proceeds Installment Purchase	-	-	-	-	NA
Sub Total Proceeds from Financing	\$ -	\$ -	\$ -	\$ -	NA
Appropriation Of Fund Bal	-	37,226	37,226	-	0.00%
Transfers from Other Funds					
TF From General Fund	-	-	-	-	NA
TF From Occup Tax Proj Fund	-	-	-	-	NA
Sub Total Transfers from Other Funds	\$ -	\$ -	\$ -	\$ -	NA
Total Other Financing Sources	\$ -	\$ 37,226	\$ 37,226	\$ -	0.00%
Total Occupancy Tax Project Fund Revenues	\$ 160,092	\$ 240,443	\$ 240,443	\$ 18,622	7.74%

TABLE 13C CITY OF MONROE BUDGET OCCUPANCY TAX FUND					
Function/Activity	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Operating					
Technical Contracted Services	\$ -	\$ -	\$ -	\$ -	NA
Other Operating Expense	-	-	-	-	NA
Total Operating	\$ -	\$ -	\$ -	\$ -	NA
Debt Service					
Installment Principal	\$ 115,000	\$ 120,000	\$ 120,000	\$ -	0.00%
Installment Interest	138,228	119,563	119,563	-	0.00%
Bonds Principal	-	-	-	-	NA
Bonds Interest	-	-	-	-	NA
Bonds Admin Fees	880	880	880	-	0.00%
Debt Issuance Cost	-	-	-	-	NA
Capital Leases Principal	-	-	-	-	NA
Capital Leases Interest	-	-	-	-	NA
Total Debt Service	\$ 254,108	\$ 240,443	\$ 240,443	\$ -	0.00%
Other Financing Uses					
TF To General Fund	\$ -	\$ -	\$ -	\$ -	NA
TF To Gov Capital Project	3,220	-	-	-	NA
TF To Occup Tax Proj Fund	100,000	-	-	-	NA
Sub Total Transfers to other Funds	103,220	-	-	-	NA
Total Other Financing Uses	\$ 103,220	\$ -	\$ -	\$ -	NA
Unreserved / Balance	\$ -	\$ -	\$ -	\$ -	NA
Total Occupancy Tax Project Fund Expenditures	\$ 357,328	\$ 240,443	\$ 240,443	\$ -	0.00%

Notes:

⁽¹⁾Monroe Science Center :
18 LOBs

2022	Balance	Payoff Yr
\$ 254,963	\$ 4,350,737	2039

TABLE 14A CITY OF MONROE BUDGET MONROE COUNTRY CLUB BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 240,003	\$ 146,434	\$ 146,434	\$ 146,434	NA
Revenues					
Intergovernmental Restricted	\$ -	\$ -	\$ -	\$ -	NA
Sales and Services	1,105,610	933,656	933,656	123,501	13.23%
Miscellaneous	324	-	-	-	NA
Sub Total	\$ 1,105,935	\$ 933,656	\$ 933,656	\$ 123,501	13.23%
Other Financing Sources					
Transfer From Other Funds	\$ -	\$ 408,395	\$ 408,395	\$ -	0.00%
Proceeds From LT Debt / Installment Pur.	-	-	-	-	NA
Inception of Lease	-	-	-	-	NA
Sub Total	\$ -	\$ 408,395	\$ 408,395	\$ -	0.00%
Annual Sources of Funds	\$ 1,105,935	\$ 1,342,051	\$ 1,342,051	\$ 123,501	9.20%
Total Sources of Funds	\$ 1,345,938	\$ 1,488,485	\$ 1,488,485	\$ 269,935	18.13%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 547,198	\$ 646,808	\$ 646,808	\$ 22,709	3.51%
Capital	292,922	216,100	216,100	-	0.00%
Operating	352,115	471,588	472,621	18,909	4.00%
Debt Service	7,268	7,555	7,555	30	0.39%
Sub Total	\$ 1,199,503	\$ 1,342,051	\$ 1,343,084	\$ 41,648	3.10%
Total Uses of Funds	\$ 1,199,503	\$ 1,342,051	\$ 1,343,084	\$ 41,648	3.10%
Ending Balance	\$ 146,434	\$ 146,434	\$ 145,401	\$ 228,287	

Notes:

TABLE 14B CITY OF MONROE BUDGET MONROE COUNTRY CLUB REVENUES					
Revenue Sources	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Restricted Intergovernmental					
Reimbursements FEMA	\$ -	\$ -	\$ -	\$ -	NA
Total Restricted Intergovernmental	\$ -	\$ -	\$ -	\$ -	NA
Sales and Services					
Merchandise for Sale	\$ 52,890	\$ 45,000	\$ 45,000	\$ 5,332	11.85%
Snack Bar	62,307	51,300	51,300	7,773	15.15%
Concessions Tournaments	11,571	6,000	6,000	-	0.00%
Cart Fees	243,540	189,902	189,902	23,594	12.42%
Green Fees	515,752	416,354	416,354	53,032	12.74%
Membership Dues	203,599	187,000	187,000	26,365	14.10%
Golf Lessons	350	1,400	1,400	-	0.00%
Handicap Fees	460	900	900	-	0.00%
Range Fees	8,442	5,500	5,500	716	13.02%
Sale of Fixed Assets	-	-	-	-	NA
Rental Discounts	-	(16,450)	(16,450)	-	0.00%
Rentals Country Club	6,700	46,750	46,750	6,690	14.31%
Rent Driving Range Bldg	-	-	-	-	NA
Total Sales and Services	\$ 1,105,610	\$ 933,656	\$ 933,656	\$ 123,501	22.12%
Miscellaneous					
MCC Sponsorships	\$ -	\$ -	\$ -	\$ -	NA
Miscellaneous Other	201	-	-	-	NA
Cash Discounts	123	-	-	-	NA
Total Miscellaneous	\$ 324	\$ -	\$ -	\$ -	NA
Other Financing Sources					
TF From General Fund	\$ -	\$ 408,395	\$ 408,395	\$ -	0.00%
Proceeds Installment Purchase	-	-	-	-	NA
Appropriation Of Fund Bal	-	-	1,033	-	0.00%
Oth Fin Inception of Lease	-	-	-	-	NA
Total Other Financing Sources	\$ -	\$ 408,395	\$ 409,428	\$ -	0.00%
Total MCC Revenues	\$ 1,105,935	\$ 1,342,051	\$ 1,343,084	\$ 123,501	9.20%

TABLE 14C - PAGE 1 CITY OF MONROE BUDGET MONROE COUNTRY CLUB EXPENDITURES					
Function/Activity	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Golf Course					
Personnel					
Salary	\$ 382,552	\$ 441,882	\$ 441,882	\$ 16,167	3.66%
Overtime	75	592	592	-	0.00%
Social Security Taxes	28,024	33,299	33,299	1,171	3.52%
Life Insurance	598	711	711	-	0.00%
Employer Share Insurance	70,119	66,088	66,088	2,554	3.86%
Retirement	28,566	37,494	37,494	1,329	3.54%
401(k)	12,203	15,789	15,789	449	2.84%
Cell Phone Allowance	1,870	2,220	2,220	-	0.00%
Workers Compensation	3,342	3,384	3,384	-	0.00%
Temporary Labor	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 527,349	\$ 601,459	\$ 601,459	\$ 21,669	3.60%
Capital & Construction					
Land	\$ -	\$ -	\$ -	\$ -	NA
Capitalized Equipment	292,922	216,100	216,100	-	0.00%
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	\$ 292,922	\$ 216,100	\$ 216,100	\$ -	0.00%
Operating					
Bank Service Charges	\$ 16,420	\$ 22,000	\$ 22,000	\$ 2,172	9.87%
Financial Management	-	-	-	-	NA
Technical Contracted Services	10,360	10,360	10,360	530	5.12%
Repairs & Maint Equipment	18,371	20,000	20,000	318	1.59%
Repairs & Maint Buildings	5,133	13,300	13,300	295	2.22%
Repairs & Maint Grounds	13,512	35,000	35,000	349	1.00%
Software License & Support	2,544	2,544	2,544	-	0.00%
Repairs & Maint Copiers	464	120	120	4	3.22%
Repairs & Maint ERP System AMA	4,879	4,768	4,768	-	0.00%
Repairs & Maint Golf Course	8,525	40,400	40,400	1,130	2.80%
Repairs & Maint Golf Carts	2,586	7,000	7,000	85	1.21%
Copier Rental	-	-	-	-	NA
Vehicle Fuel	15,828	26,132	26,132	-	0.00%
Vehicle Maintenance	124	3,300	3,300	-	0.00%
Default Fleet Management	-	-	-	-	NA
Unemployment Insurance	221	1,000	1,000	-	0.00%
Wellness & Clinic Cost	3,333	3,270	3,270	-	0.00%
Property Damages	19,325	12,852	12,852	-	0.00%
Telecommunications	483	2,600	2,600	110	4.22%
Marketing & Promotions	-	-	-	-	NA
Public Information	930	5,000	5,000	-	0.00%
Store Credits	3,430	5,000	5,000	-	0.00%
Uniforms and Shoes	3,197	3,450	3,450	96	2.78%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	25	2,000	2,000	-	0.00%
General Supplies	2,079	2,325	2,325	-	0.00%
Small Equipment	492	2,000	2,000	-	0.00%
PC's, Peripherals	-	1,000	1,000	-	0.00%
Chemicals & Fertilizers	68,507	69,272	69,272	732	1.06%
Software	-	-	-	-	NA
Utilities	33,933	41,644	41,644	3,132	7.52%
Items for Resale Merchandise	43,147	40,000	41,033	3,043	7.42%
Items for Resale Snack Bar	26,002	30,000	30,000	3,918	13.06%
Organizational Dues	1,440	1,815	1,815	-	0.00%
Subscriptions & Publications	-	-	-	-	NA
Bad Debt Expense	-	-	-	-	NA
Other Operating Expense	7,420	8,230	8,230	241	2.93%
Special Events	98	7,500	7,500	-	0.00%
Golf Handicap Srv	3,634	3,760	3,760	-	0.00%
Sub Total Operating	\$ 316,443	\$ 427,642	\$ 428,675	\$ 16,155	3.77%
Total Golf Course Division	\$ 1,136,714	\$ 1,245,201	\$ 1,246,234	\$ 37,824	3.04%

TABLE 14C - PAGE 2 CITY OF MONROE BUDGET MONROE COUNTRY CLUB EXPENDITURES					
Function/Activity	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Ballroom					
Personnel					
Salary	\$ 16,125	\$ 37,078	\$ 37,078	\$ 882	2.38%
Overtime	-	544	544	-	0.00%
Social Security Taxes	1,453	2,878	2,878	74	2.56%
Employer Share Insurance	-	-	-	-	NA
Retirement	1,584	3,504	3,504	67	1.92%
401(k)	474	1,171	1,171	18	1.51%
Workers Compensation	212	174	174	-	0.00%
Temporary Labor	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 19,849	\$ 45,349	\$ 45,349	\$ 1,040	2.29%
Capital & Construction					
Capitalized Equipment	-	-	-	-	NA
Sub Total Capital & Construction	\$ -	\$ -	\$ -	\$ -	NA
Operating					
Bank Service Charges	\$ 1,457	\$ 1,500	\$ 1,500	\$ 194	12.95%
Repairs & Maint Equipment	-	2,000	2,000	-	0.00%
Repairs & Maint Buildings	10,964	10,450	10,450	1,113	10.65%
Repairs & Maint Grounds	4,192	4,209	4,209	-	0.00%
Wellness & Clinic Cost	-	-	-	-	NA
Property Damages	1,779	3,250	3,250	-	0.00%
Telecommunications	296	315	315	24	7.70%
Uniforms and Shoes	-	-	-	-	NA
General Supplies	-	-	-	-	NA
Small Equipment	-	2,200	2,200	-	0.00%
PC's, Peripherals	-	-	-	-	NA
Utilities	15,824	17,822	17,822	1,425	8.00%
Subscriptions & Publications	-	-	-	-	NA
Other Operating Expense	1,160	2,200	2,200	(2)	-0.10%
Sub Total Operating	\$ 35,673	\$ 43,946	\$ 43,946	\$ 2,754	6.27%
Total Ballroom Division	\$ 55,521	\$ 89,295	\$ 89,295	\$ 3,795	4.25%
Debt Service					
Installment Purchase Agreements					
Installment Principal	\$ 5,914	\$ 6,028	\$ 6,028	\$ -	0.00%
Installment Interest	1,354	1,169	1,169	-	0.00%
Capital Leases Principal	-	314	314	25	8.06%
Capital Leases Interest	-	44	44	4	10.16%
Total MCC Debt Service	\$ 7,268	\$ 7,555	\$ 7,555	\$ 30	0.39%
Total MCC Fund Expenditures	\$ 1,199,503	\$ 1,342,051	\$ 1,343,084	\$ 41,648	3.10%

NOTES:

Other:

2020 New ERP System (share)

2022	Balance	Payoff Year
\$ 7,196	\$ 57,513	2030
\$ 7,196	\$ 57,513	

TABLE 15A CITY OF MONROE BUDGET MONROE-UNION COUNTY ECONOMIC DEVELOPMENT					
Sources and Uses of Funds	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 433,757	\$ 472,545	\$ 472,545	\$ 472,545	NA
Revenues					
Restricted Revenues	\$ 420,000	\$ 424,000	\$ 424,000	\$ 106,000	25.00%
Investment Earnings ⁽¹⁾	(2,851)	4,174	4,174	-	0.00%
Miscellaneous	-	-	-	-	NA
Sub Total	\$ 417,149	\$ 428,174	\$ 428,174	\$ 106,000	24.76%
Other Financing Sources					
Transfer From Other Funds	\$ 315,000	\$ 318,000	\$ 318,000	\$ -	0.00%
Installment Purchase Contract	-	-	-	-	NA
Inception of Lease	-	-	-	-	NA
Sub Total	\$ 315,000	\$ 318,000	\$ 318,000	\$ -	0.00%
Annual Sources of Funds	\$ 732,149	\$ 746,174	\$ 746,174	\$ 106,000	14.21%
Total Sources of Funds	\$ 1,165,906	\$ 1,218,719	\$ 1,218,719	\$ 578,545	47.47%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 398,810	\$ 427,788	\$ 427,788	\$ 12,562	2.94%
Capital	42,412	-	-	-	NA
Operating	227,292	314,269	339,769	10,214	3.01%
Debt Service ⁽²⁾	2,447	4,117	4,117	141	3.43%
Transfers out	22,400	-	-	-	NA
Sub Total	\$ 693,361	\$ 746,174	\$ 771,674	\$ 22,916	2.97%
Total Uses of Funds	\$ 693,361	\$ 746,174	\$ 771,674	\$ 22,916	2.97%
Ending Balance	\$ 472,545	\$ 472,545	\$ 447,045	\$ 555,629	

Notes:

⁽¹⁾ Investment Earnings are distributed among all funds each quarter.⁽²⁾ Debt Service represents a city-wide capital lease for copiers.

TABLE 15B CITY OF MONROE BUDGET MONROE-UNION COUNTY ECONOMIC DEVELOPMENT					
Revenue Sources	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Restricted Revenues					
Interlocal Agreeemnt Econ Dev	\$ 420,000	\$ 424,000	\$ 424,000	\$ 106,000	25.00%
Total Restricted Revenues	\$ 420,000	\$ 424,000	\$ 424,000	\$ 106,000	25.00%
Investment Earnings					
Investment Earnings	\$ (2,851)	\$ 4,174	\$ 4,174	\$ -	0.00%
Total Investment Earnings	\$ (2,851)	\$ 4,174	\$ 4,174	\$ -	0.00%
Miscellaneous					
Miscellaneous Reimbursements	\$ -	\$ -	\$ -	\$ -	NA
EconDev Donations-Sponsorships	-	-	-	-	NA
Total Miscellaneous	\$ -	\$ -	\$ -	\$ -	NA
Other Financing Sources					
TF From General Fund	\$ 315,000	\$ 318,000	\$ 318,000	\$ -	0.00%
Proceeds Installment Purchase	-	-	-	-	NA
Appropriation Of Fund Bal	-	-	25,500	-	0.00%
Oth Fin Inception of Lease	-	-	-	-	NA
Total Other Financing Sources	\$ 315,000	\$ 318,000	\$ 343,500	\$ -	0.00%
Total MUCED Revenues	\$ 732,149	\$ 746,174	\$ 771,674	\$ 106,000	13.74%

TABLE 15C CITY OF MONROE BUDGET MONROE-UNION COUNTY ECONOMIC DEVELOPMENT					
Function/Activity	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Personnel					
Salary	\$ 275,210	\$ 291,589	\$ 291,589	\$ 9,041	3.10%
Overtime	\$ -	\$ -	\$ -	\$ -	NA
Car Allowance	6,000	6,017	6,017	231	3.84%
Social Security Taxes	20,267	21,725	21,725	665	3.06%
Life Insurance	557	640	640	-	0.00%
Employer Share Insurance	52,478	59,691	59,691	1,243	2.08%
Retirement	27,750	32,761	32,761	1,032	3.15%
401(k)	13,554	12,543	12,543	350	2.79%
Cell Phone Allowance	-	-	-	-	NA
Workers Compensation	2,994	2,822	2,822	-	0.00%
Temporary Labor	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 398,810	\$ 427,788	\$ 427,788	\$ 12,562	2.94%
Capital & Construction					
Capitalized Equipment	\$ 42,412	\$ -	\$ -	\$ -	NA
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	\$ 42,412	\$ -	\$ -	\$ -	NA
Operating					
Management Services	\$ 54,300	\$ 79,000	\$ 87,750	\$ -	0.00%
Technical Contracted Services	-	-	11,500	-	0.00%
Software License & Support	1,439	50	50	-	0.00%
Repairs & Maint Copiers	2,630	900	900	9	1.04%
Repairs & Maint ERP System AMA	1,689	1,674	1,674	-	0.00%
Copier Rental	-	-	-	-	NA
Land & Building Rental	36,600	36,600	36,600	9,150	25.00%
Vehicle Fuel	488	1,059	1,059	-	0.00%
Vehicle Maintenance	645	1,200	1,200	-	0.00%
Default Fleet Management	-	-	-	-	NA
Unemployment Insurance	27	123	123	-	0.00%
Wellness & Clinic Cost	2,222	2,180	2,180	-	0.00%
Property Damages	814	880	880	-	0.00%
Telecommunications	2,392	2,160	2,160	197	9.12%
Marketing & Promotions	94,205	111,643	116,893	807	0.69%
Training and Travel Adv	-	-	-	(10)	NA
Training and Travel Exp	2,037	56,500	56,500	35	0.06%
General Supplies	260	5,000	5,000	-	0.00%
Small Equipment	3,347	-	-	-	NA
PC's, Peripherals	3,592	1,000	1,000	-	0.00%
Utilities	-	-	-	-	NA
Organizational Dues	7,466	3,800	3,800	25	0.66%
Subscriptions & Publications	1,273	500	500	-	0.00%
Bad Debt Expense	-	-	-	-	NA
Other Operating Expense	11,866	10,000	10,000	-	0.00%
Special Events	-	-	-	-	NA
Sub Total Operating	\$ 227,292	\$ 314,269	\$ 339,769	\$ 10,214	3.01%
MUCED Debt Service					
Installment Principal	\$ 1,991	\$ 2,030	\$ 2,030	\$ -	0.00%
Installment Interest	456	394	394	-	0.00%
Capital Leases Principal	-	1,485	1,485	120	8.07%
Capital Leases Interest	-	208	208	21	10.18%
Total Debt Service	\$ 2,447	\$ 4,117	\$ 4,117	\$ 141	3.43%
Other Financing Uses					
TF To General Fund	\$ -	\$ -	\$ -	\$ -	NA
TF To Gov Capital Project	22,400	-	-	-	NA
Sub Total	\$ 22,400	\$ -	\$ -	\$ -	NA
Unreserved / Balance	\$ -	\$ -	\$ -	\$ -	NA
Total MUCED	\$ 693,361	\$ 746,174	\$ 771,674	\$ 22,916	2.97%

TABLE 16A CITY OF MONROE BUDGET COMMUNITY DEVELOPMENT BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 56,562	\$ 56,562	\$ 56,562	\$ 56,562	NA
Revenues					
Miscellaneous ⁽¹⁾	\$ -	\$ -	\$ -	\$ -	NA
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Annual Sources of Funds	\$ -	\$ -	\$ -	\$ -	NA
Total Sources of Funds	\$ 56,562	\$ 56,562	\$ 56,562	\$ 56,562	100.00%
<i>Uses of Funds</i>					
Expenditures					
Operating	\$ -	\$ -	\$ -	\$ -	NA
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Total Uses of Funds	\$ -	\$ -	\$ -	\$ -	NA
Ending Balance	\$ 56,562	\$ 56,562	\$ 56,562	\$ 56,562	100.00%

⁽¹⁾ Winchester loan repayments

TABLE 17A CITY OF MONROE BUDGET GOVERNMENT CAPITAL RESERVE BUDGET SUMMARY					
Sources and Uses of Funds	Reserve To Date		Revised Budget 2022	YTD Actual 2022	% Realized
	Actual 2021	Budget 2021			
<i>Sources of Funds</i>					
Revenues					
Investment Earnings	\$ 19,734	\$ 3,993	\$ -	\$ -	0.00%
Transfers from Other Funds	600,000	600,000	-	-	0.00%
Sub Total	\$ 619,734	\$ 603,993	\$ -	\$ -	0.00%
Annual Sources of Funds	\$ 619,734	\$ 603,993	\$ -	\$ -	0.00%
Total Sources of Funds	\$ 619,734	\$ 603,993	\$ -	\$ -	#DIV/0!
<i>Uses of Funds</i>					
Expenditures					
Transfer to General Capital Projects Fund	\$ 400,000	\$ 400,000	\$ -	\$ -	0.00%
Sub Total	\$ 400,000	\$ 400,000	\$ -	\$ -	0.00%
Total Uses of Funds	\$ 400,000	\$ 400,000	\$ -	\$ -	0.00%
Total Governmental Capital Reserve for future expenditures	\$ 219,734	\$ 203,993	\$ -	\$ -	0.00%
Reserve Balance	\$ 219,734				

- ⁽¹⁾ Government Capital Reserve Fund was established in May 2013 by City Council for constructing greenways (R-2013-11). This fund will remain operational for a period not to exceed six years (beginning July 1, 2013 and ending June 30, 2019) or until a cumulative sum not to exceed six hundred thousand (\$600,000) has been received.

TABLE 18A CITY OF MONROE BUDGET CENTER THEATRE					
Sources and Uses of Funds	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 504,226	\$ 1,105,553	\$ 1,105,553	\$ 1,105,553	NA
Revenues					
Sales and Services	\$ 1,260	\$ 411,918	\$ 411,918	\$ -	0.00%
Investment Earnings ⁽¹⁾	16	-	-	-	NA
Miscellaneous	581,648	266,588	266,588	-	0.00%
Sub Total	\$ 582,924	\$ 678,506	\$ 678,506	\$ -	0.00%
Other Financing Sources					
Transfer From Other Funds	\$ 574,615	\$ 208,624	\$ 208,624	\$ -	0.00%
Proceeds from Debt	-	-	-	-	NA
Inception of Lease	-	-	-	-	-
Sub Total	\$ 574,615	\$ 208,624	\$ 208,624	\$ -	0.00%
Annual Sources of Funds	\$ 1,157,539	\$ 887,130	\$ 887,130	\$ -	0.00%
Total Sources of Funds	\$ 1,661,765	\$ 1,992,683	\$ 1,992,683	\$ 1,105,553	55.48%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 141,392	\$ 259,660	\$ 259,660	\$ 5,572	2.15%
Capital	-	-	-	-	NA
Operating	75,807	499,841	510,537	2,631	0.52%
Debt Service	339,013	327,629	327,629	108	0.03%
Sub Total	\$ 556,212	\$ 1,087,130	\$ 1,097,826	\$ 8,312	0.76%
Total Uses of Funds	\$ 556,212	\$ 1,087,130	\$ 1,097,826	\$ 8,312	0.76%
Ending Balance	\$ 1,105,553	\$ 905,553	\$ 894,857	\$ 1,097,241	

Notes:

⁽¹⁾ Investment Earnings are distributed among all funds each quarter.

TABLE 18B CITY OF MONROE BUDGET CENTER THEATRE REVENUES					
Revenue Sources	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Sales and Services					
Merchandise for Sale	\$ -	\$ 30,000	\$ 30,000	\$ -	0.00%
Theatre Ticket Sales	-	95,013	95,013	-	0.00%
User Fees/Technical Labor	(240)	70,584	70,584	-	0.00%
User Fees/Equip Rentals	-	35,292	35,292	-	0.00%
User Fees/Event Staff	-	42,350	42,350	-	0.00%
User Fees/Event Cleaning	(100)	21,175	21,175	-	0.00%
Rent Center Theatre Facil	1,600	117,504	117,504	-	0.00%
Total Sales and Services	\$ 1,260	\$ 411,918	\$ 411,918	\$ -	0.00%
Investment Earnings					
Investment Earnings	\$ 16	\$ -	\$ -	\$ -	NA
Interest Earned Trustee	-	-	-	-	NA
Total Investment Earnings	\$ 16	\$ -	\$ -	\$ -	NA
Miscellaneous					
Miscellaneous Reimbursements	\$ -	\$ -	\$ -	\$ -	NA
Theatre Donations/Sponsorships	581,648	146,875	146,875	-	0.00%
Theatre Foundation Grants	-	-	-	-	NA
Miscellaneous Other	-	-	-	-	NA
Cash Discounts	-	-	-	-	NA
Misc Ticketing Fees	-	53,189	53,189	-	0.00%
Misc Annual Membership	-	10,710	10,710	-	0.00%
Misc Program Advertising	-	2,625	2,625	-	0.00%
Misc Facility Fees	-	53,189	53,189	-	0.00%
Total Miscellaneous	\$ 581,648	\$ 266,588	\$ 266,588	\$ -	0.00%
Other Financing Sources					
Transfers from other funds					
TF From General Fund	\$ 574,615	\$ 208,624	\$ 208,624	\$ -	0.00%
Sub Total Interfund Transfers	\$ 574,615	\$ 208,624	\$ 208,624	\$ -	0.00%
Proceeds From LT Debt / Installment Purchase Cont					
Proceeds Limited Obligation Bd	\$ -	\$ -	\$ -	\$ -	NA
Proceeds Installment Purchase	-	-	-	-	NA
Sub Total Proceeds from Debt	\$ -	\$ -	\$ -	\$ -	NA
Appropriation Of Fund Bal	\$ -	\$ 200,000	\$ 210,696	\$ -	0.00%
Oth Fin Inception of Lease	\$ -	\$ -	\$ -	\$ -	NA
Total Other Financing Sources	\$ 574,615	\$ 408,624	\$ 419,320	\$ -	0.00%
Total Center Theatre Revenues	\$ 1,157,539	\$ 1,087,130	\$ 1,097,826	\$ -	0.00%

Notes:

TABLE 18C - PAGE 1 CITY OF MONROE BUDGET CENTER THEATRE EXPENDITURES					
Function/Activity	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Center Theatre Operations					
Personnel					
Salary	\$ 109,706	\$ 162,793	\$ 162,793	\$ 4,258	2.62%
Overtime	-	-	-	-	NA
PT Staffing (Pool)	-	31,531	31,531	-	0.00%
Social Security Taxes	8,428	14,976	14,976	322	2.15%
Life Insurance	241	357	357	-	0.00%
Employer Share Insurance	7,439	27,324	27,324	431	1.58%
Retirement	10,974	14,250	14,250	486	3.41%
401(k)	4,029	6,683	6,683	75	1.12%
Cell Phone Allowance	575	1,020	1,020	-	0.00%
Workers Compensation	-	726	726	-	0.00%
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 141,392	\$ 259,660	\$ 259,660	\$ 5,572	2.15%
Capital					
Capitalized Equipment	\$ -	\$ -	\$ -	\$ -	NA
Capital Outlay Buildings	-	-	-	-	NA
Capital Lease	-	-	-	-	NA
Sub Total Capital	\$ -	\$ -	\$ -	\$ -	NA
Operating					
Bank Service Charges	\$ -	\$ 3,150	\$ 3,150	\$ -	0.00%
Technical Contracted Services	8,628	5,400	5,400	614	11.36%
Repairs & Maint Equipment	424	5,100	5,100	-	0.00%
Repairs & Maint Buildings	3,533	10,710	15,401	-	0.00%
Repairs & Maint Grounds	-	-	-	-	NA
Software License & Support	-	5,319	5,319	-	0.00%
Repairs & Maint Copiers	449	100	100	0	0.06%
Equipment Rentals	-	-	-	-	NA
Copier Rental	-	-	-	-	NA
Wellness & Clinic Cost	1,667	1,635	1,635	-	0.00%
Property Damages	5,000	1,743	1,743	-	0.00%
Telecommunications	-	5,000	5,000	-	0.00%
Marketing & Promotions	103	6,300	6,300	-	0.00%
Printing	-	13,297	13,297	-	0.00%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	94	2,000	2,000	-	0.00%
General Supplies	3,418	10,059	10,059	-	0.00%
Postage	-	7,978	7,978	-	0.00%
Small Equipment	24,921	6,300	10,145	-	0.00%
PC's,Peripherals	1,015	-	-	-	NA
Utilities	22,797	63,000	63,000	2,018	3.20%
Items for Resale Merchandise	-	25,000	25,000	-	0.00%
Organizational Dues	-	-	-	-	NA
Subscriptions & Publications	-	4,200	4,200	-	0.00%
Bad Debt Expense	-	-	-	-	NA
Other Operating Expense	708	1,000	1,000	-	0.00%
Special Events	-	2,550	2,550	-	0.00%
Fund Raising	2,349	20,000	21,935	-	0.00%
Programming Events & Film	700	300,000	300,225	-	0.00%
Sub Total Operating	\$ 75,807	\$ 499,841	\$ 510,537	\$ 2,631	0.52%
Total Center Theatre Operations	\$ 217,199	\$ 759,501	\$ 770,197	\$ 8,204	1.07%

TABLE 18C - PAGE 2 CITY OF MONROE BUDGET CENTER THEATRE					
Function/Activity	Actual 2021	Original Budget 2022	Revised Budget 2022	YTD Actual 2022	% Realized
Debt Service					
Installment Principal	\$ 190,300	\$ 185,975	\$ 185,975	\$ -	0.00%
Installment Interest	147,785	140,368	140,368	-	0.00%
Bonds Principal	-	-	-	-	NA
Bonds Interest	-	-	-	-	NA
Bonds Admin Fees	928	928	928	-	0.00%
Debt Issuance Cost	-	-	-	-	NA
Capital Leases Principal	-	314	314	25	8.06%
Capital Leases Interest	-	44	44	83	188.16%
Total Center Theatre Debt Service	\$ 339,013	\$ 327,629	\$ 327,629	\$ 108	0.03%
Total Center Theatre Expenditures	\$ 556,212	\$ 1,087,130	\$ 1,097,826	\$ 8,312	0.76%

NOTES:

Center Theatre Debt Service :
18 LOBs (Center Theatre)

	2022	Balance	Payoff Yr
	\$ 328,246	\$ 4,293,698	2039

**MINUTES OF THE
BOARD OF ADJUSTMENT MEETING
AUGUST 26, 2021 at 6:30 P.M.
Council Chambers
300 West Crowell Street
Monroe NC**

To S. Laney – e-mailed 8-27-21

Item 1. Call to Order

Chairman George Massey called the August 26, 2021 meeting to order at 6:30 p.m. The Clerk of the Board called the roll. Mr. Massey noted that there was a quorum present with five members.

Members Present: George Massey, Kenneth Deal, Lou Philippi, William Draper and George Smith

Members Absent: None

Staff Present: Doug Britt, Senior Planner; Keri Mendler, Planner; Ashley Britt, Assistant City Attorney; Joe McCollum, BOA Attorney; William Nance, Planning Intern and Maryann Brown, Administrative Assistant

Guests: Sherri Hartsell; Jeff and Sharon Darr; Marilyn Jordan; Charles Steele, Vicki Madill; Joe Wilson

Item 2. Approval of Minutes – Minutes of May 27, 2021 Meeting

Approval of the minutes for the meeting was requested.

Motion: William Draper moved to approve the minutes of the May 27, 2021 Meeting.

Second: George Smith

Action: The motion to approve the minutes passed unanimously with the following votes:

AYES: George Massey, Kenneth Deal, Louis Philippi, William Draper and George Smith

NAYS: None

Item 3. Conflicts of Interest

Mr. Massey asked if there were any conflicts of interest.

Louis Philippi said he would like to see some standards made, where, before you are declared a conflict, you must have some kind of evidence that it actually exists. He said he heard that somebody might have said this, over there, but they have no name, when they said it or to whom. He said the requirement to recuse he thinks is a lot of bull. He said he thinks that anybody who is familiar with anything under the

law, you need to have a little evidence before you do it. He said he would like to see this Board come up with some kind of standards that if you want to allege a conflict, you must meet the minimum standards.

Mr. Massey referred this to Mr. McCollum. Mr. McCollum said he is correct, you have to have some basis but it is ultimately up to the Board and they can vote on this. Mr. Philippi asked if it was up to the Board or the Chairman. Mr. McCollum said the Board can vote if it comes to a disagreement on whether there is conflict of interest. Mr. Philippi said he can live with this.

Kenneth Deal said for further clarification, the items on the agenda gives each member an opportunity if they feel they have a conflict of interest. He said, for example, a project came up in his neighborhood and he was actually one of the adjoining neighbors that was directly affected by the proposal. He said when he saw that, he felt it was a conflict of interest for him to vote for or against it being a member of the Board. He said he contacted Maryann and told her that he would have to recuse himself because he was directly affected by the project. He said this would be a conflict of interest for him to preside over a project that directly impacted him, whether he was for or against the project. He said this is the time a Board Member should speak up and say he does not feel he can vote on this particular project. He said he would like this item to remain on the agenda. He said another challenge is if another Board Member wanted to challenge a Board Member. He said this would be the time for this to happen.

Louis Philippi said he thought that another Board Member making a challenge has the obligation to have some evidence to present. He said show that the Board Member has a conflict and let the Board vote or just keep quiet and move on. Mr. McCollum said it could be brought up by the petitioner also.

Mr. Massey asked if this should be kept as a line item. Mr. McCollum agreed.

Item 4. Case PLZNA-2022-00029 Variance – The applicant, Sherri Hartsell, on behalf of Sign Connection, is requesting a Variance of 80 square feet to install an attached sign on the property located at 1817 Dickerson Blvd. (Tax ID #09-264-026)

Mr. Massey said that anyone who is going to give testimony in this case needs to be administered the oath. Keri Mendler, William Nance and Sherri Hartsell came forward and were sworn.

Mr. McCollum said, for the benefit of everyone here, and just to remind the Board, there are two (2) variances on tonight's agenda. He said in order to grant a variance, 4/5's of the members of the Board would have to vote for the variance. He said it is not a majority vote. He said it is different from a special use permit, which just requires a majority.

William Nance, Planning Intern, introduced this item and said it is a variance request at 1817 Dickerson Blvd. He said at this time he will introduce the Findings:

Findings:

1. The property located at 1817 Dickerson Blvd. is owned by Union Square Monroe, LLC and is zoned General Business. (Exhibit 1, 2)
2. The applicant submitted a variance application on August 2, 2021 in order to request an additional 80 square feet of signage for a total of 200 square feet. (Exhibit 3, 4)

3. The applicant is requesting a variance to Section 156.133 (W) of the Zoning Code. This section prohibits properties in the General Business District from having more than 120 square feet of attached signage. (Exhibit 5)
4. All adjacent property owners have been notified of the variance request. (Exhibit 6, 7)

William said he would be happy to answer any questions you may have and the applicant is also here to answer any questions.

Kenneth Deal said for clarification purposes, he asked William if this request is not only asking for a variance on the displayed sign on the building, but also on the marquee sign. William said the monument sign is not affected; this is just for the attached signage on the storefront.

Mr. Massey asked William if he received any calls from any of the other businesses. William said we have not.

Mr. Massey asked the applicant to come forward. Sherri Hartsell came forward and said she is a representative of Sign Connection. She said she is here to answer any questions that you may have.

Mr. Massey asked Ms. Hartsell if she had any additional comments to the information on the application. Ms. Hartsell said that she would like to point out that it is like a two (2)-part sign and if you count the square footage of the Ollie sign and the Good Stuff Cheap, those two (2) together, add up to 154 square feet, which would be within code if we could do it that way. She said, unfortunately, the ordinance says that we must include the box of the sign, which makes us count all that dead space there. She also said this is so far off Roosevelt, that the visibility from Roosevelt is very poor and we think that the larger sign would give them a better visibility.

Mr. Massey asked if there were any further questions.

William Draper asked if we were only dealing with the sign attached to the building. Ms. Hartwell said yes, but the monument sign is getting a reface on some of the tenant panels.

Mr. Massey asked Ms. Hartsell how does your sign compare to the previous sign for Harris Teeter. Ms. Hartsell said she does not know the exact square footage. Keri said we do not have that information available. She said that sign has been gone for a while and it would have been permitted a long time ago.

Mr. Massey said there are certain standards that this Board has to look at and have to be met and that is what we need to deal with:

1. It is the Board's CONCLUSION, that unnecessary hardship (would/~~would not~~) result from the strict application of the ordinance.

Motion: Louis Philippi made a motion that the unnecessary hardship would result from the strict application of the ordinance.

Second: George Smith

Action: The motion passed unanimously with the following votes:

AYES: George Massey, Kenneth Deal, William Draper, Louis Philippi and George Smith
NAYS: None

2. It is the Board's CONCLUSION, that the hardship (is/is ~~not~~) peculiar to the applicant's property.

Motion: George Smith made a motion that the hardship is peculiar to the applicant's property because this is an older building and it is going to be reused.
Second: William Draper
Action: The motion passed unanimously with the following votes:

AYES: George Massey, Kenneth Deal, William Draper, Louis Philippi and George Smith
NAYS: None

3. It is the Board's CONCLUSION, that the hardship (is/is not) the result of the applicant's own actions.

Motion: Louis Philippi made a motion that the hardship is not the result of the applicant's own actions because they did not make the rules, we did.
Second: William Draper
Action: The motion passed unanimously with the following votes:

AYES: George Massey, Kenneth Deal, William Draper, Louis Philippi and George Smith
NAYS: None

4. (a) It is the Board's CONCLUSION, that the variance (is/is ~~not~~) consistent with the spirit, purpose, and intent of the ordinance.

Motion: Kenneth Deal made a motion that the variance is consistent with the spirit, purpose and intent of the ordinance. The particular property in question is three (3) times the size of adjoining retail spaces and the ordinance is designed to make uniformity. This keeps it in uniformity by scale.
Second: George Smith
Action: The motion passed unanimously with the following votes:

AYES: George Massey, Kenneth Deal, William Draper, Louis Philippi and George Smith
NAYS: None

- (b) It is the Board's CONCLUSION, that in granting of the variance, the public safety (will/will ~~not~~) be secured and substantial justice (will/will ~~not~~) be achieved.

Motion: George Smith made a motion that in the granting of the variance will conform and it will improve the neighborhood or the property.
Second: William Draper
Action: The motion passed unanimously with the following votes:

AYES: George Massey, Kenneth Deal, William Draper, Louis Philippi and George Smith
NAYS: None

5. The variance (~~will~~/will not) result in the extension of a nonconforming situation in violation of § 156.90, and it (~~will~~/will not) authorize the initiation of a nonconforming use of land.

Motion: Louis Philippi made a motion that the variance will not result in the extension of a nonconforming situation in violation of Section 156.90 and it will not authorize the initiation of a nonconforming use of land.

Second: William Draper

Action: The motion passed unanimously with the following votes:

AYES: George Massey, William Draper, Louis Philippi, George Smith, and Kenneth Deal
NAYS: None

Mr. Massey asked for a motion to grant or deny the variance request.

Motion: Kenneth Deal made a motion to grant this variance based on the information provided.

Second: George Smith

Action: The motion to grant the variance passed unanimously with the following votes:

AYES: George Massey, Kenneth Deal, William Draper, Louis Philippi and George Smith
NAYS: None

THEREFORE, on the basis of the foregoing, IT IS ORDERED that the application variance Case PLZNA-2022-00029 be granted.

Item 5. Case PLZNA-2022-00025 Variance – The applicants, Jeffrey and Sharon Darr, are requesting a Variance to the maximum square footage of accessory structures in order to build a new accessory structure on the property located at 3914 Priceton Drive (Tax ID #09-295-108)

Mr. Massey said that anyone who is going to give testimony in this case needs to be administered the oath. Keri Mendler, William Nance, Jeffrey and Sharon Darr, Marilyn Jordan and Joe Wilson came forward and were sworn.

William Nance, Planning Intern, introduced this item and said tonight he is presenting a variance request for additional accessory square footage at 3914 Priceton Drive. He said at this time he will enter the Findings:

Findings:

1. The property located at 3914 Princeton Drive is owned by Jeffrey and Sharon Darr and is zoned R-40 (Residential Single - Family). (Exhibit 1, 2)
2. The applicants submitted a variance application on July 29, 2021 requesting an additional 3,000 square feet for accessory structures on the property. (Exhibit 3)
3. The principal structure of the house is 1,901 square feet. Therefore, accessory structure square footage shall not exceed this number. (Exhibit 4)
4. The variance is being requested in order to build a 1,500 square foot storage building with a 360 square foot covered awning. (Exhibit 5)
5. The current accessory structures on the property total 1,415 square feet. He said this leaves 486 square feet for accessory structures. He said the applicant has requested 3,000 additional square feet. (Exhibit 6)
6. All adjacent property owners have been notified of the proposed variance. (Exhibit 7, 8)

William said he would be glad to answer any questions at this time and the applicants are here as well.

Mr. Massey asked William if he received any calls from any of the residents. He said he received one (1) call from a resident.

Mr. Massey asked if there were any questions.

Kenneth Deal asked William if the call was for additional information. William said the caller was wondering what was going on and he let them know that they were going to build an accessory structure that would serve, as we were informed, for hobbies, workout area, and things like that.

Kenneth Deal said looking at the property from Princeton Drive, what is the address of the house on the left. The owner and neighbor of that house was present at this meeting.

Mr. Massey asked the applicant to come forward. Mr. Jeffrey Darr came forward and said he had lived there for over 30 years and had the opportunity to purchase property to make his lot bigger. He said some of the land is in the flood plain and there is a City right-of-way behind there for the sewer. He said he was going to use some of the other parts of that to build this accessory garage. He said he tries to take care of the right-of-ways, he has put extra drainage, and he has put in erosion control for this until some grass grows. He said he tries to take care of his property the best he can. He said his neighbor, Ms. Jordan, is here.

Kenneth Deal said to Mr. Darr that he has asked to build a 1,500 square foot structure that is a nice looking structure. He said he understands that he (Mr. Darr) is asking for a 3,000 square foot variance. Mr. Darr said it is his understanding that the awning has to be part of that 1,500 square feet so it is running about 2,000 square feet. Mr. Deal asked Mr. Darr if he is asking for anything additional than the building of this structure. Mr. Darr said no. He said he does not want to sell himself short.

George Smith asked Mr. Darr if it had a second floor. Mr. Darr said no, it is a steel structure.

George Smith asked Mr. Darr is it basically a garage. Mr. Darr said yes. He said a garage, storage, and workout room.

Mr. Massey asked if anyone would like to come forward. Ms. Marilyn Jordan 3901 Princeton Drive came forward and said she lives next door and does not have a problem with this. She said she has lived here 20 years.

Mr. Massey said there are certain standards that this Board has to look at and have to be met and that is what we need to deal with:

1. It is the Board's CONCLUSION, that unnecessary hardship (would/would not) result from the strict application of the ordinance.

Motion: Kenneth Deal made a motion that the unnecessary hardship would result from the strict application of the ordinance considering the ordinance was not written with property sizes in mind.

Second: William Draper

Action: The motion passed unanimously with the following votes:

AYES: George Massey, Kenneth Deal, William Draper, Louis Philippi and George Smith

NAYS: None

2. It is the Board's CONCLUSION, that the hardship (is/is not) peculiar to the applicant's property.

Motion: Louis Philippi made a motion that the hardship is peculiar to the applicant's property.

Second: George Smith

Action: The motion passed unanimously with the following votes:

AYES: George Massey, Kenneth Deal, William Draper, Louis Philippi and George Smith

NAYS: None

3. It is the Board's CONCLUSION, that the hardship (is/is not) the result of the applicant's own actions.

Motion: Kenneth Deal made a motion that the hardship is not the result of the applicant's own actions given the fact that nothing has been constructed to date.

Second: George Smith

Action: The motion passed unanimously with the following votes:

AYES: George Massey, Kenneth Deal, William Draper, Louis Philippi and George Smith

NAYS: None

4. (a) It is the Board's CONCLUSION, that the variance (is/is not) consistent with the spirit, purpose, and intent of the ordinance.

Motion: Louis Philippi made a motion that the variance is consistent with the spirit, purpose and intent of the ordinance.

Second: William Draper

Action: The motion passed unanimously with the following votes:

AYES: George Massey, Kenneth Deal, William Draper, Louis Philippi and George Smith

NAYS: None

- (b) It is the Board's CONCLUSION, that in granting of the variance, the public safety (will/~~will not~~) be secured and substantial justice (will/~~will not~~) be achieved.

Motion: George Smith made a motion that in the granting of the variance, the public safety will be secured and substantial justice will be achieved

Second: Kenneth Deal

Action: The motion passed unanimously with the following votes:

AYES: George Massey, Kenneth Deal, William Draper, Louis Philippi and George Smith

NAYS: None

5. The variance (will/~~will not~~) result in the extension of a nonconforming situation in violation of § 156.90, and it (will/~~will not~~) authorize the initiation of a nonconforming use of land.

Motion: Louis Philippi made a motion that the variance will not result in the extension of a nonconforming situation in violation of Section 156.90 and it will not authorize the initiation of a nonconforming use of land.

Second: Kenneth Deal

Action: The motion passed unanimously with the following votes:

AYES: George Massey, William Draper, Louis Philippi, George Smith, and Kenneth Deal

NAYS: None

Mr. Massey asked for a motion to grant or deny the variance request.

Motion: Kenneth Deal made a motion that the variance be granted and that the structure be in the exact specifications as submitted on the engineering drawings provided with the proposal.

Second: William Draper

Action: The motion to grant the variance passed unanimously with the following votes:

AYES: George Massey, William Draper, Louis Philippi, George Smith, and Kenneth Deal

NAYS: None

THEREFORE, on the basis of the foregoing, IT IS ORDERED that the application variance Case PLZNA-2022-00025 be granted.

Item 6. **Case PLSUP-2022-0031 Special Use Permit – The applicant, Charles Steele, is requesting a Special Use Permit to operate a hair salon in a detached structure on the property located at 2024 Griffith Road (Tax ID #09-247-001-A)**

Mr. Massey said that anyone who is going to give testimony in this case needs to be administered the oath. Doug Britt, Charles Steele and Vicki Madill came forward and were sworn.

Doug Britt, Senior Planner, introduced this item and said it is a request for a Special Use Permit by Charles Steele for 2024 Griffith Road. He said at this time he will enter the Findings:

Findings:

1. The property at 2024 Griffith Road is currently owned by Charles Steele and is zoned R-20 (Residential- Low Density). (Exhibit 1, 2)
2. The applicant submitted a Special Use Permit Application on August 3, 2021 requesting to operate a home occupation (hair salon) in a detached structure on the property located at 2024 Griffith Road. (Exhibit 3)
3. According to Section 156.129, Home Occupation, customary home occupations may be conducted in an accessory building subject to the issuance of a special use permit by the Board of Adjustment. (Exhibit 4)
4. All adjoining property owners have been properly notified of this special use permit. (Exhibit 5)

Doug said he will be glad to answer any questions and the applicant is here to answer any questions as well.

Mr. Massey asked Doug if he received any calls from any of the neighbors regarding this request. Doug said he did not.

Mr. Massey asked the applicant to come forward. Mr. Charles Steele came forward. Mr. Massey asked him if he had any additional comments to add to your application. Mr. Steele said no. He said he is the 10th generation on that farm; he lived in Union County his whole life. He said before he came to this meeting he found a 1953 newspaper article about his Great, Great Grandfather who is the 6th generation there. He said he is the President of the Union County Cattlemen's Association. He said he has been a big part of Union County and has always lived here, supported everything, and would like to have a little salon on the property.

Kenneth Deal said to Mr. Steele that he understands by your application you are basically demoing the building and building a new structure. Mr. Steele said that is correct. He said it was an existing milk barn. He said we looked to see if there were enough bones in the foundation and structure to convert it to the salon. He said he was told it just doesn't have enough bones and said he probably needed to take that building down, put in a new foundation and a metal building. He said it is a farm setting so he just wants to incorporate the salon as part of the farm. Mr. Deal asked if there were any plans to erect signs along Griffith Road indicating that it is back there. Mr. Steele said they haven't even addressed this; this is step one for us.

Mr. Massey said there are certain standards that this Board has to look at and have to be met and that is what we need to deal with:

- A. **The use will not materially endanger the public health or safety if located, designed, and proposed to be operated according to plan.**

Motion: Kenneth Deal made a motion that this **standard is met** because the use will not materially endanger the public health or safety if located, designed, and proposed to be operated according to plan. The physical location creates no traffic hazard and the applicant has already stated in the application that they will meet all State and Local health requirements. Therefore, they have demonstrated they have met the standard

Second: William Draper

Action: The motion to approve passed unanimously with the following votes:

AYES: George Massey, Kenneth Deal, Louis Philippi, William Draper, and George Smith

NAYS: None

- B. **The use or development complies with all regulations and standards of the City of Monroe Zoning Ordinance, as well as any other state or local rule or regulation governing the development of land.**

Motion: Kenneth Deal made a motion that the **standard is met** because the applicants has already stated that they intend to keep all appropriate permits and health organizations' regulations as stipulated.

Second: George Smith

Action: The motion to approve passed unanimously with the following votes:

AYES: George Massey, Kenneth Deal, Louis Philippi, William Draper, and George Smith

NAYS: None

- C. **The use or development will not adversely impact surrounding property and will not substantially injure the value of adjoining property.**

Motion: George Smith made a motion that the **standard is met** because the amount of land owned by the applicant sets a good buffer between it and adjacent properties.

Second: Louis Philippi

Action: The motion to approve passed unanimously with the following votes:

AYES: George Massey, Kenneth Deal, Louis Philippi, William Draper, and George Smith

NAYS: None

- D. **The location and character of the use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located and will be in general conformity with the Monroe Land Development Plan.**

Motion: Kenneth Deal made a motion that the **standard is met** because the size of the property and the use of the property is well within the current zoning of the Monroe Land Development Plan and is a good use of the property.

Second: George Smith

Action: The motion to approve passed unanimously with the following votes:

AYES: George Massey, Kenneth Deal, Louis Philippi, William Draper, and George Smith

NAYS: None

Mr. Massey asked for a motion to grant or deny the Special Use Permit request.

Motion: William Draper made a motion to grant the issuance of the Special Use Permit

Second: Kenneth Deal

Action: The motion to grant the Special Use Permit passed unanimously with the following votes:

AYES: George Massey, Kenneth Deal, Louis Philippi, William Draper, and George Smith

NAYS: None

Mr. Massey said the Special Use Permit Case PLSUP-2022-0031 request has been granted.

Item 7. Chairman and Vice Chairman Appointments

Keri introduced this item. She said in order to meet the deadline for the next Citizens Appointment Committee in September, she asked the Members to make a recommendation for Chairman and Vice Chairman as Mr. Massey will be rolling off at the end of this year as Chairman. She said Mr. Deal just joined so his term as Vice Chairman does not roll off yet. Ashley Britt said that is correct. She said his term just started so he can still stay Vice Chairman unless he wanted to apply for Chairman. Keri said it is up to the Members to make a recommendation and it would be forwarded to Citizens Appointment Committee in order to make the final decision on that.

Kenneth Deal asked if there was any State rule that is requiring that Mr. Massey rotate off the Chairman position. Keri said this is a local or City requirement that was changed a few years ago for Chairman and Vice Chairman to have term limits.

Motion: Kenneth Deal made a motion that we petition the City Council to reconsider that decision and let Mr. Massey stay on for another term.

Second: William Draper

Louis Philippi said there has been no discussion. He said most of the Boards that he has been on everybody gets a chance to be sitting in the big seat and taking [could not understand] otherwise you get a bureaucracy built up that doesn't change. He said that is his two cents. He said, however, the Board has

spoken. Mr. Deal said the Board has not spoken; we haven't finished voting. He said to Mr. Philippi that you are a no vote then. Mr. Philippi said correct. George Smith said he was a no vote as well. Mr. Deal said it is a two and two vote and you cannot vote for yourself.

Action: The motion that we petition the City Council to reconsider that decision and let Mr. Massey stay on for another term failed with the following votes:

AYES: Kenneth Deal and William Draper

NAYS: Louis Philippi and George Smith

Mr. Massey said in lieu of the tied vote, he would like to nominate Kenneth Deal as the Chairman. Keri said it is just a consensus on what you would like to move forward or not a consensus. She said if there is a consensus of who you would like to move forward or if there are multiple recommendations, we would just move it forward to the Citizens Appointment Committee for them to consider.

Louis Philippi asked Keri if the Citizens Appointment Committee did any research on their own. Keri said typically the Committee is made up of existing members of the City Council. Mr. Philippi said when the Committee wants to appoint, do they do research. Keri said ultimately they make the decision. She said these recommendations just give this Board an opportunity to forward a recommendation to them. She said the Committee can go with your recommendation or they can also go against your recommendation. She said as a Board, it is just a recommendation on who you would like to move forward as Chairman and Vice Chairman.

Louis Philippi asked Keri again if the Committee does any research or knows anything about us. Keri said they would have your application. Doug said the Committee is just asking for a consensus among the group, not what you think the Committee should or shouldn't do.

Ashley said this is the same Committee that reviewed your application for appointment to this Board. She said they would be recommending the appointments to City Council and City Council would be the one who is the ultimate decision-maker.

Keri said they have your applications because it is the same Committee that recommended you to City Council and ultimately that is why you are here on this Board. Louis Philippi said that makes sense.

Keri said if there are no other recommendations, we will move forward with Mr. Massey's recommendation of Mr. Deal as Chairman. She said we can decide on Vice Chairman at a later date. Ashley said or the Committee may recommend a Vice Chairman to Council without a recommendation from you.

Kenneth Deal asked if there was someone interested in the position so they know. Louis Philippi said we all serve as we are asked to serve. George Smith asked what the Vice Chairman does. Mr. Deal said he fills in when the Chairman cannot be at the meeting. Mr. Smith said he could do that if no one else wants it. Mr. Deal said to Keri that she now has a recommendation for Chairman and Vice Chairman. He said these positions will not be effective until January.

Keri said she will forward these recommendations to the Citizens Appointment Committee.

Item 8. **Next Meeting – September 23, 2021**

Item 9. **Adjournment**

Motion: Kenneth Deal made a motion to adjourn the meeting.

Second: William Draper

Action: The motion to adjourn passed unanimously with the following votes:

AYES: **George Massey, Kenneth Deal, Louis Philippi, William Draper and
George Smith**

NAYS: **None**

The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

George Massey
Chairman

Maryann Brown
Clerk of the Board

CITY OF MONROE
CITY COUNCIL STRATEGIC PLANNING MEETING
JUNE 8, 2021
MINUTES

The City Council of the City of Monroe, North Carolina, met in a Strategic Planning Meeting electronically at 4:00 p.m. on June 8, 2021 with Mayor Bobby Kilgore presiding.

Present: Mayor Bobby Kilgore *(via Zoom)*, Council Member Surluta Anthony *(via Zoom)*, Council Member Freddie Gordon *(via Zoom)*, Council Member Angelia James *(via Zoom)*, Council Member Lynn Keziah *(via Zoom)*, Council Member Franco McGee *(via Zoom)*, City Manager E.L. Faison *(via Zoom)*, City Attorney S. Mujeeb Shah-Khan *(via Zoom)*, and City Clerk Bridgette H. Robinson *(via Zoom)*.

Absent: Mayor Pro Tem Marion Holloway.

Visitors: Brian Borne *(via Zoom)*, Matthew Black *(via Zoom)*, Ashley Britt *(via Zoom)*, Peter Cevallos *(via Zoom)*, Russ Colbath *(via Zoom)*, Mary Lou Connelly *(via Zoom)*, Angela Duncan *(via Zoom)*, Tonya Edwards *(via Zoom)*, Ron Fowler *(via Zoom)*, Debra C. Reed *(via Zoom)*, Bruce Bounds *(via Zoom)*, Bryan Gilliard *(via Zoom)*, David Lucore *(via Zoom)*, Sarah McAllister *(via Zoom)*, Chris Platé *(via Zoom)*, Lisa Stiwinter *(via Zoom)*, Lisa Strickland *(via Zoom)*, Pete Hovanec *(via Zoom)*, Teresa Campo *(via Zoom)*, Matthew Black *(via Zoom)*, and Rob Miller *(via Zoom)*, and others *(via Zoom)*.

Mayor Kilgore called the City Council Strategic Planning Meeting of June 8, 2021 to order at 4:00 p.m. and took roll call. A quorum was present.

Item No. 1. Fiscal Year 2021-2022 Budget Discussion. Finance Director Lisa Strickland advised that this was continued discussions of the Fiscal Year 2021-2022 Budget discussion. She advised that there were a couple of previously discussed unfunded initiatives and Staff wanted to present optional funding levels for those and seek Council's guidance on whether or not they would like to fund them in this current year Budget.

Ms. Strickland advised that those unfunded initiatives were to increase the City's paving program. She advised that the existing funding was about \$1 million and wanted to expand this program to better meet the needs of road restoration and paving. Ms. Strickland advised that it was also to fund an additional Fire Station #6 which was in an area that had slow response times. She advised that the current Budget was projected with a revenue neutral rate of 50.25 cents. Ms. Strickland advised that neither one of these initiatives were included in the proposed Budget which was scheduled to be heard at the June 8, 2021 City Council Regular Meeting.

Ms. Strickland advised that if Council wanted to include one of these initiatives, Staff could take action at this Meeting for that to be included. She advised that there were different funding levels for Council's consideration.

Ms. Strickland advised that originally, there had been discussions about a three cent increase to cover these which would provide about \$1 million for street paving and about \$350,000 for Fire Station #6 or there could be a lesser amount of one or two cents as these were just examples of the funding level. She advised that Council could certainly change these amounts or designate funding however they wished as Staff requested guidance from Council.

Council Member Anthony inquired that if the City funded the paving initiative, would that keep the City at where it would only be a one cent difference in the taxes. She advised that she thought Council was talking about doing the temporary Fire Station for now which would give protection to those residents in the area of Fire Station #6. Council Member Anthony inquired what it would do if only the paving was funded.

Ms. Strickland advised that a one cent increase would generate \$446,000 towards that program and would certainly increase it over the \$1 million that was currently funded and place it over last year's funding. She advised that last year, the paving program was funded at \$1.3 million and actually had gone down this year so it was put back where it was plus a little bit more. Ms. Strickland advised that the intent was to locate a temporary Fire Station, staff it over time, purchase some new equipment at different stations and transfer some of that equipment to Fire Station #6. She advised that it would just take a little bit longer period of time to accomplish that goal.

Mayor Kilgore inquired if the \$300,000 for street paving would be an additional \$300,000 more than last year's paving budget.

Ms. Strickland advised that the \$300,000 would put the City back where it was last year.

Mayor Kilgore inquired why the amount went down \$300,000.

Ms. Strickland advised that there was an allocation that was set aside where the Budget was being infused with \$350,000 from that reservation every year and it ran out.

Council Member Anthony inquired if it was underfunded.

Ms. Strickland advised that she did not know if it was underfunded as it was \$1.3 million last year and it was at \$1 million this year. She advised that the replacement level was not really adequate to keep up with the degradation of the roads as they were degrading quicker than the City was replacing them.

City Manager Faison clarified that about six years ago, an assignment of Fund Balance was used that earmarked money for street paving. He advised that it was an amount of money from Fund Balance and it stayed in Fund Balance. City Manager Faison advised that each year, a portion of the \$350,000 was added to the amount from operating revenues to use towards the annual street paving contract. He advised that whatever the total assignment amount was consumed the current Fiscal Year for annual street paving.

Mayor Kilgore inquired how much Powell Bill money would the City receive this year.

Ms. Strickland advised that the City received \$907,879 this year and it was cut by just over \$35,000 by the State due to COVID-19.

Mayor Kilgore inquired how much did the vehicle tax generate at \$30 per vehicle.

Ms. Strickland advised that brought in about \$840,000.

Mayor Kilgore advised that the \$900,000 Powell Bill funds and \$840,000 vehicle tax would provide over \$1.3 million.

Ms. Strickland advised that the City was using \$152,000 out of the Powell Bill allocation for the street paving and did not use all of it as part of it went toward different equipment purchases that the City needed. She advised that some of the City's projects were funded by that Powell Bill allocation such as sidewalks.

Ms. Strickland advised that the City only used \$152,000 of the Powell Bill funding that was received toward the paving program as there were other obligations that were paid such as some City projects that had matches with the North Carolina Department of Transportation (NCDOT). She advised that some of the bigger equipment purchases for dump trucks or heavy equipment for the in-house crews had become aged and needed to be replaced were bought from Powell Bill funds. Ms. Strickland advised that there were many different uses for it and it might even pay a Staff member from there, but did not use the entire Powell Bill allocation for street paving. She advised that the allocated amount toward the paving program currently consisted of the \$152,000 and the \$840,000 vehicle fee and made up the \$1 million for the current paving program. Ms. Strickland advised that the additional \$300,000 that they were using went away this year and Staff was looking to replace that with a sustainable funding mechanism such as the tax increase to be able to keep the paving program at the current level or improve it.

Council Member Gordon advised that the additional money that Staff was seeking for paving was to cover increases in paving costs and the quicker deterioration of our streets.

Ms. Strickland advised that was correct.

Council Member Gordon advised that he was prepared to make a motion.

Council Member Keziah advised that he thought revenue neutral was 48 cents and if three cents were added onto that from revenue neutral, he could not support it.

Ms. Strickland advised that the revenue neutral rate as calculated per State statute was 50.25 cents. She explained that the State statute gave the City an exact calculation that Staff had to use to calculate the revenue neutral rate and there was only one rate.

Council Member Anthony advised that she could not support a three cents tax increase.

Council Member McGee inquired if the funds that the City received from the Coronavirus Aid, Relief, and Economic Security (CARES) Act and the American Rescue Plan (ARP) were not able

to be utilized to supplement other deficits that the City had with respect to the Budget for paving and other things instead of raising taxes and other funds that had been disseminated down to local government or municipalities. He inquired if so, how much did the City receive and where were they allocated to and if not, then why.

Council Member Anthony inquired if any Federal Emergency Management Agency (FEMA) funds could be used because she was sure some roads were tearing up and damaged some environmental things.

Ms. Strickland advised that the CARES Act funding that the City received was an amount that was allocated through the County. She advised that Staff specifically allocated that for reimbursement of Public Safety salaries. Ms. Strickland advised that the other CARES Act funding received was specifically for recreation programs that were provided in the Recreation Centers when the children were out of school for different tutoring and care. She advised that there was one other amount that was received for \$70,000 or \$80,000 for airport operations; however, the City had not received any of the ARP funding yet. Ms. Strickland advised that the City had an allocation; however, those funds had not been passed along as of yet and should receive the first allocation this month, but she did not believe that paving would be an approved use of those funds and thought it was specifically excluded.

Council Member McGee inquired how much were the CARES Act funds that the City received and what was the projected amount from the ARP funding.

Ms. Strickland advised that the ARP funding would be \$10.4 million and the CARES Act funds received as a pass through from Union County was \$888,000.

Council Member McGee inquired if none of those funds could be used to fill some of the gaps with respect to paving and things of that nature. He advised that he understood that the funds were used for salaries which was interesting that the City was using salaries for CARES Act money when it should be using it for things to help the City as a whole and for deficits. Council Member McGee inquired how Staff came up with how the monies were disseminated and could those monies be used for paving.

Ms. Strickland advised that they were not eligible for any use other than specific ones that were listed in the grant documents and were very limited for cities and salaries was one of the only applicable uses of that large amount that was passed through. She advised that the City would not have been able to use that for any kind of paving.

Council Member Anthony advised that she was confused when Ms. Strickland advised “reimbursement of Public Safety salaries” and inquired if some officers had to work overtime. She inquired how were those salaries being reimbursed and if they were in the grant and the grant ran out and the City had to pick up the salaries because she did not understand.

Ms. Strickland advised that it was just a federal grant that was passed down through the counties that was one of the allowable award uses of that money. She advised that when the City applied for it through the County, it could be used for salaries and the City’s was already budgeted and

had already been paid, but the City actually received reimbursement for salaries that were paid in that Fiscal Year.

City Attorney Shah-Khan advised that the issue was with the CARES Act funding. He advised that it paid for related COVID costs and in the Federal bill, it made clear that costs incurred for public safety due to COVID would be eligible and in the City's case, the public safety costs that had been budgeted and would have been expended, were deemed eligible funding, but that was the only funding the City was eligible for under CARES Act.

City Attorney Shah-Khan advised that with respect to ARP, while the \$10.4 million was out there, it was over a two-year period and the funding would come later this year and the second next year and the funding primarily was new infrastructure; however, Staff was still waiting on additional guidance from the federal and state government on what it could be used for. He advised that he wanted to make sure that it was perfectly clear on the CARES Act funding that the City was limited in what was able to use it for. City Attorney Shah-Khan advised that it was Public Safety salaries that were deemed in the judgment of the bodies that provided the funding that were related to COVID response and in that case, that would have been police and fire.

Council Member Anthony inquired if he was saying that the City incurred extra public safety expenses because of and during COVID-19.

City Attorney Shah-Khan advised that was not what Staff was saying. He advised that the funding that was eligible to be reimbursed were funds that were incurred due to COVID-19 and under the way the program was set up, costs that were related to the City's COVID-19 response were deemed a whole, the City's full public safety response. City Attorney Shah-Khan advised that he would defer to the City Manager and the Finance Director on that process, but that was the CARES Act funding requirements from the North Carolina General Assembly from the program that went through to the County required. He advised that it was not that there were additional costs if there was over time, it would have been covered in that, but it was also what the City had incurred.

Council Member McGee advised that from the reimbursement standpoint, Ms. Strickland advised that the City had it budgeted, but because it was eligible for use from the CARES Act, the money was sent back to the City and we were able to keep those funds. He advised that if the City were able to retain those funds, were they already budgeted due to the fact that the CARES Act allowed the City to benefit from those. Council Member McGee inquired what the City did with the funds once they were reimbursed.

Ms. Strickland advised that they were reimbursed to the City and took the place of the money that was spent on those salaries. She advised that the extra money would go into Fund Balance like any other amount that was left at the end of a Fiscal Year.

Council Member McGee inquired if she was saying that the monies that were already budgeted for public safety that the City received due to the CARES Act allotment, when those funds were received and because the City did not have to use them, those funds were returned to the General Fund.

Ms. Strickland advised that because public safety was in the General Fund, any excess funding would go back into Fund Balance at the end of the Fiscal Year. She advised that in the Fund Balance at the end of last Fiscal Year, the City received that funding and it was recorded in last Fiscal Year.

Council Member McGee advised that he wanted to make sure that Ms. Strickland answered his question. He advised that he was saying that the money that was budgeted for the Public Safety, she was advising that money was already budgeted for salaries.

Ms. Strickland advised that was correct.

Council Member McGee advised that the City received those funds from CARES Act because the City was able to use that for CARES Act, so the City did not have to use that money that was budgeted.

Ms. Strickland advised that was correct so that money did go back into Fund Balance.

Council Member McGee inquired that instead of that money going back into Fund Balance if it was already budgeted, why could those funds not be allocated to cover some of the other deficits within the City. He advised that it seemed to him that some money could have been moved around to be able to use some other monies because CARES Act was going to allow the City to be used for public safety, it seems like could have been able to use those funds elsewhere and was that an option.

Ms. Strickland advised that Staff did that and this year was utilizing Fund Balance to fund many different capital items and other one-time expenditures and that money was in the mix.

Council Member McGee inquired how much money the City got reimbursed.

Ms. Strickland advised that the City should have gotten about \$888,000.

Council Member McGee inquired if the \$888,000 could have been used and reallocated those funds to help some of the other deficits throughout the City.

Ms. Strickland advised that the City received it right at the end of the fiscal year, so the City could not use it within the current fiscal year without a BA, but it was in the Fund Balance that Staff was working with and was allocated toward the current proposed Budget.

Council Member McGee inquired if the City could not use any of those funds to go towards the paving and the Fire Station since those monies were available that did not have to be utilized in the City's budget.

Ms. Strickland advised that they could be used; however, it would be as a one-time infusion into the program which would be good. She advised that the tax increase would provide a recurring revenue source for those programs.

Council Member McGee inquired if that money had not been earmarked to cover any other deficits that the City had during COVID-19.

Ms. Strickland advised that it had just been placed in Fund Balance and almost \$3.4 million of Fund Balance was being used in the proposed Fiscal Year Budget.

City Manager Faison advised that every month during the Consent section of the Regular Meeting Agenda, he summarized the different elements of Fund Balance (assigned and unassigned). He advised that he would summarize them later on tonight and the unassigned General Fund Balance was approximately \$6.9 million.

City Manager Faison advised that in preparing the Budget for the next Fiscal Year, he was reluctant to use substantial amounts of Fund Balance because there were a couple of major capital projects coming in. He advised that bids were due next week for the Police Station and Senior Center. City Manager Faison advised that from the date of design on those two major initiatives, there had been tremendous inflation in materials such as lumber, steel, etc. and having some funds in unassigned Fund Balance could help to close the gap in what was prefunded through retained earnings or Fund Balance and what was programmed as debt service for those two projects.

City Manager Faison advised that as Ms. Strickland mentioned and some of the questions that had elevated, unassigned Fund Balance was an alternative and could be used for any number of projects to include street paving.

Council Member Gordon advised that if the City received money from the federal government that could be used for something specifically and the City had already budgeted and spent the City's money, that money then went into the Fund Balance and the Fund Balance was an amount of monies that the City could use to support other mainly capital projects. He advised that it was always available and could be spent on streets, Fire Station or a new police station; however, the City was not sending it back to the government and was keeping it and trying to use it for good reason.

City Manager Faison advised that was correct.

Mayor Kilgore requested clarification on the revenue neutral tax rate and the amount.

Ms. Strickland advised that the General Statute required that the revenue rate be calculated as by determining a rate that would produce revenues equal to those produced for the current Fiscal Year (48.5 cents would produce revenues equal to the current Fiscal Year). However, she advised that the State statute also advised that the rate was increased by a growth factor equal to the average percentage increase in the tax base due to improvements since the last general reappraisal. Ms. Strickland advised that every year, the City's tax base grew because of new homes, new industry or new things being added to the community that were being taxed and part of the City's base that was included in annual revenue. She advised that this rate was adjusted to account for any kind of annexations or de-annexations.

Ms. Strickland advised that in Fiscal Year 2022, the \$4.5 billion was provided to the City from the County so when Staff tried to generate the same amount that was received in the current year, 48.97 cents would generate that. She advised that any annual percentage of new growth or new businesses was equal to 2.62% so when factored into it, the revenue neutral tax rate as calculated by State Statute was 50.25 cents and that yields the City's levy of what was budgeted and presented in the proposed Budget for tonight's public hearing of \$22.6 million.

Council Member Keziah advised that based on that, there was no reason for Council to add three pennies onto this as it was already in it at 2.62%. He advised that if the three cents were put in, that would be hitting the general public with a pretty good tax increase.

Council Member Gordon advised that the additional three pennies were designated for two items. He advised that one was increasing the street paving funding to get closer to the curve of keeping up with streets that were deteriorating and that was certainly something Council heard from citizenry quite often. Council Member Gordon advised that the other portion of it was to develop a fund to support the payments to a new Fire Station which Council had already ascertained needs to be there due to the response time and had known this for several years and had not made a provision for it. He advised that the extra money would be spent on City-needed funding and was not going to be spent unwisely.

Council Member McGee advised that before Council Member Gordon made the motion and while he agreed, he advised that the City was also in a pandemic. He advised that Council had waited, paused, and readjusted and also needed to be cognizant of people that were dealing with COVID-19 and the pandemic and still trying to make ends meet to survive this terrible unprecedented time these last couple of years.

Council Member McGee advised that he was all for raising taxes to make improvements to the City; however, he was also very cognizant of what was being dealt with at the current moment. He advised that as Staff was careful in how things were budgeted, he wanted to be strategic and do the same thing when discussing raising taxes.

Council Member McGee advised that he felt like Council should adhere to the proposal for the roads because of being desperately needed. He advised that as Council Member Anthony advised earlier, Council had talked about putting a temporary building to accommodate Fire Station #6 and felt like that needed to be done until coming out of the pandemic. Council Member McGee advised that once the City was back on its' feet and things were on the up, then he felt like could raise taxes and make things happen. He advised that he would like to remove the Fire Station and look at the paving because the City's roads were terrible and he wanted to make sure that Council was addressing those issues because they constantly heard that the roads needed some attention.

Council Member McGee advised that Council should take a look at street paving, pause on Fire Station #6 or if Council wanted to do the temporary structure to accommodate those in that area; however, he did not think that the street paving could wait. He advised that if any of that could be done without raising taxes then that was fine; however, if taxes need to be raised one cent to be able to accommodate that, he would rather raise it one cent as opposed to three cents to give people

a break making sure that they were able to live the way that they needed to live and survive this pandemic and felt like that was something Council needed to really pay attention.

City Manager Faison advised that everyone sensed the concern over any type of a tax increase. He advised that if Council was of the mind, put this initiative aside and revisit it later in the Fiscal Year with the idea of possibly using Fund Balance to increase the amount of money for street paving. City Manager Faison advised that to give Staff a chance to see what the bids came in for the Police Station and Senior Center. He explained that he would not want to needlessly jeopardize those projects by reducing what was currently projected in unassigned Fund Balance, and there was a lot of concern with whether it was one, two or three cents or anything and advised putting these things aside for now and revisit it in a few months and the City might be in a better position.

City Manager Faison advised that there might be some confusion over what the funds were intended for the Fire Station #6 initiative. He advised that whether it was one, two, or three cents did not build Fire Station #6 as there was already money in assigned Fund Balance for the temporary station and had sufficient funding. City Manager Faison advised that these additional funds go towards the future requirements of staffing, equipping and building as additional dollars would be needed. He advised that his concern and interest with proposing this was to make a solid movement towards getting Fire Station #6 as a permanent facility although even at this level, it was easily three, four or five years down the road in terms of full funding.

Council Member Anthony advised that from the onset, she wanted to do additional funding for the paving and perhaps put the temporary station in next year's Budget. She advised that since there was some money already set aside in Fund Balance for the temporary station and Council knew when the initiative came up that it would take four, five six years to build and next year perhaps the City would be better footed to look at putting a little more money to actually have a permanent building. Council Member Anthony advised that she could not vote for more than a one cent increase, but realized that the paving was imperative.

Council Member James advised that with regard to what Council did with setting aside money for the Airport and no tax increase, she felt that the same process could be used to set aside money for the Fire Station as well.

Council Member McGee moved that Council fund paving and wait on Fire Station #6 and utilize the funds that were already there to move towards the temporary building. Council Member Anthony seconded the motion.

Council Member James inquired if Council Member McGee was saying to have a revenue neutral rate and then the Fund Balance funding from the CARES Act would be used for paving.

Council Member McGee advised that the funds would come from the General Fund, no tax increase, and utilize the funding as having to address the street paving and since Fire Station #6 had already been earmarked, then there should not be any funds needed for that. He advised that he recommended no tax increase and utilizing what was had to adjust the street paving deficits and then next year when the City was in a better position, move forward with seeing if more money could be added to it.

City Attorney Shah-Khan advised that Council Member Gordon was intending to make a motion before Council Member McGee; however, it was up to Mayor Kilgore as the presiding officer to decide whether to go ahead since there now was a motion made by Council Member McGee and seconded by Council Member Anthony, in lieu of Council Member Gordon's. He advised that he thought the question was that Council Member McGee had amended his motion to be at the revenue neutral rate and made recommendations with respect to the use of Fund Balance, but only with revenue neutral rate.

Council Member Anthony advised that she was opposed to anything other than one cent; however, she was under the impression that the additional \$300,000 would necessitate one cent. She advised that if Council could do a revenue neutral rate, she would be happy; however, she would accept one cent.

City Attorney Shah-Khan advised that Council Member Anthony had not seconded Council Member McGee's motion because she was apparently saying that she was supportive of a one cent increase unless she was saying that she was seconding Council Member McGee's revenue neutral motion, his motion had no second.

Mayor Kilgore inquired Council Member McGee to restate his motion.

Council Member McGee inquired at the revenue neutral rate, what monies were available at this point that would go towards street paving.

City Manager Faison advised that other than what Ms. Strickland summarized coming from the vehicle fee and approximately \$130,000 or \$140,000 Powell Bill funds, that would be typically earmarked for paving. He advised that there was not any additional money being earmarked and had requested Council to consider pausing this until bids came in for the two capital projects and after that point, possibly consider unassigned Fund Balance. City Manager Faison advised that in Council Member McGee's motion, there was no additional dollars identified to be used for paving.

Council Member McGee advised that he agreed with City Manager Faison. He advised that he wanted to address that concern where Council could wait on it and was trying not to raise any taxes right now due to the fact of dealing with a pandemic and after that, Council could address the issue by utilizing some Fund Balance for street paving concerns. Council Member McGee advised that he definitely did not want to use any monies for the Fire Station since monies were already earmarked for the temporary structure. He advised that if there were monies that could be used for street paving to address some of the issues, then he was willing to do that and wait as City Manager Faison requested.

City Manager Faison thanked Council Member McGee; however, he would suggest that if a motion was to be made then just pause further consideration of the unfunded initiatives until later in the Fiscal Year.

Council Member Anthony advised that she would rescind her second and inquired when it would come up again in the Fiscal Year.

City Attorney Shah-Khan advised that given the rescinding of the second, Council Member McGee's motion would then die for a lack of a second unless he wished to make a new motion or Council Member Gordon wished to make a motion.

Council Member McGee advised that he would second the motion after City Manager Faison's explanation, but he was readdressing the motion where Council would pause and reassess at a later time.

Council Member Anthony inquired when it would be brought back as she was ready to second the motion.

Ms. Strickland advised that the bids on the Senior Center and the Police Headquarters were due in this month and Staff should have something for Council by August.

Council Member Anthony advised that in that case, she seconded the motion.

Council Member Gordon inquired for clarity and if Council Member McGee made a motion to adopt a Budget at a revenue neutral 50.25.

Council Member McGee advised that was not correct because he was going off of City Manager Faison's recommendation to pause this particular discussion about street paving and Fire Station until August and then Council would reassess.

City Attorney Shah-Khan advised that to clarify, any motion that you have that might have a second was essentially to do nothing right now. He advised that did not necessarily need a motion. With regard to Council Member Gordon's question, City Attorney Shah-Khan explained that there could not be a motion to adopt the Budget because the public hearing had not been held yet so if there would be any motion to adopt anything, it would be for Staff's direction in terms of what the final Budget document would be and guidance from Council with a revenue neutral rate as opposed to the initially recommended three cents.

Council Member Anthony advised that was the way it looked and inquired if the Budget had to be in by July.

City Attorney Shah-Khan advised that the Budget had to be adopted by June 30, 2021.

Council Member Anthony advised that this was being tabled until August and would not be in this Budget.

City Attorney Shah-Khan advised that if Council chose revenue neutral and dealt with the proposals in July, Council could not at that point require a change in the tax rate because changes to the tax rate could only be made during this process and effective July 1, 2021. He advised that if Council made any changes that required funding, then that funding had to be available in Fund Balance as opposed to as a part of a property tax increase because any property tax increase not

approved as part of the budget process this fiscal year would mean the increase would not take effective until the July 1, 2022, the fiscal year after budget approval.

Council Member Anthony advised that this had become very confusing, but if Council did not act on it then it would not be in the Budget. She made the motion to adopt the 50.25 revenue neutral.

City Manager Faison advised that there was a public hearing on the City's Budget at the Regular Meeting and part of that public hearing or the Budget Ordinance included a tax rate. He advised that the tax rate was the revenue neutral rate and was used to build and balance the Budget, so no action was needed.

City Manager Faison advised that Staff was asking Council to consider pursuing the street paving and Fire Station #6. He advised that he sensed that although Council felt the need, right now was not the time to address them; however, at least the street paving could be revisited in the August/September timeframe and that would allow Staff to present the bids to Council for the Police Headquarters and Senior Center which were due in next week.

Council Member McGee inquired if what City Manager Faison advised before had no direct impact on the Budget.

City Manager Faison advised that was correct. He advised that where it would have had an impact was if Council wanted in this moment to recommend using an unassigned Fund Balance, then there would be that as Staff had not incorporated that in the proposed Budget and that item could be done any time after tonight. City Manager Faison advised that the setting of the tax rate must be done before July 1 otherwise, it was the current tax rate and carried forward by the folks that generated the tax bill, and he did not recommend doing that.

Council Member McGee advised that to make sure that everyone was clear and going off of City Manager Faison's recommendation, the discussion could be tabled and it would not interfere with Council approving the Budget.

City Manager Faison advised that was correct.

Council Member McGee moved that Council wait until the bidding process or August/September to discuss the street paving and Fire Station #6 and move on as recommendation from City Manager Faison.

Council Member James advised that City Attorney Shah-Khan explained that in tabling those initiatives, Council had to use Fund Balance in order to do that and the tax rate could not be increased to do that.

Mayor Kilgore advised that you could not raise the tax rate in the middle of a Fiscal Year.

City Manager Faison advised that he felt a consensus was to bring one or both of these items up for discussion in the August/September timeframe for Council to consider possibly funding through any number of means including unassigned Fund Balance.

Planning and Zoning Director Lisa Stiwinter advised that at the May 11, 2021 City Council Strategic Planning Meeting, Council requested Staff conduct research on municipalities with similar populations to the City of Monroe regarding fees charged for Planning and Building Standards.

Ms. Stiwinter advised that Staff reviewed the planning fees for the Board of Adjustment and rezoning's (general or conditional district) jurisdictions that had a similar population to the City. She advised that the City's planning fees were slightly lower than other municipalities and had not been raised since 2011. Ms. Stiwinter advised that the City had seen a significant increase in Conditional District rezoning requests particularly for residential subdivisions and noticed that Monroe was lower than all of the other municipalities and an area that could increase some of the fees.

Ms. Stiwinter advised that preliminary plan was construction drawings and the final plat was when construction was finalized and ready to sell the lots. She advised that all of the municipalities varied in the fees for these type of subdivisions. Ms. Stiwinter advised that some municipalities captured the majority of the fees at the construction or the preliminary plan phase and others did it on the final plat phase.

Ms. Stiwinter advised that Staff calculated the fees based on a major subdivision of 158 lots and each municipality's Fees Schedules. She advised that some captured the majority of the fees up front and others on the back end; however, based on the fees comparison, Staff felt that the City's major subdivision fees were fine.

Ms. Stiwinter advised that in the City's Fees Schedule, annexations and Conditional Districts were combined into one fee. She advised that most municipalities had those separated, so Staff proposed doing the same because there could be an annexation with a general rezoning.

Ms. Stiwinter advised that Staff did a comparison of municipalities within a population similar in size to the City of Monroe and that also had a Building Standards Department. She advised that Mecklenburg County was a little bit apples to oranges compared to how all other municipalities calculated their fees and did theirs on a construction value.

Ms. Stiwinter advised that 352 single family permits had been processed through the Planning Department through the end of May \$487,172 was the revenue that was brought in for one and two family dwellings and \$818,947 was the total revenue of permit fees that was brought in that included all permit fees whether it was commercial or residential renovations.

Ms. Stiwinter advised that Monroe was at 0.45 per sq. ft. and a 5% increase would be .4725 and at the current total single-family square feet of 1,082,606 would have generated an additional \$24,000 revenue for single-family home permits. She advised that there was a 10% increase that would bring the City to .495 generating an additional \$48,000 and 15% was .5175 generating an additional \$73,000.

Ms. Stiwinter advised that the City typically planned the Fees Schedule for building permits similar to other municipalities within the County. For instance, she advised that Union County and

Waxhaw were the only two that had their own Building Standards Department, so Indian Trail, Marvin, and Weddington all operated under the County's Fees Schedule because they did not have their own Building Standards Department. She advised that Union County was at .53, Waxhaw was at .50 and the City was currently under both of those.

Ms. Stiwinter advised that Staff felt that the planning fees could be increased or the zoning map whether it was a general rezone or conditional, annexations, special use permits, variance, lot line and lot recombination's; however, the Building Standards fee recommendation was to increase the City's one to two family residential permit fees to .49 or a 10% increase.

Council Member Gordon inquired why the City's proposed annexation fee was a decrease of 50%.

Ms. Stiwinter advised that currently in the City's Fees Schedule, annexations and Conditional Districts were combined to a \$500 fee. She advised that Staff realized while conducting this research that most municipalities separated the annexation and the Conditional District fee because there could be an annexation with a general rezoning and it would need a separate annexation fee. Ms. Stiwinter explained that it appeared to be a negative number; however, it was currently combined with the Conditional District fee.

Council Member Gordon made a motion to revise the Planning Fee recommendation as follows: Zoning Map Amendment (General) – from \$150 to \$250; Zoning Map Amendment (Conditional) – from \$350 to \$500; Annexation (currently includes rezoning, which will be separated) – from \$500 to \$250; Special Use Permit – from \$250 to \$350; Variance – from \$200 to \$300; Lot Line & Lot Recombination's – from \$75 to \$100 and the Building Standards fee recommendation to increase the City's one to two family residential permit fees to .49 or a 10% increase. Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee and Mayor Kilgore
NAYS:	None

Staff will bring an ordinance formally amending the FY2021/2022 Fees Schedule at a later date.

Item No. 2. Winchester Area Redevelopment. Executive Economic Director Chris Platé advised that the Winchester neighborhood was a historic part of Monroe with many amazing stories. He advised that typically the Economic Development Department focused on infill areas or areas that were fairly small in geography and this was not something that they were usually engaged with; however, they were excited about this opportunity to look at revitalizing this area if they could.

Mr. Platé advised that the neighborhood was strategically important because of the at-risk nature of some of the residents, higher unemployment rate than the overall City, as well as a higher poverty level.

Mr. Platé advised that this area was approximately 17 acres of land and the City already owned about 15 acres of the property and was a small section between the CSX railyard and Winchester

Avenue and not the whole Winchester neighborhood. He advised that Staff wanted to begin the process to look at this and try to make it a catalyst for the overall area to improve that historic area of Monroe. Mr. Platé advised that the 15 acres had the potential to become a job center particularly because of the easy access off of Morgan Mill Road and to possibly see the return of restaurants and retail to that area because of what they were going to try to do.

Mr. Platé advised that the Planning and Development Department through their Community Development Division had done a great job and a tremendous amount of work holding community meetings. He advised that an environmental assessment had been completed which was important and something that could be built on. Mr. Platé advised that it showed the limitations of development specifically to where the community development side could really interact and those environmental factors consisted of: airport hazards, flood zones, endangered species, explosive and flammable hazards, noise abatement for the area and showed up as being a detriment to residential such as schools, nursing homes, other like kind of uses and as a result of that, it had really hindered the process there and was not as successful as they were hoping for. He advised that what did come out of that was a significant cleanup of the area.

Mr. Platé advised that Mayor Pro Tem Holloway, through his role as the City's liaison to the Economic Development Board of Advisors, had talked to City Manager Faison and inquired that the Economic Development Staff look at the area and join the team because of their unique perspective. He advised that they had some available tools that other departments did not and it broadened their ability to attack the property and were very excited to be added to the team. Mr. Platé advised that he wanted to build on all of the fantastic work that had been done.

Mr. Platé advised that Resolve Environmental had already been engaged to perform a Phase I Environmental Assessment from the standpoint of what Economic Development looked at and what was in the soil. He advised that Phase I was a windshield survey that looked at the property history and identifying potential onsite problems.

Mr. Platé advised that Phase II was underway now and would perform some soil borings and other things to find out what was in the ground that could create some limitations not necessarily in the types of uses that would be recruited, but in the required standards to build a prototype. He advised that any industrial property that the City purchased such as Scott Safety or the Cooper Tool site, environmental assessments were performed and this one should be completed by June 30 to provide indication as to whether vapor barriers or certain things that would be needed in the foundations of the onsite construction.

Mr. Platé advised that LandDesign, a top land design firm in the Charlotte area had a pending contract. He explained that Staff wanted to get a top-tiered group to look at this from a whole new way that they could try to capture some of the history in the design and would be working with Council and Staff that had been working on it and also his team.

Mr. Platé advised that they would get some community engagement focused only on the 15 acres. He advised that Staff hoped to have the LandDesign concept completed in the fourth quarter of this year and then begin looking at the next phases such as implementation design type. Mr. Platé

explained that he wanted to ensure that the City acted swiftly to develop the market concept and create a scope that was enticing to multiple private developers to make this work.

Mr. Platé advised that Staff wanted to retain the character of this area, because there was so much history to help build the narrative of the story when pitching this to the development community and have a sustainable plan encouraging investment and jobs to make this a job center and help the community and the quality of life by bringing things closer to them. He advised that there might be some other investment from the City's perspective and additional property that needed to be acquired or some other things on site and wanted to provide an update with regards to moving toward this path with the redevelopment in the Winchester area.

Council Member Anthony advised that on the face that sounded good and Mr. Platé kept speaking about the history and she was interested in how he obtained it. She advised that it was not mentioned that a group of citizens worked along with the City's Winchester Neighborhood Committee which was a revitalization committee.

Council Member Anthony requested that Mr. Platé provide the Committee the same courtesy in providing the same presentation and ensure that the Committee could be involved in some way. She advised that he mentioned high unemployment and one of the reasons was because 50% of the people in that neighborhood were retirement age; however, it sounded like it might be exciting and she would really like to look at it closer because she did not want this to end up being like what had happened at a lot of other cities. Council Member Anthony advised that the neighborhood was historic and strategic and she just hoped that it was everything intended as he had advised.

Council Member McGee inquired why there was a Committee that was addressing these issues and why this did not come through that Committee. He advised that Council Member Anthony was the Winchester Neighborhood Committee Chair and both Mayor Pro Tem Holloway and himself were also on that Committee. Council Member McGee advised that this was the first time that he heard of this and it was confusing to him because they had been working very hard in trying to figure out some things that could be done.

Council Member McGee advised that he was very excited to know that there were things that could be done; however, he wished it had at least come to the other Council Members that had been working very diligently on this project to figure out how they could assess and bring some things to that community that they were told due to all of things that he mentioned could not bring. He advised that he wished Staff such as Planning and Zoning Director Lisa Stiwinter and Community and Development Coordinator Teresa Campo could have been involved in this process; however, as Council Member Anthony advised, he wanted to make sure that it was about the community and stayed within the frame they had created and worked for all this time until COVID to make sure that this was something that would benefit both the City and the Winchester community.

City Manager Faison advised that he requested that Mr. Platé bring this item to Council. He advised that they debated whether to go to a Committee or to Council and they were aware that the Winchester Neighborhood Committee had not met for a while, and felt that it was important that this initiative be brought to Council for awareness. City Manager Faison advised that he discussed this with Mayor Kilgore about a week ago and both were in agreement that it would be

best to bring before the full Council rather than waiting until the Winchester Neighborhood Committee could meet because there was not clarity on when they might meet again and this was fairly recent.

Council Member Anthony advised that she felt that it was dismissive not to have even mentioned it to the Council Members who served on that Committee and she had talked to Planning during these last 30 days about when they would meet again and hoped that they did not plan to leave the citizenry out of it.

Mr. Platé advised that the citizenry would be part of the process with LandDesign.

Council Member McGee advised that he was told that information of this nature should go to a Committee before going to Council especially when a Committee was already formed. He advised that it would have been nice to hear this presentation at the Committee before it came to Council. Council Member McGee advised that he appreciated this presentation and thought that it was awesome; however, he wished that it would have come to the people that had been working on it for a good amount of time so they could know before everyone else knew and had been hearing some possibilities that could happen with that property; however, it was a job well done and he was excited to see what could be done, but wished that they would have gone about it a different way.

City Manager Faison advised that no action was needed as it was for information purposes to make Council aware before Staff met with the Winchester Neighborhood Committee which a couple of Council Members participated in that. He advised that this was for informational purposes and to seek direction that Council might have, but there was a citizen engagement initiative that would be part of this and in meeting with the existing Committee and or one that might be formed in the future was certainly a part of the design that they expected to do.

Item No. 2. Appointments to Joint Work Group with Union County to Discuss Water and Wastewater Needs. Mayor Kilgore advised that on May 20, 2021 the City and Union County held a Joint Meeting. He advised that one outcome from the Joint Meeting was the formation of a Joint Work Group to discuss water and wastewater needs. Mayor Kilgore advised that two members of Council needed to be appointed to serve on the Joint Work Group and he was open to taking volunteers or suggestions for appointments.

Council Member Gordon and Council Member McGee agreed to participate.

Council Member Anthony moved to appoint Council Member Gordon and Council Member McGee to serve on the Joint Work Group with Union County to discuss water and wastewater needs. Council Member James seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee and Mayor Kilgore
NAYS:	None

Item No. 3. Recognition of Exemplary Customer Service by City Employees. Council Member James advised that as a former Union County employee, there were great things that were done to recognize employees. She advised that in talking with the citizens and Human Resources Director Debra C. Reed, there were some things that the City used to do such as recognizing new employees or when retirees previously came to Council Meetings and Council knew who they were and this was getting back to that and recognizing employees for a job well done. Council Member James advised that she was aware of the Employee Appreciation Lunch and Holiday Luncheon and employees were recognized during retirement; however, she felt that the City's employees were very valuable and the City should go above to do more than just recognizing them on social media and making them feel that they were greatly appreciated.

Council Member McGee advised that recently, the City lost a great person in Donna Brock who always had an amazing smile, was gracious and sweet and he never heard her raise her voice or be unpleasant. He advised that he would love for the City to honor her by having a "Donna Brock Customer Service Award" to recognize somebody in the City that demonstrated exemplary customer service.

Council Member McGee advised that it would be a great way to honor Ms. Brock and her 20+ years of service with the City. He advised that when he thought of customer service, he always thought of her and would love to carry on her spirit by having an award in her honor to echo what Council Member James advised.

Council Member McGee advised that the City could always improve in that respect to honor, support, and recognize employees who went above and beyond and could never do that enough. He advised that employees were fed; however, the City could also do a better job recognizing those people who had been here and were getting the job done. Council Member McGee advised that he would like for Council to consider doing an award to honor Ms. Brock and the logistics could be discussed at a later date; however, he just wanted to put that out there for consideration to add to the arsenal of recognition of the City's exemplary employees.

Council Member McGee made a motion to have a "Donna Brock Customer Service Award" to honor her. Council Member James seconded the motion.

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee and Mayor Kilgore
NAYS:	None

Mayor Kilgore recommended a Resolution might be fitting and proper to honor Ms. Brock.

Council Member McGee advised that a Resolution could always be done; however, he wanted to have a "Donna Brock Customer Service Award" that would be displayed in the Customer Service Building where everyone could see it and list employees' names who would merit that. He advised that she had a very high standard of customer service in his opinion and, he had never seen anyone display customer service like she had.

Council Member James advised that there was a lot of Resolutions and Proclamations that were done for the City; however, she inquired if something was planned with regard to Proclamations and Resolutions and if a day would be set aside to honor her or what was the logistics of that.

Mayor Kilgore advised that Resolutions were done for retirees and occasionally other folks. He advised that if a Resolution was done, Ms. Brock's family would be invited to attend a Council Meeting and be presented with the Resolution on her behalf.

Council Member McGee thanked Mayor Kilgore for that suggestion; however, he wanted to go with his original motion of having an award in her honor.

Council Member Gordon advised that he had no problem with any of this; however, he inquired who would nominate and judge these people, and, how would the logistics be handled.

Council Member McGee advised that all of the logistics could be worked out later. He advised that it was important that Council recognize that something needed to be done and Staff could help with the processes. Council Member McGee advised that the hard work was recognizing there was a need. He advised that the City did not have any awards to honor employees with respect to customer service where someone was recognized that went above and beyond and that could be worked out, but felt more importantly moving forward to make the decision and make it happen.

Council Member James advised that Council could work with City Manager Faison and then bring it back to Council to see the logistics.

Item No. 4. Request to Change City Council Strategic Planning Meeting and Regular Meeting Date from December 14, 2021 to December 15, 2021. Council Member James advised that she had discussed with Mayor Kilgore a scheduling conflict with a game on December 14, 2021. She requested to change the City Council Strategic Planning Meeting and Regular Meeting date from December 14, 2021 to December 15, 2021.

Council Member Anthony advised that she would be away on December 15, 2021 and knew it was not necessary as she would like to attend every meeting; however, sometimes things came up and did not have the opportunity to attend. She advised that Council Members should attend all of the Meetings that they could; however, sometimes family obligations, emergencies, and jobs which prevents Council Members from attending every meeting and for that reason she would not vote for that.

City Attorney Shah-Khan advised that the December Meeting was the organizational meeting for the next Council, so depending on who was running, remaining and won, it would be an issue of if it was moved and an individual who was running for re-election was not available, that potentially was a problem in terms of them being sworn in. He advised that would it then be appropriate to suggest that if anyone wished to move it that it would be back to the December 13 as one possibility which was a Monday because that would be the organizational meeting of Council which was in all candor a fairly important meeting for the Council.

Council Member James advised that December 13, 2021 would work.

Council Member McGee made a motion to change the City Council Strategic Planning and Regular Meetings from December 14, 2021 to December 13, 2021. Council Member James seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee and Mayor Kilgore

NAYS: None

There being no further business, Council Member Anthony moved to adjourn the City Council Strategic Planning Meeting of June 8, 2021 at 5:45 p.m. Council Member McGee seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee and Mayor Kilgore

NAYS: None

Bobby G. Kilgore, Mayor

Attest:

Bridgette H. Robinson, City Clerk

Minutes transcribed by Deputy City Clerk Sherry K. Hicks

**+CITY OF MONROE
CITY COUNCIL REGULAR MEETING
JUNE 8, 2021
MINUTES**

The City Council of the City of Monroe, North Carolina, met in Regular Session electronically at 6:00 p.m. on June 8, 2021 with Mayor Bobby Kilgore presiding.

Present: Mayor Bobby Kilgore *(via Zoom)*, Council Member Surluta Anthony *(via Zoom)*, Council Member Freddie Gordon *(via Zoom)*, Council Member Angelia James *(via Zoom)*, Council Member Lynn Keziah *(via Zoom)*, Council Member Franco McGee *(via Zoom)*, City Manager E.L. Faison *(via Zoom)*, City Attorney S. Mujeeb Shah-Khan *(via Zoom)* and City Clerk Bridgette H. Robinson *(via Zoom)*.

Absent: Mayor Pro Tem Marion Holloway.

Visitors: Pete Hovanec *(via Zoom)*, Lisa Stiwinter *(via Zoom)*, Angela Davis *(via Zoom)*, Matthew Black *(via Zoom)*, Peter Cevallos *(via Zoom)*, Ron Fowler *(via Zoom)*, Ron Mahle *(via Zoom)*, Sarah McAllister *(via Zoom)*, Tonya Edwards *(via Zoom)*, Lisa Strickland *(via Zoom)*, Doug Britt *(via Zoom)*, Keri Mendler *(via Zoom)*, Bruce Bounds *(via Zoom)*, Brian Borne *(via Zoom)*, Sarah McAllister *(via Zoom)*, Russ Colbath *(via Zoom)*, Matthew Black *(via Zoom)*, Mary Lou Clark *(via Zoom)*, David Lucore *(via Zoom)*, Bryan Gilliard *(via Zoom)*, Ashley Britt *(via Zoom)*, Angela Duncan *(via Zoom)*, Ken Holbrooks *(via Zoom)*, Lanny Stack *(via Zoom)*, Patrick Turney *(via Zoom)*, Eli Blalock *(via Zoom)*, Brian Borne *(via Zoom)*, Steven Prophet *(via Zoom)* and others *(via Zoom)*.

Mayor Kilgore called the City Council Regular Meeting of June 8, 2021 to order at 6:00 p.m. and took roll call. A quorum was present.

First Baptist Church of Indian Trail Student and Discipleship Pastor Eli Blalock delivered the invocation.

RECOGNITIONS

Item No. 1. Award of Financial Reporting Achievement to City of Monroe Finance Department. Finance Director Lisa Strickland advised that the Finance Department was awarded the Certificate of Achievement for Excellence in Financial Reporting for the 28th consecutive year for the Fiscal Year ended 2020. Ms. Strickland noted that the Comprehensive Annual Financial Report for the year ended June 30, 2020 was awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association of the United States and Canada (GFOA). She advised that the Certificate of Achievement was the highest form of recognition for excellence in state and local government financial reporting. In order to be awarded a Certificate of Achievement, Ms. Strickland noted that a government must publish an easily readable and efficiently organized comprehensive annual financial report. She stated that

the report must satisfy both generally accepted accounting principles and applicable legal requirements.

Ms. Strickland thanked Accounting Manager Ashley Ivey and the City's auditors, Martin and Starnes, for their valuable input to make this a quality document.

Item No. 2. Proclamation Observing Juneteenth Independence Day. On behalf of Mayor Kilgore, Council Member McGee read Proclamation P-2021-04 proclaiming and observing Juneteenth Independence Day:

**PROCLAMATION OBSERVING
JUNETEENTH INDEPENDENCE DAY
P-2021-04**

WHEREAS, the first enslaved Africans were brought as captives to what is now the Commonwealth of Virginia in 1619; and

WHEREAS, Black people were bought and sold as slave labor for at least 250 years and suffered unspeakable acts of violence; and

WHEREAS, President Abraham Lincoln first issued the Emancipation Proclamation effective January 1, 1863, freeing the enslaved people in the South. However, Southern slave owners ignored that order; and

WHEREAS, on June 19, 1865, Union soldiers arrived in Galveston, Texas and enforced the president's order, freeing the enslaved two and a half years after it was first decreed at the end of the Civil War. This day has since come to be known as Juneteenth; and

WHEREAS, Juneteenth is celebrated as an observance in many cities, towns, and villages on June 19th; and

WHEREAS, at its December 1, 2020 City Council meeting, the City Council of the City of Monroe unanimously adopted a City Holiday commemorating Juneteenth, beginning in June of 2021; and

WHEREAS, the City Holiday will be observed by the City of Monroe for the first time on June 18, 2021; and

WHEREAS, on February 10, 2021, the City of Monroe in enacting Resolution R-2021-13, designated June 19th as Juneteenth Independence Day, recognized the historical significance of Juneteenth Independence Day to the United States, designated June 19th (or when the date falls on a weekend, the Friday before June 19th) as an annual paid municipal holiday for the employees of the City of Monroe, expressed its support for the continued nationwide celebration of Juneteenth Independence Day to provide an opportunity for the people of the United States to learn more about the past and to better understand and acknowledge the experiences that have shaped the United States, and recognized that the observance of the end of slavery is part of the history and heritage of the United States; and

WHEREAS, on the eve of Juneteenth Independence Day, the City Council of the City of Monroe wishes to reaffirm its support of Juneteenth Independence Day as the City begins a formal observance of Juneteenth Independence Day.

NOW, THEREFORE, I, Bobby G. Kilgore, Mayor of the City of Monroe do hereby proclaim June 19, 2021 as:

“JUNETEENTH INDEPENDENCE DAY”

in the City of Monroe and continue to recognize the historical significance of Juneteenth Independence Day to our community and our commitment to celebrate the holiday, designate June 18, 2021 as a paid municipal holiday for the employees of the City of Monroe, continue to support the continued nationwide celebration of Juneteenth Independence Day to provide an opportunity for the people of the Monroe, North Carolina to learn more about the past and to better understand and acknowledge the experiences that have shaped the United States, and reaffirm that the observance of the end of slavery is part of the history and heritage of the United States.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Monroe to be affixed this the 8th day of June, 2021.

Item No. 3. Public Comment Period. In an effort to meet and comply with guidance for social distancing from North Carolina health professionals and the Centers for Disease Control and Prevention (CDC) and mass gatherings due to COVID-19, the City of Monroe offered the public the opportunity to submit public comments for the May 11, 2021 City Council Regular Meeting.

Mayor Kilgore advised that there were no public comment submissions received.

CONSENT AGENDA

Written background information was provided in advance in the Council Agenda Packet for each item on the Consent Agenda. Following review of the Consent Agenda, Council Member Surluta Anthony requested that Item No. 16. (*School Resource Officer Agreement Between City of Monroe and Board of Directors for Union Academy Charter School*) be removed from the Consent Agenda and placed on the Regular Agenda for discussion. One motion and vote was taken which included approval of all items on the Consent Agenda, with the exception of Item No. 16. (*School Resource Officer Agreement Between City of Monroe and Board of Directors for Union Academy Charter School*).

Item No. 4. Annexation Request and Related Zoning Public Hearing Calls for Property Containing 125.272 Acres Located Along Helms Short Cut Road (Tax Parcel # 09-289-001).

Planning and Development Director Lisa Stiwinter advised by memorandum that BHR Land Holdings, LLC was requesting annexation of 125.272 acres located along Helms Short Cut Road (Tax Parcel # 09-289-001) in order to develop a 319 single-family detached subdivision. Ms. Stiwinter advised that Staff had also received a zoning map request and text amendment request to rezone this property from RA-40 (Union County) to Conditional District (CD) “Cody Downs.”

Ms. Stiwinter advised that Staff recommended that Council adopt a Resolution directing the Clerk to investigate the Petition received under G.S. §160A-58.1, adopt a Resolution fixing the date of the public hearing to be held on July 13, 2021 on the question of the annexation pursuant to G.S. §160A-58.1 and approve a call for public hearing to be held on July 13, 2021 to consider a zoning

map amendment request to rezone the property from RA-40 (Union County) to Conditional District (CD) "Cody Downs."

A. Resolution Directing City Clerk to Investigate Petition Received under G.S. §160A-58.1.

Council Member Anthony moved to adopt Resolution R-2021-44:

**RESOLUTION FIXING DATE OF PUBLIC HEARING TO BE HELD
JULY 13, 2021 ON QUESTION OF ANNEXATION
PURSUANT TO G.S. §160A-58.1 FOR 125.272 ACRES
LOCATED ALONG HELMS SHORT CUT ROAD
R-2021-44**

WHEREAS, a petition requesting annexation of the area described herein has been received; and

WHEREAS, the City Council has by Resolution directed the City Clerk to investigate the sufficiency of the petition; and

WHEREAS, certification by the City Clerk as to the sufficiency of the petition shall be made.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe, North Carolina that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at the City Hall Council Chambers at 6:00 p.m. on July 13, 2021.

Section 2. The area proposed for annexation is described on the attached map:

ANNEXATION DESCRIPTION

**LEGAL DESCRIPTION OF 125.272 ACRES CONSISTING OF
TAX PARCEL 09-289-001
THE PROPERTY BHR LAND HOLDINGS, LLC
CALLED CODY DOWNS**

Being in North Carolina, Union County, Monroe Township and being more particularly described as follows:

BEGINNING at a set PK nail in the centerline of Helms Short Cut Road (SR 2144) having North Carolina State Plane Coordinates of North: 437,778.73 feet and East: 1,530,890.04 feet and tied to the North American Datum 83/2011 and being the northwest corner of now or formerly the Kevin Robert Revesz and wife Thelma M. Revesz property recorded in Record Book 1410, Page 320 in the Union County Register of Deeds: thence with the said Revesz property two (2) calls as follows: 1) S 5° 7' 35" W, 24.86 feet to an existing concrete right-of-way monument; 2) S 5° 7' 35" W, 1,285.41 feet to an existing 1-inch iron pipe the corner of now or formerly the Nancy Thomas property recorded in Record Book 7254, Page 34 in the Union County Register of Deeds: thence with the said Thomas property two (2) calls as follows: 1) N 86° 49' 42" W, 827.56 feet to an existing 1/2-inch iron rebar; 2) S 3° 47' 26" W, 732.82 feet to an existing concrete monument the corner of now or formerly the KLJ Properties, LLC property recorded in Record Book 1728, Page 52 in the Union County Register of Deeds and of now or formerly the Carl Andrews Boggs Jr. and the Theodore C. Dellinger and wife Faye A. Dellinger property recorded in Deed Book 260, Page 554 in the Union County Register of Deeds; thence with the said KLJ Properties, LLC

property, and the said Boggs Jr. and Dellinger property N 88° 33' 21" W, 132.41 feet to an existing 1/2-inch iron pipe the corner of now or formerly the Helen Parker Patterson and husband Ralph Matt Patterson, Jr. property recorded in Deed Book 337, Page 781 in the Union County Register of Deeds; thence with the said Patterson property and with now or formerly the Cody A. Helms and Phyllis R. Helms, Co-Trustees, under the Helms Living Trust, dated August 10, 2011 property recorded in Record Book 5617, Page 564 in the Union County Register of Deeds N 10° 41' 59" W, 2,126.94 feet to an existing 1-inch iron pipe the corner of now or formerly the Astrid Cox property recorded in Record Book 3276, Page 558 in the Union County Register of Deeds; thence with the said Cox property and with now or formerly the Karen Annette Helms property recorded in Deed Book 401, Page 507 in the Union County Register of Deeds and crossing Helms Short Cut Road (SR 2144) N 10° 26' 7" W, 883.71 feet to an existing concrete monument; thence continuing with the said Helms property N 34° 40' 21" E, 165.22 feet to an existing disturbed concrete monument the corner of now or formerly the Cody A. Helms and Phyllis R. Helms, Co-Trustees, under the Helms Living Trust, dated August 10, 2011 property recorded in Record Book 5617, Page 564 in the Union County Register of Deeds; thence with the said Helms property two (2) calls as follows: 1) N 36° 55' 41" W, 855.30 feet to an existing disturbed concrete monument; 2) N 69° 10' 57" East, 1,472.21 feet to an existing concrete monument the corner of now or formerly the Verla S. Parker Family Limited Partnership property recorded in Record Book 675, Page 502 in the Union County Register of Deeds; thence with the said Parker property N 32° 26' 59" E, 17.11 feet to a point in Beaver Dam Creek, the corner of now or formerly the B & C Land Farming, LLC property recorded in Record Book 7575, Page 763 in the Union County Register of Deeds; thence with the meanderings of Beaver Dam Creek and the said B & C Land Farming, LLC property eight (8) calls as follows: 1) S 30° 37' 33" E, 470.65 feet to a point; 2) S 39° 4' 20" E, 132.10 feet to a point; 3) S 49° 34' 10" E, 93.07 feet to a point; 4) S 62° 20' 42" E, 55.38 feet to a point; 5) N 85° 59' 40" E, 104.44 feet to a point; 6) N 80° 6' 10" E, 87.42 feet to a point; 7) S 77° 3' 33" E, 204.87 feet to a point; 8) S 52° 3' 7" E, 38.08 feet to a point in Beaver Dam Creek the corner of now or formerly the Franklin W. Powell and wife Bonnie A. Powell property recorded in Deed Book 419, page 853 in the Union County Register of Deeds; thence leaving Beaver Dam Creek and with the said Powell property S 4° 31' 32" W, a total distance of 564.05 feet to an existing 1-inch iron pipe, crossing a new 1/2 inch iron rebar at 30.00 feet, said 1-inch iron pipe being the corner of now or formerly the John A. Hilgers and spouse Angelika Hilgers property recorded in Record Book 6883, Page 567 in the Union County Register of Deeds; thence with the said Hilgers property two (2) calls as follows: 1) S 5° 3' 39" W, 79.20 feet to an existing 3/4-inch iron pipe; 2) S 4° 35' 27" W, 315.65 feet to an existing 3/4-inch iron pipe the corner of now or formerly the George L. Smith and wife Vallory B. Smith property recorded in Record Book 6621, Page 677 in the Union County Register of Deeds; thence with the said Smith property S 4° 42' 18" W, 239.68 feet to an existing 5/8-inch iron rebar the corner of now or formerly the Ronald M Pereira & spouse Karin Pereira property recorded in Record Book 7124 Page 845 in the Union County Register of Deeds; thence with the said Pereira property S 4° 29' 25" W, 269.97 feet to an existing 1/2-inch iron rebar the corner of now or formerly the Richard S. Tracy and wife Nadene Dixon Tracy property recorded in Record Book 1089, Page 179 in the Union County Register of Deeds; thence with the said Tracy property S 4° 29' 1" W, 199.11 feet to an existing disturbed concrete right-of-way monument on or near the northern right-of-way of Helms Short Cut Road (SR 2144); thence two (2) calls within the said Helms Short Cut Road as follows: 1) S 4° 13' 20" W, 29.37 feet to a set PK nail in the centerline of Helms Short Cut Road (SR 2144); 2) N 77° 41' 23" W, 14.24 feet to the POINT AND PLACE OF BEGINNING and containing 125.272 acres more or less as shown on a plat entitled "Annexation Boundary for the City of Monroe The Property of BHR Land Holdings, LLC" prepared by Eagle Engineering, Inc. (Russell L. Whitehurst,

PLS) and dated May 12, 2020 last revised May 24, 2021. This annexation plat is recorded in Plat Cabinet _____ Files _____ and _____ in the Union County Register of Deeds.

Section 3. Notice of the public hearing shall be published in *The Enquirer-Journal*, a newspaper having general circulation in the City of Monroe, at least ten days prior to the date of the public hearing.

Adopted this 8th day of June, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

B. Resolution Fixing Date of Public Hearing to be Held July 13, 2021 on Question of Annexation Pursuant to G.S. §160A-58.131. Council Member Anthony moved to adopt Resolution R-2021-45:

**RESOLUTION DIRECTING CLERK TO INVESTIGATE
PETITION RECEIVED UNDER G.S. §160A-31 FOR 20.795 ACRES
LOCATED OFF OF N. ROCKY RIVER ROAD/LACEE PAIGE ROAD
AND MONROE EXPRESSWAY
R-2021-45**

WHEREAS, a petition requesting annexation of an area described in said petition was received on October 6, 2020 by the City Council; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the City Clerk before further annexation proceedings may take place; and

WHEREAS, the City Council of the City of Monroe deems it advisable to proceed in response to this request for annexation.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe that the City Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the City Council the result of the investigation.

Adopted this 8th day of June, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

C. Call for Public Hearing to be Held July 13, 2021 to Consider Zoning Map Amendment Request to Rezone Property Located along Helms Short Cut Road from Union County RA-

40 to Conditional District “Cody Downs” and Text Amendment Request to Amend Code of Ordinances – Title XV: Land Usage, Chapter 156: Zoning Code, Section 156.106 titled “Official Zoning Map” and Section 156.98 titled “Conditional Districts Established.”

Council Member Anthony moved to call for a public hearing to be held on July 13, 2021 at 6:00 p.m. to consider these requests. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee and Mayor Kilgore
NAYS: None

Item No. 5. Annexation Request for 20.795 Acres (Tax Parcel #08-303-006) and Related Zoning Public Hearing Calls for Property Totaling 33.15 Acres Located Along N. Rocky River Road/Lacee Paige Road and Monroe Expressway (Tax Parcels #s 08-303-005, 08-303-005-A, 08-303-005- B and 08-303-006). Planning and Development Director Lisa Stiwinter advised by memorandum that Liquid Management, LLC was requesting annexation of 20.795 acres located along N. Rocky River Road/Lacee Paige Road and the Monroe Expressway (Tax Parcel # 08-303-006) in order to develop a 360 apartment, a 150-room hotel and a 90, 000 sq. ft. climate controlled storage facility. Ms. Stiwinter advised that Staff had also received a zoning map request and text amendment request to rezone this property from City of Monroe R-40 and Union County RA-40 to Conditional District “Rocky River Crossing.”

Ms. Stiwinter advised that Staff recommended that Council adopt a Resolution directing the Clerk to investigate the Petition received under G.S. §160A-31, adopt a Resolution fixing the date of the public hearing to be held on July 13, 2021 on the question of the annexation pursuant to G.S. §160A-31 and approve a call for public hearing to be held on July 13, 2021 to consider a zoning map amendment request to rezone the property from City of Monroe R-40 and Union County RA-40 to Conditional District “Rocky River Crossing.”

A. Resolution Directing City Clerk to Investigate Petition Received under G.S. §160A-31.

Council Member Anthony moved to adopt Resolution R-2021-45:

**RESOLUTION DIRECTING CLERK TO INVESTIGATE
PETITION RECEIVED UNDER G.S. §160A-31 FOR 20.795 ACRES
LOCATED OFF OF N. ROCKY RIVER ROAD/LACEE PAIGE ROAD
AND MONROE EXPRESSWAY
R-2021-45**

WHEREAS, a petition requesting annexation of an area described in said petition was received on October 6, 2020 by the City Council; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the City Clerk before further annexation proceedings may take place; and

WHEREAS, the City Council of the City of Monroe deems it advisable to proceed in response to this request for annexation.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe that the City Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the City Council the result of the investigation.

Adopted this 8th day of June, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

B. Resolution Fixing Date of Public Hearing to be Held July 13, 2021 on Question of Annexation Pursuant to G.S. §160A-31. Council Member Anthony moved to adopt Resolution R-2021-46:

**RESOLUTION FIXING DATE OF PUBLIC HEARING TO BE HELD
JULY 13, 2021 ON QUESTION OF ANNEXATION
PURSUANT TO G.S. §160A-31 FOR 20.795 ACRES
LOCATED OFF OF N. ROCKY RIVER ROAD/LACEE PAIGE ROAD
AND MONROE EXPRESSWAY
R-2021-46**

WHEREAS, a petition requesting annexation of the area described herein has been received; and

WHEREAS, the City Council has by Resolution directed the City Clerk to investigate the sufficiency of the petition; and

WHEREAS, certification by the City Clerk as to the sufficiency of the petition shall be made.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe, North Carolina that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at the City Hall Council Chambers at 6:00 p.m. on July 13, 2021.

Section 2. The area proposed for annexation is described on the attached map:

ANNEXATION DESCRIPTION

**LEGAL DESCRIPTION OF 20.795 ACRES CONSISTING OF
TAX PARCEL 08-303-006, THE PROPERTY OF MARY ANN SHEPLEY,
MEGAN E. RICHARDSON, DAVID T. RICHARDSON AND PHILIP C.
PULASKI COLLECTIVELY CALLED ROCKY RIVER CROSSING**

Tract 1

BEGINNING at a new 1/2-inch iron rebar, said rebar being the corner of now or formerly the Decorative Creations, Inc. property recorded in Record Book 1277, Page 627 in the Union County Register of Deeds, a common corner with now or formerly the Department

of Transportation property recorded in Record Book 6526, Page 417 in the Union County Register of Deeds, and a common corner with now or formerly the North Carolina Department of Transportation Turnpike Authority property recorded in Record Book 7222, Page 470 in the Union County Register of Deeds, and said rebar being on the existing City of Monroe city limits line as found in the annexation ordinance recorded in Record Book 1103, Page 864 in the Union County Register of Deeds: thence leaving the existing City of Monroe city limits line and with the said North Carolina Department of Transportation Turnpike Authority property and along Rocky River Rd (SR 1514) two (2) calls as follows: 1) N 18° 43' 38" W, 94.73 feet to a NCDOT right-of-way disk; 2) N 16° 30' 15" E, 146.63 feet to a NCDOT right-of-way disk, said NCDOT right-of-way disk having North Carolina State Plane coordinates of North: 480,856.42 feet and East: 1,523,704.03 feet and tied to the North American Datum 83/2011; thence continuing along the said North Carolina Department of Transportation Turnpike Authority property and along the Monroe Expressway (US 74 By-Pass) four (4) calls as follows: 1) N 83° 26' 39" E, 184.33 feet to a NCDOT right-of-way disk; 2) with a curve to the right having a radius of 1,098.48 feet, an arc length of 749.95 feet and a chord bearing and distance of S 79° 59' 00" E, 735.47 feet to a new 1/2-inch iron rebar; 3) S 61° 30' 9" E, 211.95 feet to a NCDOT right-of-way disk; 4) S 55° 11' 29" E, 254.45 feet to a new 1/2-inch iron rebar on the western line of now or formerly the NC Department of Transportation property recorded in Record Book 6456, Page 320 in the Union County Register of Deeds; thence leaving the Monroe Expressway (US 74 By-Pass) and with the said NC Department of Transportation property S 24° 23' 41" W, 245.59 feet to an existing bent axle, the northern most corner of now or formerly the Ravi Pasupula and wife Gayatri Marella and Satish Maraju and wife Kavitha Maraju property recorded in Record Book 7418, Page 788 in the Union County Register of Deeds; thence with the said Pasupula and Maraju property S 25° 24' 55" W, 311.58 feet to an existing leaf spring, the corner of now or formerly Liquid Management, LLC property recorded in Record Book 7918, Page 98 in the Union County Register of Deeds and said leaf spring being on the existing City of Monroe city limits line as found in the annexation ordinance recorded in Record Book 1103, Page 864 in the Union County Register of Deeds; thence with the said existing City of Monroe city limits line and with the said Liquid Management, LLC property and with now or formerly the Randy Morelli & wife Kalleen Morelli property recorded in Record Book 5296, Page 142 in the Union County Register of Deeds and with now or formerly the Decorative Creations, Inc. property recorded in Record Book 1277, Page 627 in the Union County Register of Deeds N 59° 47' 25" W, 1,248.17 feet to the **POINT AND PLACE OF BEGINNING** and containing 14.856 acres more or less as shown on a plat entitled "Annexation Boundary for the City of Monroe The Property of: Mary Ann Shepley, David T. Richardson, Megan E. Richardson & Phillip C. Pulaski" prepared by Eagle Engineering, Inc. (Russell L. Whitehurst, PLS) and dated March 29, 2021, last revised May 14, 2021.

Tract 2

BEGINNING at the western most corner of Tract 1 above, at a new 1/2-inch iron rebar on the southern side of the Monroe Expressway (US 74 By-Pass), said rebar being the corner of now or formerly the North Carolina Department of Transportation Turnpike Authority property recorded in Record Book 7222, Page 470 in the Union County Register of Deeds, and said rebar being on the western line of now or formerly the NC Department of Transportation property recorded in Record Book 6456, Page 320 in the Union County Register of Deeds: thence crossing the Monroe Expressway (US 74 By-Pass) and with the said NC Department of Transportation property and with now or formerly the Department of Transportation property recorded in Record Book 7478, Page 235 in the Union County Register of Deeds, and with now or formerly the NC Department of Transportation property recorded in Record Book 6424, Page 304 in the Union County Register of Deeds

N 24° 23' 41" E, 264.48 feet to a new 1/2-inch iron rebar, a corner of now or formerly the Jack C. Winchester and wife Ruth A. Winchester property recorded in Record Book 3779, Page 148 in the Union County Register of Deeds, a common corner with now or formerly the North Carolina Department of Transportation Turnpike Authority property recorded in Record Book 7222, Page 470 in the Union County Register of Deeds and said rebar being on the northern side of the Monroe Expressway (US 74 By-Pass) having North Carolina State Plane coordinates of North: 480,744.04 feet and East: 1,525,115.84 feet and tied to the North American Datum 83/2011 and being the **TRUE POINT AND PLACE OF BEGINNING**; thence along the northern side of the Monroe Expressway (US 74 By-Pass) and with the said North Carolina Department of Transportation Turnpike Authority property four (4) calls as follows: 1) N 48° 45' 7" W, 414.35 feet to a NCDOT right-of-way disk; 2) with a curve to the right having a radius of 1,700.00 feet, an arc length of 669.25 feet and a chord bearing and distance of N 37° 53' 34" W, 664.93 feet to a NCDOT right-of-way disk; 3) N 24° 35' 4" W, 184.70 feet to a NCDOT right-of-way disk; 4) N 23° 35' 27" W, 87.86 feet to a new 1/2-inch iron rebar a corner of now or formerly the Department of Transportation property recorded in Record Book 6479, Page 479 in the Union County Register of Deeds, a common corner with now or formerly the Costel Scherban property recorded in Record Book 6732, Page 301 in the Union County Register of Deeds; thence leaving the Monroe Expressway (US 74 By-Pass) and with the said Scherban property N 84° 26' 32" E, 0.70 feet to an existing 1/2-inch iron rebar the corner with now or formerly the Thomas Mitchell Lemmond and wife Kathy Lemmond property recorded in Record Book 5055, Page 662 in the Union County Register of Deeds; thence with the said Lemmond property N 84° 26' 32" E, 182.18 feet to an existing 1/2-inch iron rebar the corner of now or formerly the Joseph Timothy Lemmond and wife Cynthia P. Lemmond property recorded in Record Book 5055, Page 660 in the Union County Register of Deeds; thence with the said Lemmond property N 84° 21' 1" E, 128.18 feet to an existing 3/4-inch iron pipe the corner of now or formerly the NC Department of Transportation property recorded in Record Book 6298, Page 604 in the Union County Register of Deeds; thence with the said NC Department of Transportation property two (2) calls as follows: 1) S 5° 24' 51" W, 258.79 feet to an existing 1/4-inch iron rebar inside an angle iron; 2) S 44° 00' 58" E, 599.57 feet to an existing 5/8-inch iron rebar the corner of now or formerly the Lorenzo Construction, LLC property recorded in Record Book 7191, Page 567 in the Union County Register of Deeds; thence with the said Lorenzo Construction, LLC property S 44° 2' 46" E, 299.72 feet to an existing 1/4-inch iron rebar inside an angle iron on the line of now or formerly the Jack C. Winchester and wife Ruth A. Winchester property recorded in Record Book 3779, Page 148 in the Union County Register of Deeds; thence with the said Winchester property S 24° 23' 41" W, 189.40 feet to the **POINT AND PLACE OF BEGINNING** and containing 5.939 acres more or less as shown on a plat entitled "Annexation Boundary for the City of Monroe The Property of: Mary Ann Shepley, David T. Richardson, Megan E. Richardson & Phillip C. Pulaski" prepared by Eagle Engineering, Inc. (Russell L. Whitehurst, PLS) and dated March 29, 2021, last revised May 24, 2021.

The total area annexed in this annexation is 20.795 acres. The annexation plat is recorded in Plat Cabinet _____ File _____ in the Union County Register of Deeds.

Section 3. Notice of the public hearing shall be published in *The Enquirer-Journal*, a newspaper having general circulation in the City of Monroe, at least ten days prior to the date of the public hearing.

Adopted this 8th day of June 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

C. Call for Public Hearing to be Held July 13, 2021 to Consider Zoning Map Amendment Request to Rezone Property Located along N. Rocky River Road/Lacey Paige Road and Monroe Expressway from City of Monroe R-40 and Union County RA-40 to Conditional District “Rocky River Crossing” and Text Amendment Request to Amend Code of Ordinances – Title XV: Land Usage, Chapter 156: Zoning Code, Section 156.106 titled “Official Zoning Map” and Section 156.98 titled “Conditional Districts Established.”

Council Member Anthony moved to call for a public hearing to be held on July 13, 2021 at 6:00 p.m. to consider these requests. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 6. Budget Amendments.

A. Fire Department Donation from Union County Burned Children’s Fund. Fire Chief Ron Fowler advised that the Fire Department had received a donation in the amount of \$250 from the Union County Burned Children’s Fund to support the City’s Firefighter’s Summer Camp for local youth.

Due to timing, Mr. Fowler advised that this matter was not presented to the Public Safety Committee. However, he advised that the Public Safety Committee Chairman agreed to have the matter placed on the Consent section of the June 8, 2021 City Council Regular Meeting Agenda.

Mr. Fowler advised that it was the recommendation of Staff that Council adopt a Budget Amendment accepting and appropriating these funds to the Fire Department expenditure accounts.

Council Member Anthony moved to adopt Budget Amendment BA-2021-13:

**BUDGET AMENDMENT
BA-2021-13**

1. Amendment necessary to appropriate funding from a \$250 donation to be used for Monroe Fire Department Youth Camp.

General Fund:

Revenues:	
Miscellaneous Revenue	\$250
Expenditures:	
Public Safety	\$250

Adopted this 8th day of June, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

B. Police Department Donation from Woodmen Life Insurance. Police Chief Bryan Gilliard advised by memorandum that the Police Department had received a \$500 donation from Woodmen Life Insurance to be used for the Monroe Police Explorer Program.

Mr. Gilliard advised that Staff presented this matter to the Public Safety Committee on May 17, 2021.

Mr. Gilliard advised that it was the recommendation of the Public Safety Committee and Staff that Council adopt a Budget Amendment accepting and appropriating the funds to the Monroe Explorer Program.

Council Member Anthony moved to adopt Budget Amendment BA-2021-11:

**BUDGET AMENDMENT
BA-2021-11**

1. Amendment necessary to designate and appropriate funds received from Woodmen Life Insurance for the Monroe Police Explorer Program.

General Fund:

Revenues:	
Miscellaneous	\$500
Expenditures:	
Public Safety	\$500

Adopted this 8th day of June, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

C. Various Budget Adjustments for Budgetary Compliance for Fiscal Year 2021 Budget. Finance Director Lisa Strickland advised by memorandum that the following adjustments were proposed to the Fiscal Year 2021 Budget in order to recognize activity that was unanticipated and maintain budgetary compliance:

- After the end of Fiscal Year 2020, it was discovered that the accounting treatment of the installment financing loan for the new Enterprise Resource Planning Financial Software System (ERP) package would need to be adjusted. Rather than recording the entire amount of the proceeds in the capital project, the proceeds had to be recorded in the enterprise funds and then transferred to the capital project. The entry to record the proceeds was booked to the enterprise funds as of 6/30/20, which created a due to capital projects balance in each fund. In fiscal year 2021, the due to capital projects was cleared with the actual transfer to the capital project fund. Since the proceeds were placed in fund balance at the end of the 2020 Fiscal Year, the proceeds need to be re-appropriated to cover the transfer that was booked in the current Fiscal Year.
- Due to reduced revenue from investment earnings, the electric fund needs to appropriate fund balance in the amount of \$500,000 to make up the shortfall.
- Covid-19 expenses for deep cleaning in various areas was not a budgeted expenditure for the fiscal year. An amendment in the amount of \$56,000 is needed to cover this expense for the year.
- Cost of credit card and billing fees for motor vehicle collections were passed on to the City by the North Carolina Department of Transportation. Increased motor vehicle tax collections have resulted in higher collection fees. An amendment was needed to reflect these increased fees in the amount of \$30,000.
- Amendment proposed to cover higher than anticipated collections for water and sewer capacity fees in the amount of \$956,655. Water and sewer capacity fees are required by North Carolina General Statute 162A-207(b) to be used for capital improvements related to new development and are transferred to the capital reserve fund to achieve this requirement. The City has also adopted Resolution R-2017-20 to transfer annually the amount in excess of the minimum Fund Balance Policy to the Capital Reserve Fund. This calculation was performed and a Budget Amendment is needed to cover the transfer in the amount of \$1,631,018 per the resolution.
- Due to work on the design and environmental approvals, the Police Station and Senior Center bonds were not issued during the fiscal year. An amendment is requested to move unused debt payment amounts for the Police Headquarters and Senior Center in the amounts of \$951,270 and \$284,647, respectively, to the project accounts to be used to offset the costs of the projects.
- Due to the closure and/or reduced attendance of the Monroe Aquatics and Fitness Center, revenue losses would need to be covered by the Monroe Aquatic and Fitness Center Fund Balance. The facility was closed from July 2020 until October 2020 and customer membership fees were not collected. Savings were realized in unpaid salaries, reduced services and decreased utility bills, but other costs still need to be covered for the fiscal year. An appropriation from fund balance in the amount of \$1,029,284 to cover lost

revenue is recommended. The balance in fund balance after this budget amendment is \$2,012,830.

- Donations totaling \$365,530 have been received for both the Science Center and the Center Theatre. The donations and corresponding expense need to be adjusted with a budget amendment. Donations were designed for specific items by the donors in many cases or split between the two projects. The final amounts (net of administrative fees) were \$126,760 for Science Center Exhibits, \$1,890 for Science Center Pavers and \$236,880 for the Center Theatre Programming.
- Due to the delayed opening of the Center Theatre, revenue losses from ticket sales and facility rentals will need to be covered by the General Fund balance. The amount of the projected loss for the fiscal year is \$324,700 and a Budget Amendment to cover this amount is recommended. Expenses for the facility were mostly salaries and utility costs.

Ms. Strickland advised that Staff presented this matter to the General Services Committee on May 27, 2021.

Ms. Strickland advised that it was the recommendation of the General Services Committee and Staff that Council adopt a Budget Amendment approving various budget adjustments for Fiscal Year 2021.

Council Member Anthony moved to adopt Budget Amendment BA-2021-12:

**BUDGET AMENDMENT
BA-2021-12**

1. After the end of fiscal year 2020, it was discovered that the accounting treatment of the installment financing loan for the new ERP software package would need to be adjusted. Rather than recording the entire amount of the proceeds in the capital project, the proceeds had to be recorded in the enterprise funds and then transferred to the capital project. The entry to record the proceeds was booked to the enterprise funds as of 6/30/20, which created a due to capital projects balance in each fund. In fiscal year 2021, the due to capital projects was cleared with the actual transfer to the capital project fund. Since the proceeds were placed in fund balance at the end of the 2020 fiscal year, the proceeds need to be re-appropriated to cover the transfer that was booked in the current fiscal year.

Monroe Aquatics & Fitness Center Fund:

Revenue	
Appropriation of Fund Balance	\$90,736
Expense	
Transfer to General Capital Project Fund	\$90,736

Downtown Monroe Fund:

Revenue	
Transfer from General Fund	\$20,229
Expense	
Transfer to General Capital Project Fund	\$20,229

Monroe-Union County Economic Development Fund:

Revenue		
Appropriation of Fund Balance	\$21,761	
Expense		
Transfer to General Capital Project Fund	\$21,761	
Water & Sewer Fund:		
Revenue		
Appropriation of Fund Balance	\$275,013	
Expense		
Transfer to General Capital Project Fund	\$275,013	
Electric Fund:		
Revenue		
Appropriation of Fund Balance	\$243,298	
Expense		
Transfer to General Capital Project Fund	\$243,298	
Natural Gas Fund:		
Revenue		
Appropriation of Fund Balance	\$163,572	
Expense		
Transfer to General Capital Project Fund	\$163,572	
Stormwater Fund:		
Revenue		
Appropriation of Fund Balance	\$93,118	
Expense		
Transfer to General Capital Project Fund	\$93,118	
Solid Waste Fund:		
Revenue		
Appropriation of Fund Balance	\$71,873	
Expense		
Transfer to General Capital Project Fund	\$71,873	
Airport Fund:		
Revenue		
Transfer from General Fund	\$72,868	
Expense		
Transfer to General Capital Project Fund	\$72,868	
General Fund:		
Revenue		
Appropriation of Fund Balance	\$93,097	
Expense		
Transfer to Airport Fund	\$72,868	
Transfer to Downtown Monroe Fund	\$20,229	
General Capital Projects Fund:		
Revenue		
Installment Financing	(\$1,052,468)	
Transfer from MAFC Fund	\$90,736	

Transfer from Downtown Monroe Fund	\$20,229
Transfer from MUCED Fund	\$21,761
Transfer from Water/Sewer Fund	\$275,013
Transfer from Stormwater Fund	\$93,118
Transfer from Electric Fund	\$243,298
Transfer from Natural Gas Fund	\$163,572
Transfer from Airport Fund	\$72,868
Transfer from Solid Waste Fund	\$71,873

- Due to reduced revenue from investment earnings, the electric fund needs to appropriate fund balance in the amount of \$500,000 to make up the shortfall.

Electric Fund:

Revenue	
Appropriation of Fund Balance	\$500,000
Investment Earnings	(\$500,000)

- Covid-19 expenses for deep cleaning in various areas was not a budgeted expenditure for the fiscal year. An amendment in the amount of \$56,000 is needed to cover this expense for the year.

General Fund:

Revenue	
Appropriation of Fund Balance	\$50,000
Expense	
General Government	\$50,000

Water Fund:

Revenue	
Appropriation of Fund Balance	\$2,200
Expense	
Distribution System	\$2,200

Electric Fund:

Revenue	
Appropriation of Fund Balance	\$4,000
Expense	
Energy Services Administrative	\$4,000

- Cost of credit card and billing fees for motor vehicle collections are passed on to the City by the NC Department of Transportation. Increased motor vehicle tax collections have resulted in higher collection fees. An amendment is needed to reflect these increased fees in the amount of \$30,000.

General Fund:

Revenue	
Ad Valorem Taxes	\$30,000
Expense	
General Government	\$30,000

- Amendment proposed to cover higher than anticipated collections for water and sewer capacity fees in the amount of \$956,655. Water and sewer capacity fees are required by NC General Statute 162A-207(b) to be used for capital improvements related to new development and are transferred to the capital reserve fund to achieve this requirement. The City has also passed Resolution R-2017-20 to transfer annually the amount in excess of the minimum fund balance policy to the

Capital Reserve Fund. This calculation was performed and a budget amendment is needed to cover the transfer in the amount of \$1,631,018 per the resolution.

Water & Sewer Fund:

Revenue	
Appropriation of Fund Balance	\$1,631,018
Other Revenues	\$956,655
Expense	
Transfer to Water & Sewer Capital Reserve Fund	\$2,587,673

Water & Sewer Capital Reserve Fund:

Revenue	
Transfer from Water & Sewer Fund	\$2,587,673
Expense	
Reserved	\$2,587,673

6. Due to work on the design and environmental approvals, the police station and senior center bonds were not issued during the fiscal year. An amendment is requested to move unused debt payment for the police headquarters and senior center in the amounts of \$794,654 and \$237,783, respectively, to the project accounts to be used to offset the costs of the projects.

General Fund:

Expense	
Debt Service	(\$1,235,917)
Transfer to General Project Fund	\$1,235,917

General Project Fund

Revenue	
Transfer from General Fund	\$1,235,917
Expense	
Capital Project GB1901 Police Headquarters	\$951,270
Capital Project GB1801 Senior Center	\$284,647

7. Due to the closure and/or reduced attendance of the Monroe Aquatics and Fitness Center, revenue losses will need to be covered by the Monroe Aquatic and Fitness Center fund balance. The facility was closed from July until October 2020 and customer membership fees were not collected. Savings were realized in unpaid salaries, reduced services and decreased utility bills, but other costs still need to be covered for the fiscal year. An appropriation from fund balance in the amount of \$1,029,284 to cover lost revenue is recommended. The balance in fund balance after this budget amendment is \$2,012,830.

Monroe Aquatics and Fitness Center:

Revenue	
Appropriation from Fund Balance	\$1,029,284
Sales and Services	(\$1,029,284)

8. Donations totaling \$365,530 have been received for both the Science Center and the Center Theatre. The donations and corresponding expense need to be adjusted with a budget amendment. Donations were designed for specific items by the donors in many cases or split between the two projects. The final amounts (net of administrative fees) were \$126,760 for Science Center Exhibits, \$1,890 for Science Center Pavers and \$236,880 for the Center Theatre Programming.

Occupancy Tax Capital Project Fund:

Revenue		
	Miscellaneous	\$126,760
Expense		
	Project Expense (Science Center Exhibits)	\$126,760
Center Theatre Fund:		
Revenue		
	Miscellaneous	\$236,880
Expense		
	Reserved for Future Programming	\$236,880

9. Due to the delayed opening of the Center Theatre, revenue losses from ticket sales and facility rentals will need to be covered by the General Fund balance. The amount of the projected loss for the fiscal year is \$324,700 and a budget amendment to cover this amount is recommended. Expenses for the facility were mostly salaries and utility costs.

General Fund:		
Revenue		
	Appropriation of Fund Balance	\$324,700
Expense		
	Transfer to Center Theatre Fund	\$324,700

Center Theatre Fund:		
Revenue		
	Transfer from General Fund	\$324,700
	Sales and Services	(\$324,700)

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 7. Budget Ordinances.

A. Charlotte-Monroe Executive Airport Quonset Hangar Reactivation. Airport Manager Peter Cevallos advised that at the December 1, 2020 City Council Regular Meeting, a Budget Amendment was adopted authorizing Staff to make improvements to the Airport Quonset Hangar so that the hangar and office areas could be made available for lease. Mr. Cevallos advised that those improvements included repair for roof leaks, refurbishing the office space and service the HVAC unit. He advised that the roof repairs had been completed and four aircraft were currently being stored in the hanger: Falcon 10 corporate jet; Baron small twin-engine aircraft; Pilatus PC-12 turboprop aircraft; and, Mitsubishi MU-2 turboprop aircraft. Mr. Cevallos advised that the cash flow from these four aircraft would generate over \$28,000 annually, have property value close to \$6 million and anticipate fuel purchases over 12,000 gallons annually.

Mr. Cevallos advised that the renovations of the facility's office space had now begun and the contractor had identified a number of deficiencies in the building construction and current conditions that did not meet the current building code. He advised that the office refurbishment

contract for \$39,704 had an original scope of work that was for basic remodeling such as repainting, new flooring, bathroom fixtures refurbished or replaced. To refurbish the office area in compliance with the building code, Mr. Cevallos advised that these additional items must be addressed: make the bathrooms ADA compliant; remove damaged drywall in some of the offices; fix a window opening that had been previously covered with wood; replace a secondary exit door with the proper configured door and egress to meet code; replace interior doors that were either damaged or not properly operating; re-align certain non-bearing walls to create an interior hallway on the second floor so there are two different egresses to meeting code requirements for second floor egress; re-install the insulation above the ceiling tile grid that has fallen or is missing; replace an exterior handrail that was broken; replace substandard electrical wiring, remove hidden light fixtures and other electrical issues; and, added an independent wall unit to make the second floor office space comfortable (the original part of the budget for the HVAC is correct, as it will replace the main unit that serves the first floor).

Mr. Cevallos advised that this additional work to make office space meet code requires an additional \$78,917. He advised that this made the total expenditure for the office space \$150,368.

Mr. Cevallos advised that Aerowood Aviation was committed to leasing the Quonset Hangar office space for ten years. With the lease rate being \$5 per sq. ft. per year, he advised that the office space lease would generate an annual rent of \$17,910. Mr. Cevallos advised that the City would re-coup its investment in the office space in eight years. He advised that Aerowood Aviation would pay for the Quonset Hangar's utilities. Mr. Cevallos advised that they would also continue to maintain the lease on the office space in the terminal building, utilizing them for the administration of the Charter Jet Transport charter operation. He advised that the City would continue to collect that revenue.

Mr. Cevallos advised that the reactivation of the Quonset Hangar offered a low cost-opportunity to expand rentable space and serve existing and new customers. Although the facility was considered for demolition, he advised that it would meet a definitive need at the Airport and provide a positive cash flow.

Mr. Cevallos advised that Staff presented this matter to the Charlotte-Monroe Executive Airport Commission on May 11, 2021 and the General Services Committee on May 27, 2021.

Mr. Cevallos advised that pursuant to N.C.G.S. §160A-272, public notice of these intended long-term lease agreements was required to be provided 30 days in advance of the request being made to Council. He advised that this notice was published on June 5, 2021. Mr. Cevallos advised that Staff would return to Council at their July 13, 2021 Regular Meeting, requesting final approval of the office space lease with Aerowood.

Mr. Cevallos advised that it was the recommendation of the General Services Committee, the Charlotte-Monroe Executive Airport Commission and Staff that Council adopt a Capital Project Budget Ordinance that designates these funds and establishes a capital project for the Quonset Hangar Reactivation Project.

Council Member Anthony moved to adopt Capital Project Budget Ordinance BO-2021-06:

**CAPITAL PROJECT BUDGET ORDINANCE
CHARLOTTE-MONROE EXECUTIVE AIRPORT
QUONSET HANGAR REACTIVATION
BO-2021-06**

WHEREAS, the City desires to reactivate the Quonset Hangar for use as a storage hangar and flight school operation; and

WHEREAS, the City will utilize \$130,000 from the Unassigned Fund Balance to complete a renovation of the hangar office space to meet building code requirement so that the office space can be leased; and

WHEREAS, the City will lease the hangar office space to Aerowood Aviation for ten (10) years for a total revenue of \$179,100 so they may operate the flight school.

NOW, THEREFORE, BE IT ORDAINED that the City Council of the City of Monroe designates these funds and establishes a capital project for the Quonset Hangar Reactivation Project:

General Fund:

Revenue:

Appropriation from Unassigned Fund Balance \$130,000

Expense:

Transfer to Airport Capital Project Fund \$130,000

Airport Capital Project Fund:

Revenue:

Transfer from General Fund \$130,000

Expense:

Quonset Hangar Reactivation \$130,000

Adopted this 8th day of June, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
 McGee, Mayor Pro Tem Holloway and Mayor Kilgore

NAYS: None

B. Fire Station Location Analysis Study and Accreditation Site Visit. Fire Chief Ron Fowler advised by memorandum that Staff had identified the need to conduct a Fire Station Location Analysis Study and had obtained a proposal from North Carolina Fire Chiefs Consulting who was the official fire consulting group for the North Carolina League of Municipalities. Mr. Fowler advised that this study would provide a qualified and objective review of the current fire station locations and provide recommendations on meeting current and future station location needs to best serve the citizens. He advised that the proposed cost was \$22,896.

Mr. Fowler advised that the Fire Department was scheduled for reaccreditation in 2022 and had to conduct an accreditation site visit as part of the reaccreditation process. He advised that the City

would be responsible for travel and lodging costs of the peer team conducting the site visit and for travel and lodging for the peer team leader to attend the annual Commission on Fire Accreditation International meeting to present the team's findings. Mr. Fowler advised that these costs were estimated to be approximately \$8,000.

Due to lower than expected costs to install emergency traffic signals at Fire Stations 4 and 5, Mr. Fowler advised that the Fire Department had excess funds in Capital Project GB1904 for Installation of Emergency Traffic Signals. He advised that Staff requested that Council adopt a Budget Ordinance to reallocate some of these funds to the Fire Department to fund the Fire Station Location Study and Accreditation Site Visit.

Mr. Fowler advised that Staff presented this matter to the Public Safety Committee on May 17, 2021.

Mr. Fowler advised that it was the recommendation of the Public Safety Committee and Staff that Council adopt a Capital Project Budget Ordinance approving the transfer of \$30,896 to the Fire Department's operating budget to fund the Fire Station Location Study and Accreditation Site Visit.

Council Member Anthony moved to adopt Capital Project Budget Ordinance BO-2021-07:

**CAPITAL PROJECT BUDGET ORDINANCE
FUNDING FOR FIRE STATION LOCATION ANALYSIS STUDY
AND FIRE DEPARTMENT ACCREDITATION SITE VISIT
BO-2021-07**

WHEREAS, excess funding is available in project GB1904 for Emergency Traffic Signals for the Fire Department, and;

WHEREAS, in order to evaluate and identify future needs, a Fire Station Location Analysis Study, at a projected cost of \$22,896, is recommended by staff to provide a qualified and objective review, and;

WHEREAS, the Fire Department has an upcoming accreditation site visit, at an estimated cost of \$8,000, which is necessary to maintain accredited agency status, and:

WHEREAS, it is desired that \$30,896 be transferred from project GB1904 to the appropriate public safety expense line item to conduct the Fire Station Location Study and to fund the Accreditation Site Visit.

NOW, THEREFORE, BE IT ORDAINED, that the City Council of the City of Monroe adjusts the appropriations in the above project GB1904 and transfers the funding to public safety for the purpose listed above and amends the following revenues and expenses:

General Fund:

Revenue:

Transfer from General Capital Projects Fund	\$30,896
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Expense

Public Safety	\$30,896
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General Capital Project Fund:

Expense:	
Transfer to General Fund	\$30,896
Public Safety GB1904	\$(30,896)

BE IT FURTHER ORDAINED, that an amendment to the capital project GB1904 budget for FY 2020-2021 is approved to transfer funding to Public Safety as listed above.

Adopted this 8th day of June, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

C. Pilot Parklet Program. Assistant City Manager Brian Borne advised by memorandum that Downtown Monroe had a planned construction project which would provide additional seating and an outdoor amenity for businesses in the heart of downtown. Mr. Borne advised that the parklet project would enhance the reuse and viability of adjacent structures, especially restaurants and retail businesses. He advised that Monroe had sought additional funding through ElectriCities' Downtown Revitalization Grant and was awarded \$10,000 to allocate to the parklet project. Mr. Borne advised that additional funding would need to be appropriated and added to the current fund balance for this project to be completed.

Mr. Borne advised that Staff presented this matter to the General Services Committee on May 27, 2021.

Mr. Borne advised that it was the recommendation of the General Services Committee and Staff that Council adopt a Capital Project Budget Ordinance designating the ElectriCities' Downtown Revitalization grant monies (\$10,000) and unspent Downtown Monroe Operating Funds (\$41,500) to Capital Project MP2102.

Council Member Anthony moved to adopt Capital Project Budget Ordinance BO-2021-10:

**CAPITAL PROJECT BUDGET ORDINANCE
DOWNTOWN MONROE PILOT PARKLET PROJECT
BO-2021-10**

WHEREAS, City of Monroe, North Carolina (the "City") has planned an extension of sidewalk space, called a parklet, which provides additional seating and outdoor amenities; and

WHEREAS, the Pilot Parklet project would enhance the reuse and viability of adjacent structures, especially the restaurants and retail businesses along main street; and

WHEREAS, additional funding is imperative to the completion of this project; and

WHEREAS, City of Monroe has sought additional funding through ElectriCities' Downtown Revitalization Grant and was awarded \$10,000 to allocate to the Parklet Project; and

WHEREAS, it is recommended for additional funding for the construction of the Parklet Project be appropriated and added to the current funding of this project. Additional funding requested in the amount of \$41,500 is available to transfer from unspent Downtown Monroe Operating Funds; and

NOW, THEREFORE, BE IT ORDAINED that the City Council of the City of Monroe designate the following to capital project MP2102:

Downtown Monroe Fund:

Expense:

Economic and Physical Development	(\$41,500)
Transfer to General Capital Project Fund	\$41,500

General Capital Project Fund:

Revenue:

Transfer from Downtown Monroe Fund	\$41,500
Downtown Revitalization Grant	\$10,000

Expense:

DM Pilot Parklet Project MP2102	\$51,500
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Adopted this 8th day of June, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

D. Special Revenue Fund Project for American Rescue Plan Act of 2021. Finance Director Lisa Strickland advised by memorandum that the City was notified earlier this year that as a non-entitlement municipality, it would be allocated funding from the Coronavirus State and Local Fiscal Recovery Funds – American Rescue Plan Act of 2021 (ARPA). Ms. Strickland advised that the City had been notified that the estimate of funding to be received in two tranches was a total of \$10,400,000. She advised that the first half would be received in the next few weeks and the second half would be received in one year from the date the first half was received. Ms. Strickland advised that this estimate was expected to be the actual amount as it was allocated based upon population of the municipality.

Ms. Strickland advised that Staff was awaiting more guidance from the US Treasury and specifically, the North Carolina Local Government Commission on what were allowable uses of these funds. She advised that the federal law specified that the funds would remain available for expenditure through December 31, 2024. Ms. Strickland advised that this deadline allowed sufficient time for local government officials to carefully consider how best to appropriate the monies for maximum short and long-term benefit to their communities. She advised that Staff had been advised by the North Carolina School of Government to wait to appropriate any ARPA funds until all contracting, accounting, reporting, documentation and other applicable federal and state compliance requirements are communicated.

Ms. Strickland advised that at this time, municipalities' governing boards were requested to accept the federal grant funds and adopt a Special Revenue Fund Project Budget Ordinance in accordance with guidance from the North Carolina School of Government and our auditors.

Ms. Strickland advised that Staff presented this matter to the General Services Committee on May 27, 2021.

Ms. Strickland advised that it was the recommendation of the General Services Committee and Staff that Council adopt a Capital Project Budget Ordinance establishing the special revenue project budget for the project entitled "American Rescue Plan Act of 2021" and appropriating the revenues and expenses.

Council Member Anthony moved to adopt Capital Project Budget Ordinance BO-2021-11:

**SPECIAL REVENUE FUND PROJECT BUDGET ORDINANCE
AMERICAN RESCUE PLAN ACT OF 2021
BO-2021-11**

WHEREAS, the federal government allocated local governments funding in the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021; and

WHEREAS, the City has been allocated funds in the American Rescue Plan Act of 2021 as a non-entitlement municipality; and

WHEREAS, the City will be receiving half of the allocated funds directly from the North Carolina Pandemic Recovery Office in 2021 and the second half in 2022 in the total amount of \$10,400,000; and

WHEREAS, the City will make a determination in what the funds may be used for after more guidance is released by the US Treasury and the North Carolina Local Government Commission.

NOW, THEREFORE, BE IT ORDAINED that the City Council of the City of Monroe establishes the special revenue project budget for the project entitled "American Rescue Plan Act of 2021", and appropriates the following revenues and expenses:

Special Revenue Project Fund:

Revenue:

Grant Revenue	\$10,400,000
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Expense:

Project Costs	\$10,400,000
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Adopted this 8th day June, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

E. Storm Drainage Improvement Projects.

Council Member Anthony moved to adopt Capital Project Budget Ordinance BO-2021-04:

**CAPITAL PROJECT BUDGET ORDINANCE
STORM DRAINAGE IMPROVEMENT PROJECTS
BO-2021-04**

WHEREAS, the City desires to hire a stormwater utility contractor to assist with the stormwater maintenance program; and

WHEREAS, when the Oak Hill Drive Improvement project was closed in October 2019, the remaining funds (\$129,320) were placed into Project Account SU2001 for Storm Drainage Improvements; and

WHEREAS, beginning in Fiscal Year 2021, \$100,000 from the Stormwater Utility Budget is allocated annually towards the Storm Drainage Improvement Project; and

WHEREAS, Staff recommends transferring funds from the Stormwater Utility Budget in the amount of \$100,000 to Project SU2001, Storm Drainage Improvement Projects account, to allow for award of a future contract.

NOW, THEREFORE, BE IT ORDAINED that the City Council of the City of Monroe hereby appropriates and transfers funding from the Stormwater Utility Fund to the Storm Drainage Improvement Projects, SU2001, as follows:

Stormwater Utility Fund:

Expense:

Stormwater Operating Expense	(\$100,000)
Transfer to Stormwater Capital Project Fund	\$100,000

Stormwater Capital Project Fund:

Revenue:

Transfer from Stormwater Utility Funds:	\$100,000
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Expense:

Capital Project Storm Drainage Improvement	\$100,000
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Adopted this 8th day of June, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

Item No. 8. Call for Public Hearing to be Held July 13, 2021 to Consider Level IV Economic Development Incentive Grant for Project Millwork. Economic Development Executive Director Chris Platé advised by memorandum that Staff was in discussions with a prospective manufacturing company who was considering the purchase of land, the construction of a new manufacturing facility and the purchase of manufacturing equipment at a location in Monroe.

Mr. Platé advised that it was the recommendation of Staff that Council call for a public hearing to be held on July 13, 2021 to consider the award of a Level IV Economic Development Incentive Grant for Project Millwork. He advised that the name of the company would be disclosed at the July 13, 2021 public hearing.

Council Member Anthony moved to call for a public hearing to be held on July 13, 2021 at 6:00 p.m. to consider this matter. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

Item No. 9. Charlotte-Monroe Executive Airport Aprons Rehabilitation (Areas D, E, and F) Design and Bid Project. Charlotte-Monroe Executive Airport Director Peter Cevallos advised by memorandum that the City had been notified that the North Carolina Board of Transportation had approved the grant award of \$270,000 in State funds for the Airport's project to rehabilitate Aprons D, E and F. Mr. Cevallos advised that this money would fund the design and bidding of the project for construction. He advised that this project was a follow-on effort in which the Airport was working with the North Carolina Department of Transportation to program the necessary funds to rehabilitate all the existing pavements at the Airport.

Mr. Cevallos advised that Aprons D, E and F were located in the middle of the Airport. He advised that Apron D was in front of Hangar 1, Apron E was located between the Terminal and Hangar 1 and Apron F was the pavement in front of the Airport Terminal. Since Aprons D, E and F were originally constructed over 20 years ago and have never had major maintenance, Mr. Cevallos advised that the project objective would be a full-depth reconstruction to correct any failures under the pavements and then re-construct with new pavements that had the weight bearing strength to support up to 100,000 lb. aircraft. Mr. Cevallos advised that it was anticipated that the project cost should be in the range of approximately \$1.5M to \$2M. He advised that recently, the Airport conducted a similar project, the Apron Rehabilitation Project, for Aprons A, B and C. Mr. Cevallos advised that this project was finally wrapping up this spring and would finish with an estimated cost of \$3.1M.

Mr. Cevallos advised that the Airport's engineers, Talbert, Bright & Ellington, Inc., had submitted a proposed work authorization for \$113,985.89 to design and bid the project. He advised that the State had reviewed and approved the scope of work and authorized the City to apply for the grant. Mr. Cevallos advised that a portion of the allocated grant would fund the proposed contract, with the City utilizing the designated fund balance to provide the required 10% matching funds. Once the project was advertised and bids were received, he advised that the Airport would coordinate with the State for the necessary grant funds to do the actual construction. Mr. Cevallos advised that Staff would return to Council with a request to award the project contract based on the engineer's award recommendation with bid tab and a request to apply for the grant that would fund the remainder of the project.

Mr. Cevallos advised that Staff presented this matter to the Charlotte-Monroe Executive Airport Commission on May 11, 2021 and to the General Services Committee on May 27, 2021.

Mr. Cevallos advised that it was the recommendation of the General Services Committee, the Charlotte-Monroe Executive Airport Commission and Staff that Council approve the request to apply for the grant fund appropriations for the design and bidding of the Aprons Rehabilitation (Areas D, E and F) Project, adopt a Capital Project Budget Ordinance for the project, approve a work authorization with Talbert, Bright & Ellington, Inc. to conduct the design and bidding of the Aprons Rehabilitation (Areas D, E and F) Project and authorize the City Manager to execute any and all documents.

A. Grant Application. Council Member Anthony moved to authorize Staff to apply for the grant fund appropriations for the design and bidding of the Aprons Rehabilitation (Areas D, E and F) Project. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

B. Capital Project Budget Ordinance. Council Member Anthony moved to adopt Capital Project Budget Ordinance BO-2021-09:

**CAPITAL PROJECT BUDGET ORDINANCE
CHARLOTTE-MONROE EXECUTIVE AIRPORT
APRON REHABILITATION (APRONS D, E, & F) PROJECT
BO-2021-09**

WHEREAS, the Talbert, Bright & Ellington, Inc. is the engineer of record at the Charlotte-Monroe Executive Airport; and

WHEREAS, the City desires to rehabilitate Aprons D, E, and F at the Charlotte-Monroe Executive Airport; and

WHEREAS, the City utilize \$102,587.30 from the identified State funds the NC Department of Transportation has programmed to fund this project. The City wishes to utilize \$11,398.58 of the City's designated fund balance identified for Airport grant acceptance to provide the required 10% matching funds for the grant; and

WHEREAS, the City wishes to authorize Talbert & Bright to provide design and bid services for this project for \$113,985.89.

NOW, THEREFORE, BE IT ORDAINED that the City Council of the City of Monroe applies these grant funds, and the associated local match, toward the design through bidding phase of the capital project titled "Rehabilitation of Aprons D, E, & F Project:"

General Fund:

Revenue:

Appropriation from Designated Fund Balance \$11,399

Expense:

Transfer to Airport Capital Project Fund	\$11,399
Airport Capital Project Fund:	
Revenue:	
Transfer from General Fund	\$11,399
Restricted Intergovernmental	\$102,587
Expense:	
Capital Project for Rehabilitation of Aprons	\$113,986

Adopted this 8th day of June, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

C. Work Authorization with Talbert, Bright, & Ellington, Inc. Council Member Anthony moved to approve a work authorization with Talbert, Bright & Ellington, Inc. to conduct the design and bidding of the Aprons Rehabilitation (Areas D, E and F) Project. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

D. City Manager to Execute Documents. Council Member Anthony moved to authorize the City Manager to execute any and all necessary documents with regard to the Charlotte-Monroe Executive Airport Aprons Rehabilitation (Areas D, E, and F) Project (design and bid). Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 10. Charlotte-Monroe Executive Airport Runway 5-23 Approach Obstruction Removal Project. Charlotte-Monroe Executive Airport Manager Peter Cevallos advised by memorandum that the Runway 5-23 Approach Obstruction Removal Project was developed because the FAA identified several deficiencies to the Airport's approaches during their regularly conducted flight inspections. Mr. Cevallos advised that the identified deficiencies were trees that had reached a sufficient height in which the tops of the trees affected the visual and instrument approaches at both ends of the runway. He advised that the FAA deemed these trees as obstructions and have placed restrictions to the Airport's instrument approaches. Mr. Cevallos advised that the appropriate measure was to remove the trees by either "topping" them or removing them entirely so that they did not affect the approaches.

Mr. Cevallos advised that the Airport's engineers, Talbert, Bright, & Ellington, Inc., had developed a project concept to mitigate these obstructions. He advised that this project included three schedules of work: Runway 5 Approach Obstruction Removal; Runway 23 approach obstruction removal; and, a new perimeter security fencing around the northern boundary of the Runway 23 end Airport property.

Mr. Cevallos advised that the State was authorizing the City to utilize a portion of the FAA non-primary entitlement funds designated to the City for the design and bidding phase of this project. He advised that the FAA's Non-Primary Entitlement Grant Program allocated \$150,000 each year to the City, which could be used in conjunction with other grant funds for airfield projects. Mr. Cevallos advised that currently, the City had three years of banked funds totaling \$450,000 that could be appropriated towards this project. He advised that the Airport's engineers, Talbert, Bright & Ellington, Inc., had submitted a work authorization to provide the design and bidding of this project for \$71,510.30. Once the engineers have completed design of project plans and specifications, Mr. Cevallos advised that they would advertise the project to qualified contractors so that construction bids could be received. He advised that Staff would then work with the State to allocate the balance of the non-primary entitlement funds and any additional grant funds required to complete the actual construction. Mr. Cevallos advised that the City would use the designated fund balance to provide the required 10% matching funds for the grant. He advised that Staff would return to Council with a request to award the project contract based on engineer's award recommendation with bid tab and a request to apply for the grant that would fund the remainder of the project.

Mr. Cevallos advised that Staff presented this matter to the Charlotte-Monroe Executive Airport Commission on May 11, 2021 and to the General Services Committee on May 27, 2021.

Mr. Cevallos advised that it was the recommendation of the General Services Committee, the Charlotte-Monroe Executive Airport Commission and Staff that Council approve the request to apply for non-primary entitlement funds for the design and bidding of the Runway 5-23 Approach Obstruction Removal Project, adopt a Capital Project Budget Ordinance for the funding of the project, approve a work authorization with Talbert, Bright & Ellington, Inc. to conduct the design and bidding of the Runway 5-23 Approach Obstruction Removal Project and authorize the City Manager to execute any and all documents.

A. Grant Application. Council Member Anthony moved to authorize Staff to apply for non-primary entitlement funds for the design and bidding of the Runway 5-23 Approach Obstruction Removal Project. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

B. Capital Project Budget Ordinance. Council Member Anthony moved to adopt Capital Project Budget Ordinance BO-2021-08:

**CAPITAL PROJECT BUDGET ORDINANCE
CHARLOTTE-MONROE EXECUTIVE AIRPORT
RUNWAY 5-23 APPROACH OBSTRUCTION REMOVAL PROJECT
BO-2021-08**

WHEREAS, the Talbert, Bright & Ellington is the engineer of record at the Charlotte-Monroe Executive Airport; and

WHEREAS, the City desires to clear obstructions at both runway ends at the Charlotte-Monroe Executive Airport; and

WHEREAS, the City will utilize \$64,359.27 from its identified annual allocation of FAA Non-Primary Entitlements fund the NC Department of Transportation helps manage to fund this project. The City wishes to utilize \$7,151.03 of the City' s designated fund balance identified for Airport grant acceptance to provide the required 10% matching funds for the grant; and

WHEREAS, the City wishes to authorize Talbert, Bright & Ellington to provide design and bid services for this project for \$71,510.30.

NOW, THEREFORE, BE IT ORDAINED that the City Council of the City of Monroe applies these grant funds, and the associated local match, toward the design through bidding phase of the capital project titled “Runway 5-23 Approach Obstruction Removal Project.”

General Fund:

Revenue:

Appropriation from Designated Fund Balance \$7,151

Expense:

Transfer to Airport Capital Project Fund \$7,151

Airport Capital Project Fund:

Revenue:

Transfer from General Fund \$7,151

Restricted Intergovernmental \$64,359

Expense:

Capital Project for Rehabilitation of Aprons \$71,510

Adopted this 8th day of June, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
 McGee, Mayor Pro Tem Holloway and Mayor Kilgore

NAYS: None

C. Work Authorization with Talbert, Bright, & Ellington, Inc. Council Member Anthony moved to approve a work authorization with Talbert, Bright & Ellington, Inc. to conduct the design and bidding of the Runway 5-23 Approach Obstruction Removal Project. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

D. City Manager to Execute Documents. Council Member Anthony moved to authorize the City Manager to execute any and all necessary documents with regard to the Charlotte-Monroe Executive Airport Runway 5-23 Approach Obstruction Removal Project. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 11. Downtown Master Plan Update Funds. Assistant City Manager Brian Borne advised by memorandum that the City approved funding of the Downtown Master Plan update in Fiscal Year 2021 budget process; however, with the uncertainty of the impact of Covid-19, Staff was advised to place the project on hold. Now, with more certainty in City revenues and budget forecasting, he advised that Staff would like to move forward with the allocated funds and put out a Request for Qualifications to potential firms.

Mr. Borne advised that the update of the Downtown Master Plan would realize the accomplishments made in the implementation of the Downtown Master Plan to date, discuss new directions for Downtown and recognize any changes needed. He advised that it would also complement the recent updates of the City's Land Use and Transportation and Parks and Greenway Master Plan updates.

Mr. Borne advised that Staff presented this matter to the General Services Committee on May 27, 2021.

Mr. Borne advised that it was the recommendation of the General Services Committee and Staff that Council approve moving forward with the funding of the Downtown Master Plan Update.

Council Member Anthony moved to approve moving forward with the funding of the Downtown Master Plan Update. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 12. Minutes and Reports.

A. Disbursement of Fiscal Year 2020-2021 City Council Discretionary Funds.

1) Council Member Surluta Anthony. City Clerk Bridgette Robinson advised by memorandum that Staff had received two requests from Council Member Surluta Anthony for disbursement of

City Council Discretionary Funds to Union County Kids in the amount of \$162. Disbursements for Council Member Anthony follow:

Date	Recipient	Public Purpose	Fiscal Impact	
			Amount	Balance
07/01/2020	Discretionary Allocation Fiscal Year 2020-2021			\$3,000
07/29/2020	Community Health Services of Union County, Inc.	Provide personalized high- quality care to uninsured residents of Union County living with diabetes and its related complications	\$1,000	\$2,000
07/29/2020	Community Shelter of Union County	Community development	\$200	\$1,800
07/29/2020	Union County Crisis Assistance Ministry	Support families in crisis meet essential life needs and become self-sufficient in support of community development	\$300	\$1,500
08/13/2020	Christian Family Care Home	Assistance and care	\$300	\$1,200
08/21/2020	Ground 40	Health programs and community development	\$300	\$900
10/26/2020	Shadow Vets	Community development	\$100	\$800
10/26/2020	Union County Crisis Assistance Ministry	Support families in crisis meet essential life needs and become self-sufficient in support of community development	\$200	\$600
10/26/2020	Monroe High School Athletic Foundation	Support of high school athletics	\$300	\$300
02/09/2021	Sports to You	General administration	\$13	\$287
04/23/2021	Project Greater Opportunities Daily	Community development	\$125	\$162
05/11/2021	Union County Kids	Community development	\$112	\$50
05/27/2021	Union County Kids	Community development	\$50	\$0

As this item was for informational purposes only, no action was required from Council.

2) Council Member Freddie Gordon. City Clerk Bridgette Robinson advised by memorandum that Staff had received requests from Council Member Freddie Gordon for disbursement of City Council Discretionary Funds to Turning Point in the amount of \$2,000, A Few Good Men in the amount of \$500 and Hospice of Union County in the amount of \$500. Disbursements for Council Member Gordon follow:

Date	Recipient	Public Purpose	Fiscal Impact	
			Amount	Balance
07/01/2020	Discretionary Allocation Fiscal Year 2020-2021			\$3,000
05/26/2021	Turning Point	Domestic Violence Shelter for women and children	\$2000	\$1,000

Date	Recipient	Public Purpose	Fiscal Impact	
05/26/2021	A Few Good Men	Support of fundraiser for scholarships/youth activities	\$500	\$500
05/26/2021	Hospice of Union County	Support of high-quality hospice and palliative care of terminal illnesses or with advanced illnesses	\$500	\$0

As this item was for informational purposes only, no action was required from Council.

3) Council Member Angelia James. City Clerk Bridgette Robinson advised by memorandum that Staff had received a request from Council Member Angelia James for disbursement of City Council Discretionary Funds to The Keeper Program in the amount of \$90. Disbursements for Council Member James follow:

Date	Recipient	Public Purpose	Fiscal Impact	
			Amount	Balance
07/01/2020	Discretionary Allocation Fiscal Year 2020-2021			\$3,000
10/12/2020	Shadow Vets	Community Development	\$500	\$2,500
10/15/2020	Union County Kids	Community Development	\$800	\$1,700
10/19/2020	Common Heart	Community Development	\$500	\$1,200
10/21/2020	Helpers One to Another	Community Development	\$800	\$400
11/12/2020	Project Greater Opportunities Daily	Community Development	\$100	\$300
11/12/2020	Heart for Monroe	Community Development	\$200	\$100
03/24/2021	Union County Chamber	Economic and industrial development	\$10	\$90
05/25/2021	The Keeper Program	Community Development	\$90	\$0

As this item was for informational purposes only, no action was required from Council.

4) Council Member Franco McGee. City Clerk Bridgette Robinson advised by memorandum that Staff had received requests from Council Member Franco McGee for disbursement of City Council Discretionary Funds to Union County Kids in the amount of \$500, Serve Unity Outreach in the amount of \$200; BYB (Beyond the Books) in the amount of \$200 and Trinity Wellness Community Outreach in the amount of \$77.51. Disbursements for Council Member McGee follow:

Date	Recipient	Public Purpose	Fiscal Impact	
			Amount	Balance
07/01/2020	Discretionary Allocation Fiscal Year 2020-2021			\$3,000
10/12/2020	Shadow Vets	Community Development	\$500	\$2,500
12/08/2020	The Caraway Foundation	Community Development, Public Education and Health Related Programs	\$750	\$1,750
12/08/2020	Union County Crisis Ministry	Community Development	\$500	\$1,250

Date	Recipient	Public Purpose	Fiscal Impact	
02/16/2021	Sports to You	General Administration	\$33.50	\$1,216.50
03/31/2021	Pizza Hut (Benton Heights School of the Arts Educational Program)	Support of education	\$188.99	\$1,027.51
05/11/2021	Union County Kids	Community Development	\$300	\$727.51
05/28/2021	Serve Unity Outreach	Community Development	\$200	\$527.51
05/31/2021	Union County Kids	Community Development	\$250	\$277.51
05/31/2021	BYB (Beyond the Books)	Community Development	\$100	\$77.51
05/31/2021	Trinity Wellness Community Outreach, Inc.	Community Development	\$77.51	\$0

As this item was for informational purposes only, no action was required from Council.

B. Financial Reports for April 2021. Financial reports for April 2021 were received as information by Council.

C. Minutes of Charlotte-Monroe Executive Airport Commission Meeting of March 8, 2021. Minutes of the Charlotte-Monroe Executive Airport Commission Meeting of March 8, 2021 were received as information by Council.

D. Minutes of City Council Meetings of April 27, 2021, May 11, 2021 and May 20, 2021. Council Member Anthony moved to approve the Minutes of the City Council Meetings of April 27, 2021, May 11, 2021 and May 20, 2021. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore

NAYS: None

E. Minutes of General Services Committee Meeting of April 15, 2021. Minutes of the General Services Committee Meeting of April 5, 2021 were received as information by Council.

F. Minutes of Historic District Commission Meeting of April 12, 2021. Minutes of the Historic District Commission Meeting of April 12, 2021 were received as information by Council.

G. Minutes of Monroe-Union County Economic Development Board of Advisors Meeting of April 13, 2021. Minutes of the Monroe-Union County Economic Development Board of Advisors Meeting of April 13, 2021 were received as information by Council.

H. Minutes of Open Conversation on Racism Committee Meetings of February 2, 2021, February 23, 2021 and March 4, 2021. Minutes of the Open Conversation on Racism Committee Meetings of February 2, 2021, February 23, 2021 and March 4, 2021 were received as information by Council.

I. Minutes of Planning Board Meeting of May 5, 2021 (Draft). Minutes of the Planning Board Meeting of May 5, 2021 (draft) were received as information by Council.

J. Summary of Contracts Awarded, Change Orders Approved and City Manager's Settlement of Claims. City Manager E.L. Faison reported by memorandum the award of contracts pursuant to Ordinance O-2001-17, Change Orders (CO) approved pursuant to Resolution R-2000-76 and the settlement of claims pursuant to Ordinance O-2018-50:

Date	Name	Purpose	Fiscal Impact	
			Fund	Amount
05/04/2021	Kemp Melton	Right of way clearing	Water Resources	*\$4,999
05/04/2021	EWSG of NC, LLC	Clean debris blanket floating on Stewart Creek Pump Station Wet Well and haul to City of Monroe facility	Water Resources	*\$3,000
05/04/2021	Labella & Associates (CO #1)	Scattered Site Environmental Site Specific	Planning and Development	*\$2,900
05/06/2021	PRS Construction, Inc.	Roof replacement of 108 N. Main Street	Downtown	\$76,320
05/06/2021	Davis Lawn Care	Code Enforcement Public Health Nuisance Abatement	Code Enforcement	\$5,000
05/06/2021	Hargett Electric Company, Inc.	Hangar renovation for SPX Corp. at the Charlotte-Monroe Executive Airport	Airport	\$10,000
05/06/2021	Verner Johnson, Inc. (CO #1)	Monroe Science Center Exhibit Consulting Services	Communications and Tourism	\$14,440
05/10/2021	Club Automation	Monroe Aquatics and Fitness Center Front Desk Software	Parks and Recreation	*\$2,985
05/10/2021	QEI, LLC	Upgrading existing SCADA software system	Energy Services	\$32,451
05/10/2021	C & J Properties of Marshville	Construct dumpster enclosure at Fire Station #4	Fire	\$24,305
05/11/2021	Union-Anson County Habitat for Humanity	East Village affordable housing	Planning and Development	\$50,000
05/13/2021	Charlotte Crane Service (CO #1)	Crane services as required by Water Resources Div. Collection/Distribution, Waste Treatment Plant and Wastewater Treatment Plant	Water Resources	*\$1,000
05/13/2021	Sharpe Company (CO #2)	Rubber Goods Testing and Replacement	Energy Services	\$5,000
05/14/2021	Trull Powerline Company (CO #2)	ATI Metals New Facility	Energy Services	\$5,708
05/18/2021	Carolina Pest Management	Pest treatment service at Belk-Tonawanda Park picnic shelter	Parks and Recreation	*\$475
05/18/2021	Piedmont Security Systems	Operations Center Security Service	Water Resources	*\$2,060

Date	Name	Purpose	Fiscal Impact	
			Fund	Amount
05/18/2021	DC Technology, Inc.	Install and test 125 VDC battery	Energy Services	\$17,475
05/18/2021	AFI Systems, LLC	Factory authorized service facility for WEG soft starters to repair soft start for Blower #4	Water Resources	\$5,816
05/20/2021	DC Technology	Installation, testing and removal of VDC Battery Systems in substations	Energy Services	\$17,475
05/20/2021	Reliable Tree Service	Remove three birch trees at J. Ray Shute Center	Facility Maintenance	*\$1,400
05/20/2021	PurAqua Products (dba Aqua Management Partners)	Miscellaneous repairs and maintenance at the Winchester Community Pool	Parks and Recreation	*\$1,500
05/24/2021	Waynco Roofing, LLC	Replacement roof at J. Ray Shute Center	Facility Maintenance	\$22,320
05/24/2021	Resolve Environmental Services	Conduct a Phase I and II Environmental Site Assessment at Winchester Redevelopment Site	Economic Development	\$17,700
05/24/2021	South Piedmont Community College	Lease extension for office space for Economic Development housed at Tyson Family Center for Technology	Economic Development	\$18,300
05/24/2021	Lawrence Associates	Surveying services – lot line revision plat for 108 N. Main St. and alleyway	Downtown	*\$2,000
05/24/2021	Willie Smith	Lake Monroe Inspector	Water Resources	\$22,000
05/24/2021	North Carolina Department of Transportation	Traffic signal on Old Charlotte Highway at Williams Road	Engineering	\$25,000
05/25/2021	Randall Supply	Rebuild of the Finish Pump #5 motor at the Water Treatment Plant	Water Resources	*\$4,984
05/25/2021	Outlook Flooring (CO #1)	Replace floor tile at Fire Administration	Fire	*\$207
05/26/2021	Anytime Fitness	Conduct fitness session with Police Officers	Police	*\$1,750
*Approved by Department Director			Total	\$387,671

There were no settlement of claims. This item was for informational purposes only; therefore, no action was required from Council.

Item No. 13. Ordinance Amending Fiscal Year 2021-2022 Fees Schedule to Add Internal Fees for Dowd Center Theatre. Communications and Tourism Director Pete Hovanec advised by memorandum that the Theatre Staff had developed an internal Fees Schedule for City

Departments desiring to use the Dowd Center Theatre for events and meetings. Mr. Hovanec advised that the proposed internal Fees Schedule outlined costs associated with the rental and use of the Dowd Center Theatre. He advised that the Fees Schedule represented costs associated with individual rentals as well as additional costs associated with rentals that are more complex (catering, extensive sound or technology. Mr. Hovanec advised that the Dowd Center Theatre was understandably an attractive draw and as more restrictions were lifted, more individuals and businesses were expressing rental interest. He advised that the internal Fees Schedule allowed affordable departmental rentals (if available) and helped cover staffing costs associated with the individual rental.

Mr. Hovanec advised that Staff presented this matter to the General Services Committee on May 27, 2021.

Mr. Hovanec advised that it was the recommendation of the General Services Committee and Staff that Council adopt an Ordinance approving the internal Fees Schedule for the Center Theatre.

Council Member Anthony moved to adopt Ordinance O-2021-31:

**ORDINANCE TO AMEND CITY OF MONROE
FEES SCHEDULE FISCAL YEAR 2021-2022
O-2021-31**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT THE CITY OF MONROE FEES SCHEDULE FISCAL YEAR 2021-2022 IS HEREBY AMENDED TO ADD THE FOLLOWING SECTION:

CHAPTER V. DOWNTOWN MONROE

ARTICLE A. DOWD CENTER THEATRE

Section 2. Internal Fee Schedule

- All rental fees and expenses are determined by the date scheduled, day of the week, time of day, the exact nature of the event, the anticipated attendance, and the requirements of the tenant or lessee.
- The prices below are basic fees and rates which may be adjusted as event details warrant. The Dowd Center Theatre reserves the right to adjust its rental policies and fees depending on the requirements and needs of the event. All dates are secured with a deposit.

Management reserves the right to refuse a rental request if the event is not appropriate to the mission of the theatre, or if the event conflicts with any other event planned by the theatre.

BASIC RENTAL (SUNDAY THROUGH THURSDAY)

\$50 PER HOUR, 4-HOUR MINIMUM. A basic rental includes use of the theatre, lobby, and gallery space, catering kitchen, and basic technical and administrative support (single microphone w/ stand, single video hookup, sound system, and rep light plot). Additional charges may apply for setup and tear down or for other services (see below).

BASIC RENTAL (FRIDAY, SATURDAY, & HOLIDAYS)*

Half-Day	\$1,000
Full-Day	\$1,500

Please Note: The basic rental fees reflect Sunday through Thursday rates. Because the Dowd Center Theatre is a multi-purpose presenting venue, rentals might preclude the booking of other forms of entertainment, especially on Friday, Saturday, and holidays, and so the public fee schedule rates will apply.

AD HOC EXPENSES

Personnel (as needed)	
Technical Director (consultation beyond basic rental)	\$30 per hour
FOH Personnel: House Manager /Box Office	\$15 per person per hour
Ad Hoc Personnel: Stagehands/Deck Crew/Board Ops	\$15 per person per hour
Additional Expenses	
Cleaning (based on number of attendees)	\$100 (1-100 persons) \$200 (101-200 persons) \$300 (201 persons and up)
Marquee (based on availability)	\$50

FOOD & BEVERAGE SERVICES/CATERING

The Dowd Center Theatre has a catering kitchen with a commercial refrigerator and freezer, icemaker, and food warmer, where food may be prepared and served. Cooking on site is not allowed. The facility has a basic stock of table linens, skirts, and paper products. Renters should arrange for any additional table linens, skirts, or soft goods of any kind. Caterers must provide all kitchen and dining utensils, plates, and dishes.

This Ordinance shall be effective July 1, 2021.

Adopted this 8th day of June 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 14. Ratification of Annual Service/Purchase Contracts and Water Chemical Bids Exceeding \$100,000 for Fiscal Year 2022. Finance Director Lisa Strickland advised by memorandum that Chapter 34 of the Code of Ordinances dictated that it was necessary to seek Council approval on the following purchases/contracts in excess of \$100,000:

FISCAL YEAR 2022 Services Exceeding \$100,000			
Company Name	FY2021 Expenditures	FY2022 Expenditures	Synopsis

Data Prose	\$155,260	\$164,200	Bill printing services for cycle bills, notices and tax statements (Postage is included at \$107,050) Cost increase due to increased amount of bills and postage. Anticipate postage to go down due to new e-bill service.
Green's Commercial Cleaning	\$329,387	\$428,988	Cleaning of city facilities. Increased amount is for estimated cost of cleaning Monroe Science Center and Dowd Center Theatre.
Lewis Tree Service Inc. (Formerly Carolina Tree Care)	\$378,000	\$389,988	Tree trimming services for electric right of ways. A 3% increase is expected by the contractor in Fiscal Year 2022.
Hinson Services	\$120,000	\$120,000	For maintenance, repair, and replacement of city HVAC systems. Amount may increase or decrease based upon the need of repairs and replacements.
Interlocal Risk Financing Fund of NC	\$520,000	\$528,000	The Property and Liability premium for all City Departments for Fiscal Year 2021 was \$520,000. The amount indicated is the amount budgeted for Fiscal Year 2022 and will not be exceeded.
Dawn Development	\$2,198, 066	\$2,417,873	Construction services for electric and natural gas line installation. Cost increase due to services to growth and new subdivisions.
Tyler Technologies	\$157,895	\$220,000	City new software maintenance fees.
Underground Solutions	\$119,800	\$119,800	The water main pipe bursting strategic initiative was implemented by the Water Resource Department in April 2014 and was designed to help close the infrastructure replacement gap for water mains. The trenchless pipe bursting technology requires fusible pipe materials. Currently, there is only one manufacturer of fusible PVC pipe (FPVC), Underground Solutions Inc., and the Water Resources Department is working with them as a sole source provider of the needed pipe materials. Pricing has been stable since April 2014. Quantities of the 6-inch and 8-inch pipe may vary slightly due to field condition encountered. Purchases will be made based on unit prices provided, and will

			not exceed available budgeted funds without additional approvals.
Fiscal Year 2022 Water Chemical Bids			
Product	Vendor	Price	Synopsis
Liquid Chlorine	JCI Jones Chemical	\$600/ton	On April 15, 2021 staff received bids for Fiscal Year 2021 chemical bids for the Water and Waste Water Treatment Divisions. This bid is distributed annually. The treatment chemical budget for Fiscal Year 2022 is \$1,127,000 for the Water Treatment Plant and \$101,500 for the Waste Water Treatment Plant.
Zinc Ortho Polyphosphate	Shannon Chemical	\$1.187/lb. SNC lead free	
Sulfur Dioxide	JCI Jones Chemicals	\$1,000/ton	
Dry Cationic Polymer - WTP	Polydyne	\$1.71/lb. (C-3226)	
Dry Non-Ionic Polymer	Polydyne	\$1.71/lb.	
Powdered Activated Carbon	Donau Carbon	\$0.7576/lb.	
Dry Cationic Polymer - WWTP	Polydyne	\$1.90/lb. (SE-1278)	
Calcium Hydroxide Slurry	Lime-Chem	\$0.0409/lb.	
Magnesium Hydroxide	Garrison Minerals	\$0.345/lb.	
Liquid Copper Sulfate	Univar Solutions	\$1.82/lb.	

Ms. Strickland advised that Staff presented this matter to the General Services Committee on May 27, 2021.

Ms. Strickland advised that it was the recommendation of the General Services Committee and Staff that Council approve the following annual service/purchases contracts and water chemical bids in excess of \$100,000:

Council Member Anthony moved to approve the following annual service/purchases contracts and water chemical bids in excess of \$100,000:

FISCAL YEAR 2022 Services Exceeding \$100,000			
Company Name	FY2021 Expenditures	FY2022 Expenditures	Synopsis
Data Prose	\$155,260	\$164,200	Bill printing services for cycle bills, notices and tax statements (Postage is included at \$107,050) Cost increase due to increased amount of bills and postage. Anticipate postage to go down due to new e-bill service.
Green's Commercial Cleaning	\$329,387	\$428,988	Cleaning of city facilities. Increased amount is for estimated cost of cleaning Monroe Science Center and Dowd Center Theatre.

Lewis Tree Service Inc. (Formerly Carolina Tree Care)	\$378,000	\$389,988	Tree trimming services for electric right of ways. A 3% increase is expected by the contractor in Fiscal Year 2022.
Hinson Services	\$120,000	\$120,000	For maintenance, repair, and replacement of city HVAC systems. Amount may increase or decrease based upon the need of repairs and replacements.
Interlocal Risk Financing Fund of NC	\$520,000	\$528,000	The Property and Liability premium for all City Departments for Fiscal Year 2021 was \$520,000. The amount indicated is the amount budgeted for Fiscal Year 2022 and will not be exceeded.
Dawn Development	\$2,198, 066	\$2,417,873	Construction services for electric and natural gas line installation. Cost increase due to services to growth and new subdivisions.
Tyler Technologies	\$157,895	\$220,000	City new software maintenance fees.
Underground Solutions	\$119,800	\$119,800	The water main pipe bursting strategic initiative was implemented by the Water Resource Department in April 2014 and was designed to help close the infrastructure replacement gap for water mains. The trenchless pipe bursting technology requires fusible pipe materials. Currently, there is only one manufacturer of fusible PVC pipe (FPVC), Underground Solutions Inc., and the Water Resources Department is working with them as a sole source provider of the needed pipe materials. Pricing has been stable since April 2014. Quantities of the 6-inch and 8-inch pipe may vary slightly due to field condition encountered. Purchases will be made based on unit prices provided, and will not exceed available budgeted funds without additional approvals.

Fiscal Year 2022 Water Chemical Bids

Product	Vendor	Price	Synopsis
Liquid Chlorine	JCI Jones Chemical	\$600/ton	On April 15, 2021 staff received bids for Fiscal Year 2021 chemical bids for the Water and Waste Water
Zinc Ortho Polyphosphate	Shannon Chemical	\$1.187/lb. SNC lead free	
Sulfur Dioxide	JCI Jones Chemicals	\$1,000/ton	
Dry Cationic Polymer - WTP	Polydyne	\$1.71/lb. (C-3226)	

Dry Non-Ionic Polymer	Polydyne	\$1.71/lb.	Treatment Divisions. This bid is distributed annually. The treatment chemical budget for Fiscal Year 2022 is \$1,127,000 for the Water Treatment Plant and \$101,500 for the Waste Water Treatment Plant.
Powdered Activated Carbon	Donau Carbon	\$0.7576/lb.	
Dry Cationic Polymer - WWTP	Polydyne	\$1.90/lb. (SE-1278)	
Calcium Hydroxide Slurry	Lime-Chem	\$0.0409/lb.	
Magnesium Hydroxide	Garrison Minerals	\$0.345/lb.	
Liquid Copper Sulfate	Univar Solutions	\$1.82/lb.	

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 15. Resolution of Intent to Abandon Unnamed Right-of-Way off Waverly Drive and Calling for Public Hearing to be Held July 13, 2021. Engineering Director Sarah McAllister advised by memorandum that the City received a request from Phillip Hines with Eagle Engineering on behalf of Carolina Development Services to abandon approximately 237 linear feet of a 60-ft. wide unopened, unnamed right-of-way from the western right-of-way of Waverly Drive to the eastern property line of Carolina Realty & Investment. Ms. McAllister advised that Carolina Development Services had acquired Tax Parcel #09-286-061 which included the unopened right-of-way and was planning a residential subdivision on a portion of the parcel. She advised that all adjacent property owners had signed a petition in favor of the abandonment.

Ms. McAllister advised that the request had been routed directly to the various City Departments as well as the City's Technical Review Committee via CityView. She advised that comments received stated there were existing gas and water utilities within the existing 60-ft. right-of-way. Ms. McAllister advised that as part of the abandonment process, a 20-ft. wide general public utility easement centered on the waterline would need to be retained in keeping with North Carolina General Statute 160A-299 until such time that the lines were either re-located and/or abandoned and new easement(s) recorded. She advised that the current fee of \$1,040 for the abandonment process had been paid by Carolina Development Services.

Ms. McAllister advised that Staff presented this matter to the Public Enterprise Committee on May 18, 2021.

Ms. McAllister advised that it was the recommendation of the Public Enterprise Committee and Staff that Council adopt a Resolution of Intent calling for a public hearing to be held on July 13, 2021 at 6:00 p.m. to consider the right-of-way abandonment. She advised that the Resolution of Intent calling for the public hearing would be published once a week for four consecutive weeks prior to July 13, 2021 in accordance with the General Statutes. Ms. McAllister advised that street

closing signs would also be posted in at least two places along the right-of-way advising of the public hearing date.

Council Member Anthony moved to adopt Resolution R-2021-39:

**RESOLUTION OF INTENT
TO ABANDON UNNAMED RIGHT-OF-WAY
LOCATED OFF OF WAVERLY DRIVE
FROM REAR PROPERTY LINE OF PARCEL 09185001 TO
REAR PROPERTY LINE OF PARCEL 09147063
R-2021-39**

THAT WHEREAS, the City of Monroe proposes to permanently abandon an unnamed right-of-way located off Waverly Drive pursuant to North Carolina General Statute Section 160A-299 starting at the western right-of-way of Waverly Drive to the eastern property line of Carolina Realty & Investment as shown on the recorded plan in Plat Cabinet C, File 24 in the Union County Register of Deeds, about 237 linear feet in length.

NOW, THEREFORE, BE IT RESOLVED that the Monroe City Council declares its intent to permanently abandon an unnamed right-of-way located off Waverly Drive starting at the western right-of-way of Waverly Drive to the eastern property line of Carolina Realty & Investment as shown on the recorded plat in Plat Cabinet C, File 24 in the Union County Register of Deeds, about 237 linear feet in length.

The City Council orders that a public hearing be called on the question at 6:00 p.m., Tuesday, July 13, 2021. The City Clerk is hereby directed to:

1. Publish a copy of this Resolution in a newspaper authorized to publish legal ads in the City of Monroe as required by statute.
2. Send a copy of this Resolution by certified or registered mail to all owners of the property adjoining the street as shown on the tax records.
3. To cause a notice of the closing and public hearing to be prominently posted in at least two places along said street.

Adopted this 8th day of June, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

Item No. 16. School Resource Officer Agreement Between City of Monroe and Board of Directors for Union Academy Charter School. Moved to the Regular Agenda as Item No. 18.

Item No. 17. Waste Water Treatment Plant Aeration Basin Cleanout Project. Water Resources Director Russ Colbath advised by memorandum that the City's Waste Water Treatment

Plant (WWTP) had multiple large aeration treatment basins needed to properly treat incoming raw wastewater before it could be safely released into Richardson Creek under the City's stringent NPDES permit. Mr. Colbath advised that the basins were separated into five distinct units with a total volume of over five million gallons. He advised that over time, grit and debris builds up in the bottom of the basins and restricted the effectiveness of the aeration process. Mr. Colbath advised that the basins were last cleaned out in 2008 and it was time to perform this cleaning again to ensure effective wastewater treatment.

Mr. Colbath advised that Staff solicited informal bid proposals for this project. He advised that the bids were based on hourly rates for a standardized three-person crew using a large Vactor truck (minimum 14 cubic yard and 6500 CFM capacity). Mr. Colbath advised that the total not to exceed (NTE) amount was based on an estimated 500 hours to clean all five aeration basins.

Mr. Colbath advised that the following bids were received on June 2, 2021:

Contractor	Hourly Rate	Total NTE
Bio-Nomic Services, Inc.	\$525	\$262,500
KRG Utility, Inc.	\$285	\$142,500
Windriver Environmental	No bid	
Compliance EnviroSystems	No Bid	

Mr. Colbath advised that KRG Utility, Inc. was identified as the lowest responsive-responsible bidder. Because budgeted funds were available and based on the Mayoral Committee Principals dated November 19, 2019, he advised that this contract award was coming directly to Council without a committee recommendation.

Mr. Colbath advised that it was the recommendation of Staff that Council award the contract for the Waste Water Treatment Plant Aeration Basin Cleanout Project to KRG Utility Inc. in the amount of \$142,500, approve a 5% project contingency and authorize the City Manager to execute all necessary documents.

A. Award of Contract to KRG Utility, Inc. Council Member Anthony moved to award the contract for the Waste Water Treatment Plant Aeration Basin Cleanout Project to KRG Utility Inc. in the amount of \$142,500. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

B. Contingency Allowance. Council Member Anthony moved to approve a 5% project contingency for the Waste Water Treatment Plant Aeration Basin Cleanout Project. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

C. City Manager to Execute Documents. Council Member Anthony moved to authorize the City Manager to execute any and all necessary documents with regard to the contract for the Waste Water Treatment Plant Aeration Basin Cleanout Project. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

REGULAR AGENDA

Item No. 18. School Resource Officer Agreement Between City of Monroe and Board of Directors for Union Academy Charter School. Police Chief Bryan Gilliard advised by memorandum that Staff was requesting authorization for the City Manager to sign a contractual agreement with the Board of Directors for Union Academy Charter School for the City of Monroe to provide one additional police officer as a School Resource Officer.

Mr. Gilliard advised that the City entered into a contractual agreement with Union Academy Charter School in June of 2014 to provide one sworn Police Officer as a School Resource Officer. He advised that this new agreement would allow for Union Academy Charter School to have a total of two sworn officers as School Resource Officers on Union Academy's campus.

Mr. Gilliard advised that Union Academy Charter School was approved for grant funding for an additional officer to be assigned at the school. He advised that this grant funding would allow for 90% of the assigned officers salary to be reimbursed by Union Academy Charter School.

Mr. Gilliard advised that this agreement would allow the City to station a total of two sworn Police Officers at such place(s) as the Union Academy School Board, acting through its Headmaster, might direct for a period of 40 hours per week for each sworn police officer, for the Fiscal Year ending June 30, 2023. He advised that the Police Officers so assigned would serve as uniformed school resource officers responding to requests for assistance as the school administrators might request or direct, and to act on his/her own volition to any emergency, to endangerment to persons or property or to a breach of the peace or law by any person, within the scope of his/her authority as law enforcement officers.

Mr. Gilliard advised that additionally, the Police Officers assigned to Union Academy Charter School should at all times be the employees of the City of Monroe and shall at no time be an employee of the Union Academy School Board. He advised that the Police Officers assigned to Union Academy should be under the exclusive control, direction, supervision, and command of the Monroe Police Department, except as to assignment to school properties.

Mr. Gilliard advised that Staff presented this matter to the General Services Committee on May 27, 2021.

Mr. Gilliard advised that it was the recommendation of the General Services Committee and Staff that Council adopt a Resolution approving the Agreement and authorizing the City Manager to sign the School Resource Officer Agreement with the Board of Directors for Union Academy Charter School and to approve the hiring of one additional Police Officer.

Council Member Anthony requested more information on the dollar amount as well as what the agreement entailed. She advised that she knew that it had been mandated to help private institutions and charter schools.

City Manager Faison advised that Union Academy had one School Resource Officer at the institution and this agreement would add a second Officer. He advised that the institution would reimburse the City at 90% of the overall cost for the Officer. City Manager Faison advised that the timeframe that the Officer was not being utilized by the Union Academy, the City would reap the benefit of reinvesting them to different programs and projects within the City.

Mayor Kilgore inquired if the 90% applied to the Officer already at the school.

City Manager Faison advised that was his understanding.

Mr. Gilliard advised that this contract was the same as the agreements with Union County Public Schools and South Piedmont Community College. He advised that Union Academy was just adding one additional Officer. Mr. Gilliard advised that Union Academy received a grant through the State to provide another Officer at their school. He advised that this would be a reimbursement.

With regard to the specific financial numbers, he deferred this question to Finance Director Lisa Strickland as the Officer had not been selected. He advised that 90% of the Officer's salary was reimbursed by Union Academy.

Mayor Kilgore inquired if another Officer would have to be hired to fill this position or would a current Officer be reassigned to this position.

Mr. Gilliard advised that a new Officer would be hired to replace the Officer selected to go to Union Academy.

Mayor Kilgore inquired what would happen to the School Resource Officer when the grant was gone and who would pick up that 90%.

Mr. Gilliard advised that if and when that time came, that would have to be addressed.

Mayor Kilgore inquired if at that time, Staff was hoping to hire another Officer.

Mr. Gilliard advised that he hoped to put another Officer and would work with Ms. Strickland after January 1, 2022 to get the Officer back on Staff. He advised that Staff wanted to go ahead and get the Officer out to the school and get them working because Union Academy started at the end of July.

Council Member Anthony inquired if the agreement would be for one school year or was it ongoing.

Mr. Gilliard advised that this would be an ongoing agreement.

Mayor Kilgore inquired if Union Academy would continue to pay 90% for the second Officer once the grant ran out or would they drop the position.

Mr. Gilliard advised that with his discussions with the school and as far as he knew, they were going to continue on. He advised that this would be no different that the Officer already at the school.

Mayor Kilgore advised that if and when the position was dropped, there was an Officer sitting in limbo that the City was going to have to hire or let go.

City Manager Faison advised that the Police Department as well as some other Departments had a good deal of turnover in the junior ranks. He advised that he would hazard to guess what Mr. Gilliard's current vacancy number. City Manager Faison advised that the Police Department was not fully staffed today and he felt that if nothing else but through attrition, that could be addressed. He advised that if any of the schools decided not to continue a contract, he would ask Mr. Gilliard to indicate if it was a perpetual agreement or a fixed-term agreement. City Manager Faison advised that this would be brought to Council's attention if there was a desire to continue funding staffing at that level and request a Budget Amendment to carry that position to the end of the fiscal year.

Mayor Kilgore advised that it was very important to have a fully funded Police Department. He advised that he was not saying anything about eliminating one Officer. Mayor Kilgore inquired if the City was prepared to budget for another officer of this second position at Union Academy if it was eliminated.

Council Member Anthony advised that she was not against the agreement but she felt it needed to be very clear that Union Academy maintain their 90% reimbursement to the City. She would like the language in the contract to specify that.

A. Resolution Approving Agreement. Council Member Anthony moved to adopt Resolution R-2021-40:

**RESOLUTION AUTHORIZING APPROVAL OF
SCHOOL RESOURCE OFFICER AGREEMENT WITH
UNION ACADEMY CHARTER SCHOOL
BOARD OF DIRECTORS
R-2021-40**

WHEREAS, the City of Monroe will provide two Police Officers to work as School Resource Officers for Union Academy Charter School;

WHEREAS, the City of Monroe and the Board of Directors for Union Academy Charter School wish to enter into a contractual agreement for two School Resource Officers.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby authorizes the City Manager to sign an Agreement with the Board of Directors for Union Academy Charter School to provide two School Resource Officers.

Adopted this 8th day of June, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

B. Police Officer Position. Council Member Anthony moved to approve the addition of one Officer within the Police Department. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 19. Resolution Formally Approving Property Donation Agreement with Apex Tool U.S. Real Estate Holding, LLC on March 18, 2014 and Subsequent First Amendment to Property Donation Agreement on January 30, 2018 (Former Cooper Tool Site).

A. Public Hearing. Mayor Kilgore opened the duly advertised public hearing. He advised that no written public hearing comments had been received.

Assistant Economic Development Director Ron Mahle advised that Staff had been working on this project for almost ten years. Mr. Mahle advised that the site was the former Cooper Tool manufacturing facility located in the historic industrial neighborhood of Sutton Park. He advised that it was located between Walkup Avenue to the north, Stitt Street to the south, had close proximity to Highway 74 and was only about a mile and a half away from the Monroe Expressway. Mr. Mahle advised that this was an ideal location for industrial redevelopment.

With regard to history, Mr. Mahle advised for about 35 years, Cooper Tools manufacturing facility produced hand tools and horse shoes out of that plant. He advised that operations were completely closed in June 2011. Mr. Mahle advised that shortly thereafter, the new owners of the facility, Apex Tool Group, approached the Economic Development Department with an offer to donate the property and the buildings as was. He advised that Staff looked at the offer and saw that there was no value in the building. Mr. Mahle advised that Staff did see a significant opportunity in acquiring an 85-acre industrial site in Sutton Park with close proximity to Highway 74 and the new Monroe Expressway.

Mr. Mahle advised that a Donation Agreement was donated. He advised that above all, the specific goal of that was to protect the City's long-term interest. Mr. Mahle advised that Apex Tool covered the majority of the cost to get the site entered into the State of North Carolina Brownfields

Program. He advised that the Brownfields Program allowed analysis and cleanup of the site which was overseen by the North Carolina Department of Environmental Quality (DEQ).

Mr. Mahle advised that the most important factor with being in the Brownfields Program was that it insulated the potential purchaser (City of Monroe) from environmental liability to ensure compliance with all requirements of the Brownfields Program. He advised that at Apex Tool's expense, all structures, foundations, equipment bases, driveways and parking lots was completely demolished and removed and the entire site was graded and seeded.

Mr. Mahle advised that in exchange for all this work, the City would reimburse the owner for demolition costs up to a maximum of \$300,000. He advised that the \$300,000 had been earmarked in the Electric Fund for several years obligated for his project.

Mr. Mahle advised that to date, the current owner had spent \$1,460,000 on demolition activities at the site. He advised that the negotiated price from ten years ago was a very good price.

Mr. Mahle advised that the site was undergoing final inspections by the DEQ to ensure that all requirements of the Brownfields Program were met. He advised that some final spot reseeded for soil stabilization was being required and performed. Mr. Mahle advised that once the site passed final inspection, the City could close on the property.

Mr. Mahle advised that Staff had shared the status of the site on several occasions with the most recent status shared at the Monroe-Union County Economic Development Board of Advisors Meeting of May 11, 2021.

Mr. Mahle advised that Staff saw this site as a catalyst for industrial development in Sutton Park. He advised that it had the potential to add to the already impressive list of industrial companies that were located in Sutton Park. Mr. Mahle advised that the site provided an opportunity to attract either one very large end user or a series of projects that would total between 400,000 sq. ft. to 500,000 sq. ft. of manufacturing or distribution space as well as the potential to create several hundred jobs.

Mr. Mahle advised that it was the recommendation of the Monroe-Union County Economic Development Board of Advisors and Staff that Council adopt a Resolution to approve the Amended Property Donation Agreement to acquire real property formerly known as the Cooper Tool Site allowing the acquisition of 85+/- acres of land.

There being no other speakers, Mayor Kilgore closed the public hearing.

B. Action – Resolution Approving Amended Property Donation. Council Member Anthony moved to adopt Resolution R-2021-37:

**RESOLUTION TO APPROVE AMENDED PROPERTY DONATION AGREEMENT
TO ACQUIRE REAL PROPERTY FORMERLY KNOWN AS
COOPER TOOL SITE
R-2021-37**

THAT WHEREAS, City Council approved an agreement dated March 18, 2014 entitled “Property Donation Agreement” with Apex Tool U.S. Real Estate Holding, LLC to accept 85+/- acres described as the sum total of Tax Parcel Numbers: 09-084-005; 09-084-007; & 09-084-036 pursuant to N.C.G.S. §158-7.1 for the purpose of facilitating economic development; and,

WHEREAS, the City has heretofore on January 30, 2018, entered into a subsequent “First Amendment to Property Donation Agreement” (Exhibit A) with Apex Tool U.S. Real Estate Holding, LLC to accept the same property; and,

WHEREAS, the City has agreed to accept this 85+/- acre property pursuant to the terms in the Property Donation Agreement and the subsequent amendment thereto with the intent to sell the land in such a manner as to stimulate and stabilize the local economy in the City; and,

WHEREAS, the City has agreed to reimburse Apex Tool U.S. Real Estate Holding, LLC, an amount up to \$300,000.00 for demolition costs encountered with the removal of all buildings, foundations, and parking lots associated with the former manufacturing facility.

NOW, THEREFORE, BE IT RESOLVED that pursuant to N.C.G.S. §158-7.1(b), the City Council hereby approves the amended donation agreement for 85+/- acres of land formerly known as the Cooper Tool Site in Sutton Park and further described below in exchange for \$300,000.00 to reimburse the current owner for demolition costs incurred. The City Manager and City staff are hereby authorized to take any and all action necessary to acquire said property including the execution of all documents on behalf of the City to complete the transaction

Description: Being all that certain tract or parcel of land lying and situated in the City of Monroe Township, Union County, North Carolina and being more particularly described as follows:

Property is the sum of Union County Tax Parcel # 09-084-005; 09-084-007; & 09-084-036, up to 85+/- acres located at the southwest corner of Stitt Street and Spud Smith Street in the City of Monroe, County of Union, State of North Carolina, as described on Boundary Survey as prepared by Lawrence Associates dated January 29, 2013 attached hereto as Exhibit B.

Said described parcel contains 3,703,035 square feet or 85 Acres, more or less, subject to any and all easements, reservations, restrictions and conveyances of record.
The interest to be conveyed is fee simple subject to utility easements and public roadway easements as might be located and/or reserved on the subject premises.

Adopted this the 8th day of June, 2021.

Council Member James seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

C. Action – Amended Property Donation Agreement. Council Member McGee moved to approve the Amended Property Donation Agreement:

FIRST AMENDMENT TO PROPERTY DONATION AGREEMENT

This First Amendment (this “**Amendment**”) to the Offer to Acquire and Property Donation Agreement entered into March 18, 2014 (the “**Agreement**”) by the City of Monroe, a North Carolina

Municipal Corporation, (the “**Donee**”) and Apex Tool U.S. Real Estate Holding, LLC, a Delaware limited liability company (formerly known as Cooper Tools, LLC) (the “**Donor**”) related to that certain real estate located on Walkup Avenue and Mason Street in the City of Monroe, Union County, State of North Carolina, identified as tax parcel numbers 09-84-4005, 09-84-4007, and 09-08-4036 and said property being further described in those certain deeds recorded in Book 1479, page 466 and Book 5367, page 301, Union Public Registry (the “**Subject Property**”), is entered into and effective as of the ____ day of _____, 2017 between the Donee and the Donor.

Donor and Donee hereby agree as follows:

1. A clause is hereby added at the end of the sentence in Section 1 of the Agreement to read as follows:

“of the donation of the real property as described and provided for herein (the “Closing”).”

In addition, in all places in the Agreement where the term “closing” appears, other than in the first such instance, it is hereby amended to read “Closing.”

2. Section 3(a) of the Agreement is hereby amended and restated to read in its entirety as follows:

“Donee will make application to the North Carolina Department of Environmental Quality (“**DEQ**”) (formerly the North Carolina Environment and Natural Resources (“**DENR**”) Brownfields Program and the Subject Property shall be deemed eligible to enter into a Brownfields Agreement (“**BFA**”) with DEQ. Donee shall make commercially reasonable efforts to pursue the negotiation of and entry into a BFA. Unless otherwise provided herein, Donor will assist Donee in its pursuit of a BFA and will conduct all activities (and bear all associated reasonable costs and expenses) required by DEQ in order to reach agreement on a BFA including, but not limited to, any environmental investigation, assessment and remediation, as well as all activities required as “Work to be Performed” under the BFA, whether or not denominated as such in the BFA, and under any land use restrictions imposed by the BFA or by a Notice of Brownfields Property (“**NBP**”).

Donee will enter into an Environmental Management Plan (“**EMP**”) with DEQ that is substantially similar in form and substance to the document attached hereto as **Exhibit A**. Donor’s consultant shall prepare the EMP on Donee’s behalf. Donee shall be provided a draft EMP, including any amendments or additions addressing subsequent redevelopment phases, not less than fourteen (14) days prior to submittal of such EMP to DEQ. Prior to submitting the EMP, including any amendments or additions addressing subsequent redevelopment phases, to DEQ, both Donor and Donee shall provide their approval of such EMP, which approval shall not be unreasonably withheld or conditioned. Donee shall provide its review, comments and approval of the proposed EMP no later than fourteen (14) days after receiving such materials.

Notwithstanding the foregoing, Donor shall not be required to bear the costs and expenses of remediation or restrictions imposed by the BFA or EMP associated with the post-demolition redevelopment of the Subject Property including, by way of example and without limitation, requirements to provide vapor mitigation measures for new buildings constructed on the Property.

Within five (5) days of Donee receiving DEQ’s approval of the Notice of Brownfields Property or Donee’s entry into the BFA, whichever is later, Donee shall provide a certified copy of the Notice of Brownfields Property to Donor. Within ten (10) days of Donor receiving the certified Notice of Brownfields Property, Donor shall file such notice in the Union County Register of Deeds Office.

Notwithstanding the foregoing, Donor shall, in its discretion, which shall be exercised reasonably and in good faith, retain (i) the right at any time to decide not to assist Donee in its pursuit of a BFA and (ii) the right at any time prior to recordation of the certified Notice of

Brownfields Property to terminate this Agreement. In the event that Donor decides not to assist Donee in its pursuit of a BFA, Donee shall have the right to terminate this Agreement (as amended) without penalty and recover from Donor all expenses paid by Donee pursuant to Paragraph 3(f) of this Agreement. Further, in the event that Donor decides to terminate this Agreement, Donee shall have the right to recover from Donor all expenses paid by Donee pursuant to Paragraph 3(f) of this Agreement.”

3. Section 3(b) of the Agreement is hereby amended and restated to read in its entirety as follows:

“Donee shall provide copies of all materials prepared for submission to DEQ as part of the Brownfields process to Donor prior to their submission, including without limitation the Brownfields application, the draft BFA, the draft NBP and the draft brownfields plat. Donor shall have the right, but not the obligation, to review, comment on and approve all such materials before their submission to DEQ, provided that Donor’s approval shall not be unreasonably withheld and that Donor’s review, comments and approval shall be provided no later than 30 days after Donor receives such materials. In addition, Donor shall provide copies of all such materials prepared for submission to DEQ as part of the Brownfields process to Donee prior to their submission. Donee shall have the right, but not the obligation, to review, comment on and approve all such materials before their submission to DEQ, provided that Donee’s approval shall not be unreasonably withheld and that Donee’s review, comments and approval shall be provided no later than 30 days after Donee receives such materials. In addition, Donor shall have the right, but not the obligation, to participate in all material communications and negotiations with DEQ pertaining to the Brownfields process including, without limitation, conversations pertaining to the scope of work to be performed and any land use restrictions under a BFA or NBP.”

4. Section 3(c) of the Agreement is hereby amended and restated to read in its entirety as follows:

“Except as otherwise provided herein, Donor assumes liability for all environmental contamination existing on the property as of the Closing. Except as provided below, Donor agrees to indemnify and hold harmless the Donee from any claims, notices, liabilities, damages, costs or expenses (including without limitation reasonable attorneys and consultant fees) (collectively, “**Losses**”) resulting from environmental contamination existing on the property as of the Closing, including without limitation Losses arising out of or relating to the presence of any substance or material defined or regulated as hazardous or toxic, or giving rise to liability, under any statute, law, rule, regulation, order or common law, including without limitation solvents, asbestos, petroleum and petroleum by-products. Said indemnification includes, but is not limited to, remediation and commercially reasonable cost of cleanup of contamination and injury or damages to third parties arising from the contamination.

Notwithstanding the foregoing, Donor neither assumes the liability for nor indemnifies the Donee from Losses resulting from environmental contamination existing at the Subject Property as of the Closing where: (i) the activities conducted on the Subject Property by or under the control or the direction of the Donee increase the risk of harm to the public health or the environment; (ii) a land use restriction set out in the Notice of Brownfields Property required under N.C. Gen. Stat. § 130A-310.35 is violated while the Donee owns the Subject Property (unless such violation(s) are caused by Donor’s acts or omissions to the extent that such violations are caused by Donor’s acts or omissions, or by activities conducted by or under the control or direction of Donor to the extent that such violations are a result of the control or direction of Donor); or (iii) Losses arise from the acts or omissions of Donee or its employees, agents or representatives (the items in subsections (i)-(iii) above referred to collectively as the “**Donee Assumed Liabilities**”). Further, and as provided in Section 3(a) of the Agreement, as amended, Donor shall not be required to bear the costs and expenses of remediation or restrictions imposed by the BFA or EMP associated with the post-demolition redevelopment of the Subject Property (including, by way of example and without

limitation, requirements to provide vapor mitigation measures for new buildings constructed on the Property) that are increased by the activities conducted on the Subject Property by or under the control of Donee.

To the extent permitted by law, Donee assumes liability for all Donee Assumed Liabilities. To the extent permitted by law, Donee agrees to indemnify and hold harmless Donor from any Losses resulting from the Donee Assumed Liabilities, including without limitation Losses arising out of or relating to the presence of any substance or material defined or regulated as hazardous or toxic, or giving rise to liability, under any statute, law, rule, regulation, order or common law, including without limitation solvents, asbestos, petroleum and petroleum by-products. Said indemnification includes, but is not limited to, remediation and commercially reasonable cost of cleanup of contamination and injury or damages to third parties arising from the Donee Assumed Liabilities.”

5. Section 3(e) of the Agreement is hereby amended and restated to read in its entirety as follows:

“Except as otherwise provided herein, Donor agrees to remove the oil/water separator system and all in-ground concrete pits currently present on the subject property, and to conduct any associated post-removal sampling and other assessment and remediation that may be required by DEQ (including, without limitation, actions set forth in the BFA).”

6. Section 3(f) of the Agreement is hereby amended and restated to read in its entirety as follows:

“Upon completion of the demolition and removal of structures as described in subsections 3.d and 3.e, Donor shall notify Donee of completion of such activities and provide in writing to Donee (the “**Demolition Costs Notice**”) detailed documentation of all of the costs in connection with and related to the demolition and removal (the “**Demolition Costs**”). If Donee objects to all or any part of the Demolition Costs, it shall so notify Donor within thirty (30) days of its receipt of the Demolition Costs Notice (the “**Notice Period**”), stating the specific reasons therefor on a line item basis (an “**Objection**”). If Donee has not delivered an Objection within the Notice Period, time being of the essence, it shall be conclusively presumed to have accepted the amount and appropriateness of the Demolition Costs. If Donee submits an Objection, Donor and Donee shall thereupon work together diligently and in good faith to resolve the items set forth in the Objection.

Donee shall reimburse Donor for all Demolition Costs, up to the sum of \$300,000, no later than (a) if no Objection had been delivered within the Notice Period, the later of (i) ninety (90) days after the Closing or (ii) ninety (90) days after its receipt of the Demolition Costs Notice; or (b) if an Objection had been delivered within the Notice Period, ninety (90) days after Donor and Donee have agreed on the amount of the Demolition Costs. Donee shall pay Donor a late payment fee of 2% (two percent) of the Demolition Costs and interest on the amount unpaid from the due date (as specified in each case above) until the date paid at an annual rate of twelve percent (12%), compounded daily. In no event shall payment be required prior to Closing.

7. A new Section 13 of the Agreement is hereby added to read in its entirety as follows:

“**Notices:** All notices, requests, demands, claims, and other communications hereunder shall be in writing and shall be either personally delivered or sent by reputable overnight courier service (delivery charges prepaid), in either case with signature required, to any party at the address specified below, or at such other address as specified by any party by prior written notice to the other parties sent as set forth in this Section:

If to Donor:

Apex Tool U.S. Real Estate Holding, LLC
c/o Apex Tool Group, LLC
13620 East Reese Boulevard
Huntersville, NC 28078
Attention: Environmental Director and General Counsel

If to Donee:

E.L. Faison
City Manager
300 West Crowell Street
Monroe, NC 28112

With copy to:

Todd S. Roessler
Kilpatrick Townsend & Stockton LLP
4208 Six Forks Road, Suite 1400
Raleigh, NC 27609

With copy to:

Mary Katherine Stukes
Parker Poe
Three Wells Fargo Center
401 South Tryon Street, Suite 3000
Charlotte, NC 28202

8. An Exhibit A is hereby added to the Agreement to read in its entirety as set forth in **Exhibit A** attached hereto and made a part hereof.
9. This Amendment may be executed in counterparts which may be delivered by electronic transmission, each of which will be deemed to be an original and together will constitute one and the same instrument.
10. Except as expressly amended hereby, the terms and conditions of the Agreement shall continue in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed and delivered this First Amendment as of the date first set forth above.

Council Member James seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

D. Action – City Staff to Execute Documents. Council Member Anthony moved to authorize City Staff to execute any and all necessary documents with regard to the Amended Property Donation Agreement. Council Member McGee seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 20. Downtown PRONTO Grant to Greg and Jen Moore for Home Brew Catering.

A. Public Hearing. Mayor Kilgore opened the duly advertised public hearing. He advised that no written public hearing comments had been received.

Mr. Matthew Black of Downtown advised that this was a request to consider a PRONTO Downtown Economic Development Incentive Grant for Home Brew Catering located at 215 S. Main Street. Mr. Black advised that the owners Greg and Jen Moore, purchased the site to operate their current food service business. He advised that the new business project totaled approximately 1,672 sq. ft. of food service space and was in the Downtown Master Plan area.

Mr. Black advised that the grant funds for the PRONTO was to not exceed \$8,360 and would be payable over a three-year period in one-third increments. He advised that the City would not advance grant funds until the project was complete.

Mr. Black advised that Staff presented this matter to the General Services Committee on May 27, 2021 and the Downtown Advisory Board on April 27, 2021.

Mr. Black advised that it was the recommendation of the General Services Committee, the Downtown Advisory Board and Staff that Council adopt a Resolution awarding an Incentive Grant to Home Brew Catering and authorizing the Mayor to execute any and all necessary documents, approve the Incentive Agreement and adopt a Budget Amendment appropriating the funds.

There being no other speakers, Mayor Kilgore closed the public hearing.

B. Action – Resolution Awarding Incentive Agreement. Council Member McGee moved to adopt Resolution R-2021-32:

**RESOLUTION OF MONROE CITY COUNCIL
TO AWARD DOWNTOWN INCENTIVE TO
HOME BREW CATERING
R-2021-32**

WHEREAS, the City of Monroe has adopted a Downtown Incentive Grants Program, hereinafter “Program”; and,

WHEREAS, Home Brew Catering, has duly applied for a Downtown Incentive Grants under said program; and,

WHEREAS, a public hearing was conducted by the City Council on June 8, 2020, at which hearing testimony was given by Matthew Black, Downtown Director, for the City of Monroe; and,

WHEREAS, the City Council makes the following findings with respect to said application:

1. Home Brew Catering located at 215 S. Main Street is approximately 1,672 square feet of food services space and is within the Downtown Monroe Master Plan area.
2. The applicant has a new, food service business at street level in accordance with the Downtown Master Plan.
3. The food service business has had a significant effect on revitalization of the City’s Central Business District as indicated in the Downtown Master Plan.
4. That the applicant meets all other applicable requirements of the Program set forth by the City Council.

5. The business (a) stimulates the local economy, (b) promotes business, and (c) results in creation of job(s) that pay at or above the median wage.

WHEREAS, based on the above findings and other documentation in the file the City Council concludes that the applicant qualifies for the Program for an amount not to exceed \$8,360.00 with up fit subsidy funds available over a 3 year period (initial payment upon submittal and approval of paid invoices, Payment 2 and 3 shall be made at the anniversary date of year 2 and 3, \$2,786.66). With qualification for the incentive established and the economic benefits accrued to the City in the form of new employment, increased tax base and property value, downtown revitalization, and increased City utility revenues, the grant application should be approved subject to compliance with the Program and subject to appropriation; and,

WHEREAS, the City of Monroe and Home Brew Catering seek to enter into an Economic Incentive Agreement under the terms and conditions stated therein.

NOW, THEREFORE, BE IT RESOLVED THAT the incentive application of Home Brew Catering for Downtown Incentive Grants Program is hereby approved pursuant to the terms and conditions set out in the attached Incentive Agreement, the Incentive Agreement with Home Brew Catering is approved and the Mayor and other staff, as necessary, are authorized to execute any and all documents and instruments necessary to carry out said approval. The appropriation of any funds is reserved for future action consistent with the terms of the Incentive Agreement.

Adopted this 8th day of June 2021.

Council Member James seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

C. Action – Incentive Agreement. Council Member McGee moved to approve the Incentive Agreement:

This **INCENTIVE AGREEMENT** made and entered this 8th day of June, 2021 between Home Brew Catering (the “Company”) and the **CITY OF MONROE** (the “City”).

WHEREAS, The North Carolina General Statute 158-7.1 and 160A-458.3 authorizes a municipality to undertake an economic development project by extending assistance to a company as an incentive to cause the company to renovate and rehabilitate a downtown historic structure thereby expanding the tax base of the City and providing jobs for its citizens; and

WHEREAS, the Monroe City Council adopted a Downtown Incentive Grants Program to provide such assistance as an incentive for new investments in the downtown, City of Monroe; and

WHEREAS, City Council adopted a Downtown Master Plan which calls for increased investment and private development in Downtown Monroe; and

WHEREAS, the Downtown Master Plan identified and emphasized the importance of developing restaurant and retail for increased downtown development; and

WHEREAS, the Company plans to make certain improvements and renovations at 215 S. Main Street for food service use; and

WHEREAS, the Company intends to use preservation/rehabilitation as an economic development tool by its expansion and anticipates creating new job(s); and

WHEREAS, such business expansion qualifies for assistance through the Downtown Incentive Grants Program by the City, and the City Council of the City of Monroe, after public hearing, approved granting up to \$8,360.00 (Eight Thousand Three Hundred Sixty Dollars) to the Company as up fit subsidy under the terms and conditions stated herein based on the qualifying investment of the Company; and

WHEREAS, the Company and the City enter into this agreement to describe the incentives to be provided by the City in connection with the Company's investments and renovation in the City's downtown central business district.

NOW THEREFORE, in consideration of the foregoing premises and the mutual covenants contained in this agreement, the parties agree as follows:

1. **Capital Investments:** Up-fit improvements and new investment shall be made to the Property as described herein. The Company shall provide the City with all necessary documentation and access to the Property to inspect improvements necessary to confirm compliance by the Company prior to the City's advance of grant funds at completion of construction.
2. **City Grant:** The City agrees to grant to the Company up to \$8,360.00 up fit subsidy over a three (3) year period upon completion of rehabilitation, renovations, and improvements pursuant to the plans submitted to the City.
3. **Limitations:** The grant is subject to the Company meeting the minimum qualifications required by the City of Monroe Downtown Incentive Grants Program (the terms of which are incorporated herein by reference) and upon the terms and conditions set out in attached Exhibit A which are incorporated as if fully set out herein.
4. **Assignments:** No party shall sell or assign any interest in or obligation under this Agreement without the prior expressed written consent of all the parties, no reasonable approval withheld.
5. **E-Verify Requirement.** The Contractor shall comply with the requirements of Article 2 of Chapter 64 of the General Statutes. Further, if the Contractor utilizes a subcontractor, the Contractor shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the General Statutes.
6. **Limitation of Obligation by the City: NO PROVISION OF THIS AGREEMENT SHALL BE CONSTRUED OR INTERPRETED AS CREATING A PLEDGE OF THE FAITH AND CREDIT OF THE CITY WITHIN THE MEANING OF ANY CONSTITUTIONAL DEBT LIMITATION.** No provision of this Agreement shall be construed or interpreted neither as delegating governmental powers nor as a donation or the lending of the credit of the City within the meaning of the North Carolina constitution. This Agreement shall not directly or indirectly or contingently obligate the City to make any payments beyond those appropriated in the City's sole discretion for any fiscal year in which this Agreement shall be in effect. No provision of this agreement shall be construed to pledge or create a lien on any class or source of the City's moneys, nor shall any provision of this Agreement restrict to any extent prohibited by law, any action or right of action on the part of any future City governing body. To the extent of any conflict between this paragraph and any other provision of this Agreement, this paragraph shall take priority.

7. Miscellaneous:

- a. This Agreement shall be governed by and interpreted by the laws of the State of North Carolina.
- b. Nothing contained in this Agreement shall be deemed or construed so as to in any way estop, limit, or impair the City from exercising or performing any regulatory, policing, legislative, governmental, or other powers or functions.
- c. Any Communication required or permitted by this Agreement must be in writing and shall be deemed given when delivered by hand for mailing first-class mail, postage paid, and addressed as follows:

If to the Company: Home Brew Catering
215 S. Main Street
Monroe, NC 28112
Attn: Greg and Jen Moore

If to the City: City of Monroe
PO Box 69
Monroe, NC 28111-0069
Attn: E.L. Faison, City Manager

- d. If any provision of this Agreement shall be determined to be unenforceable, that provision shall be severable and shall not affect any other provisions of this Agreement.
- e. This Agreement constitutes the entire agreement between the parties, and this Agreement shall not be changed or modified except in writing signed by all the parties.
- f. Subject to the specific provisions of this Agreement, this Agreement shall be binding upon and inure to the benefit of and be enforceable by the parties and their respective successors and assigns.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in their corporate names by their duly authorized officers, all as of the date first above written.

Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

D. Action – Budget Amendment. Council Member McGee moved to adopt Budget Amendment BA-2021-10:

**BUDGET AMENDMENT
BA-2021-10**

- 1. Amendment necessary to appropriate funds for Downtown Incentive Programs for Home Brew Catering.

General Fund:

Revenues:		
	Appropriation of Fund Balance	\$8,360
Expenses:		
	Transfer to Downtown Monroe Fund	\$8,360
Downtown Monroe Fund:		
Revenues:		
	Transfer from General Fund	\$8,360
Expenses:		
	Downtown Incentive Programs	\$8,360

Adopted this 8th day of June, 2021.

Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

Item No. 21. Abandonment of Section of S.L. Polk Road.

A. Public Hearing. Mayor Kilgore opened the duly advertised public hearing. He advised that no written public hearing comments had been received.

Engineering Director Sarah McAllister advised that this was a request from Eagle Engineering on behalf of James River Equipment to abandon approximately 578 linear feet of S.L. Polk Road (28-ft. wide private right-of-way) from the rear of a parcel that fronted in Creekridge to the rear of a parcel that fronted on Morgan Mill Road. Ms. McAllister advised that James River Equipment had acquired the property along both sides of S.L. Polk Road. She advised that all adjacent property owners had signed a petition in favor of the abandonment.

Ms. McAllister advised that as part of the City's review process, the request had been routed directly to various City Departments as well as the City's Technical Review Committee via CityView. She advised that no comments were received regarding the abandonment. Ms. McAllister advised that the current fee of \$1,040 for the abandonment process had been paid by James River Equipment.

Ms. McAllister advised that Staff presented this matter to the Public Enterprise Committee on April 20, 2021.

Ms. McAllister advised that in compliance with North Carolina General Statute 160A-299, *Procedure for Permanently Closing Streets and Alleys*, the following actions had been completed by Staff: a copy of the Resolution of Intent was sent by Certified Mail to adjoining property owners; the street was posted in two places along the right-of-way; and, the Resolution of Intent was published once a week for four consecutive weeks prior to today's public hearing in accordance with the General Statute.

Ms. McAllister advised that it was the recommendation of the Public Enterprise Committee and Staff that Council adopt a Resolution closing and abandoning the right-of-way on S.L. Polk Road for a distance of approximately 578 feet from the rear property line of Parcel #09185001 to the rear property line of Parcel #09147063.

There being no other speakers, Mayor Kilgore closed the public hearing.

B. Action – Resolution to Abandon. Council Member Anthony moved to adopt Resolution R-2021-47:

**RESOLUTION TO ABANDON
SECTION OF S.L. POLK ROAD RIGHT-OF-WAY
FROM REAR PROPERTY LINE OF PARCEL 09185001 TO
REAR PROPERTY LINE OF PARCEL 09147063
R-2021-47**

WHEREAS, on the 11th day of May, 2021, the City Council of the City of Monroe directed the City Clerk to publish the Resolution of Intent of the City Council to consider abandoning the hereinafter described private right-of-way of S.L. Polk Road, being a 28-foot wide private right-of-way starting at the rear property line of parcel 09185001 owned by Amanda Constance Morales (deed recorded in Record Book 5943, Page 883) extending to the rear property line of parcel 09147063 owned by Kevin D. Murray and wife Martha R. Murray (deed recorded in Record Book 1019, Page 449), about 578 linear feet in length as shown on the recombination plat prepared by Eagle Engineering dated July 1, 2020 in a newspaper authorized to publish legal ads in the City of Monroe as required by statute, such resolution advising to the public that a public hearing would be conducted on the question at the City of Monroe Council Meeting on June 8, 2021 at 6:00 pm; and,

WHEREAS, the City Council on the 11th day of May, 2021, ordered the City Clerk to notify all persons owning property adjoining S.L. Polk Road, beginning at the rear property line of parcel 09185001 and extending to the rear property line of parcel 09147063 for a distance of 578 +/- feet as shown on the county tax records, by registered or certified mail, enclosing with such notification a copy of the Resolution of Intent; and,

WHEREAS, the City Clerk has advised the City Council that she caused the Resolution of Intent to be published once a week for four consecutive weeks prior to the hearing and that she sent a letter to each adjoining property owner advising them of the day, time, and place of the meeting, enclosing a copy of the Resolution of Intent, and advising said abutting property owners that the question as to abandoning S.L. Polk Road, beginning at the rear property line of parcel 09185001 and extending to the rear property line of parcel 09147063 for a distance of 578 +/- feet, as shown on the county tax records would be acted upon, said letters have been sent by registered or certified mail; and,

WHEREAS, the City Clerk has advised the City Council that adequate notices were posted in at least two places on the applicable street as required by G.S. 160A-299; and,

WHEREAS, a full and complete consideration of the matter was given in the public hearing held on the 8th day of June, 2021 after having granted a full and complete opportunity for all interested persons to appear and register any objections that they might have; and,

WHEREAS, it now appears to the satisfaction of the City Council that the abandoning of said street is not contrary to the public interest, and that no individual owning property, either adjoining the street or in the vicinity of said street or in the subdivision in which said street is located, will, as a result of said abandoning, be thereby deprived of a reasonable means of ingress and egress to his property.

NOW, THEREFORE, S L Polk Road, being a 28-foot wide private right-of-way, beginning at the rear property line of parcel 09185001 owned by Amanda Constance Morales (deed recorded in Record Book 5943, Page 883) extending to the rear property line of parcel 09147063 owned by Kevin D. Murray and wife Martha R. Murray (deed recorded in Record Book 1019, Page 449) for a distance of 578 +/- feet as shown on the recombination plat prepared by Eagle Engineering dated July 1, 2020 is hereby ordered abandoned, pursuant to NCGS 160A-299, and all right, title, and interest that may be vested in the public to said area for street purposes is hereby terminated with title vesting as provided in 160A-299(C).

The City Clerk is hereby ordered and directed to file in the Office of the Register of Deeds of Union County a certified copy of the resolution and order.

Upon motion duly made by Council Member Anthony duly seconded by Mayor Pro Tem Holloway, the above Resolution was duly adopted by the City Council at a meeting held on June 8, 2021 held remotely with members of the public able to access the remote meeting at the City's YouTube channel, at <https://www.youtube.com/channel/UCzrGKOKR72fmCEn7D0f9mlg>.

Upon call for a vote, the following Council Members voted in the affirmative: Council Member Anthony, Council Member Gordon, Council Member James, Council Member Keziah, Council Member McGee, Mayor Pro Tem Holloway and Mayor Kilgore

And the following Council Members voted in the negative: None.

Adopted this 8th day of June 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 22. Zoning Map Amendment Request to Rezone Property Located Along Morgan Mill Road (Tax Parcel # 09-185-012) from Residential-Low Density (R-20) to Conditional District "Morgan Mill Townhomes" and Text Amendment Request to Amend Code of Ordinances – Title XV: Land Usage, Chapter 156: Zoning Code, Section 156.106 titled "Official Zoning Map" and Section 156.98 titled "Conditional Districts Established."

A. Public Hearing. Mayor Kilgore opened the duly advertised public hearing. He advised that Council did receive written public hearing comments on this project. One in opposition was received from Jason Myers and one undecided was received from Loretta Melancon.

Planner Keri Mendler advised that this was zoning map and text amendment requests for the property located along Morgan Mill Road. Ms. Mendler advised that the applicant was requesting a rezoning from Residential-Low Density (R-20) to Conditional District "Morgan Mill Townhomes" in order to develop 53 attached single-family homes also known as townhomes. She advised that the total area of the project was 14.71 acres with 9.25 acres of open space.

Ms. Mendler advised that the site's current zoning district, R-20, usually consisted of 20,000 sq. ft. minimum lot size with an allowable density of two units per acre. She advised that adjoining zonings were all General Industrial (GI) and there were some Conditional Districts.

With regard to density and dimensional standards, Ms. Mendler advised that the density of this project was 3.6 units per acre.

Ms. Mendler advised that the proposed minimum setbacks were as follows: front – 20 ft.; rear – 10 ft.; and, exterior sides – 5 ft.

In discussing landscaping, Ms. Mendler advised that the Ordinance required a 50 ft. landscaped buffer for this project which has been provided along all sides of the project. She advised that street trees would be provided at a rate of one tree for every 50 ft. Ms. Mendler advised that additionally, each building (set of townhomes) would have at least two trees.

Ms. Mendler advised that the project was required to provide at least 50% open space, which would equal 7.35 acres. She advised that the applicant had provided 9.25 acres, which was 63% of the total site. Ms. Mendler advised that 7.45 acres of the provided open space was located with the flood plain; however, there would be a small amenity area that would have a dog park, a swing set and a natural walking path.

Ms. Mendler advised that the project would have five ft. wide sidewalks along both sides of all interior streets. She advised that an eight ft. wide sidewalk would be provided along the frontage of the property along Morgan Mill Road.

Ms. Mendler advised that the project was proposed to be accessed by one entrance on Morgan Mill Road. She advised that a Traffic Impact Analysis was not required for this project; however, a left turn lane would be constructed to access into the development off of Morgan Mill Road.

Ms. Mendler advised that approximately 7.45 acres of the provided open space was located within the floodplain. She advised that all blue line streams on the site had been provided with a 50 ft. buffer on both sides as required by the Ordinances.

With regard to elevations, Ms. Mendler advised that they were proposing the exterior building materials to include fiber cement, stone, stucco or brick. She advised that at least 25% of the front of each unit would contain brick or stone. Ms. Mendler advised that vinyl would be used for trim work only. She advised that the minimum heated floor area of the townhomes was 1,430 sq. ft.

Ms. Mendler advised that the applicant was proposing that all units would have a two-car attached garage. She advised that all front load garages would have carriage-style trim and/or hardware to mimicked carriage style doors. Ms. Mendler advised that each driveway would be able to accommodate at least two vehicles.

Ms. Mendler advised that the Ordinance required multi-family projects to provide parking at a rate of one space per bedroom plus an additional half space per unit. Based on the submitted elevations, she advised that each unit would have three bedrooms; therefore, 186 parking spaces would be

required for this project. Ms. Mendler advised that the applicant was currently proposing 212 parking spaces.

Ms. Mendler advised that this development fell within the following school districts: Rock Rest Elementary; Monroe Middle; and, Monroe High. She advised that according to Union County Public Schools (UCPS) Planning Manager Don Ogram, UCPS did not currently anticipate that this development would present an adverse impact on school enrollments.

With regard to public notification, Ms. Mendler advised that the following actions were taken: applicant sent a notification letter to adjacent property owners on March 8, 2021; rezoning notification sign was posted ten days prior to the public hearing; and, official rezoning notification letter was sent to the adjacent property owners located within 150 ft. ten days prior to the public hearing.

Ms. Mendler advised that Staff received one phone call from the notification letter mailed out by the applicant.

Ms. Mendler advised that the Land Development Plan indicated this area as Community Corridor. She advised that the Community Corridor generally covered most of US 74 and areas adjacent to intersecting major streets. Ms. Mendler advised that the area served as a primary conduit to Downtown, the spine of the community with critical connections to major employers, the Charlotte-Monroe Executive Airport, the hospital and the Concord Avenue Area. She advised that priority uses in the Community Corridor included multi-family residential projects with an allowable density of four to ten units per acre.

As the allowable density for this character area was four to ten units per acre, Ms. Mendler advised that the proposed project was not consistent with the future Land Use Plan as this project was currently at 3.6 units per acre which was below density.

Ms. Mendler advised that Staff presented this matter to the Planning Board on May 5, 2021. She advised that the Planning Board recommended approval.

Council Member Anthony inquired if there would be a swing set.

Ms. Mendler advised that the proposed amenity just referenced “a swing set” to go along with the dog park and a natural walking path.

Council Member Anthony advised that she liked the proposed project and noted that it fell within the City’s plan; however, it troubled her that this was a multi-family project and only had a swing set. She felt that with this being multi-family and serving Monroe Middle School and Monroe High School, there should be a lot of children and should be some type of park with options. Council Member Anthony felt more emphasis was being placed on the dog park than the amenities for the children.

Mayor Kilgore inquired if there were any single-family homes proposed.

Ms. Mendler advised that the property had an existing one single-family home on the site.

Mayor Kilgore asked for confirmation that the proposed project would be townhomes.

Ms. Mendler advised that it was her understanding that the intent was to remove the existing single-family home in order to make the development work.

With regard to the floodplain, Mayor Kilgore asked what the probability would be for the water reaching up to the apartments.

Ms. Mendler advised that all of the proposed development was located outside of the flood zone and the floodplain.

Council Member Anthony requested that the developer address the one swing set when there was the possibility of having a lot of children with this proposed project.

Engineer Benji Layman with the Isaacs Group advised that he was representing the developer. With regard to the proposed amenity area, Mr. Layman advised that they had agreed to the dog park, the swing set and the path just based on feedback they received during the planning process. He advised that the plan was to grade that area out a little bit flatter to be useable for more. Mr. Layman advised that he felt that the developer would be open to committing to a little bit larger area and more along the lines of a playground or something that would be used by younger folks and more than just a swing set. He advised that they could amend on the amenity area if need be.

Mr. Lanny Stack, applicant, advised that the amenity area would incorporate more than just a swing set. He advised that there would be several children that could play in that area.

Council Member Anthony asked what else was being proposed for the area.

Mr. Stack advised that there was also a dog walking station and the nature trail. He advised that the area was a tremendously private area and was undisturbed all along the Creekside. With regard to the concern of the floodplain, Mr. Stack advised that he had lived in that area for over 60 years and the water had never come over the bridge. He advised that the nature trail was where the children would play.

Council Member Anthony inquired if Mr. Stack was saying that the children would play on a walkway on the nature trail or was he saying he was providing some equipment that would allow children to build muscles and climb as well as to swing and play. She advised that she felt that for a multi-family proposed complex, children needed the opportunity to go outside and play and that should be taken into consideration. Council Member Anthony advised that if the only thing for the children to play on was a swing set, she felt that this was falling very short.

Mr. Stack advised that this was a large swing set. He advised that the 63% of undisturbed space along the buffered area on the Creekside provided plenty of free walking space available to provide a form of exercise. Mr. Stack advised that if Council Member Anthony wanted the kids to stay near the home, then that would be up to the parents to deal with. He advised that if there was a

problem with the swing set, he did not see another place to put it other than in the flood zone. Mr. Stack advised that he would like to accommodate Council by telling them more, but he advised that he would do his best to provide an ample play area for the children.

Council Member Anthony advised her point was providing some equipment out there for the children. She advised that some might be too small. Council Member Anthony felt there were other options (i.e., see-saw, monkey bars, etc.) and not just a swing set.

Mr. Stack agreed to a play station.

Ms. Mendler advised that if Council was wanting to go down the path of approving the project, Council had the ability to add conditions such as an addition to a swing set more like a playground perhaps. She advised that she shared this as information and advised that this was at Council's discretion.

Council Member Gordon inquired about the water quality basins for the projected.

Mr. Layman advised that the two water quality basins (rain gardens/sand filters) would not have the depth of a pond. He advised that there would be a small area behind Lot 53 and the turnaround for these basins. Mr. Layman advised that these would have sod and potential plantings around them

Council Member Gordon inquired if these basins would be fenced.

Mr. Layman advised that they had not committed either way but he would suggest having a fence around the one near the amenity area. He reiterated that these were not the ponds with a permanent pool which had more of a safety concern and there would need to be a fence around that type so that kids were not playing in a pond with permanent water. Mr. Layman advised that this basin would not have permanent water and he did not think it would be a bad idea to fence the area in to keep kids out. He advised that they had not approached this subject yet but fencing was something they could do.

Council Member Gordon advised that the main reason he was asking about the fencing was because one basin was relatively close to the proposed amenity which would draw children. He advised that to him, this could be a hazard especially if there was any collection of water.

Mr. Stack advised that the basin would need to be fenced if it were on the area of the amenity.

Mayor Kilgore inquired if there were sidewalks on both sides of the project.

Ms. Mendler advised that there would be five ft. sidewalks on both sides of all of the interior streets as well as an eight ft. wide sidewalk along Morgan Mill Road along the entire frontage of the property.

Mr. Stack advised that this proposal was an opportunity for the citizens of Monroe and Union County to invest in a reasonably-priced homeownership. He advised that this was the true value

that they were trying to bring to Monroe. Mr. Stack advised that the starting prices on the new homes was in the mid \$200,000 going upward from there depending on the floor plan. He advised that this was a very stylish way of living especially among the millennials. Mr. Stack advised that the townhomes were priced well for those just entering the job market in Monroe. He advised that he believed that the families that would be attracted to this community would be a welcome asset to Monroe and Union County's employment base.

There being no other speakers, Mayor Kilgore closed the public hearing.

B. Action – Resolution Approving Land Development Plan Compliance. Council Member Anthony moved to adopt Resolution R-2021-41 with the condition that the amenity area be improved for the children with the modifications being approved by City Staff:

**RESOLUTION APPROVING LAND DEVELOPMENT PLAN COMPLIANCE
CONDITIONAL DISTRICT “MORGAN MILL TOWNHOMES”
R-2021-41**

WHEREAS, in accordance with the provisions of North Carolina General Statute 160A-383, the City Council does hereby find and determine that the adoption of the zoning map amendment for Conditional District “Morgan Mill Townhomes” further described below property is not consistent with the adopted Land Development Plan. The Land Development Plan identifies this area as the Community Corridor, which allows 4-10 units per acre; this project is 3.6 units per acre. However, the proposed project is a reasonable use and in the public interest because it is located near retail and other services and is located along a main corridor where a higher density residential project would typically locate. Based on this information, the conditions have changed which justify amending the Land Development Plan. As a result of this zoning map amendment approval, the Land Development Plan is amended to reflect the land use modification.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Approving Land Development Plan Compliance for property with Union County Tax Parcel Number: 09-185-012.

Adopted this 8th day of June, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed with the following votes:

AYES:	Council Members Anthony, Gordon, James, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	Council Member Keziah

C. Action – Ordinance Amending Code of Ordinances Chapter 156, Section 156.106 titled “Official Zoning Map.” Council Member McGee moved to adopt Ordinance O-2021-26:

**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 156: ZONING CODE
O-2021-26**

Preamble

Pursuant to authority conferred by Chapter 160A-381 of the North Carolina General Statutes, as amended and for the purpose of promoting the health, safety, morals, or general welfare of the inhabitants of the City by lessening congestion in and around the streets; securing safety; preventing the overcrowding of land; avoiding undue congestion; and facilitating the adequate provision of transportation,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE XV, CHAPTER 156 ZONING CODE OF THE CITY OF MONROE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

Section 1. Amend §156.106 OFFICIAL ZONING MAP as follows:

Rezone the property located along Morgan Mill Road and further identified with tax parcel # 09-185-012 from R-20 to Conditional District “Morgan Mill Townhomes”

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 8th day of June, 2021.

Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

D. Action – Ordinance Amending Code of Ordinances – Chapter 156, Section 156.98 titled “Conditional Districts Established.” Council Member McGee moved to adopt Ordinance O-2021-27:

**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 156: ZONING CODE
O-2021-27**

Preamble

Pursuant to authority conferred by Chapter 160A-381 of the North Carolina General Statutes, as amended and for the purpose of promoting the health, safety, morals, or general welfare of the inhabitants of the City by lessening congestion in and around the streets; securing safety; preventing the overcrowding of land; avoiding undue congestion; and facilitating the adequate provision of transportation,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE XV, CHAPTER 156 ZONING CODE OF THE CITY OF MONROE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

Section 1. Amend §156.98 CONDITIONAL DISTRICTS ESTABLISHED as follows:

Conditional District (CD) “Morgan Mill Townhomes.”

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 8th day of June, 2021.

Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

Said Public Hearing Submissions are hereby incorporated as a part of these Minutes as “Exhibit A.”

Item No. 23. Zoning Ordinance Text Amendments to Conform to Chapter 160D.

A. Public Hearing. Mayor Kilgore opened the duly advertised public hearing. He advised that no written public hearing comments had been received.

City Attorney Shah-Khan advised that as the City had worked on the completion of the new Unified Development Ordinance (UDO), the North Carolina General Assembly made changes to the Planning and Zoning Statutes that govern zoning across the State. He advised that those changes were incorporated in the new Chapter 160D of the North Carolina General Statutes which was adopted in 2019. City Attorney Shah-Khan advised that the changes to state law were effective on January 1, 2021.

City Attorney Shah-Khan advised that originally, Chapter 160D would require local governments to adopt changes to Zoning Ordinances effective January 1, 2021 in order to comply with Chapter 160D. However, with the Covid-19 pandemic, he advised that the General Assembly changed the effective date for local governments to make changes to zoning statutes to August 1, 2021. City Attorney Shah-Khan advised that the General Assembly changed the deadline again to July 1, 2021.

While Staff and the City’s outside consultants had worked to make sure the changes would be in the new UDO, City Attorney Shah-Khan advised that it became clear to Staff that the new UDO would not be ready by July 1, 2021. He advised that Staff would prefer that citizens and other stakeholders would have the time to provide input on the new UDO before adoption, and so Staff determined that changes required by state law should be made by the July 1, 2021 deadline. City Attorney Shah-Khan advised that later this year, the new UDO would be adopted and the changes to be considered today (if adopted) would be incorporated in the new UDO.

City Attorney Shah-Khan advised that text amendments provided were non-controversial and were procedural in many ways. He advised that a key consideration for Council was that these amendments must be adopted before July 1, 2021 to ensure that the City’s Zoning Ordinance met state law requirements. City Attorney Shah-Khan advised that not adopting these changes would mean that the City’s Zoning Ordinance and any actions taken under it would be subject to legal challenges.

City Attorney Shah-Khan advised that the proposed major changes to the Zoning Ordinance included the following:

- Addition of definition for Dwelling (no definition existed) – definition is consistent with State law.
- Changes to references to Chapter 160A to Chapter 160D (original zoning provisions were in Article 19 of Chapter 160A.)
- Requires 30-day notice for extension of ETJ and update of ETJ population estimates with every census.
- Must adopt broadened conflict-of-interest standards for governing and advisory boards (see Sections 3-5.)
- Must have each board member take an oath of office before starting his or her duties.
- Must maintain in paper or digital format current and prior zoning maps for public inspection.
- Must issue notices of violation (NOVs) in conformance with statutory procedures (must deliver to permittee and landowner if different; may deliver to occupant or person undertaking the activity; delivery by hand, email, or first-class mail; may be posted onsite; administrator to certify NOV for the file.)
- For zoning map amendments, must provide notice not only to immediate neighbors but also to properties separated from the subject property by street, railroad, or other transportation corridor.
- For revocation of development approval or permit revocation, must follow the same process as was used for the approval.
- Must not set a minimum square footage for structures subject to the One- and Two-Family Residential Building Code.
- Must not require a developer, as a condition to subdivision approval, to bury a power line existing above ground and outside of property to be subdivided.
- Must follow standard quasi-judicial procedures for preservation certificates of appropriateness.
- Must frame preservation district provisions as “standards” rather than “guidelines.”
- Must prohibit third-party down-zonings; may process down-zonings initiated by the local government or landowner.
- Must identify site-specific vesting plans (formerly site-specific development plans) with vesting for two to five years, as under prior law, except for specified exceptions.
- Must recognize multi-phase developments – long-term projects of at least 25 acres – with vesting up to seven years, except for specified exceptions (The previously authorized phased-development plan is obsolete should be deleted from the ordinance.).
- Regarding permit choice, must not make an applicant wait for final action on the proposed change before proceeding if the applicant elected determination under prior rules.

City Attorney Shah-Khan advised that the text amendments were also provided to the members of the Planning Board for their information at their June 2, 2021 Meeting. He advised that as approval was in the Council’s purview, the Planning Board was not asked to provide a recommendation and Staff did not believe a recommendation was necessary.

City Attorney Shah-Khan advised that it was the recommendation of Staff that Council adopt an Ordinance amending the City's Zoning Ordinance.

There being no other speakers, Mayor Kilgore closed the public hearing.

B. Action – Ordinance Amending Zoning Code. Council Member Anthony moved to adopt Ordinance O-2021-32:

**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 156: ZONING CODE
O-2021-32**

Preamble

Pursuant to the adoption of Chapter 160D, a new chapter of the General Statutes that consolidates the prior city- and county-enabling authority and implements a range of consensus clarifications and reforms, and the authority conferred by Chapter 160D-701 of the North Carolina General Statutes, as amended and for the purpose of promoting the health, safety, morals, or general welfare of the inhabitants of the City by lessening congestion in and around the streets; securing safety; preventing the overcrowding of land; avoiding undue concentration of population; and facilitating the adequate provision of transportation,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE XV, CHAPTER 156 ZONING CODE OF THE CITY OF MONROE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

Section 1. Amend Section 156.14, "DEFINITIONS OF BASIC TERMS," to read as follows:

Unless otherwise specifically provided, or unless clearly required by the context, the words and phrases defined in this section shall have the meaning indicated when used in this section.

ABATTOIRS. A facility used for slaughtering and processing of animals, and the refining of their byproducts.

ABC STORE. An establishment run by the Alcoholic Beverage Control Board selling alcoholic beverages.

ABRASIVE PRODUCTS MANUFACTURING. The manufacturing of natural and synthetic abrasive materials, abrasive-coated products, and other abrasive products.

ACCENT COLOR. A single paint color which is used on a building, in the least proportion of all colors used, not to exceed 5% of the facade area.

ACCESSORY STRUCTURE. See Structure, Accessory.

ACCESSORY USE. See *USE, ACCESSORY*.

ADAPTIVE REUSE. The rehabilitation or renovation of existing buildings or structures for any use other than its current use.

ADJACENT PROPERTIES. For purposes of site plan review, zoning changes, special use permits, and Board of Adjustment and Historic District Commission applications refers to all contiguous properties with the assumption that railroads, roads, and other rights-of-way do not exist.

ADULT ESTABLISHMENT. Adult bookstore, adult motion picture theater, adult mini-motion picture-theater, adult live entertainment business, massage business, or other such adult establishment as outlined in G.S. §14-2-2.10 and in Chapter 112 of the City of Monroe Code of Ordinances.

AIRPORT. Charlotte- Monroe Executive Airport.

AIRPORT ELEVATION. The highest point of the airport's useable landing area measured in feet above mean sea level (679.0 feet).

ALLEY. A service way providing a secondary means of public access to abutting property.

ALTERATION. A change in the size, configuration, or location of a structure; or a change in the use of a structure or lot from a previously approved or legally existing size, configuration, location or use.

AMORTIZATION. The process of providing for a timed expiration or extinction of a use which is not in compliance with this chapter.

ANIMAL PRODUCTION AND SUPPORT ACTIVITIES. Includes animal raising, apiculture, aquaculture, dairying, personal or commercial animal breeding and development.

ANTENNA. Equipment designed to transmit or receive electronic signals.

APPROACH SURFACE. A surface longitudinally centered on the extended runway centerline, extending outward and upward from the end of the primary surface and at the same slope as the approach zone height limitation slope set forth in §156.124.

ARBORIST. An individual trained in arboriculture, forestry, landscape architecture, horticulture, or related fields, and experienced in the conservation and preservation of native and ornamental trees.

ARCHITECT. A person licensed to practice architecture in the State of North Carolina.

ARTWORK. A two- or three-dimensional representation of a creative idea that is expressed in a form and manner as to provide aesthetic enjoyment for the viewer rather than to specifically convey the name of the business or a commercial message about the products or services offered on the property upon which the artwork is displayed. **ARTWORK** per se shall not be considered to be a sign subject to regulation under this section.

AREA OF SHALLOW FLOODING. A designated AO or VO Zone on a community's Flood Insurance Rate Map (FIRM) with base flood depths from one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable and indeterminate, and where velocity flow may be evident.

AREA OF SPECIAL FLOOD HAZARD. The land within the floodplain subject to a 1% or greater chance of flooding in any given year.

AUCTION HOUSE. A structure or enclosure where goods and/or livestock are sold by competitive bidding.

AUTOMATIC TELLER MACHINE (ATM). A type of banking and financial service with automated or self-service banking features with no staff or personnel provided.

BALANCE OF WATERSHED. That part of a water supply watershed area that does not lie within a critical area.

BANNER. Any sign or string of one or more signs, usually made of cloth or other lightweight material, which is used to attract attention, whether or not imprinted with words or characters. Flags shall not be considered **BANNERS**.

BAR. An establishment primarily engaged in the retail sale of beer, wine and alcoholic beverages for consumption on the premises. Such an establishment must obtain an ABC license for on-premises beverage consumption only.

BASE FLOOD. The flood having a 1% chance of being equaled or exceeded in any given year. Also known as the 100-year flood.

BASEMENT. The lowest level or story which has its floor sub grade on all sides.

BED AND BREAKFAST ESTABLISHMENT. A private, owner-occupied business establishment within a residential structure where overnight accommodations and a morning meal are provided to transients for compensation, and where the use is subordinate and incidental to the principal residential use of the property. **BED AND BREAKFAST ESTABLISHMENTS** do not include other similar uses such as hotels or motels, health care facilities, group homes, or rooming and boarding establishments.

BERM. An earthen mound designed to provide visual interest, screen undesirable views, and/or decrease noise on a site.

BEST MANAGEMENT PRACTICES (BMP'S). A structural or nonstructural management-based practice used singularly or in combination to reduce non-point source inputs to receiving waters in order to achieve water quality protection goals.

BILLBOARD. A sign structure and/or sign utilized for advertising an establishment, an activity, a product, service or entertainment, which is sold, produced, manufactured, available or furnished at a place other than on the property on which said sign structure and/or sign is located.

BOARDING HOUSE. A residential use consisting of at least one dwelling unit together with more than two rooms that are rented or are designed or intended to be rented but which rooms, individually or collectively, do not constitute separate dwelling units. A rooming house or boarding house is distinguished from a tourist home in that the former is designed to be occupied by longer term residents (at least month-to-month tenants) as opposed to overnight or weekly guests.

BONA FIDE FARM. Any tract (or tracts of land under common ownership or control) on which a party is actively engaged in a substantial way in the commercial production or

growing of crops, plants, livestock, poultry, or aquaculture operations. **BONA FIDE FARMS** shall also include horse riding and boarding facilities.

BUFFER. A combination of open space, landscape areas, fences, walls, and berms used to physically separate or screen one use of property from another so as to visually shield or block noise, lights or other nuisances. **BUFFERS** typically represent horizontal distances between uses, which provide functional separation.

BUILDING. A structure designed to be used as a place of occupancy, storage or shelter.

BUILDING CONTRACTORS, GENERAL. An establishment providing general contracting and/or building construction services for residential, farm, industrial, or commercial uses, and which typically does not involve outdoor storage of machinery or equipment.

BUILDING CONTRACTORS, HEAVY. An establishment providing (general contracting services other than for buildings, such as highways and streets, bridges, sewers, and flood control projects, and which may involve outdoor storage of machinery or equipment.

BUILDING FRONTAGE. The length of the single face of a building or that portion of a building occupied by a single office, business or enterprise, commonly referred to as “store-front,” which is abutting a street, parking area, or other means of customer access such as an arcade, a mall or a walkway.

BUILDING HEIGHT. See Height, Building.

BUILDING MAINTENANCE SERVICE. Provision of maintenance and custodial services to commercial and industrial establishments. Typical uses include janitorial, landscape maintenance and window cleaning services. Also includes exterminator services for residential, commercial or industrial applications.

BUILT-UPON AREA. Built-upon areas shall include that portion of a development project that is covered by impervious or partially impervious cover.

BUSINESS EQUIPMENT SALES AND SERVICE. Sales, rental, or repair of office, professional and service equipment and supplies to companies rather than to individuals. Excludes automotive and heavy equipment sales or service. Typical uses include office equipment and supply firms, small business machine repair shops and hotel equipment and supply firms.

CALIPER. A horticultural method of measuring the diameter of a tree trunk. This measurement is taken at six inches above ground level for trees up to four inches in caliper. For larger trees, measurement of **CALIPER** shall be taken at twelve inches above ground level.

CANOPY. A roof-like cover that may be temporary or permanent in nature, and projects from the walls of a building for the purpose of shielding areas from the elements.

CANOPY TREE. A species of tree which normally grows to a mature height of 35 feet or more with a minimum mature crown width of 30 feet, and which meets the specifications of the American Standards for Nursery Stock published by the American Association of Nurserymen.

CERTIFY. Whenever this chapter requires that some agency certify the existence of some fact or circumstance to the city, the city may require that such certification be made in any manner that provides reasonable assurance of the accuracy of the certification. By way of illustration, and without limiting the foregoing, the city may accept certification by telephone from some agency when the circumstances warrant it, or the city may require that the certification be in the form of a letter or other document.

CERTIFICATE OF APPROPRIATENESS. A permit issued by the Historic District Commission granting an applicant approval for the alteration, change, demolition, relocation, excavation, or new construction of contributing site, structure, landmark, noncontributing structure, or noncontributing site within the South Monroe Historic District.

CHEMICAL MANUFACTURING. The manufacturing of chemicals and chemical preparations from organic and inorganic raw materials.

CHILD CARE CENTER. Any child care arrangement that provides child care on a regular basis for more than four hours per day for more than five children of preschool age.

CHILD CARE HOME.

- (1) A home for not more than nine orphaned, abandoned, dependent, abused, or neglected children, together with not more than two adults who supervise such children, all of whom live together as a single housekeeping unit.
- (2) A place where child care is provided to not more than five children, including those related by blood or marriage, and not the legal wards or foster children of the attendant adult, within an occupied resident.

CHILD CARE INSTITUTION. An institutional facility housing more than nine orphaned, abandoned, dependent, abused or neglected children.

CIRCULATION AREA. That portion of the vehicle accommodation area used for access to parking or loading areas, or other facilities on the lot. Essentially, driveways and other maneuvering areas (other than parking aisles) comprise the ***CIRCULATION AREA***.

CITY. The City of Monroe, North Carolina.

CLUSTER HOUSING. A development pattern where dwelling units are grouped or “clustered” on a density basis for the total land area of the development, rather than spread evenly throughout the site on a lot-by-lot basis. A ***CLUSTER HOUSING*** development includes permanent open space and greenways usually owned and maintained by a homeowner’s association or developer.

COLLEGE OR UNIVERSITY. An institution of higher education offering undergraduate and/or graduate degrees.

CO-LOCATION. The siting of two or more separate companies’ wireless antennas on the same support structure.

COLONADE. A series of columns placed at regular intervals.

COMMERCIAL GREENHOUSE OR NURSERY. The growing, storage, and sale of garden plants, shrubs, trees, vines, groundcovers, and other related landscaping materials

for wholesale or retail sale. Such uses may include greenhouses, outdoor storage of goods, materials, and equipment, irrigation systems, and caretaker's dwellings. It may also include, either exclusively or in conjunction with the above activities, the sale of materials commonly used for landscaping purposes, such as soil, rock, bark, mulch and other materials.

COMMERCIAL LAUNDRY SERVICE. A commercial facility used for the cleaning or laundering of garments, principally for individuals.

COMMERCIAL MESSAGE. Any sign wording, logo, or other representation or image that directly or indirectly names, advertises, or calls attention to a product, service, sale or sales event or other commercial activity.

COMBINATION USE. A use consisting of a combination on one lot of two or more principal uses.

COMMON OPEN SPACE. Lands held by the owners of the land within a subdivision as "tenants in common" with formal agreements for ownership and maintenance to be recorded at the Union County Registry along with the final subdivision plat. **COMMON OPEN SPACE** shall thereafter remain undivided and undeveloped for commercial or residential purposes.

COMMUNITY APPEARANCE COMMISSION. An appointed citizen committee formed for the purpose of hearing concerns and making decisions within the City of Monroe regarding trees and community appearance issues.

CONICAL SURFACE. A surface extending outward and upward from the periphery of the horizontal surface at a slope of 20 to 1 for a horizontal distance of 4,000 feet.

CONSTRUCTION OF SUPPLY. Facility where builders can purchase supplies and materials for building houses and related structures.

CONSTRUCTION TRAILER. A manufactured home which is designed for neither overnight nor year-round occupancy and is used exclusively at a construction project on a temporary basis.

CONTAINMENT ANIMALS. Pigs, hogs, chickens, rabbits, quail, turkeys, or other animals that are enclosed in "houses" or open pens with high concentration of animals.

COPY. The linguistic or graphic content of a sign.

CONVENIENCE STORE. A one-story, retail store containing less than 2,000 square feet of gross floor area that is designed and stocked to sell primarily food, beverages, and other household supplies to customers who purchase only a relatively few items (in contrast to a "supermarket"). It is designed to attract and depend upon a large volume of stop-and-go traffic. Illustrative examples of **CONVENIENCE STORES** are those operated by the "Fast Fare", "7-11" and "Pantry" chains.

COUNCIL. The city council of the City of Monroe, North Carolina.

CRITICAL AREA. The area adjacent to a water supply intake or reservoir where risk associated with pollution is greater than from the remaining portions of the watershed.

CRITICAL ROOT ZONE (CRZ). Generally, a circular region measured outward from a tree trunk representing the essential area of the roots that must be maintained or protected for the tree's survival. **CRZ** is one foot of radial distance for every inch of tree diameter measured at 4.5 feet above ground level, with a minimum of eight feet. For significant trees, the formula changes to 1.5 feet for every inch of tree diameter at 4.5 feet above ground level, with a minimum of 12 feet.

CROP PRODUCTION AND SUPPORT ACTIVITIES. The raising and harvesting of tree crops, row crops, or field crops on an agricultural or commercial basis. Crop production shall include those accessory uses and activities customarily associated with these types of agricultural uses including but not necessarily limited to soil preparation, nutrient management, pest management, irrigation, drainage, harvest, storage of fuel, supplies, and chemicals.

CROWN. The leaves and branches of a tree or shrub, or the upper portion of the tree from the lowest branches on the trunk to the top. May also be referred to as the "canopy."

DECIDUOUS. A plant with foliage that is shed annually.

DEDICATION. A gift (by the owner) of a right to use land for a specified purpose or purposes. Because of a transfer of property rights is entailed, **DEDICATION** must be made by written instrument, and is completed with an acceptance.

DEVELOPER. A person who is responsible for any undertaking that requires a zoning permit, special-use permit, conditional-use permit, or sign permit.

DEVELOPMENT. That which is to be done pursuant to a zoning permit, special-use permit, conditional-use permit, or sign permit. Any land disturbing activity which adds to or changes the amount of impervious cover on a land area, or which otherwise decreases the infiltration of precipitation into the soil.

DIMENSIONAL NONCONFORMITY. A nonconforming situation that occurs when the height, size, or minimum floor space of a structure or the relationship between an existing building or buildings and other buildings or lot lines does not conform to the regulations applicable to the district in which the property is located.

DONATION BOXES. A container or structure located outside of an enclosed building used for the collection of donated items including but not limited to clothing.

DRIP LINE. An imaginary vertical line extending from the outermost portion of the tree's canopy to the ground.

DRIVEWAY. That portion of the vehicle accommodation area that consists of a travel lane bounded on either side by an area that is not part of the vehicle accommodation area.

DUPLEX. See **RESIDENCE, DUPLEX.**

DWELLING. Any building, structure, manufactured home, or mobile home, or part thereof, used and occupied for human habitation or intended to be so used, and includes any outhouses and appurtenances belonging thereto or usually enjoyed therewith. The term does not include any manufactured home, mobile home, or recreational vehicle, if used solely for a seasonal vacation purpose.

DWELLING, MULTI-FAMILY. A building or portion thereof used or designed as a residence for three or more families living independently of each other, including apartment homes, apartment hotels, and multi-family developments.

DWELLING, SINGLE-FAMILY. A detached building designed for or occupied exclusively by one family.

DWELLING, TWO-FAMILY. A building arranged and designed to be occupied by two families living independently of each other.

DWELLING UNIT. An enclosure containing sleeping, kitchen, and bathroom facilities designed for and used or held ready for use as a permanent residence by one family.

EASEMENT. A grant of one or more of the property rights (by the owner) of a portion of land for a specified purpose, and for use by the public, a corporation, or other entities.

EASEMENT, PRIVATE ACCESS. A privately owned and maintained right-of-way created by express grant or reservation in an instrument of record in the Union County Registry, which connects directly to a publicly maintained and dedicated street that provides vehicular access to no more than two lots.

EDUCATION. Includes public and primary (including charter or religious) schools at the primary, elementary, middle, junior high, or high school level that provide basic academic education. Also includes colleges and other institutions of higher learning that offer courses of general or specialized study leading to a degree usually in a campus setting.

ELECTRONIC GAMING OPERATIONS. Any business enterprise, whether as a principal or an accessory use, where persons utilize electronic machines, including but not limited to computers and gaming terminals, to conduct games of chance or skill, including sweepstakes, and where cash, merchandise or other items of value are redeemed or otherwise distributed, whether or not the value of such distribution is determined by electronic games played or by predetermined odds. This does not include any lottery approved by the State of North Carolina.

ENTERTAINMENT AND RECREATION. Generally commercial uses, varying in size, providing daily or regularly scheduled recreation-oriented activities.

ERECT. To construct, build, raise, assemble, place, affix, attach, create, paint, draw, or in any other way bring into being or establish; but it does not include any of the foregoing activities when performed as an incident to the change of advertising message or customary maintenance or repair of a sign.

EVERGREEN. A plant with foliage that persists year-round.

EXERCISE FACILITY, INDOOR. Public or private health/exercise facilities or similar uses which constitute principal uses that are enclosed in buildings and operated on a fee or membership basis primarily for the use of persons who do not reside on the same lot as that on which the use is located. **INDOOR EXERCISE**

FACILITIES may include accessory uses, such as snack bars and locker rooms which are designed and intended primarily for the use of patrons of the principal use.

EXPENDITURE. A sum of money paid out in return for some benefit or to fulfill some

obligation. The term also includes binding, contractual commitments to make future expenditures, as well as any other substantial changes in position.

EXTRA TERRITORIAL PLANNING JURISDICTION (ETI). That portion of the city's planning jurisdiction that lies outside the corporate limits of the city.

FAÇADE. Any side of a building; and when calculating sign area, a building façade may be less than the entire side of a building if limited to the occupancy of only a portion of a building.

FAMILY.

- (1) An individual or two or more natural persons related by blood to the third degree lineally or the fourth degree collaterally, by marriage, adoption or guardianship living together in a dwelling unit as a single housekeeping unit; or a group of not more than two natural persons not related to the other by blood to the third degree lineally, or by marriage, adoption, or guardianship living together in a dwelling unit as a single housekeeping unit; or a group of not more than four natural persons none of whom are related to the other by blood to the third degree lineally or the fourth degree collaterally, by marriage, adoption, or guardianship living together in a dwelling unit as a single housekeeping unit. All degrees of kinship are computed as provided in G.S. §104A-1.
- (2) The following are not included in the determination of occupancy limits defined above:
 - (a) Five or fewer foster children placed in a family foster home licensed by the State of North Carolina.
 - (b) A bona fide live-in health care provider providing medical and personal care services to a resident.
 - (c) A live-in nanny providing child care services to a resident child.

FAMILY CARE FACILITY. A home with support and supervisory personnel that provides room and board, personal care, and rehabilitation services in a family environment for not more than six resident elderly or handicapped persons.

FARM SUPPLY STORE WITH OR WITHOUT OUTDOOR STORAGE. Facility where farm supply products can be purchased for farms and related uses.

FEATHER BANNER. A flag type banner (usually designed with a pole sleeve or pocket) that is mounted in the ground that advertises any business including wording or logos.



FEDERAL COMMUNICATIONS COMMISSION (FCC). The government agency responsible for regulating telecommunications in the United States.

FLAG. Any fabric, or bunting containing distinct colors, patterns or symbols, used as an

ornamental flag or as a symbol of government, political subdivision, corporation or business or other entity. (See also Ornamental flag.)



FLAG, ATTENTION. A flag (usually designed with a pole sleeve) that is mounted in the ground with no commercial message or symbol, but used to identify and draw interest to a business.



FLAG, ORNAMENTAL. Any fabric or similar material containing patterns, drawings or symbols used for decorative purposes and designed to be flown as a flag.

FLEA MARKET. An open-air market for new and/or second-hand articles and goods sold by one or more merchants which is conducted on an open, nonresidential lot. Yard sales conducted by individuals shall not be considered flea markets.

FLOOD HAZARD BOUNDARY MAP (FHBM). An official map of a community, issued by the Federal Emergency Management Agency (FEMA), where the boundaries of the areas of special flood hazard have been defined as Zone A.

FLOOD INSURANCE RATE MAP (FIRM). An official map of a community, on which the Federal Emergency Management Agency (FEMA) has delineated both the areas of special flood hazard, and the risk premium zones applicable to the city.

FLOOD INSURANCE STUDY. The official report provided by the Federal Emergency Management Agency (FEMA). The report contains flood profiles, as well as the Flood Boundary Floodway Map and the water surface elevation of the base flood.

FLOODPLAIN. Any land area susceptible to be inundated by water from the base flood. As used in this chapter, the term refers to that area designated as subject to flooding from the base flood (100-year flood) on the “Flood Boundary and Floodway Map” prepared by the U.S. Department of Housing and Urban Development, a copy of which is one file in the planning department.

FLOODWAY. The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one foot. As used in this chapter, the terms refer to that area designated as a floodway on the “Flood Boundary and Floodway Map” prepared by the U.S. Department of Housing and Urban Development, a copy of which is one file in the planning department.

FLOOR. The top surface of an enclosed area in a building (including basement).

FOOD MANUFACTURING WITH ANIMAL SLAUGHTERING AND PROCESSING. A building or structure where livestock is slaughtered and prepared for distribution to butcher shops or retail sales establishments such as grocery stores. A **SLAUGHTERHOUSE** is designed to accommodate the confinement and slaughtering of live animals and may include packing, treating, storage and/or sale of the product on the premises.

FORESTRY. Generally, a profession embracing the science, business, and art of creating, conserving, and managing forests and forest lands for the continuing use of both commodity and non-commodity benefits.

FORTUNE TELLING. The business or art of astrology, phrenology, life reading, fortune telling, clairvoyance, clairaudience, crystal gazing, hypnotism, mediumship, mesmerism, oriental mysteries, palmistry, spirit photography, spirit writing, spirit voices, spirit materialization, etherealifation, numerology, or other similar or related art or business.

FRESH PRODUCE STAND. Fresh produce stands are limited to the natural season time-span, and may sell all types for fresh produce, including but not limited to tomatoes, squash, pumpkins, corn, cucumbers, beans, berries, melons, apples, pears, pineapples, peaches, citrus fruit, root vegetables, green vegetables, nuts, herbs, or other fruits and vegetables. In addition to fresh produce, up to 20% of the total sales area may be used to sell fruit, vegetable, or herb derived products or baked goods and potted culinary herbs and plants. This definition shall not prevent retail stores in permissible districts to establish a permanent retail business in an approved structure.

FRONTAGE. The length of the property line of a parcel of land, which runs parallel with and along a road right-of-way or street, exclusive of alleyways.

GOVERNMENT FACILITIES. An office or other facility of a governmental agency that provides administrative and/or direct services to the public, such as, but not limited to, employment offices, public assistance offices, motor vehicle licensing and registration services, maintenance and repair centers, equipment, or outdoor storage yards.

GROSS FLOOR AREA. The total area of a building measured by taking the outside dimensions of the building at each floor level intended for occupancy or storage.

GROUND COVER. Any plant material that reaches an average height of not more than 12 inches.

GROUND LEVEL. The finished grade of a parcel of land exclusive of any filling, berming or mounding.

GROUP CARE FACILITY. A transitional housing facility licensed by the state, or

operated by a non-profit corporation chartered pursuant to G.S. Chapter 55A, which provides room and board, personal care and rehabilitation services for seven to 15 unrelated individuals while these residents receive therapy and/or counseling for one or more of the following:

- (1) To assist them to recuperate from the effects of or refrain from the use of drugs or alcohol;
- (2) To provide emergency and temporary shelter for persons in distress such as runaway children and battered individuals; or
- (3) To provide shelter and support for older adults and persons who are handicapped.

GROUP HOME. See **FAMILY CARE FACILITY**.

HALFWAY HOUSE. A home for not more than nine persons who have demonstrated a tendency toward alcoholism, drug abuse, mental illness, or antisocial or criminal conduct, together with not more than two persons providing supervision and other services to such persons, eleven of whom live together as a single housekeeping unit.

HANDICAPPED OR INFIRM HOME. A residence within a single dwelling unit for at least six but not more than nine persons who are physically or mentally handicapped or infirm, together with not more than two persons providing care or assistance to such persons, all living together as a single housekeeping unit. Persons residing in such homes, including the aged and disabled, principally need residential care rather than medical treatment.

HANDICAPPED OR INFIRM INSTITUTION. An institutional facility housing and providing care or assistance for more than nine persons who are physically or mentally handicapped or infirm. Persons residing in such homes, including the aged or disabled, principally need residential care rather than medical treatment.

HAZARD TO NAVIGATION. An obstruction determined to have a substantial adverse effect on the safety and efficient utilization of the navigable airspace.

HAZARDOUS WASTE FACILITY. A facility for the collection, storage, processing, treatment, recycling, recovery, or disposal of hazardous waste.

HEALTH CARE FACILITY. A facility providing health, medical, or surgical care to patients. Facility may include overnight care, and uses operated in connection with the primary use including but not limited to laboratories, clinics, and administrative offices. This definition does not include **GROUP CARE FACILITY**.

HEAVY INDUSTRIAL USES. Firms involved in research and development activities without light fabrication and assembly operations; limited industrial/manufacturing activities. The uses emphasize industrial businesses, and sale of heavier equipment. Factory production and industrial yards are located here. Sales to the general public are limited.

HEIGHT, BUILDING. The vertical distance measured from the average elevation of the finished grade along the front of the building to the highest point of a flat roof, or to the deck line of a mansard roof, or the mean height level between eaves and ridges for gable, hip or gambrel roofs.

HEIGHT LIMITS. For the purpose of determining the height limits in all zones set forth in the Airport Overlay and shown on the zoning map, the datum shall be a mean sea level

elevation unless otherwise specified.

HIGH-VOLUME TRAFFIC GENERATION. All uses in the 2.000 classification other than low-volume traffic generation uses.

HIGHEST ADJACENT GRADE. The highest natural elevation of the ground surface, prior to construction, next to the proposed walls of the structure.

HISTORIC TREES. Selected trees placed on a city inventory based on age, species, location, health and historic significance.

HOLIDAY AND SEASONAL DECORATIONS. Decorations that pertain to legal or other recognized holidays or to a season of the year; a holiday or seasonal decoration shall not be considered to be a sign subject to regulation under this section.

HOME OCCUPATION. The use of a dwelling unit or accessory building on the same zoning lot for business purposes and activities that is clearly subordinate to the principal use of the dwelling unit for residential purposes and located in a residential district.

HORIZONTAL SURFACE. A horizontal plane 150 feet above the established airport elevation, the perimeter of which in plan coincides with the perimeter of the horizontal zone.

INTERIOR LANDSCAPING. Landscaping required within the parking lot perimeters, including the planting islands, curbed areas, corner lots, parking spaces, and all interior driveways and aisles, except those with no parking spaces to either side.

INTERMEDIATE CARE HOME. A facility maintained for the purpose of providing accommodations for not more than seven occupants needing medical care and supervision at a lower level than that provided in a nursing care institution but at a higher level than that provided in institutions for the handicapped or infirm.

INTERMEDIATE CARE INSTITUTION. An institutional facility maintained for the purpose of providing accommodations for more than seven persons needing medical care and supervision at a lower level than that provided in a nursing care institution but at a higher level than that provided in institutions for the handicapped or infirm.

JUNK/SALVAGE YARD. Any nonresidential property used for the storage, collection, and/or recycling of any type of equipment, and including but not limited to vehicles, appliances and related machinery.

KENNEL. A commercial operation that:

- (1) Provides food and shelter and care of animals for purposes not primarily related to medical care (a kennel may or may not be run by or associated with a veterinarian); or
- (2) Engages in the breeding of animals for sale.

LAND CLEARING DEBRIS LANDFILL. A disposal site for stumps, limbs, leaves, concrete, brick, untreated wood, and uncontaminated earth. Disposal of any other types of wastes must be approved by the State Division of Health Services.

LANDSCAPING. Any live plant material such as trees, shrubs, ground cover, and grass used in spaces void of any impervious material or building structure and areas left in their

natural state.

LANDSCAPING PLAN. A plan, drawn to scale, which shows dimensions and details of the requirements of this section. Such plan can be drawn by a landscape architect, engineer, arborist, architect, and the like.

LARGER THAN UTILITY RUNWAY. A runway that is constructed for and intended to be used by propeller driven aircraft of greater than 12,500 pounds maximum gross weight and jet powered aircraft.

LEVEE. A man-made structure, usually an earthen embankment, designed and constructed in accordance with sound engineering practices to contain, control, or divert the flow of water so as to provide protection from temporary flooding.

LIGHT INDUSTRIAL. Firms engaged in the manufacturing, assembly, repair or servicing of industrial, business, or consumer machinery, equipment, products, or byproducts mainly by providing centralized services for separate retail outlets. Contractors, buildings maintenance services and similar uses perform services off-site. Few customers, especially the general public, come to the site.

LIVESTOCK AUCTION. Place of business to which the public may consign livestock for sale by auction open to public bidding or sold on a commission basis.

LOADING AND UNLOADING AREA. That portion of the vehicle accommodation area used to satisfy the requirements of §156.192.

LOT.

- (1) A parcel of land whose boundaries have been established by some legal instrument such as a recorded deed or a recorded map and which is recognized as a separate legal entity for purposes of transfer of title.
- (2) If a public body or any authority with the power of eminent domain condemns, purchases, or otherwise obtains fee simple title to or a lesser interest in a strip of land cutting across a parcel of land otherwise characterized as a lot by this definition, or a private road is created across a parcel of land otherwise characterized as a lot by this definition, and the interest thus obtained or the road so created is such as effectively to prevent the use of this parcel as one lot, then the land on either side of this strip shall constitute a separate lot.
- (3) The permit-issuing authority and the owner of two or more contiguous lots may agree to regard the lots as one lot if necessary or convenient to comply with any of the requirements of this chapter.

LOT, CORNER. A lot which occupies the interior angle at the intersection of two street lines which make an angle of more than 45 degrees and less than 135 degrees with each other. The street line forming the least frontage shall be deemed the front of the lot except where the two street lines are equal, in which case the owner shall be required to specify which is the front when requesting a permit.

LOT, EXISTING (LOT OF RECORD). A lot which has been recorded at the Union County Registry prior to the adoption of this chapter.

LOT, RESIDUAL. Any tract of land which exceeds ten acres in size resulting from a subdivision.

LOT, THROUGH. A lot which fronts upon two parallel streets, or which fronts upon two streets which do not intersect at the boundaries of the lot.

LOT AREA. The total area circumscribed by the boundaries of a lot, except that:

- (1) When the legal instrument creating a lot shows the boundary of the lot extending into a public street right-of-way, then the lot boundary for purposes of computing the lot area shall be the street right-of-way line, or if the right-of-line cannot be determined, a line running parallel to and 30 feet from the center of the traveled portion of the street; and
- (2) In a residential district, when a private road that serves more than three dwelling units is located along any lot boundary, then the lot boundary for the purposes of computing the lot shall be the inside boundary of the traveled portion of that road.

LOT WIDTH. The distance between side lot lines measured at the building setback line.

LOW-VOLUME TRAFFIC GENERATION. Uses such as furniture stores, carpet stores, major appliance stores, etc. that sell items that are large and bulky, that need a relatively large amount of storage or display area for each unit offered for sale, and that therefore generate less customer traffic per square foot or floor space than stores selling smaller items.

LOWEST FLOOR. The lowest floor or the lowest enclosed area (including basement).

MACHINE SHOP. A facility where power-driven tools are used for making, finishing, or repairing machines or machine parts.

MAJOR PRUNING. Removal of over 20% of a tree's canopy, tree topping, or disturbance of over 10% of the tree's root system.

METAL PLATING. Facilities used for the electroplating, plating, anodizing, coloring, buffering, polishing, cleaning, and sandblasting of metals and metal products.

MOBILE HOME. A dwelling unit that:

- (1) Is not constructed in accordance with the standards set forth in the City of Monroe Building Code;
- (2) Is composed of one or more components, each of which was substantially assembled in a manufacturing plant and designed to be transported to the home site on its own chassis; and
- (3) Exceeds 40 feet in length and eight feet in width.

MOBILE HOME, CLASS A. A mobile home constructed after July 1, 1976, that meets or exceeds the construction standards promulgated by the U.S. Department of Housing and Urban Development that were in effect at the time of construction and that satisfies each of the following additional criteria:

- (1) The home has a length not exceeding four times its width;
- (2) The pitch of the home's roof has a minimum vertical rise of one foot for each five feet of horizontal run, and the roof is finished with a type of shingle that is commonly used in standard residential construction;
- (3) The exterior siding consists of wood, hardboard, or aluminum (vinyl covered or painted, but in no case exceeding the reflectivity of gloss white paint) comparable in composition, appearance, and durability to the exterior siding commonly used in standard residential construction;

- (4) A continuous, permanent masonry foundation, unpierced except for required ventilation and access, is installed under the home; and
- (5) The tongue, axles, transporting lights, and removable towing apparatus are removed after placement on the lot and before occupancy.

MOBILE HOME, CLASS B. A mobile home constructed after July 1, 1976, that meets or exceeds the construction standards promulgated by the U.S. Department of Housing and Urban Development that were in effect at the time of construction but that does not satisfy the criteria necessary to qualify the house as a Class A mobile home.

MOBILE HOME, CLASS C. Any mobile home that does not meet the definitional criteria of a Class A or Class B mobile home.

MOBILE HOME PARK. A dwelling unit constructed in accordance with the standards set forth in the City of Monroe Building Code and composed of components substantially assembled in a manufacturing plant and transported to the building site for final assembly on a permanent foundation. Among other possibilities, a modular home may consist of two sections transported to the site in a manner similar to a mobile home (except that the modular home meets the City of Monroe Building Code) or a series of panels or room sections transported on a truck and erected or joined together on the site.

MODULAR HOME. A sectional dwelling consisting of two or more units which are factory fabricated and transported to the home site where they are put on a permanent foundation and joined to make a single-family house. All such modular homes shall meet all single-family home requirements of the current volume of the North Carolina Uniform Residential Building Code.

MULTI-FAMILY DEVELOPMENT. A tract of land under single, corporate, firm, partnership or association ownership; planned and developed as an integral unit in a single development operation or in a definitely programmed series of development operations.

NIGHTCLUB. A commercial establishment where alcoholic beverages are served for consumption on the premises, and in which dancing, musical entertainment, comedy, or other types of performances and activities are presented.

NIT. A unit measure of luminance or brightness equal to one candela per square meter, measured perpendicular to the rays of the source.

NONCONFORMING LOT. A lot existing at the effective date of this chapter (and not created for the purposes of evading the restrictions of this chapter) that does not meet the minimum area requirements of the district in which the lot is located.

NONCONFORMING PROJECT. Any structure, development, or undertaking that is incomplete at the effective date of this chapter and would be inconsistent with any regulation applicable to the district in which it is located if completed as proposed or planned.

NONCONFORMING SITUATION. A situation that occurs when, on the effective date of this chapter, any existing lot or structure or use of an existing lot or structure does not conform to one or more of the regulations applicable to the district in which the lot or structure is located. Among other possibilities, a **NONCONFORMING SITUATION** may arise because a lot does not meet minimum acreage requirements, because structures exceed maximum height limitations, because the relationship between existing buildings

and the land (in such matters as density and setback requirements) is not in conformity with this chapter, or because land or buildings are used for purposes made unlawful by this chapter. Nonconforming signs shall not be regarded as nonconforming situations for purposes of the subchapter entitled Nonconforming Situations, but shall be governed by the provisions of §156.133.

NONCONFORMING USE. A nonconforming situation that occurs when property is used for a purpose or in a manner made unlawful by the use regulations applicable to the district in which the property is located. (For example, a commercial office building in a residential district may be a nonconforming use.) The terms also refer to the activity that constitutes the use made of the property. (For example, all the activity associated with operating a retail clothing store in a residentially zoned area constitutes a nonconforming use.) Within the Airport Overlay District, any preexisting structure, object of natural growth, or use of land, which is inconsistent with the provisions of the ordinance or an amendment thereto.

NONPRECISION INSTRUMENT RUNWAY. A runway having an existing instrument approach procedure utilizing air navigation facilities with only horizontal guidance, or area type navigation equipment, for which a straight-in nonprecision instrument approach procedure has been approved or planned.

NURSING CARE HOME. A facility maintained for the purpose of providing skilled nursing care and medical supervision at a lower level than that available in a hospital to not more than nine persons.

NURSING CARE INSTITUTION. An institutional facility maintained for the purpose of providing skilled nursing care and medical supervision at a lower level than that available in a hospital to more than nine persons.

OBSTRUCTION. Any structure, growth, or other object, including a mobile object, which exceeds a limiting height set forth in the Airport Overlay section of this chapter.

OFFICE. Activities conducted in an office setting and generally focusing on business, government, professional, medical or financial services.

OFFICE WAREHOUSE. A facility which has the combined uses of office and warehouse for the primary purpose of wholesale trade, display, and distribution of products.

PARAPET. A false front or wall extension above the roofline of a building.

PARCEL. Land which has been or which is proposed to be used, developed, or built upon as a unit under single ownership.

PARKING AREA AISLES. A portion of the vehicle accommodations area consisting of lanes providing access to parking spaces.

PARKING, COMMERCIAL. Facilities that provide parking not accessory to a principal use, for which a fee may or may not be charged.

PENNANT. Any series of small flag-like or streamer-like pieces of cloth, plastic, paper or similar material attached in a row to any staff, cord, building, or at only one or two edges, the remainder hanging loosely.

PERENNIAL WATERS. All streams, lakes, rivers, and other bodies of water shown as

perennial on the most recent versions of U.S.G.S. topographic maps, or as determined by NC DENR Division of Water Quality.

PERSON. An individual, trustee, executor, other fiduciary, corporation, firm, partnership, association, organization, or other entity acting as a unit.

PERVIOUS SURFACE. A surface that presents an opportunity for precipitation to infiltrate into the ground.

PLANNED DEVELOPMENT (PD). A development constructed on a tract under single ownership, planned and developed as an integral unit, and consisting of a combination of uses on land.

PLANNING JURISDICTION. The area within the city limits as well as the area beyond the city limits within which the city is authorized to plan for and regulate development.

PLANTING YARD. Area where required plantings are located.

PRECISION INSTRUMENT RUNWAY. A runway having an existing instrument approach procedure utilizing an Instrument Landing System (ILS) or a Precision Approach Radar (PAR). It also means a runway for which a precision approach system is planned and is so indicated on an approved airport layout plan or any other planning document.

PREMISES. Any property owned, leased or controlled by the person actively engaged in business at that location.

PRIMARY METAL PROCESSING AND MANUFACTURING. Facilities used for the smelting and/or refining of ferrous and nonferrous metals using electrometallurgical techniques. Facilities may also manufacture metal alloys and super alloys by introducing other chemical elements to pure metals.

PRIMARY SURFACE. A surface longitudinally centered on a runway. When the runway has a specially prepared hard surface, the **PRIMARY SURFACE** extends 200 feet beyond each end of that runway; for military runways or when the runway has no specially prepared hard surface, or planned hard surface, the **PRIMARY SURFACE** ends at each end of that runway. The width of the **PRIMARY SURFACE** is set forth in §156.124. The elevation of any point on the **PRIMARY SURFACE** is the same as the elevation of the nearest point on the runway centerline.

PRIVATE ACCESS EASEMENT. A privately owned and maintained right-of-way created by express grant or reservation in an instrument of record in the office of the Union County Register of Deeds which connects directly to a publicly maintained and dedicated street that provides vehicular access to no more than two lots.

PRIVATE CLUB. An establishment as defined in G.S. § 18B-1000(5) that is eligible to hold an ABC permit from the State of North Carolina.

PRIVATE RESIDENTIAL QUARTERS. An accessory dwelling unit either attached or detached in the form of a guest house or garage apartment provided that such dwelling is not rented or occupied for gain, and provided that no accessory building containing such use is constructed on a lot until the construction of the main building has commenced.

PROGRESSIVE CARE COMMUNITY. An area of land including one or more buildings

under unified management, planned and developed as a unit to provide for the transitional residency and care of the elderly in a full range of living and care arrangements which includes at least two of the following: independent living and care, congregate care, or nursing care institutions.

PUBLIC PARKS AND OPEN AREAS. Uses focusing on natural areas consisting of mostly of vegetation, passive or active outdoor recreation areas, or community gardens, and having few structures.

PUBLIC WATER SUPPLY SYSTEM. Any water supply system furnishing potable water to ten or more dwelling units or businesses or any combination thereof.

RAIL TRANSPORTATION AND SUPPORT FACILITIES. An area of land, including any related support facilities, used for switching, storing, moving, repairing, and weighing of railroad cars, trains, or engines.

RECEIVE-ONLY EARTH STATION. An antenna and attendant processing equipment for reception of electronic signals from satellites.

RECEPTION HALLS AND BANQUET FACILITIES. Any use, structure, or facility available for lease by public or private parties, which is used for occasional reception and assembly events, rather than regularly scheduled meeting and assembly events for membership groups or clubs.

RECREATION, INDOOR. Generally commercial uses, varying in size, providing daily or regularly scheduled recreation oriented activities in an indoor setting. **INDOOR RECREATION** includes the following uses:

- (1) Amusement center, game arcade, children's amusement center;
- (2) Billiard hall, pool hall;
- (3) Bingo parlor;
- (4) Bowling alley;
- (5) Convention center, arena;
- (6) Indoor shooting range;
- (7) Miniature golf facility;
- (8) Movie or other theater;
- (9) Skating rink.

RECREATION, OUTDOOR. Generally commercial uses, varying in size, providing daily or regularly scheduled recreation oriented activities. Such activities may take place wholly outdoors or within a number of outdoor structures. **OUTDOOR RECREATION** includes the following uses:

- (1) Drive-in theater;
- (2) Camp, campground, travel trailer park, recreational vehicle park;
- (3) Extreme sports facility such as paintball, BMX, or skateboarding;
- (4) Golf course;
- (5) Batting cage, golf driving range, mini-amusement park, miniature golf facility, water park;
- (6) Riding stable;
- (7) Outdoor shooting range;
- (8) Racetrack;
- (9) Stadium, arena, commercial amphitheater.

RECYCLING PROCESSING FACILITY. A facility used for the collection and

processing of recyclable materials. **PROCESSING** means the preparation of materials for efficient shipment, or to an end-user's specifications, by such means as bailing, briquetting, compacting, flattening, grinding, crushing, sorting, shredding, and cleaning.

REQUIRED DRAINAGE CHANNEL. The theoretical stream bed section which is required to discharge the runoff from a 100-year storm.

RESERVE STRIP. A strip of land (usually only a few feet wide) owned privately, and set aside around a subdivision in order to prevent access to adjoining property by way of public streets.

RESIDENCE, DUPLEX. A two-family residential use in which the dwelling units share a common wall (including without limitation the wall of an attached garage or porch) and in which each dwelling unit has living space on the ground floor and a separate, ground floor entrance.

RESIDENCE, MULTI-FAMILY. A residential use consisting of a building containing three or more dwelling units. For purposes of this definition, a building includes all dwelling units that are enclosed within that building, or attached to it by a common floor or wall (even the wall of an attached garage or porch).

RESIDENCE, MULTI-FAMILY APARTMENTS. A multi-family residential use other than a multi-family conversion or multi-family townhouse.

RESIDENCE, MULTI-FAMILY TOWN-HOUSES. A multi-family resident use in which each dwelling unit shares a common wall (including without limitation the wall of an attached garage or porch) with at least one other dwelling unit and in which each dwelling unit has living space on the ground floor and a separate, ground floor entrance.

RESIDENCE, PRIMARY WITH ACCESSORY APARTMENT. A residential use having the external appearance of a single-family residence but in which there is located a second dwelling unit that comprises not more than 25% of the gross floor area of the building not more than a total of 750 square feet.

RESIDENCE, SINGLE-FAMILY DETACHED, ONE DWELLING UNIT PER LOT. A residential use consisting of a single detached building containing one dwelling unit and located on a lot containing no other dwelling units.

RESIDUAL LOT. See **LOT, RESIDUAL.**

RESOURCE RECOVERY FACILITY. A facility in which garbage, minerals, glass, tin cans, paper, rags, and other materials are reclaimed or converted into energy.

RETAIL SALES AND SERVICE. Companies or individuals involved in the sale, lease, or rental of new or used products, or providing personal services or repair services to the general public.

ROOF AREA. A single, unbroken, contiguous plane, measured at perpendicular slope.

ROOF, FLAT. The external covering of a building having a 2(v):12 (h) slope or less.

ROOF LINE. The highest continuous horizontal line of a roof. On a sloping roof, the **ROOFLINE** is the principal ridgeline or the highest line common to one or more

principal slopes of roof. On a flat roof, the **ROOFLINE** is the highest continuous line of a roof or parapet.

ROOF, PITCHED. The external covering of a building having a slope greater than 2 (v):12 (h).

ROOM RENTING. A single-family residential structure in which the renting of rooms shall be clearly incidental and secondary to the single-family use of the structure.

ROOMING HOUSE. See **BOARDING HOUSE**.

ROOT PROTECTION ZONE. Generally, 18 to 24-inches deep at a distance from the trunk equal to one-half of its height or to its drip line, whichever is greater.

RUNWAY. A defined area on an airport prepared for landing and takeoff of aircraft along its length.

SANITARY LANDFILL. A facility for disposal of solid waste on land in a sanitary manner in accordance with the minimum standards of the State of North Carolina wherein "solid waste" as defined by State standards is disposed of by utilizing acceptable landfill engineering technology.

SATELLITE DISH. An apparatus capable of receiving communications signal from a transmitter relay located in planetary orbit.

SCHOOL. An institution of learning, such as elementary and secondary schools, colleges and universities, which offers instruction in several branches of learning and study, but not including business colleges, nursery schools, dancing schools, riding academics, or business, technical, trade schools. Includes public, private, charter and community schools.

SCHOOL, BOARDING. An elementary school, middle school, junior high school, or high school which provides lodging or dwelling for students or faculty on the same property.

SCHOOL, BUSINESS OR TRADE. A school, other than a college or university, which may be operated as a commercial venture, and which provides part-time or full-time education beyond the high school level and does not provide lodging or dwelling units for students or faculty. Includes technical and cosmetology schools.

SCHOOL, VOCATIONAL (also called **TRADE SCHOOL, CAREER CENTER** or **VOCATIONAL COLLEGE/INSTITUTION**). A type of educational institution designed to provide vocational education or technical skills required to perform the tasks of a particular and specific job. A **VOCATIONAL SCHOOL** that provides specialized training in one of the following specific career fields, trade, or profession: computer technology, electronics, aviation/avionics, commercial automotive technology, CDL training, welding and specialized metal working, and utility profession (water and sewer specialists, electric lineman, natural gas lineman, and telecommunication specialists) trades.

SCREENING. A method of visually shielding or obscuring one abutting or nearby structure from another by fencing, walls, berms, or densely planted vegetation. Screens are typically vertical objects providing visual separation.

SETBACK. The linear distance measured from both the property line and the street right-of-way to the nearest part of the sign.

SHADE TREE. Usually a deciduous tree, rarely an evergreen, planted primarily for its high crown of foliage or overhead canopy.

SHOPPING CENTER. Two or more uses planned, developed and managed as a unit and related in location, size and type of shop to the needs of the trade area which is being serviced.

SHOPPING CENTERS. Shall be construed to include all out parcels, whether or not developed.

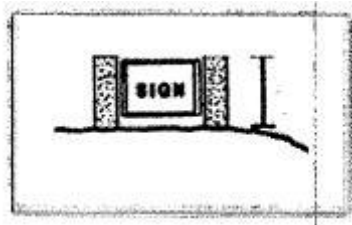
SHRUB. A woody plant, smaller than a tree, consisting of several small stems from the ground or small branches near the ground; may be deciduous or evergreen.

SIGN. Any device, object, fixture, display, placard or structure, which uses color, form, graphics, illumination, projected images, architectural style or design with text, or writing to advertise, attract attention, announce the purpose of, or identify the purpose of any person or entity or to communicate information of any kind to the public. The term **SIGN** includes sign structure.

SIGN AREA. The total square foot area of a sign surface, including all parts thereof devoted to the background.

SIGN FACE. The part of the sign that is or can be used to identify, display, advertise, communicate information, or for the visual representation, which attracts or intends to attract the attention of the public for any purpose.

SIGN HEIGHT. Vertical distance measured from ground level nearest the base of the sign to the highest point on the sign.



SIGN PERMIT. A permit issued by the land-use administrator that authorizes the recipient to erect, move, enlarge, or substantially alter a sign.

SIGN STRUCTURE. Any structure which is designed specifically for the purpose of supporting a sign, which has supports or which is capable of supporting a sign. The definition shall include any decorative covers, braces, wires, supports, or other components attached to or placed around the **SIGN STRUCTURE**.

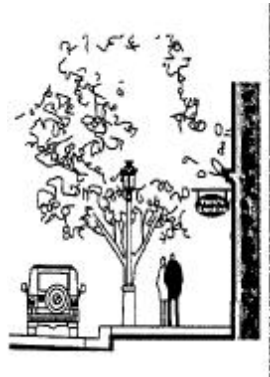
SIGN, ABANDONED. A sign and associated sign structure that the sign owner has failed to operate or maintain for a period of 180 days or longer. The following conditions shall be considered as the failure to operate or maintain a sign:

- (1) A sign displaying advertising for a product or service which is no longer available or displaying advertising for a business which is no longer licensed; or
- (2) A sign which is blank.

SIGN, ADVERTISING. Sign copy intended to aid, directly or indirectly, in the sale, use or promotion of a product, commodity, service, activity, entertainment, or real or personal property.

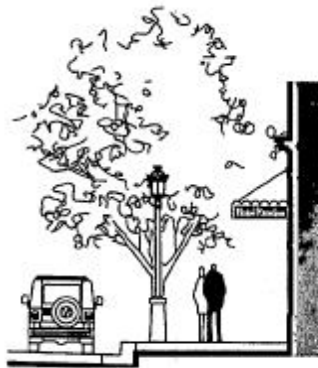
SIGN, ATTACHED. A wall sign, a marquee sign, a window sign, and a canopy sign.

SIGN, BLADE. Signs which are oriented perpendicularly to the building facade and which are suspended under a bracket, armature, or other mounting device.



SIGN, CAMPAIGN or ELECTION. A sign that advertises a candidate or issue to be voted upon on a definite election day.

SIGN, CANOPY. Any sign that is a part of or attached to an awning, canopy, or other fabric, plastic, or structural protective cover over a door, entrance, window, or outdoor service area. A marquee is not a canopy.



SIGN, CONSTRUCTION. A temporary on-premise sign identifying the ongoing construction activity during the time that a building permit is active and prior to completion of the work for which the permit was issued, containing sign copy that is limited to the ongoing construction activity and identifying the contractor and/or any subcontractor engaged to perform construction activity on the site.

SIGN, DIRECTIONAL. A sign fronting the road containing only the name of the principal use, directional arrow and mileage to the principal use. Such principal use shall not be visible to the motorist at the location at which the sign is placed.

SIGN, DOUBLE-FACED. A single sign with items of information relating to the same

business on both sides of the sign and mounted as a single structure.

SIGN, DRIVE-THROUGH MENU. A sign placed so as to be viewed from a drive-through lane and which contains only a listing of the products, with prices, offered for sale by the business on which the sign is located and which may provide a mechanism for ordering the products while viewing the sign.

SIGN, ELECTION. A temporary sign erected or displayed for the purpose of expressing support for or opposition to a candidate or stating a position regarding an issue upon which the voters of the city shall vote.

SIGN, ELECTRONIC CHANGEABLE FACE. A sign, display, or device, or portion thereof, which electronically changes the fixed display screen composed of a series of lights, including light emitting diodes (LED's), fiber optics, or other similar new technology where the message change sequence is accomplished immediately. Electronic changeable face outdoor advertising signs include computer programmable, microprocessor controlled electronic or digital displays that display electronic, static images, static graphics, or static pictures, with or without textual information, and trivision outdoor advertising signs.

SIGN, FLASHING. A sign, which permits light to be turned on or off intermittently more frequently than once per five seconds.

SIGN, FREE EXPRESSION. A sign, not in excess of three square feet and not more than six feet in height, communicating information or views on matters of public policy concern or containing any other noncommercial message that is otherwise lawful.

SIGN, FREESTANDING. A sign supported by structures or supports that are placed on or anchored in the ground or at ground level and which are independent of any building or other structure. A ***FREESTANDING SIGN*** will be allowed as a monument sign in its allowed district, but may never be constructed as a single pole sign.

SIGN, FREESTANDING GROUND MONUMENT. A ground sign which is mounted in or on a monument and does not have any exposed pole or pylon, and is attached to a monument base whose width is at least 80% of the entire width or length of the sign. The base shall be constructed entirely of brick, stone, or stucco and must be at least 16 inches above grade unless the supporting monument base is in itself the sign structure.



SIGN, GARAGE OR YARD SALE. Any onsite temporary sign pertaining to the sale of personal property in, at or upon any residentially-zoned property located in the city. ***GARAGE OR YARD SALE SIGNS*** shall include but not be limited to all such sales,

and shall include the advertising of the holding of any such sale, or the offering to make any sale, whether made under any name such as garage sale, lawn sale, yard sale, front yard sale, back yard sale, home sale, attic sale, rummage sale, patio sale, flea market sale, or any similar designation.

SIGN, GOVERNMENTAL. A sign posted by various local, state, and federal agencies, such as regulatory signs, welcome signs, seasonal signs/banners/decorations, and traffic control signs.

SIGN, GRAND OPENING. An on-premise temporary sign announcing the opening of a new business.

SIGN, GROUND. Any sign which extends from the ground or which has supports which place the bottom thereof less than three and one-half feet from the ground directly beneath the sign.

SIGN, IDENTIFICATION. A sign which displays only the name, address, and/or crest, or insignia, trademark, occupation or professional of an occupant or the name of any building on the premises.

SIGN, ILLUMINATED. Any sign or portion thereof, which is illuminated by artificial light, either from an interior or exterior source, including outline, reflective or phosphorescent light, whether or not the source of light is directly affixed as part of the sign.

SIGN, INCIDENTAL. A sign not exceeding one square foot in size attached to a freestanding sign or affixed to a wall, that either:

- (1) Identifies credit cards accepted by the owner, tenant, or occupant of the parcel where the incidental sign is located; or
- (2) Provides an official notice of services required by law or trade affiliation.

SIGN, INSTRUCTIONAL. An on-premises sign designed to guide vehicular and/or pedestrian traffic by using such words as “Entrance”, “Exit”, “Parking”, “One Way”, or similar directional instruction, but not including any advertising message. The name or logo of the business or use to which the sign is giving direction may also be included on the sign.

SIGN, INTERNALLY ILLUMINATED. A sign where the source of the illumination is inside the sign and light emanates through the message of the sign rather than being reflected off the surface of the sign from an external source. Without limiting the generality of the foregoing, signs that consist of or contain tubes that:

- (1) Are filled with neon or some other gas that glows when an electric current passes through it; and
- (2) Are intended to form or constitute all or part of the message of the sign, rather than merely providing illumination to other parts of the sign that contain the message, shall also be considered ***INTERNALLY ILLUMINATED SIGNS.***

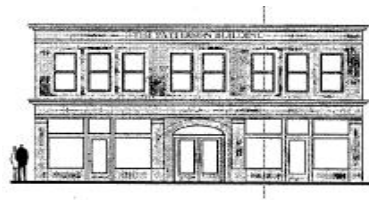
SIGN, LIGHTED. A sign lighted only by light cast upon the sign from an external light source.

SIGN, MARQUEE. Any sign attached to a marquee. ***MARQUEE.*** Any permanent roof-like structure projecting beyond a building or extending along and projecting beyond the wall of the building, generally designed and constructed to provide protection from the

weather.



SIGN, NAMEPLATE OR OCCUPANT IDENTIFICATION. A sign indicating the name and/or profession or address of a person or persons residing on the premises or legally occupying the premises.



SIGN, NONCONFORMING. A sign, which does not conform to the regulations provided in this section.

SIGN, OFF-PREMISE or OFF-SITE. Any sign relating in its subject matter to commodities, accommodations, services or activities on a premise other than the premises on which the sign is located.

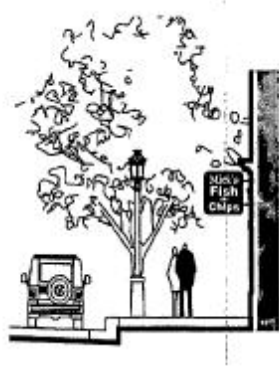
SIGN, ON-SITE DIRECTIONAL. An on-site sign providing direction or information to pedestrian or vehicular traffic that is related or reasonably necessary to the movement of pedestrian or vehicular traffic on the premises, and not displaying a commercial message, e.g., “entrance”, “exit”, “caution”, “no parking”, “one way only”, “no trespassing”, and the like.

SIGN, PERMANENT. Any sign which, when installed, is intended for permanent use. Banner and banner like materials are not to be considered as ***PERMANENT SIGNS***.

SIGN, POLE. A detached sign erected and maintained on a mast, or pole and not attached to any building but not including ground-mounted or freestanding monument signs.

SIGN, PORTABLE. Any sign, banner, or poster that is not permanently attached to the ground or structure.

SIGN, PROJECTING. Any sign affixed perpendicularly to a building or wall in such a manner that its leading edge extends more than 12 inches beyond the surface of such building or wall.



SIGN, PUBLIC INTEREST. A sign on private property that displays information pertinent to the safety or legal responsibilities of the general public such as “Warning” and “No Trespassing” signs.

SIGN, REAL ESTATE. A sign advertising the sale, rental or lease of the premises or part of the premises on which the sign is displayed temporarily.

SIGN, ROOF. Any sign erected and constructed wholly on or over the roof of a building, which is supported by the roof structure, or any sign that extends in whole or in part above the roofline of a building.

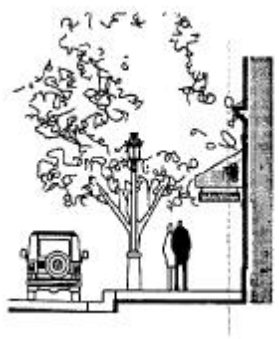
SIGN, SAFETY. See ***WARNING SIGN.***

SIGN, SANDWICH BOARD. A portable sign comprised of two separate panels or faces joined at the top and spread apart at the bottom to form the base on which the sign stands.

SIGN, STATUTORY. A sign required by any statute or regulation of the State of North Carolina or the United States.

SIGN, STREET ADDRESS. Any sign denoting the street address of the premises on which it is attached or located.

SIGN, SUSPENDING. Any sign which is affixed to and supported by an awning or canopy.



SIGN, TEMPORARY. A sign that:

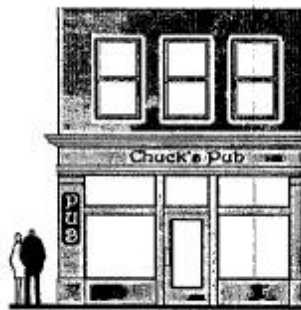
- (1) Is used in connection with a circumstance, situation, or event that is designed, intended or expected to take place or to be completed within a reasonably short or definite period after the erection of such sign; or

- (2) Is intended to remain on the location where it is erected or placed for a period of not more than 15 days.

SIGN, TRAFFIC CONTROL DEVICE. Any sign located within the right-of-way that functions as a traffic control device and that is described and identified in the Manual on Uniform Traffic Control Devices (MUTCD) and approved by the Federal Highway Administrator as the National Standard. A **TRAFFIC CONTROL DEVICE SIGN** includes those signs that are classified and defined by their function as regulatory signs (that give notice of traffic laws or regulations), warning signs (that give notice of a situation that might not readily be apparent), and guide signs (that show route designations, directions, distances, services, points of interest, and other geographical, recreational, or cultural information).

SIGN, UNLAWFUL VEHICULAR. One or more signs which have a total sign area on any vehicle in excess of ten square feet, when the vehicle is not “regularly used in the conduct of the business or activity” advertised on the vehicle, and (a) is visible from a street right-of-way within 100 feet of the vehicle, and (b) is parked for more than two consecutive hours within 100 feet of any street right of way. A vehicle shall not be considered “regularly used in the conduct of the business or activity” if the vehicle is used primarily (i) for advertising, or (ii) for the purpose of advertising, or (iii) for the purpose of providing transportation for owners or employees of the business or activity advertised on the vehicle.

SIGN, WALL. A sign, which is painted on, fastened to, or erected against the wall of a building with its face in a parallel plane with the plane of the building facade or wall, which is used for advertising.



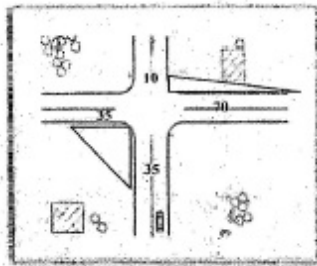
SIGN, WARNING OR SAFETY. A sign which provides warning of a dangerous condition or situation that might not be readily apparent or that poses a threat of serious injury (e.g., gas line, high voltage, condemned building, and the like) or that provides warning of a violation of law (e.g., no trespassing, no hunting allowed, and the like).

SIGN, WIND. A sign, which uses objects or material fastened in such a manner as to move upon being subjected to pressure by wind, and shall include ribbons, spinners, streamers or captive balloons; however, the term wind sign shall not include flags or feather banners.

SIGN, WINDOW. Any sign mounted in any fashion on the interior or exterior of the surface of a window.



SIGHT VISIBILITY TRIANGLE. A triangular shaped portion of land established at street intersections or street and driveway intersections in which nothing is erected, or allowed to grow in such a manner as to limit or obstruct the sight distance of motorists entering or leaving the intersection. The ***SIGHT VISIBILITY TRIANGLE*** must be at least 35 feet along city maintained streets. An additional site triangle is required for city streets that connect to state streets. The triangle shall be ten feet along city maintained streets, and 70 feet along the right of way of state streets. The standards for sight visibility at intersections are detailed in the City of Monroe Standard Detail Manual.



SILVICULTURAL OPERATIONS. A practice of controlling the establishment, growth, composition, health, and quality of forests to meet diverse needs and values.

SITE WALLS. Retaining walls.

SMALL ENGINE REPAIR. Facility where builders can purchase supplies and materials for building houses and related structures. Lawn mowers, lawn equipment, or other low-power internal combustion engines (gasoline/petrol) or electric engines are serviced.

SOLID WASTE MANAGEMENT FACILITY. A facility used for the long-term storage, collection, transport, separation, treatment, processing, recycling, recovery, and disposal of solid waste.

SPECIAL EVENTS. Circuses, fairs, carnivals, festivals, or other types of special events that:

- (1) Run for longer than one day but not longer than two weeks;
- (2) Are intended to or likely to attract substantial crowds; and
- (3) Are unlike the customary or usual activities generally associated with the property where the special event is to be located.

SPECIAL-USE PERMIT. A permit issued by the Board of Adjustment that authorizes the recipient to make use of property in accordance with the requirements of this chapter as well as any additional requirements by the Board of Adjustment.

SPORTING FACILITY. A facility for sports education, instruction, training, leagues and active recreational or competitive sports.

STONE PRODUCT MANUFACTURING (EXCLUDING QUARRYING). A facility that provides cutting, shaping and finishing granite, marble, limestone, slate, and other stone for building and miscellaneous uses.

STORAGE. Facilities providing separate storage areas for personal or business use designated to allow private access by the tenant for storing or removing personal property.

STORAGE UNIT. Transport trailers, cargo containers, storage trailers, mobile storage facilities, sea/land containers, and similar structures designed for conveyance and used primarily for storage of goods and materials.

STORM, TEN-YEAR. The surface runoff resulting from a rainfall of intensity expected to be equaled or exceeded, on average, once in ten-years, and of a duration which will produce the maximum peak rate of runoff for the watershed of interest under average antecedent wetness conditions.

STORM, 25-YEAR. The surface runoff resulting from a rainfall of intensity expected to be equaled or exceeded, on average, once in 25 years, and of a duration which will produce the maximum peak rate of runoff for the watershed of interest under average antecedent wetness conditions.

STORM, 100-YEAR. The surface runoff resulting from a rainfall of intensity expected to be equaled or exceeded, on average, once in 100 years, and of a duration which will produce the maximum peak rate of runoff for the watershed of interest under average antecedent wetness conditions.

STREET. A public street or a street with respect to which an offer of dedication has been made. Types of **STREETS** are identified in the City of Monroe Standard Specifications and Detail Manual.

STREET TREE. A living, standing woody plant typically having a single trunk at least one and one-half inches in diameter at a point six inches above mean ground level at the base of the trunk, and located within the street right-of-way.

STREET, ARTERIAL. A federal and/or state highway designed primarily for the movement of large volumes of vehicular traffic from one area to another; a thoroughfare.

STREET, COLLECTOR. A public way designed primarily to connect residential streets with arterial streets and/or to provide direct connection between two or more arterial streets and which may be designed to carry significant volumes of vehicular traffic having neither origin nor designation on the street.

STREET, HALF. A proposed vehicular travel way intended to be developed by constructing one-half of a required multi-lane width with the remainder to be provided at some future date.

STREET, MINOR. A public way used primarily for providing direct access to abutting properties. **MINOR STREETS** are further classified as:

(1) *Residential.* Those streets whose primary function is to provide direct access to

- residential property;
- (2) *Commercial-industrial.* Those streets whose primary function is to provide direct access to commercial-industrial property; and
 - (3) *Cul-de-sac.* A short minor street having one end open to traffic and the other end permanently terminated with a vehicular turnaround. The maximum length of a cul-de-sac is 1,200 feet.

STREET, PRIVATE. A vehicular travel-way not dedicated as a public street.

STREETSCAPE. An area that may either abut or be contained within a public or private street right-of-way that may contain sidewalks, street furniture, landscaping or trees, and similar features.

STRUCTURE. Anything constructed or erected.

STRUCTURE, ACCESSORY. A structure on the same lot as a principal structure, which is incidental and subordinate to the principal structure, and which is considered attached or detached.

STRUCTURE, PRINCIPAL. A structure which houses the primary use of the property on which it is located.

SUBDIVISION. The division of a tract of land into two or more lots, building sites, or other divisions for the purpose of sale or building development (whether immediate or future) and including all divisions of land involving the dedication of a new street or a change in existing streets; but the following shall not be included within this definition nor be subject to the regulations of this chapter applicable strictly to subdivisions:

- (1) The combination or recombination of portions of previously platted lots where the total number of lots is not increased and the resultant lots are equal to or exceed the minimum standards set forth in this chapter;
- (2) The division of land into parcels greater than ten acres where no street right-of-way dedication is involved;
- (3) The public acquisition by purchase of strips of land for widening or opening streets;
- (4) The division of a tract in single ownership whose entire area is no greater than two acres into not more than three lots, where no street right-of-way dedication is involved and where the resultant lots are equal to or exceed the minimum standards set forth in this chapter; or
- (5) The division of a tract into burial plots where no street right-of-way dedication is involved.

SUBDIVISION, MAJOR. Any subdivision other than a minor subdivision.

SUBDIVISION, MINOR. A subdivision that does not involve any of the following:

- (1) The creation of more than a total of four lots;
- (2) The creation of any new public streets;
- (3) The extension of a public water or sewer system; or
- (4) The installation of drainage improvements through one or more lots to serve one or more other lots.

SWIMMING POOL. Any man made structure intended for swimming or recreational bathing that contains water over 24 inches deep. This includes in-ground, aboveground, and on-ground swimming pools, hot tubs, and spas.

TEMPORARY, EMERGENCY, CONSTRUCTION, OR REPAIR RESIDENCE. A residence (which may be a mobile home) that is:

- (1) Located on the same lot as a residence made uninhabitable by fire, flood, or other natural disaster and occupied by the persons displaced by such disaster;
- (2) Located on the same lot as a residence that is under construction or undergoing substantial repairs or reconstruction and occupied by the persons intended to live in such permanent residence when the work is completed; or
- (3) Located on a nonresidential construction site and occupied by persons having construction or security responsibilities over such construction site.

TOPPING. The severe cutting back of limbs to stubs three inches in diameter within the tree's crown to such a degree so as to remove the natural canopy and disfigure the tree.

TOWER. Any structure whose principal function is to support an antenna.

TRACT. A lot (see definition **LOT**). The term **TRACT** is used interchangeably with the term lot, particularly in the context of subdivisions, where one **TRACT** is subdivided into several "lots".

TRADITIONAL NEIGHBORHOOD DEVELOPMENT (TND). A district that encourages mixed-use, compact development that is sensitive to the environmental characteristics of the land and facilitates the efficient use of services. A traditional neighborhood district diversifies and integrates land uses within close proximity to each other, and it provides for the daily recreational and shopping needs of the residents. A traditional neighborhood district is a sustainable, long-term community that provides economic opportunity and environmental and social equity for the residents. Its design adopts the urban conventions, which were the norm in the United States from colonial times until the 1940's.

TRANSITIONAL SURFACES. These surfaces extend outward at 90 degree angles to the runway centerline and the runway centerline extended at a slope of seven feet horizontally for each foot vertically from the aides of the primary and approach surfaces to where they intersect the horizontal and conical surfaces. **TRANSITIONAL SURFACES** for those portions of the precision approach surfaces, which project through and beyond the limits of the conical surface, extend a distance of 5,000 feet measured from the edge of the approach surface and at 90 degree angles to the extended runway centerline.

TRANSPORTATION FACILITIES. Facilities for loading, unloading, and transferring passengers, baggage, and incidental freight between modes of transportation. These uses include bus terminals, railroad stations, public transit stations, taxi cab facilities, and other similar uses.

TRAVEL TRAILER. A structure that:

- (1) Is intended to be transported over the streets and highways (either as a motor vehicle or attached to or hauled by a motor vehicle); and
- (2) Is designed for temporary use as sleeping quarters but that does not satisfy one or more of the definitional criteria of a mobile home.

TREE. A large, woody plant having one or several self-supporting stems or trunks and numerous branches. May be classified as deciduous or evergreen.

TREE SAVE AREA. An area composed of closely grouped trees designated for

preservation.

TRUCK TERMINAL AND SUPPORT FACILITIES. An area and/or building where trucks load and unload materials on a regular basis, or where tractor trailers are transferred from one tractor cab to another for the purpose of continuation to another destination, or where trucks or tractors or tractor trailers are stored, parked or waiting for dispatch.

UNDERSTORY TREE. A species of tree which normally grows to a mature height of 15 to 35 feet in height, and meets the specifications of the American Standards for Nursery Stock published by the American Association of Nurserymen.

USE. The activity or function that actually takes place or is intended to take place on a lot.

USE, PRINCIPAL. A use listed in the Table of Permissible Uses.

USE, FACILITIES. Any above-ground structures or facilities (other than buildings, unless such buildings are used as storage incidental to the operation of such structures or facilities) owned by a governmental entity, a nonprofit organization, a corporation, or any entity defined as a public utility for any purpose by (the appropriate provision of state law) and used in connection with the production, generation, transmission, delivery, collection, or storage of water, sewage, electricity, gas, oil, or electronic signals.

UTILITIES. Public or private infrastructure serving a limited area with no on-site personnel (minor utility) or the general community and possibly having on-site personnel (major utility).

UTILITY FACILITIES, COMMUNITY OR REGIONAL. All utility facilities other than neighborhood facilities.

UTILITY FACILITIES, NEIGHBORHOOD. Utility facilities that are designed to serve the immediately surrounding neighborhood and that must, for reasons associated with the purpose of the utility in question, are located in or near the neighborhood where such facilities are proposed to be located.

UTILITY RUNWAY. A runway that is constructed for and intended to be used by propeller driven aircraft of 12,500 pounds maximum gross weight and less.

VARIANCE. A grant of permission by the Board of Adjustment that authorizes the recipient to do that which, according to the strict letter of this chapter, he or she could not otherwise legally do.

VEGETATIVE COVER. Grasses, shrubs, trees, and other vegetation, which holds and stabilizes soils.

VEHICLE ACCOMMODATION AREA. That portion of a lot that is used by vehicles for access, circulation, parking, and loading and unloading. It comprises the total of circulation areas, loading and unloading areas, and parking areas.

VEHICLE SALES AND SERVICE. Direct sales of and service to passenger vehicles, light and medium trucks, and other consumer motor vehicles such as motorcycles, boats, and recreational vehicles. Uses classified as Vehicle Service, involve services provided while the customer waits, same day pick-up of the vehicle or customers leaving a vehicle on-site for less than 24 consecutive hours.

VISUAL RUNWAY. A runway intended solely for the operation of aircraft using visual approach procedures.

WAREHOUSE AND FREIGHT MOVEMENT. Firms involved in the storage or movement of goods for themselves or other firms. Goods are generally delivered to other firms or the final consumer with little on-site sales activity to customers.

WAREHOUSING AND STORAGE, NON-FARM RELATED PRODUCTS. Buildings used for the rental of space to the public, for storage of merchandise, commodities or personal property and where access is under the control of the building management, but excluding the warehousing and storage of explosive, corrosive noxious materials, such as dust, fumes or noise that could be dangerous, injurious, distasteful, pernicious or obnoxious to man, other organisms or properties.

WASTE AND SALVAGE RELATED SERVICES. Characterized by uses that receive solid or liquid wastes from others for transfer to another location and uses that collect sanitary wastes or that manufacture or produce goods for energy from the composting of organic material.

WASTE TRANSFER STATIONS. An area and/or building used to unload and temporarily store solid waste (for a period of less than 90 days) for the subsequent delivery of the solid waste to another transfer site, storage site, or disposal site. Such uses may involve intermediate processing such as compaction, sorting, or shredding. In addition to transferring solid waste, a waste transfer station may also include facilities for drop-off of recyclable materials.

WATERSHED. The entire land area contributing surface drainage to a specific point (for example, the water supply intake).

WHOLESALE SALES. On-premises sales of goods primarily to customers engaged in the business of reselling the goods.

WOODED AREA. An area of contiguous wooded vegetation where trees are at a density of at least one six-inch or greater caliper tree per 325 square feet of land and where the branches and leaves form a contiguous canopy.

ZONING PERMIT. A permit issued by the land-use administrator that authorizes the recipient to make use of property in accordance with the requirements of this chapter.

Section 2. Amend Section 156.03(A), “Jurisdiction,” to read as follows:

- (A) The provisions of this chapter shall apply within the corporate limits of the city and within the territory beyond such corporate limits as now or hereafter fixed, the territory being more particularly described on a map entitled *Extraterritorial Jurisdiction Map of the City of Monroe, North Carolina* as is on file at the City Hall. The boundary lines on the map are being incorporated and made a part of this chapter as if fully set out herein. For extension of extraterritorial jurisdiction (ETJ), mailed notice must be provided thirty days prior to the ETJ hearing. The ETJ population estimate must be updated, at least with each decennial census.

Section 3. Amend Section 156.80(B), “Board of Adjustment Supplemental Regulations and Procedures,” to read as follows:

- (B) *Conflicts on quasi-judicial matters.* A member of the Board or any other body exercising the functions of a board of adjustment shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons' constitutional rights to an impartial decision maker. Impermissible conflicts include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter. For purposes of this section, a "close familial relationship" means a spouse, parent, child, brother, sister, grandparent, or grandchild. The term includes the step, half, and in-law relationships. If an objection is raised to a member's participation and that member does not recuse himself or herself, the remaining members shall by majority vote rule on the objection.

Section 4. Amend Section 156.201, "Certificates of Appropriateness; Generally," to add a new subsection (K) to read as follows:

- (K) *Quasi-Judicial Decisions.* A member shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons' constitutional rights to an impartial decision maker. Impermissible violations of due process include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter. For purposes of this section, a "close familial relationship" means a spouse, parent, child, brother, sister, grandparent, or grandchild. The term includes the step, half, and in-law relationships. If an objection is raised to a member's participation and that member does not recuse himself or herself, the remaining members shall by majority vote rule on the objection.

Section 5. Amend Section 156.12, "Reserved," to read as follows:

156.12 Conflicts of Interest – Administrative Staff

Conflicts of Interest – Administrative Staff. No staff member shall make a final decision on an administrative decision required by this Chapter if the outcome of that decision would have a direct, substantial, and readily identifiable financial impact on the staff member or if the applicant or other person subject to that decision is a person with whom the staff member has a close familial, business, or other associational relationship. If a staff member has a conflict of interest under this section, the decision shall be assigned to the supervisor of the staff person or such other staff person as may be designated by the development regulation or other ordinance.

No staff member shall be financially interested or employed by a business that is financially interested in a development subject to regulation under this Chapter unless the staff member is the owner of the land or building involved. No staff member or other individual or an employee of a company contracting with the City to provide staff support shall engage in any work that is inconsistent with his or her duties or with the interest of the City, as determined by the City. For purposes of this section, a "close familial relationship" means a spouse, parent, child, brother, sister, grandparent, or grandchild. The term includes the step, half, and in-law relationships.

Section 6. Amend Section 156.87(A), “Permit Revocation,” to read as follows:

- (A) A zoning, sign, or special use permit may be revoked by the permit issuing authority following the same process as was used for the development approval (in accordance with the provisions of this section) if the permit recipient fails to develop or maintain the property in accordance with the plans submitted, the requirements of this chapter, or any additional requirements lawfully imposed by the permit-issuing board.

Section 7. Amend Section 156.106(A), “Official Zoning Map,” to read as follows:

- (A) There shall be a map known and designated as the Official Zoning Map, which shall show the boundaries of all zoning districts within the City's planning jurisdiction. This map shall be dated, and shall be kept in the planning department. Current and prior zoning maps must be maintained for public inspection in the planning department in paper or digital format. Any state or federal agency maps incorporated by reference into the zoning map must be maintained in paper or digital format.

Section 8. Amend Section 156.85, “Persons Liable,” to read as follows:

When staff determines work or activity has been undertaken in violation of a development regulation adopted pursuant to this Chapter or other local development regulation or any State law delegated to the City for enforcement purposes in lieu of the State or in violation of the terms of a development approval, a written notice of violation may be issued. The notice of violation shall be delivered to the holder of the development approval and to the landowner of the property involved, if the landowner is not the holder of the development approval, by personal delivery, electronic delivery, or first-class mail and may be provided by similar means to the occupant of the property or the person undertaking the work or activity. The notice of violation may be posted on the property. The person providing the notice of violation shall certify to the City that the notice was provided, and the certificate shall be deemed conclusive in the absence of fraud.

Section 9. Amend Section 156.131(A)(2)(b), “Supplementary Standards for Single Family and Infill Lots in Single Family Residential Districts,” to read as follows:

- (b) *Minimum heated floor area.* Setting a minimum square footage for structures subject to the One- and Two-Family Residential Building Code is prohibited.

Section 10. Amend Section 156.53(B), “Regulation of Subdivisions,” by adding a new subsection (5) to read as follows:

- (5) The division of a tract into parcels in accordance with the terms of a probated will or in accordance with intestate succession under Chapter 29 of the North Carolina General Statutes.

Section 11. Amend Section 156.62, “Standards for Review,” to add new subsections (C) and (D), to read as follows:

- (C) *Power Lines Exemption.* The regulation shall not require a developer or builder to bury power lines meeting all of the following criteria:
 - (1) The power lines existed above ground at the time of first approval of a plat or development plan by the City, whether or not the power lines are

subsequently relocated during construction of the subdivision or development plan.

- (2) The power lines are located outside the boundaries of the parcel of land that contains the subdivision or the property covered by the development plan.

- (D) *Minimum Square Footage Exemption.* The regulation shall not set a minimum square footage of any structures subject to regulation under the North Carolina Residential Code for One- and Two-Family Dwellings.

Section 12. Amend Section 156.198(A), “Conformance to Dimensional Requirements; Exceptions,” to read as follows:

- (A) All building setback, front yard, side yard, rear yard, plot coverage and height requirements shall comply with applicable zoning regulations, unless a special exception is approved by the Zoning Board of Adjustment. Such special exception shall be granted only if it complies with the intent of the architectural and historic standards.

Section 13. Amend Section 156.201(G)(3), “Certificate of Appropriateness; Generally,” to read as follows:

- (G) *Commission action on application.*
 - (1) The commission shall take action on the application and in doing so shall apply the review criteria contained in §156.202(B).
 - (2) The commission’s action on the application shall be approval, approval with modifications or disapproval. The commission’s action on demolition or relocation applications shall be in accordance with §156.204.
 - (3) Prior to final action on an application, the commission, using the standards in §156.202(B), shall make findings of fact indicating the extent to which the application is or is not congruous with the historic aspects of a district.

Section 14. Amend Section 156.202(A) and 156.202(B), “Certificates of Appropriateness; Review Criteria,” to read as follows:

- (A) In granting a certificate of appropriateness, the commission shall take into account the historic or architectural significance of the property under consideration and the exterior form and appearance of any proposed additions or modifications to a structure. The commission shall not consider interior arrangement. The provisions of this section, however, shall not become effective for a historic district until after the Historic District Commission has adopted detailed architectural and historic standards applicable to proposals within a designated historic district. These criteria shall take into account the historic, architectural and visual elements which are unique to the district and shall be updated a minimum of every five years.
- (B) At a minimum, the criteria shall contain standards addressing the following factors:
 - (1) *Historic significance or quality.* The quality or significance in history, architecture, archeology or culture present in districts, sites, buildings, structures or objects that possess integrity of location, design, setting, materials, workmanship, feeling and association, and that are associated with events that have made a significant contribution to the broad patterns

of local, state or national history; or that are associated with the lives of persons significant in the past; or that embody the distinctive characteristics of a type, period or method of construction or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or that have yielded, or may be likely to yield information important in prehistory or local, state or national history.

- (2) *Exterior form and appearance.* Exterior features include the architectural form and style, general design and general arrangement of a building or other structure, including the type and texture of the building materials and the type, pattern and style of all windows, doors, light fixtures, signs and other appurtenant structures. In considering exterior form and appearance, the commission may take into account, but is not limited to, the following elements to ensure that they are consistent with the historic or visual character or characteristics of the district:

- (a) The height of the building.
- (b) The setback and placement on the lot of the building, including lot coverage and orientation.
- (c) Exterior construction materials, including textures and patterns; may include color.
- (d) Architectural detailing, such as lintels, cornices, brick bond, foundation materials and decorative wooden features.
- (e) Roof shapes, forms and materials.
- (f) Proportions, shapes, positioning and locations, patterns and sizes of any elements of fenestration.
- (g) General form and proportions of buildings and structures.
- (h) Appurtenant fixtures and other features such as lighting. Structural condition and soundness. Use of local or regional architectural traditions. Effect of trees and other landscape elements.

Section 15. Amend Section 156.02, “Authority,” to read as follows:

This chapter is adopted pursuant to the authority contained in G.S. §160D-702, and as amended, and for the purpose of promoting the health, safety, morals, or general welfare of the inhabitants and, this Section of the Monroe Code of Ordinances is Hereby adopted.

Section 16. Amend Section 156.24, “Reserved,” to create a new section, “Oaths of Office,” which reads as follows:

156.24 Oaths of Office. All members appointed to boards under this Chapter shall, before entering their duties, qualify by taking an oath of office.

Section 17. Amend Section 156.31, “Zoning Permits,” to add a new subsection (C) to read as follows:

- (C) No amendment to zoning regulations or a zoning map that down-zones property shall be initiated nor is it enforceable without the written consent of all property owners whose property is the subject of the down-zoning amendment, unless the down-zoning amendment is initiated by the City. For purposes of this section, "down-zoning" means a zoning ordinance that affects an area of land in one of the following ways:
- (1) By decreasing the development density of the land to be less dense than was allowed under its previous usage.

- (2) By reducing the permitted uses of the land that are specified in a zoning ordinance or land development regulation to fewer uses than were allowed under its previous usage.

Section 18. Amend Section 156.11, “Moratoria”, to read as follows:

- (A) The City of Monroe may adopt temporary moratoria on any city development approval required by law. The duration of any moratorium shall be reasonable in light of the specific conditions that warrant imposition of the moratorium and may not exceed the period of time necessary to correct, modify, or resolve such conditions. Except in cases of imminent and substantial threat to public health or safety, before adopting an ordinance imposing a development moratorium with a duration of 60 days or any shorter period, the Governing Board shall hold a public hearing and shall publish a notice of the hearing in a newspaper having general circulation in the area not less than seven days before the date set for the hearing. A development moratorium with a duration of 61 days or longer, and any extension of a moratorium so that the total duration is 61 days or longer, is subject to the notice and hearing requirements of G.S. §160D-601. Absent and imminent threat to public health or safety, a development moratorium adopted pursuant to this section shall not apply to any project for which a valid building permit issued pursuant to G.S. §160D-1108 is outstanding, to any project for which a conditional district or special use permit application has been accepted, to development set forth in a site-specific or phased development plan approved pursuant to G.S. §160D-108.1, to development for which substantial expenditures have already been made in good faith reliance on a prior valid administrative or quasi-judicial permit or approval, or to preliminary or final subdivision plats that have been accepted for review by the city prior to the call for public hearing to adopt the moratorium. Any preliminary subdivision plat accepted for review by the city prior to the call for public hearing, if subsequently approved, shall be allowed to proceed to final plat approval without being subject to the moratorium.

Section 19. Amend Section 156.23, “Technical Review Committee”, to read as follows:

A planning agency known as the Technical Review Committee (TRC) is hereby established pursuant to G.S. §60D-803.

Section 20. Amend Section 156.63, “Enforcement”, to read as follows:

Any person who, being the owner or agent of the owner of any land located within the City of Monroe, thereafter subdivides his land in violation of the ordinance or transfers or sells land by reference to, exhibition of, or any other use of a plat showing a subdivision of the land before the plat has been properly approved under such ordinance and recorded in the office of the appropriate register of deeds, shall be guilty of a Class 1 misdemeanor. The description by metes and bounds in the instrument of transfer or other document used in the process of selling or transferring land shall not exempt the transaction from this penalty. The City of Monroe may bring an action for injunction of any illegal subdivision, transfer, conveyance, or sale of land, and the court shall, upon appropriate findings, issue an injunction and order requiring the offending party to comply with the subdivision ordinance. Building permits required pursuant to G.S. §160D-1110 may be denied for lots that have been illegally subdivided. In addition to other remedies, the city may institute any appropriate action or proceedings to prevent the unlawful subdivision of land, to restrain, correct, or abate the violation, or to prevent any illegal act or conduct, (G.S. §160D-807).

Section 21. Amend Section 156.65, “Appeals”, to read as follows:

The Board of Adjustment shall hear and decide appeals of decisions of administrative officials charged with enforcement of the unified development ordinance, and may hear appeals arising out of any other ordinance that regulates land use or development, including but not limited to the Standard Specification and Detail Manual and the South Monroe Historic District Guidelines, pursuant to all of the following:

- (A) Any person who has standing under G.S. §160D-1402 or the city may appeal a decision to the Board of Adjustment. An appeal is taken by filing a notice of appeal with the City Clerk. The notice of appeal shall state the grounds for the appeal.
- (B) The official who made the decision shall give written notice to the owner of the property that is subject of the decision, and to the party who sought the decision, if different from the owner. The written notice shall be delivered by personal delivery, electronic mail, or by first class mail.
- (C) The owner or other party shall have 30 days from receipt of the written notice within which to file an appeal. Any other person with standing to appeal shall have 30 days from receipt from any source of actual or constructive notice of the decision within which to file an appeal.
- (D) It shall be conclusively presumed that all persons with standing to appeal have constructive notice of the decision from the date a sign containing the words “Zoning Decision” or “Subdivision Decision”, in letters at least six inches high, and identifying the means to contact an official for information about the decision, is prominently posted on the property for at least ten days. Posting of signs is not the only form of constructive notice. Any such posting shall be the responsibility of the landowner or applicant. Verification of the posting shall be provided to the official who made the decision. Posting of “Zoning Decision” or “Subdivision Decision” signs is not required.
- (E) The official who made the decision shall transmit to the board all documents and exhibits constituting the record upon which the action appealed from is taken. The official shall also provide a copy of the record to the appellant, and to the owner of the property that is the subject of the appeal, if the appellant is not the owner.
- (F) An appeal of a notice of violation or other enforcement order stays enforcement of the action appealed from, unless the official who made the decision certifies to the Board of Adjustment, after notice of appeal has been filed that, because of the facts stated in an affidavit, a stay would cause imminent peril to life or property, or because the violation is transitory in nature, a stay would seriously interfere with enforcement of the ordinance. In that case, enforcement proceedings shall not be stayed except by a restraining order, which may be granted by a court. If enforcement proceedings are not stayed, the appellant may file with the official a request for an expedited hearing of the appeal, and the Board of Adjustment shall meet to hear the appeal within 15 days after the request is filed. Notwithstanding the foregoing, appeals of decisions granting a permit or otherwise affirming that a proposed use of property is consistent with the ordinance shall not stay the further review of an application for permits or permissions to use such property; in these situations, the appellant may request and the board may grant a stay of a final decision of permit applications or building permits affected by the issue being appealed.
- (G) Subject to the provisions of subsection (F) of this section, the Board of Adjustment shall hear and decide the appeal within a reasonable time.
- (H) The official who made the decision shall be present at the hearing as a witness. The appellant shall not be limited at the hearing to matters stated in the notice of

appeal. If any party or the city would be unduly prejudiced by the presentation of matters not presented in the notice of appeal, the board shall continue the hearing. The Board of Adjustment may reverse or affirm, wholly or partly, or may modify the decision appealed from, and shall make any order, requirement, decision or determination that ought to be made. The board shall have all the powers of the official who made the decision.

- (I) When hearing an appeal pursuant to §156.205 or any other appeal in the nature of certiorari, the hearing shall be based on findings and conclusions necessary to the issuance or denial of the requested appeal, as outlined in §156.75, and the scope of review shall be as provided in G.S. §160D-1402(j).
- (J) The parties to an appeal that has been made under this subsection may agree to mediation or other forms of alternative dispute resolution.
- (K) The Board of Adjustment may reverse or affirm, wholly or partly, or may modify the order, requirement or decision or determination appealed from and shall make any order, requirement, decision or determination that, in its opinion, ought to be made in the case before it. To this end, the board shall have all the powers of the officer from whom the appeal is taken. With respect to appeals, a motion to reverse, affirm or modify the order, requirement, decision or determination appealed from shall include, insofar as practicable, a statement of the specific reasons or findings of facts that support the motion. If a motion to reverse or modify is not made or fails to receive the majority vote necessary for adoption, then a motion to uphold the decision appealed from shall be in order.

Section 22. Amend Section 156.78(C), “Written Decision”, to read as follows:

- (C) Every quasi-judicial decision shall be subject to review by the Superior Court by proceedings in the nature of certiorari pursuant to G.S. §160D-1402. A petition for review shall be filed with the clerk of Superior Court by the later of 30 days after the decision is effective, or after a written copy thereof is given in accordance with this section. When first class mail is used to deliver notice, three days shall be added to the time to file the petition.

Section 23. Amend Section 156.98(D) and 156.98(E), “Conditional Districts Established”, to read as follows:

- (D) A statement analyzing the reasonableness of the proposed rezoning shall be prepared by the petitioner for each petition for a rezoning to a conditional district, or other small-scale rezoning, (G.S. §160D-605).
- (E) All of the provisions of this part are hereby made applicable to the erection, construction, and use of buildings by the state of North Carolina and its political subdivisions. No land owned by the state of North Carolina may be included within a conditional use district without approval of the Council of State or its designate, (G.S. §160D-913).

Section 24. Amend Section 156.208, “State Recommendations Concerning Establishment of Districts”, to read as follows:

A district shall not be established or the requirements of §156.195 through 156.208 implemented until the Department of Cultural Resources shall have been given an opportunity, in accordance with the provisions of G.S. §160D-944 to make recommendations with respect to the establishment of a district.

Section 25. Amend Section 156.224(G), 156.224(H), and 156.224(I), “Amendments”, to read as follows:

- (G)(1) The Zoning Officer shall transmit the decision of the Planning Board to the City Council. A public hearing shall be held by the City Council before the adoption of any proposed amendment to this chapter. A notice of such public hearing shall be given once a week for two successive calendar weeks in a newspaper of general circulation in the city. The first notice shall be published no less than ten (10) nor more than twenty-five (25) days prior to the date established for such hearing. In computing such period, the day of publication is not to be included but the day of the hearing shall be included. The Mayor reserves the right to adjourn the meeting to another place or time to be announced at the hearing.
 - (2) At least ten (10) days prior to the public hearing, all adjoining property owners as shown on the current records of the Union County Tax Supervisor’s Office shall be notified of the hearing by first class mail. Notice must be provided not only to immediate neighbors, but also to properties separated from the subject property by street, railroad, or other transportation corridor. The owner of the property in question shall also be notified in this manner in the event the amendment was initiated by someone other than the owner.
 - (3) Any petition for an amendment to this chapter may be withdrawn at any time at the discretion of the person initiating such a request, upon written notice to the Administer.
 - (4) The first class mail notice required under subsection (2) of this section shall not be required if the zoning map amendment directly affects more than 50 properties, owned by a total of at least 50 different property owners, and the city elects to use the expanded published notice provided for in this subsection. In this instance, a city may elect to either make the mailed notice provided for in subsection (2) of this section or may as an alternative elect to publish notice of the hearing as required by G.S. §160D-602(b) but provided that each advertisement shall not be less than one-half of a newspaper page in size. The advertisement shall only be effective for property owners who reside in the area of general circulation of the newspaper which publishes the notice. Property owners who reside outside of the newspaper circulation area, according to the address listed on the most recent property tax listing for the affected property, shall be notified according to the provisions of subsection (2) of this section, (G.S. §160D-602(b)).
 - (5) When a zoning map amendment is proposed, the city shall prominently post a notice of the public hearing on the site proposed for rezoning or on an adjacent public street or highway right-of-way. When multiple parcels are included within a proposed zoning map amendment, a posting on each individual parcel is not required, but the city shall post sufficient notices to provide reasonable notice to interested persons, (G.S. §160D-602(c)).
- (H) Citizen Comments.
- (1) A written statement of protest may be filed with reference to any proposed changes in the zoning regulations or in the zone boundaries.
 - (2) Zoning ordinances may from time to time be amended, supplemented, changed, modified or repealed. If any resident or property owner in the city submits a written statement regarding a proposed amendment, modification, or repeal to a Zoning Ordinance to the Clerk to the Board at least two (2) business days prior to the proposed vote on such change, the Clerk to the Board shall deliver such written statement to the City Council. If the proposed change is the subject of a quasi-judicial proceeding under G.S. §160D-705, the Clerk shall provide only the names and addresses of the individuals providing written comment, and the

provisions of such names and addresses to all members of the Board shall not disqualify any member of the Board from voting.

- (I)(1) The City Council may render a decision concerning a proposed change to this chapter or map only after the public hearing has been conducted and officially closed.
- (2) If the City Council has denied an application for the change of any zoning district or change in the zoning text, it shall not thereafter accept any application for the same change of zoning districts affecting the same property or any portion thereof or similar change in the zoning text, until the expiration of one year from the date of such previous denial.
- (3) A City Council member shall not vote on any zoning map or text amendment where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member, (G.S. §160D-109(a)). A City Council member shall not vote on any zoning amendment if the landowner of the property subject to a rezoning petition or the applicant for a text amendment is a person with whom the member has a close familial, business, or other associational relationship. For purposes of this section, a "close familial relationship" means a spouse, parent, child, brother, sister, grandparent, or grandchild. The term includes the step, half, and in-law relationships.
- (4) When adopting or rejecting any zoning amendment, the Governing Board shall also approve a statement describing whether its action is consistent with an adopted comprehensive plan and any other officially adopted plan that is applicable, and briefly explain why the Board considers the action taken to be reasonable and in the public interest. That statement is not subject to judicial review.

Section 26. Amend Section 156.26, "Permits Required", to add new subsections (E), (F), (G), (H), (I), (J), (K), and (L) to read as follows:

- (E) Permit Choice. - If a land development regulation is amended between the time a development permit application was submitted and a development permit decision is made or if a land development regulation is amended after a development permit decision has been challenged and found to be wrongfully denied or illegal, G.S. 143-755 applies.
- (F) Vested Rights. - Amendments in land development regulations are not applicable or enforceable without the written consent of the owner with regard to any of the following:
 - (1) Buildings or uses of buildings or land for which a development permit application has been submitted and subsequently issued in accordance with G.S. 143-755.
 - (2) Subdivisions of land for which a development permit application authorizing the subdivision has been submitted and subsequently issued in accordance with G.S. 143-755.
 - (3) A site-specific vesting plan pursuant to G.S. 160D-108.1 and 156.26(H).
 - (4) A multi-phased development pursuant to this section.
 - (5) A vested right established by the terms of a development agreement.
- (G) Multi-Phased Development. - A multi-phased development is vested for the entire development with the land development regulations then in place at the time a site plan approval is granted for the initial phase of the multi-phased development. A right which has been vested as provided for in this subsection remains vested for a period of seven years from the time a site plan approval is granted for the initial phase of the multi-phased development.

- (H) Site-Specific Vesting Plan. - A site-specific vesting plan consists of a plan submitted to the City in which the applicant requests vesting pursuant to this section, describing with reasonable certainty on the plan the type and intensity of use for a specific parcel or parcels of property. The plan may be in the form of, but not be limited to, any of the following plans or approvals: a planned unit development plan, a subdivision plat, a preliminary or general development plan, a special use permit, a conditional district zoning plan, or any other land-use approval designation as may be utilized by the City. Unless otherwise expressly provided, the plan shall include the approximate boundaries of the site; significant topographical and other natural features affecting development of the site; the approximate location on the site of the proposed buildings, structures, and other improvements; the approximate dimensions, including height, of the proposed buildings and other structures; and the approximate location of all existing and proposed infrastructure on the site, including water, sewer, roads, and pedestrian walkways. What constitutes a site-specific vesting plan under this section that would trigger a vested right shall be finally determined by the City pursuant to a development regulation, and the document that triggers the vesting shall be so identified at the time of its approval. A variance does not constitute a site-specific vesting plan, and approval of a site-specific vesting plan with the condition that a variance be obtained does not confer a vested right unless and until the necessary variance is obtained. If a sketch plan or other document fails to describe with reasonable certainty the type and intensity of use for a specified parcel or parcels of property, it may not constitute a site-specific vesting plan.
- (I) Establishment of Vested Right. - A vested right is established with respect to any property upon the valid approval, or conditional approval, of a site-specific vesting plan as provided in this section. Such a vested right confers upon the landowner the right to undertake and complete the development and use of the property under the terms and conditions of the site-specific vesting plan, including any amendments thereto.
- (J) Duration and Termination of Vested Right:
- (1) A vested right for a site-specific vesting plan remains vested for a period of two years. This vesting shall not be extended by any amendments or modifications to a site-specific vesting plan unless expressly provided by the City.
 - (2) Notwithstanding the provisions of subsection (1) of this section, the City may provide for rights to be vested for a period exceeding two years but not exceeding five years where warranted in light of all relevant circumstances, including, but not limited to, the size and phasing of development, the level of investment, the need for the development, economic cycles, and market conditions or other considerations. These determinations are in the sound discretion of the City and shall be made following the process specified for the particular form of a site-specific vesting plan involved in accordance with subsection (a) of this section.
 - (3) Upon issuance of a building permit, the provisions of G.S. 160D-1111 and G.S. 160D-1115 apply, except that a permit does not expire and shall not be revoked because of the running of time while a vested right under this section is outstanding.
 - (4) A right vested as provided in this section terminates at the end of the applicable vesting period with respect to buildings and uses for which no valid building permit applications have been filed.
- (K) Subsequent Changes Prohibited; Exceptions. -
- (1) A vested right, once established as provided for in this section, precludes any zoning action by the City which would change, alter, impair, prevent,

diminish, or otherwise delay the development or use of the property as set forth in an approved site-specific vesting plan, except under one or more of the following conditions:

- a. With the written consent of the affected landowner.
 - b. Upon findings, by ordinance after notice and an evidentiary hearing, that natural or man-made hazards on or in the immediate vicinity of the property, if uncorrected, would pose a serious threat to the public health, safety, and welfare if the project were to proceed as contemplated in the site-specific vesting plan.
 - c. To the extent that the affected landowner receives compensation for all costs, expenses, and other losses incurred by the landowner, including, but not limited to, all fees paid in consideration of financing, and all architectural, planning, marketing, legal, and other consulting fees incurred after approval by the City, together with interest as provided under G.S. 160D-106. Compensation shall not include any diminution in the value of the property which is caused by the action.
 - d. Upon findings, by ordinance after notice and an evidentiary hearing, that the landowner or the landowner's representative intentionally supplied inaccurate information or made material misrepresentations that made a difference in the approval by the City of the site-specific vesting plan or the phased development plan.
 - e. Upon the enactment or promulgation of a State or federal law or regulation that precludes development as contemplated in the site-specific vesting plan or the phased development plan, in which case the City may modify the affected provisions, upon a finding that the change in State or federal law has a fundamental effect on the plan, by ordinance after notice and an evidentiary hearing.
- (2) The establishment of a vested right under this section does not preclude the application of overlay zoning or other development regulations which impose additional requirements but do not affect the allowable type or intensity of use, or ordinances or regulations which are general in nature and are applicable to all property subject to development regulation by the City, including, but not limited to, building, fire, plumbing, electrical, and mechanical codes. Otherwise applicable new regulations become effective with respect to property which is subject to a site-specific vesting plan upon the expiration or termination of the vesting rights period provided for in this section.
 - (3) Notwithstanding any provision of this section, the establishment of a vested right does not preclude, change, or impair the authority of the City to adopt and enforce development regulations governing nonconforming situations or uses.
- (L) Miscellaneous Provisions:
- (1) A vested right obtained under this section is not a personal right, but attaches to and runs with the applicable property. After approval of a site-specific vesting plan, all successors to the original landowner are entitled to exercise these rights.
 - (2) Nothing in this section precludes judicial determination, based on common law principles or other statutory provisions, that a vested right exists in a particular case or that a compensable taking has occurred.

Except as expressly provided in this section, nothing in this section shall be construed to alter the existing common law.

- (3) In the event the City fails to adopt a development regulation setting forth what constitutes a site-specific vesting plan triggering a vested right, a landowner may establish a vested right with respect to property upon the approval of a zoning permit, or otherwise may seek appropriate relief from the Superior Court Division of the General Court of Justice.

Section 27. This Ordinance shall be effective July 1, 2021.

Adopted this 8th day of June, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 24. Annexation Request for 157.741 Acres (Tax Parcel #s 08-300-033-90, 08-300-035-E, 08-300-040-B, 08-300-054, 08-300-054-A, 08-300-054-D and 08-300-054-E) and Zoning Map/Text Amendment Requests for Property Totaling 173.13 Acres Located Along Poplin Road and Rocky River Road (Tax Parcels #s 07-012-007, 07-012-010, 08-300-033-90, 08-300-035-E, 08-300-040-B, 08-300-054, 08-300-054-A, 08-300-054-D and 08-300-054-E) to be Rezoned from City of Monroe R-40 and Union County RA-40 to Conditional District “Riverstone.”

A. Public Hearing. Mayor Kilgore opened the duly advertised public hearing. He advised that Council did receive written public hearing comments on this project. Comments in favor were received from: Scherban Costel; James Gordon; Teresa Gordon; Isaac Harrow; Kathryn Hooks; Lara Kochaniec; Craig Leonard; Jeanie Leonard; Tommy McLester; Erin Revels; Terry Richardson; Robert Haywood Morrison Foundation; Casey Starnes; Hilda Starnes; Matthew Starnes; and, Deanna White. Comments in opposition were received from: Sarah Alexander; Dana Aurora; Stephen Austen; Natalie Beckwith; Ashley Christopherson; Scott Cunningham; Terry Cutrell; Brad Donahue; Mattie Pond; Vernon Pond; Millie Kiker; Lou V. Ennis; Larry Cunningham; Wanda Donahue; Jerry Philemon; Carolyn Philemon; B. Douglas Brown; Annie Donahue; Gail Cunningham; Mick Donahue; (4 illegible); Rachel Donahue; Alice Enriquez; Mary-Alice Faulk; Martha Gary; Kristy Gelo; Evelyn Graczyk-Holt; Mark Graham; Andrea Gray; Patricia Greene; Carren Heartley; Brian Hines; Kenneth Holt; Amy Hueycutt; Ken Hooks; Laura Jernigan; Jason Johnson; Joan Johnson; Amy Johnston; Jayme Ketzer; Ashley Lambe; Brian Lambe; Meghan Mark; Ryne Mark; Felicia McTernan; Beth Murdock; Diana OHara; Nic Ortega; Cheryl Ownbey; Kim Phillips; Jerry Philemon; Stephen Powell; Monica Quinones; Monika Riley; Micheal Rowell; Yvonne Rowell; Sofia Ruiz; Laura Salter; Stephanie Schmitz; Krishna Shah; Emmalee Smith; Daria Williams; Michele York. An undecided comment was received from Sheryl Graham.

Senior Planner Doug Britt advised that this was annexation, zoning map and zoning text amend requests by Providence Bayard, LLC for the properties located along Poplin Road and Rocky River

Road. Mr. Britt advised that the applicant was requesting an annexation and Conditional District rezoning in order to develop a 564 lot residential subdivision that would consist of both single-family attached townhomes, single and family detached homes as well as commercial areas as identified for future development. He advised that the Conditional District rezoning process was a voluntary process with mutually agreed upon conditions by the applicant and the City. Mr. Britt advised that the Conditional District was a site specific rezoning that created its own set of requirements. He advised that the total area of this project was 170 acres and 157.41 acres of this request was for annexation.

Mr. Britt advised that the subject properties were zoned both City of Monroe R-20 and Union County RA-40. He reviewed the existing uses and zoning districts of the surrounding properties.

In reviewing the site plan, Mr. Britt advised that the applicant was requesting a Conditional District in order to develop a 564 lot residential subdivision that would consist of single-family attached homes and detached homes with approximately 30.5% or 49.36 acres of open space. He advised that the minimum lot size for the single-family attached townhomes would be 1,980 sq. ft. and the lot sizes for the single-family detached homes would range from approximately 3,100 sq. ft. to 19,000 sq. ft. Mr. Britt advised that the density for the project was 3.48 units per acre.

Mr. Britt advised that the developer was providing a mixture of housing products. He advised that the mixture would include 22-ft. single family attached townhomes with a one car rear-loading garage. Mr. Britt advised that the 28-ft. single-family attached townhomes would have two car front-loading garages. He advised that the 35-ft. single-family detached lots would have a one car rear-loading garage. Mr. Britt advised that the 51-ft. single-family detached lots and 60-ft. single family detached lots would have a two car front-loading garages. He advised that this was a total of 172 townhomes within the project and a total 392 single-family detached homes for a total of 564 lots.

Mr. Britt advised that there were two townhome products and three single-family detached products. He reviewed the following setbacks:

Project	Front	Side	Rear	Building Separation	Corner
Single-family attached townhome unit (front-load garages)	20 ft.	End units – 10 ft.	10 ft.	20 ft.	
Single-family attached townhome unit (rear-load garages)	10 ft.	End units – 10 ft.	20 ft.	20 ft.	
Single-family detached unit (front-load garages)	20 ft.	5 ft.		20 ft.	10 ft.
Single-family detached unit (rear-load garages)	10 ft.	5 ft.	20 ft.		10 ft.

Mr. Britt advised that the developer was proposing to install five ft. wide sidewalks on both sides of the interior streets as well as an eight ft. wide sidewalk along the property frontage of Poplin Road and Rocky River Road.

Mr. Britt advised that there was an area identified as commercial that was projected for a future development. He advised that this was not part of the current request. Mr. Britt advised that the area identified as commercial would be required to be processed as an amendment to the Conditional District if the project was approved. He advised that at the time the commercial portion was developed, an eight ft. wide sidewalk would be required.

With regard to landscaping and buffering, Mr. Britt advised that all homes would have sodded front yards prior to the issuance of the Certificate of Occupancy. He advised that the single-family attached townhome lots would be provided with one front yard tree and the single-family detached homes would be provided with two front yard trees. Mr. Britt advised that street trees would be provided throughout the project.

Mr. Britt advised that the Ordinance required the townhome portion of the project to provide a 50 ft. landscape buffer around the perimeter of the townhome portion of the project. He advised that in lieu of the 50 ft. buffer, the applicant was requesting to provide a 25 ft. buffer that would include a solid vinyl fence with a mixture of deciduous and evergreen trees and shrubs. Mr. Britt advised that the developer was proposing to provide a six ft. high vinyl fence from the cul-de-sac ball to the edge of the commercial area.

Mr. Britt advised that there was approximately 12.27 acres of flood plain within the project, which was entirely within the common open space. He advised that there were also streams within the project that have been provided with a 50 ft. undisturbed stream buffer on both sides as required by the Ordinance.

Mr. Britt advised that the applicant would be required to provide stormwater management to treat the stormwater runoff for the project. He advised that the stormwater would be evaluated and reviewed at the building permit stage of the process if approved by Council. Mr. Britt advised that the applicant had already indicated some preliminary locations for some of the BMPs. He advised that this would be evaluated if the project was approved by Council.

Mr. Britt advised that the project was proposed to be accessed by one entrance off N. Rocky River Road, one entrance off Poplin Road, and a connection/extension to Forest Drive. He advised that at the Planning Board Meeting, the developer was not proposing to make this connection to Forest Drive. Mr. Britt advised that Forest Drive went out to Unionville-Indian Trail Road. He advised that between the Planning Board Meeting and the Council Meeting, the developer did remove the connection. Mr. Britt advised that a cul-de-sac had been installed.

Mr. Britt advised that Staff did check with the Fire Department and with providing the two access points off of Rocky River Road and Poplin Road, the project still satisfied the Fire Department's requirements for connectivity in order to properly serve the project.

Mr. Britt advised that the developer was proposing that the project would include both private and public maintained streets. He advised that the Homeowners Association (HOA) would maintain the private streets and the public streets would be maintained by the City of Monroe. Mr. Britt advised that the lots that had the rear-loading garages would be accessed by alleyways which

would be privately maintained. He advised that the alleyways would be reviewed by the City of Monroe but ultimately, the maintenance of the alleyways would be by the HOA.

Mr. Britt advised that a Traffic Impact Study was completed for this project and was reviewed by both the City of Monroe Engineering Department and the North Carolina Department of Transportation (NCDOT). He advised that the required transportation improvements for the project followed:

Location	Improvement(s)
Forest Drive at Unionville-Indian Trail Road	• Westbound left-turn lane on Unionville-Indian Trail Road at Forest Drive with 100' of storage. • Proposed connection to Forest Drive will include one (1) ingress and one (1) egress lane.
Poplin Road	• Northbound left-turn lane on Poplin Road with 100' of storage. • Proposed access road will include one (1) ingress and one (1) egress lane.
Rocky River Road	• Northbound right-turn lane on Rocky River Road with 100' of storage. • Southbound left-turn lane on Rocky River Road with 100' of storage. • Proposed access road will include one (1) ingress and two (2) egress lanes [one (1) left out and one (1) right out].

Mr. Britt advised that the applicant was providing 30.5% or 49.36 acres of open space. He advised that the developer was proposing seven amenity areas for the project. Mr. Britt advised that five areas were proposed as passive areas and two areas were proposed as active. He advised that a trail system would be established throughout the development. Mr. Britt advised that all amenity areas and common open spaces would be maintained by the HOA.

Mr. Britt advised that the primary amenity area would include a cabana, swimming pool, greenspace and bike racks. He advised that amenity area A would be a greenspace/landscaped area. He advised that amenity area B would include greenspace and a gathering space with benches. Mr. Britt advised that amenity area C would be greenspace/landscaped. He advised that amenity D would be a greenspace and a gathering space with benches. Mr. Britt advised that amenity area E would be greenspace and a gathering space with benches. He advised that amenity space F would be a gathering space and since this would be the main hub coming in off of Poplin Road, the applicant was proposing some type of landmark or ornamentation.

Mr. Britt advised that the project fell within the following school districts: Porter Ridge Elementary; Porter Ridge Middle; and, Porter Ridge High. He advised that according to Union County Public Schools (UCPS) Planning Manager Don Ogram, the current schools were within capacity. Mr. Britt advised that Mr. Ogram did advise that the volume of planned residential construction in this area threatened the ability of existing schools to handle increased enrollments.

With regard to elevations, Mr. Britt advised that the exterior building materials for the proposed project would consist of brick, fiber cement, stone and stucco. He advised that the developer was proposing the front façade to consist of at least 25% brick or stone. Mr. Britt advised that vinyl would only be used for eaves, soffits, trim, garage doors and windows. He advised that the minimum heated sq. ft. for the single-family attached townhomes would be 1,400 sq. ft. excluding the garage. Mr. Britt advised that the minimum sq. ft. for the single-family detached homes would be 1,600 sq. ft. excluding the garage. He advised that houses built on slab foundations should have a minimum four course brick of standard size, extending up the face of the slab on all four sides. Mr. Britt advised that all garages should include but not be limited to carriage-style hardware.

Mr. Britt advised that the applicant was proposing for the 22-ft. wide single-family attached townhomes to provide a one car rear-loading garage. He advised that the 28-ft. wide single-family attached townhomes would be provided with a two car front-loading garage. Mr. Britt advised that all townhome driveways would be able to accommodate two vehicles for a total of 589 parking spaces within this portion of the project. He advised that all of the single family detached homes would be provided with a two-car garage and a driveway that would accommodate at least two vehicles. Mr. Britt advised that he was proposing approximately 165 designated on-street parking spaces throughout the development.

Mr. Britt advised that the Regional Mixed-Use nodes were centers that were master-planned areas that were built in phases with a mix of non-residential, residential and civic uses. He advised that there was no density limit in the Regional Mixed-Use node and this was where they preferred the density to be for projects.

Mr. Britt advised that Planning Staff was of the opinion that the development pattern of single-family residential at this location would provide a mix of housing and lots types with commercial. He advised that a density of 3.48 units per acre was reasonable and consistent with the Land Use Plan.

With regard to public notification, Mr. Britt advised that the applicant sent a notification letter to property owners within 150 ft. of the subject properties and held a neighborhood meeting in person and via Zoom on March 11, 2021 to discuss the project. He advised that there were approximately 15 people that attended in person and Staff was did not have the number that attended via Zoom.

Mr. Britt advised that ten days prior to the public hearing, Staff posted a rezoning notification sign along Rocky River Road and Poplin Road and sent an official rezoning notification letter to 112 properties.

Mr. Britt advised that Staff presented this matter to the Planning Board at their May 5, 2021 Meeting. He advised that the Planning Board recommended denial of the project with a four to three vote.

Mr. Britt advised that since the Planning Board Meeting, the applicant had made the following modifications to the project: eliminated the connection to Forest Drive; added additional buffer with a berm behind lots 160-166; and, modified the amenity description and provided additional details for the amenities.

Mr. Britt advised that there was a commercial greenhouse located adjacent to the property area and there was concerns from the owner about the impact that their business would have on the project with any potential problems down the road. As noted, Mr. Britt advised that the developer did agree to add the additional buffer and berm to the area.

Council Member Anthony advised that some of the addresses on the written comments received by Council had zip codes that were not City of Monroe zip codes.

Mr. Britt advised that he read all the written comments as well. He advised that the Glendalough Subdivision was located in the City of Monroe; however, they had an Indian Trail mailing address. Mr. Britt advised that you could live in a jurisdiction within the City of Monroe that was served by a different post office.

Council Member Anthony requested confirmation that an HOA would manage the proposed development.

Mr. Britt advised that the HOA would maintain the amenity areas, common open space and the alleyways of the residents that would be accessed by the rear-load alleyways.

Council Member Anthony inquired if the 35-ft. lots would have one-car garages.

Mr. Britt confirmed that was correct.

Council Member Keziah advised that he visited developments in Huntersville that this developer had built. He advised that he was very impressed with the fact that there were a few homes within the development that were 18 years old and they looked like they were new. Council Member Keziah advised that those homes were well maintained and you did not see any junk with the rear-load garages.

With regard to the Planning Board decision to deny the project, Council Member James inquired if the Planning Board would now be in favor of the project with the modifications made by the developer.

Mr. Britt advised that at the Planning Board Meeting, there were some residents in attendance that lived on Forest Drive and spoke in opposition of the project. He advised that the Planning Board was concerned about the overall density of the project, some of the elevations and the size. Mr. Britt advised that the modifications addressed some of the Planning Board's concerns but there were other concerns as well.

Council Member James inquired if all the Planning Board's concerns were not addressed.

Mr. Britt advised that the Planning Board expressed concern with the density being 3.48 units per acre and the house styles that the applicant was choosing to utilize for the project.

Council Member James inquired if those concerns had been addressed.

Mr. Britt advised that the product elevations were the same that were presented at the Planning Board so these did not change. He advised that the density did not change either. Mr. Britt advised that the developer addressed the connection to Forest Drive by making it a cul-de-sac, and addressed the concern about adding some additional buffer behinds Lots 160-166 and did show more details about their amenities. Mr. Britt advised that the developer would be able to provide additional details about the changes made as well.

Council Member James advised that one of the last written comments she read was in opposition and expressed concerns with the greenhouse buffering and she was not sure whether or not this modification addressed the concern.

Council Member Keziah advised that what impressed him about the smaller houses were that they were not cookie-cutter homes. He advised that the homes were well maintained and he was pleasantly surprised.

With regard to the greenhouse, Mayor Kilgore advised that it was his understanding that there had been a buffer installed (trees/shrubberies) and the two story homes had been changed to one-story homes.

Mr. Ken Holbrooks of Bayard Development advised that they had been working with Staff and the community and listening to their concerns. He provided a brief background history on the company, shared some of the projects they had completed and noted that they had been in business 80 years combined. Mr. Holbrooks advised that this was the first community they had proposed to develop in Monroe.

Mr. Holbrooks revisited the information presented by Mr. Britt including pictures of the proposed amenity areas, walking trails, home elevations, street lights and ornamentation signs. He advised that the amenity areas were spread throughout the community. Mr. Holbrooks advised that they wanted to ensure the development included diverse house styles and parks.

In response to a question by Council Member James, Mr. Holbrooks advised that two Planning Board Members mentioned that the product was not shown in detail, they did not see a streetscape and they did not feel comfortable without being able to see what was there. Mr. Holbrooks advised that this fell on them as presenters and hoped that they had corrected these concerns by the information provided tonight.

Mr. Holbrooks advised that it was stated that the 35-ft. projects would have a one-car garage. He advised that these projects would actually have a two-car garage and requested that this change be noted for the record.

Mr. Holbrooks advised that they had been advised that garages and parking were very important items for Monroe. He advised that they heard that and went out and said that 70% of the houses within the area did not have a garage that could be seen and were all alley loaded. Mr. Holbrooks advised that the remaining 30% were actually the ones near the Bypass that you had to walk to find them to see them. He advised that they ensured that parking was available for the development. Mr. Holbrooks advised that went above any beyond the Ordinance and provided 200 parking spots for the entire community to ensure that there were people that could actually go there and have parking.

Mr. Holbrooks advised that they heard several things from the community. He advised that the Forest Drive folks were clear that their road was one that they were very cautious over and wanted to ensure it was protected. He advised that although they were required to make a connection there, Planning Staff and the Engineering Department looked to find a solution. Mr. Holbrooks advised that they found a way to deal with emergency vehicles and was now a terminated cul-de-sac for turnaround. He advised that the residents of Forest Drive would not have a connection there and he felt that this satisfied the Forest Drive concerns.

Mr. Holbrooks advised that originally there were lots along the border of the nursery. He advised that they met with the nursery and they advised that they did not like that so they moved the pond over and actually accepted some of their stormwater. Mr. Holbrooks advised that they moved the lots over and more than doubled the buffer there to accommodate because the nursery brought up a good point that they had a commercial use that had lights and activity and the nursery advised that they wanted the homeowners to feel comfortable where they were living. He advised that this was nice of the nursery.

Mr. Holbrooks advised that the nursery area would have berm and be planted. He advised that they limited the houses on Lots 161-166 to only be ranch-style homes so that there would be no way for the homeowners to be able to see over the trees from a second story at any point whether it was at the beginning of planting or years later. Mr. Holbrooks advised that they read all the emails that were sent in and it was their hope that they had addressed these concerns.

Mr. Holbrooks advised that they had heard concerns from Glendalough and they wanted to make sure that they felt comfortable with what was proposed to be next to them. He advised that Riverstone already had lots and density that were comparable to Glendalough but they decided to make the lots and buffers bigger. In hopes of making Glendalough not feel imposed upon, they advised that there three lots that were quite a way off from the property boundary and there would be another buffer extended there. Mr. Holbrooks advised that he felt that they had addressed this concern.

Mr. Holbrooks advised that one of the other things that had come up in the dialogue was traffic. He advised that as required by the Ordinance, a traffic study was completed. Mr. Holbrooks advised that they did not participate in the traffic study. He advised that this was through NCDOT and City Staff and they told them what was going to be done. Mr. Holbrooks advised that 75% of the traffic would go out the entrance on N. Rocky River and onto the Bypass either going up the Expressway to Charlotte or going down to 601 to go to Monroe. He advised that very little of the traffic went anywhere else.

Mr. Holbrooks advised that they heard comments from the residents of the Glendalough subdivision and went back to the City, NCDOT and their Traffic Engineer and looked for a way to make a solution for the neighborhood that was not required by their development. He advised that there would now be a left turn lane at the Unionville-Indian Trail Road and Rocky River Road intersection and a right turn lane from Rocky River Road onto Unionville-Indian Trail Road.

Mr. Holbrooks recapped the modifications made since the Planning Board Meeting: Forest Drive connection eliminated; Glendalough Community – 40 ft. buffer and larger lots adjacent to the community; North Carolina Farms Nursery – additional buffer, berm and landscaping; Unionville-Indian Trail Road and Rocky River Road intersection; northbound right turn lane on N. Rocky River Road with 100 ft. of storage; and westbound left turn lane on Unionville-Indian Trail Road with 200 ft. of storage.

Mr. Holbrooks advised that one of the things pointed out by the Planning Board Members was that things were not spelled out like they normally did in other communities. He advised that they did not realize that they were not required in Monroe. Mr. Holbrooks reviewed some of the architectural enhancements: hardiplank siding with stone, brick and/or stucco accents; garage doors with carriage-style hardware; brick foundation wrap; and, numerous homes with front porches. He advised that project enhancements included: expansive amenity package with pool and pavilion; sodded front yards; pocket parks with benches and landscaping; entrance monumentation with landscaping and irrigation; natural trails throughout; decorative streetlights; homes for different lifestyles (active adult, empty nester, etc.); and, parallel street parking areas.

Mr. Holbrooks advised that their open space was two and a half times the size required by the City's Ordinance. He advised that people in communities wanted to be able to play in their own communities.

Regarding the schools, Mr. Holbrooks advised that was one thing as a developer that they really did not get control of. He advised that they had spoken with Union County and the consultants that did the Union County Public Schools' population and enrollment forecast for 2021-22 through 2030-31. Mr. Holbrooks advised that if no schools were built and nothing was done within the area, the Porter Ridge Elementary, Middle and High Schools are not at capacity and even during the life of this project, would not be at capacity. He advised that he did not know and did not realize the schools might end up redistricting; however, even without any of those things happening, the schools never get above capacity in the timeframe of their community.

Mr. Holbrooks advised that they were putting in several miles of offsite sewer and a new lift station that took out the aged Glendalough lift station.

Council Member Anthony inquired if the decorative streetlights were LED lights.

Mr. Holbrooks advised that the power company dictated to the developer but he would assume that this would be LED lights.

Council Member Anthony inquired of the developer if he had met most of the objections that were

raised by the Planning Board.

Mr. Holbrooks advised that they felt that they listened to the Planning Board comments and spoke with members after that at length. He advised that their hope was to be a part of many projects in Monroe. Mr. Holbrooks advised that they always tried to listen to the concerns and make their development a great neighborhood for the residents not only in it but around it.

Council Member Anthony inquired what was the recommendation of the Planning Department.

Mr. Britt advised that the Planning Staff recommended approval of the project.

There being no other speakers, Mayor Kilgore closed the public hearing.

B. Action – Petition Meets Requirements of North Carolina General Statute 160A-31.

Council Member Keziah moved that the Petition met the requirements of North Carolina General Statute 160A-31. Council Member James seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

C. Action – Ordinance to Extend Corporate Limits. Council Member Anthony moved to adopt Ordinance O-2021-30:

**ORDINANCE TO EXTEND CORPORATE LIMITS OF
CITY OF MONROE, NORTH CAROLINA
O-2021-30**

WHEREAS, the City Council has been petitioned under G.S. 160A-31 to annex the area described below; and

WHEREAS, the City Council has by resolution directed the City Clerk to investigate the sufficiency of the petition; and

WHEREAS, the City Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at the City Hall Council Chambers at 6:00 p.m. on June 8, 2021, after due notice by publication on May 29, 2021 and June 5, 2021; and

WHEREAS, the City Council finds that the petition meets the requirements of G.S. 160A-31;

WHEREAS, the City Council further finds that the petition has been signed by all the owners of real property in the area who are required by law to sign; and

WHEREAS, the City Council further finds that the petition is otherwise valid, and that the public health, safety and welfare of the City of Monroe and of the area proposed for annexation will be best served by annexing the area described;

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

Section 1. By virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made part of the City of Monroe as of June 8, 2021:

ANNEXATION DESCRIPTION

**LEGAL DESCRIPTION OF 157.741 ACRES CONSISTING OF TAX PARCELS
08-300-033 90, 08-300-035E, 08-300-040B, 08-300-054, 08-300-054A, 08-300-054D
AND 08-300-054E COLLECTIVELY CALLED RIVERSTONE**

Being in North Carolina, Union County, Goose Creek Township and being more particularly described as follows: Commencing at NCGS monument "UNION HM75" having North Carolina Geodetic Coordinates of North 485,964.37 feet and East 1,526,814.82 feet and tied to the North American datum 83(2011): thence S 31° 49' 37" E, 907.83 feet to a found 5/8-inch rebar, the corner of now or formerly the Arnold Lynn Philemon and wife Cynthia Philemon property recorded in Record Book 6251, Page 569 in the Union County Register of Deeds, said rebar being on the line of now or formerly the Stephanie L. Powell property recorded in Record Book 6727, Page 77 in the Union County Register of Deeds, and said rebar being on the existing City of Monroe city limits line as found in the annexation ordinance recorded in Record Book 4049, Page 486 in the Union County Register of Deeds and being the **TRUE POINT AND PLACE OF BEGINNING**: thence with the said Powell property and with now or formerly the Sinlamphone Kounlasa property recorded in Record Book 7795, Page 19 in the Union County Register of Deeds and with now or formerly the Calvin G. Thompson and Lindsey D. Haney property recorded in Record Book 6744, Page 781 in the Union County Register of Deeds and with now or formerly the Bradley Morgoch property recorded in Record Book 7940, Page 545 in the Union County Register of Deeds and with now or formerly the Kenneth S. Holt and spouse Evelyn Marie Graczyk-Holt, and Shelley Lynn Holt property recorded in Record Book 7197, Page 813 in the Union County Register of Deeds and with now or formerly the Heather Carr and Gail Robinson property recorded in Record Book 6877, Page 724 in the Union County Register of Deeds and with now or formerly the Stephanie Schmitz and spouse Timothy Schmitz property recorded in Record Book 6931, Page 836 in the Union County Register of Deeds and with the said existing City of Monroe city limits line S 79° 12' 41" E, 440.01 feet to a found axle, the corner of now or formerly the Charles Eugene Kiker property recorded in Deed Book 255, Page 16 in the Union County Register of Deeds; thence leaving the existing City of Monroe city limits line and with the said Kiker property S 28° 7' 12" W, 172.28 feet to a found 1/2-inch rebar, the corner of now or formerly the Mackie Eugene Hobbs and wife Deborah H. Hobbs property recorded in Deed Book 367, Page 129 in the Union County Register of Deeds; thence with said Hobbs property and with now or formerly the Dewell B. Simpson and wife Judy K. Simpson property recorded in Deed Book 349, Page 593 in the Union County Register of Deeds S 28° 7' 41" W, 696.01 feet to a found 1/2-inch rebar, a corner of the said Simpson property; thence continuing with the said Simpson property and now or formerly the Mary H. Torres property recorded in Record Book 4993, Page 639 in the Union County Register of Deeds S 80° 4' 35" E, a total distance of 1,584.73 feet to a point in the center of Poplin Road (SR 1508), crossing a set 5/8-inch rebar at 1,552.64 feet, said point being on the line of now or formerly the Aubrey L. Haigler and wife Shirely L. Haigler property recorded in Deed Book 362, Page 242 in the Union County Register of Deeds and said point being on the existing City of Monroe city limits line as found in the annexation ordinance recorded in Record Book 4717, Page 538 in the Union County Register of Deeds; thence with the said Haigler property and with the center of Poplin Road (SR 1508) and with the said existing City of Monroe city limits line to the corner of now or formerly the Rex Edwards property recorded in Record Book 3912, Page 791 in the Union County Register of Deeds and then

leaving the said City of Monroe city limits line and with the said Edwards line and the center of Poplin Road (SR 1508) S 10° 53' 9" E, 388.26 feet to a point in the center of Poplin Road (SR 1508) said point being a corner of now or formerly the James Kelly Deese and wife Betty J. Deese property recorded in Record Book 5269, Page 404 in the Union County Register of Deeds; thence with the said Deese property five (5) calls as follows: 1) N 88° 27' 55" W, a total distance of 366.92 feet to a found 5/8-inch rebar, crossing a found 5/8-inch rebar at 31.86 feet; 2) S 38° 17' 20" W, 151.98 feet to a found 5/8-inch rebar; 3) N 88° 24' 3" W, 474.13 feet to a set 5/8-inch rebar; 4) N 88° 41' 00" W, 277.13 feet to a set 5/8-inch rebar; 5) S 1° 19' 00" W, 16.00 feet to a found 5/8-inch rebar on the line of now or formerly the James Kelly Deese property recorded in Deed Book 412, Page 91 in the Union County Register of Deeds; thence with the said Deese property two (2) calls as follows: 1) N 88° 44' 41" W, 295.72 feet to a found 1-inch open top pipe; 2) S 16° 22' 10" W, 368.23 feet to a found 5/8-inch rebar, on the line of now or formerly the Jackson C. Winchester and wife Ruth A. Winchester property recorded in Record Book 4998, Page 432 in the Union County Register of Deeds; thence with said Winchester property S 89° 16' 20" W, 164.01 feet to a found 1-inch open top pipe, the corner of now or formerly the Gloria Arceny Miller and Kenneth Lloyd Miller property recorded in Record Book 5886, Page 746 in the Union County Register of Deeds; thence with the said Winchester property two (2) calls as follows: 1) N 86° 43' 49" W, 428.38 feet to a found 1/2-inch rebar; 2) N 87° 44' 13" W, 491.79 feet to a found 1/2-inch rebar, the corner of now or formerly the Gracie Deloise Miller Nelson property recorded in Record Book 5886, Page 744 in the Union County Register of Deeds; thence with the said Nelson property two (2) calls as follows: 1) N 87° 44' 13" W, 213.87 feet to a found 1/2-inch rebar; 2) N 83° 49' 43" W, 71.01 feet to a found 1/2-inch rebar, the corner of now or formerly the Faye Winchester Nicholson property recorded in Record Book 3288, Page 242 in the Union County Register of Deeds; thence with the said Nicholson property eight (8) calls as follows: 1) N 84° 42' 10" W, 744.53 feet to a found 1/2-inch rebar; 2) S 19° 56' 28" E, 109.18 feet to a found 5/8-inch rebar; 3) S 15° 19' 20" W, 222.46 feet to a set 5/8-inch rebar; 4) S 5° 00' 6" W, 35.79 feet to a set 5/8-inch rebar; 5) S 3° 13' 55" W, 148.01 feet to a found 1/2-inch rebar; 6) S 7° 15' 2" W, 42.90 feet to a found disturbed 1/2-inch rebar; 7) S 9° 36' 8" E, 84.87 feet to a found 5/8-inch rebar; 8) S 13° 56' 57" E, 62.50 feet to a found 2-inch open top pipe, the corner of now or formerly the Mara Evangelical Church property recorded in Record Book 7255, Page 234 in the Union County Register of Deeds; thence with the said Church property three (3) calls as follows: 1) S 15° 36' 58" E, 368.72 feet to a found 1/2-inch rebar; 2) S 66° 41' 29" E, 329.73 feet to a found 1/2-inch rebar; 3) S 7° 25' 58" E, 266.09 feet to a found 5/8-inch rebar, the corner of now or formerly the Fernest Miller and wife Doris Miller property recorded in Record Book 787, Page 721 in the Union County Register of Deeds, a common corner with now or formerly the Lorenzo Construction LLC property recorded in Record Book 7191, Page 567 in the Union County Register of Deeds; thence with the said Lorenzo Construction LLC property S 84° 00' 25" W, 612.55 feet to a found 5/8-inch rebar, the corner of the NC Department of Transportation property recorded in Record Book 6298, Page 604 in the Union County Register of Deeds; thence with the said NC Department of Transportation property S 84° 36' 10" W, 457.91 feet to a found 1-inch open top pipe; thence continuing with the said NC Department of Transportation property and with now or formerly the Philip C Pulaski property recorded in Record Book 5926, Page 523 in the Union County Register of Deeds S 84° 22' 13" W, 128.23 feet to a found 1/2-inch rebar; thence continuing with the said Pulaski property S 84° 27' 17" W, 182.16 feet to a found 5/8-inch rebar, the corner of the NC Department of Transportation Turnpike Authority property recorded in Record Book 7222, Page 470 in the Union County Register of Deeds, a common corner with now or formerly the NC Department of Transportation property recorded in Record Book 6479, Page 479 in the Union County Register of Deeds; thence with the said NC Department of Transportation property three (3) calls as follows: 1) N 23° 27' 39" W, 35.86 feet to a set 5/8-inch rebar;

2) N 26° 16' 12" W, 184.00 feet to a set 5/8-inch rebar; 3) with a curve to the left having an arc length of 302.01 feet, a radius of 700.00 feet, and a chord bearing and distance of N 43° 56' 18" W, 299.67 feet, to a set 5/8-inch rebar, the corner of the NC Department of Transportation Turnpike Authority property recorded in Record Book 7068, Page 403 in the Union County Register of Deeds, a common corner with now or formerly the NC Department of Transportation Turnpike Authority property recorded in Record Book 7074, Page 399 in the Union County Register of Deeds, and said rebar being on existing City of Monroe city limits line as found in the annexation ordinance recorded in Record Book 1103, Page 864 in the Union County Register of Deeds; thence with the said NC Department of Transportation Turnpike Authority property and with the said city limits line N 9° 39' 11" E, 81.95 feet to a found 1-inch open top pipe, the corner of Costel Scherban property recorded in Record Book 6038, Page 721 in the Union County Register of Deeds; thence with the said Scherban property and continuing with the said existing City of Monroe city limits line N 9° 48' 2" E, 412.75 feet to a found 5/8-inch rebar, the corner of now or formerly the Leonard Rental LLC property recorded in Record Book 6436, Page 121 in the Union County Register of Deeds; thence with the said Leonard Rental LLC property and continuing with the said existing City of Monroe city limits line four (4) calls as follows: 1) N 11° 39' 41" E, 130.56 feet to a found 5/8-inch rebar; 2) N 7° 8' 6" W, 84.33 feet to a found 1/2-inch rebar; 3) N 7° 8' 6" W, 102.17 feet to a set 5/8-inch rebar; 4) N 5° 19' 2" E, 20.06 feet to a found 1/2-inch rebar; thence leaving the existing city limits line and continuing with the said Leonard Rental LLC property seven (7) calls as follows: 1) N 5° 19' 2" E, 141.57 feet to a found 1/2-inch rebar; 2) N 17° 37' 51" E, 142.79 feet to a found 1/2-inch rebar; 3) N 25° 12' 4" E, 160.27 feet to a found 1/2-inch rebar; 4) N 36° 50' 57" E, 379.31 feet to a set 5/8-inch rebar; 5) N 34° 30' 11" E, 304.19 feet to a found 1/2-inch rebar; 6) N 29° 12' 35" E, 277.68 feet to a found 5/8-inch rebar; 7) N 23° 36' 6" E, a total distance of 137.48 feet to a point within the western bank of South Fork Crooked Creek, crossing a 5/8-inch rebar found at 99.47 feet, said point being a common corner of now or formerly the Robert H. Morrison property recorded in Deed Book 348, Page 561 in the Union County Register of Deeds, and said point being on the existing City of Monroe city limits line as found in the annexation ordinance recorded in Record Book 1103, Page 864 in the Union County Register of Deeds; thence leaving the said existing City of Monroe city limits line and with the said Morrison property S 71° 20' 35" W, a total distance of 1,177.87 feet to a point in the center of South Fork Crooked Creek, crossing a found 5/8-inch rebar at 25.02 feet and another set 5/8-inch rebar at 1,127.87 feet, said point being the corner of now or formerly the Joe C. Little property recorded in Record Book 1973, Page 50 in the Union County Register of Deeds and said point being on the said existing City of Monroe city limits line; thence with the center of said creek and with the said existing City of Monroe city limits line and with the said Little property and with now or formerly the Endeavor MBS LLC property recorded in Record Book 7587, Page 456 in the Union County Register of Deeds and with now or formerly the Clarence D. Belk property recorded in Deed Book 342, Page 609 in the Union County Register of Deeds and with the said Morrison property thirty (30) calls as follows: 1) N 29° 28' 38" E, 21.09 feet to a point; 2) N 18° 50' 55" E, 33.75 feet to a point; 3) N 1° 31' 4" E, 50.65 feet to a point; 4) N 2° 15' 33" W, 75.10 feet to a point; 5) N 11° 7' 28" E, 79.49 feet to a point; 6) N 9° 9' 45" E, 67.58 feet to a point; 7) N 12° 53' 41" W, 61.71 feet to a point; 8) N 31° 5' 54" E, 68.71 feet to a point; 9) N 55° 55' 20" E, 32.08 feet to a point; 10) S 83° 41' 27" E, 35.05 feet to a point; 11) N 47° 36' 10" E, 34.86 feet to a point; 12) N 16° 21' 34" E, 31.51 feet to a point; 13) N 43° 50' 41" E, 54.28 feet to a point; 14) N 70° 25' 00" E, 60.37 feet to a point; 15) N 79° 17' 49" E, 78.40 feet to a point; 16) N 76° 6' 51" E, 82.80 feet to a point; 17) N 85° 33' 55" E, 35.82 feet to a point; 18) S 83° 59' 36" E, 30.21 feet to a point; 19) S 66° 00' 24" E, 117.86 feet to a point; 20) S 67° 52' 47" E, 103.60 feet to a point; 21) S 8° 53' 57" E, 75.68 feet to a point; 22) S 42° 19' 39" E, 22.16 feet to a point; 23) S 79° 31' 34" E, 105.03 feet to a point; 24) N 87° 00' 48" E, 97.38 feet to a point; 25) S 74° 57' 23" E,

86.26 feet to a point; 26) N 73° 8' 31" E, 10.82 feet to a point; 27) N 31° 59' 26" E, 26.73 feet to a point; 28) N 78° 26' 36" E, 17.67 feet to a point; 29) S 59° 24' 15" E, 16.62 feet to a point; 30) S 70° 3' 41" E, 29.90 feet to a point in the center of South Fork Crooked Creek; thence leaving the center of South Fork Crooked Creek and continuing with said Morrison property and continuing with the said existing City of Monroe city limits line S 60° 50' 13" E, 41.78 feet to a point within the western bank of South Fork Crooked Creek, the corner of the said Morrison property; thence with the said Morrison property and continuing with the said existing City of Monroe city limits line two (2) calls as follows: 1) N 25° 28' 40" W, a total distance of 129.40 feet to a set 5/8-inch rebar, crossing a set 5/8-inch rebar at 20.00 feet; 2) N 6° 17' 28" E, 227.77 feet to a found 5/8-inch rebar, the corner of now or formerly the Todd Michael Cunningham property recorded in Record Book 6862, Page 57 in the Union County Register of Deeds; thence leaving the existing City of Monroe city limits and with the said Cunningham property S 63° 17' 18" E, 596.47 feet to a found disturbed 1-inch rebar, the corner of now or formerly the Larry Scott Cunningham property recorded in Record Book 895, Page 525 in the Union County Register of Deeds; thence with the said Cunningham property two (2) calls as follows: 1) S 39° 17' 7" E, 233.88 feet to a found disturbed 1-inch open top pipe; 2) N 34° 55' 1" E, 304.01 feet to a found 1/2-inch rebar, the corner of now or formerly the Larry D. Cunningham and wife Mariam Sheaff Cunningham property recorded in Deed Book 257, Page 127 in the Union County Register of Deeds; thence with the said Cunningham property and joining the center of Forest Drive N 34° 55' 01" E, 343.88 feet to a set PK nail in the center of Forest Drive, the corner of now or formerly the Julian L. Ennis and wife Lou Vonne P. Ennis property recorded in Record Book 3489, Page 475 in the Union County Register of Deeds, a common corner with now or formerly the Julian L. Ennis and wife Lou Vonne P. Ennis property recorded in Deed Book 265, Page 767 in the Union County Register of Deeds; thence with the said Ennis property and with now or formerly the Lou Vonne P. Ennis property recorded in Deed Book 397, Page 568 in the Union County Register of Deeds S 4° 00' 13" W, a total distance of 1,046.78 feet to a found axle, crossing a set 5/8-inch rebar at 56.07 feet; thence continuing with the Ennis property N 35° 17' 14" E, 1,277.36 feet to a found 2-inch open top pipe, a corner of now or formerly the Mitchell K. Donahue and wife Wanda P. Donahue property recorded in Record Book 3489, Page 472 in the Union County Register of Deeds, a common corner with now or formerly the Mitchell K. Donahue and wife Wanda P. Donahue property recorded in Record Book 3561, Page 229 in the Union County Register of Deeds; thence with the said Donahue property and with now or formerly the Wanda P. Donahue property recorded in Record Book 6251, Page 757 in the Union County Register of Deeds two (2) calls as follows: 1) S 87° 12' 29" E, 666.60 feet to a found 1-inch open top pipe; 2) N 20° 4' 53" E, 278.31 feet to a found 5/8-inch rebar, a corner of now or formerly the Arnold Lynn Philemon and wife Cynthia Philemon property recorded in Record Book 6251, Page 569 in the Union County Register of Deeds; thence with said Philemon property N 19° 59' 58" E, 182.33 feet to the TRUE POINT AND PLACE OF BEGINNING and containing 157.741 Acres more or less as shown on a plat entitled "Annexation Boundary Prepared for the City of Monroe the Properties of Thomas Blake McLester and wife Theresa G. McLester, Robert H. Morrison, Joseph T. Lemmond, Thomas Mitchel Lemmond and wife Kathy Lemmond, and Costel Scherban" prepared by Atlas Surveying, Inc. (Keith Burns, PLS) with a date drawn of April 26, 2021. Said annexation plat is recorded in Plat Cabinet _____, Files _____ & _____ in the Union County Register of Deeds.

Section 2. Upon and after June 8, 2021, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of Monroe and shall be entitled to the same privileges and benefits as other parts of the City of Monroe. Said territory shall be subject to municipal taxes according to G.S. 160A-31.

Section 3. The Mayor of the City of Monroe shall cause to be recorded in the office of the Register of Deeds of Union County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Union County Board of Elections, as required by G.S. 163-288.1.

Adopted this 8th day of June, 2021.

Council Member McGee seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

D. Action – Resolution Approving Land Development Plan Compliance. Council Member James moved to adopt Resolution R-2021-42 including the modifications made by the developer since the presentation to the Planning Board of May 5, 2021 which included: Forest Drive connection eliminated; Glendalough Community – 40 ft. buffer and larger lots adjacent to the community; North Carolina Farms Nursery – additional buffer, berm and landscaping; Unionville-Indian Trail Road and Rocky River Road intersection; northbound right turn lane on N. Rocky River Road with 100 ft. of storage; and westbound left turn lane on Unionville-Indian Trail Road with 200 ft. of storage:

**RESOLUTION APPROVING LAND DEVELOPMENT PLAN COMPLIANCE
CONDITIONAL DISTRICT “RIVERSTONE”
R-2021-42**

WHEREAS, in accordance with the provisions of North Carolina General Statute 160A-383, the City Council does hereby find and determine that the adoption of the zoning map amendment for Conditional District “Riverstone” further described below property is consistent with the adopted Land Development Plan. The Land Development Plan identifies this area as Suburban, with a portion of the project located within a Regional Mixed-Use Center.

The Suburban Land Use area typically takes the form of neighborhoods with uniform housing types and densities; a mix of housing types and lot sizes is preferred in Suburban locations. Attached and multi-family housing is suitable in mixed-housing neighborhoods and activity centers. Commercial development mostly serves the needs of nearby residents and often locates along corridors with higher traffic volumes and near prominent intersections. The suburban character area states the allowable residential density is 2-4 units per acre.

Regional Mixed-Use Centers attract people beyond Monroe for shopping, entertainment, employment, or recreation. These centers are usually large-scale, measuring one mile in diameter that represents approximately a 20-minute walking distance. These centers are master-planned areas that are built in phases with a mix of non-residential, residential, and civic uses. It is likely that Regional Mixed-Use Centers will support the most intense concentrations of retail, employment, high-density residential and other mixed uses. These areas typically locate near major highways to ensure ease of access for longer trips. Single-family residential should typically be discouraged within the center, but can be located to the periphery of the center as a transitional use. There is no cap or stated residential density maximum in the Regional Mixed- Use Center.

The project is consistent with the plan at 3.48 units per acre, because it offers both a commercial and residential component along a corridor with higher traffic volumes- North Rocky River Road and a major highway, the Monroe Expressway. The proposed development is reasonable and in the public interest, because the project offers a mix of housing types and lot sizes, commercial development, higher-density residential within the node, and lower density on the peripheral of the node.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Approving Land Development Plan Compliance for properties with Union County Tax Parcel Number(s): 07-012-007, 07-012-010, 08-300-033-90, 08-300-035-E, 08-300-040-B, 08-300-054, 08-300-054-A, 08-300-054-D, & 08-300-054-E.

Adopted this 8th day of June, 2021.

Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

City Attorney Shah-Khan requested that the developer send a written list of the modifications to City Staff.

Mr. Holbrooks acknowledged the requested written information and advised they would comply accordingly.

City Manager Faison added that the meeting was recorded so that the data that was presented was a part of the record; however, it would be easier if the developer forwarded the information.

E. Action – Ordinance Amending Code of Ordinances Chapter 156, Section 156.106 titled “Official Zoning Map.” Council Member Keziah moved to adopt Ordinance O-2021-28:

**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 156: ZONING CODE
O-2021-28**

Preamble

Pursuant to authority conferred by Chapter 160A-381 of the North Carolina General Statutes, as amended and for the purpose of promoting the health, safety, morals, or general welfare of the inhabitants of the City by lessening congestion in and around the streets; securing safety; preventing the overcrowding of land; avoiding undue congestion; and facilitating the adequate provision of transportation,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE XV, CHAPTER 156 ZONING CODE OF THE CITY OF MONROE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

Section 1. Amend §156.106 OFFICIAL ZONING MAP as follows:

Rezone the properties located along Poplin Road and Rocky River Road and further identified as tax parcel #'s 07-012-007, 07-012-010, 08-300-033-90, 08-300-035-E, 08-300-040-B, 08-300-054, 08-300-054-A, 08-300-054-D, & 08-300-054-E. The request is to rezone the property from City of Monroe R-40 and Union County RA-40 to Conditional District "Riverstone."

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 8th day of June, 2021.

Council Member McGee seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

F. Action – Ordinance Amending Code of Ordinances – Chapter 156, Section 156.98 titled “Conditional Districts Established.” Council Member McGee moved to adopt Ordinance O-2021-29:

**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 156: ZONING CODE
O-2021-29**

Preamble

Pursuant to authority conferred by Chapter 160A-381 of the North Carolina General Statutes, as amended and for the purpose of promoting the health, safety, morals, or general welfare of the inhabitants of the City by lessening congestion in and around the streets; securing safety; preventing the overcrowding of land; avoiding undue congestion; and facilitating the adequate provision of transportation,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE XV, CHAPTER 156 ZONING CODE OF THE CITY OF MONROE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

Section 1. Amend §156.98 **CONDITIONAL DISTRICTS ESTABLISHED** as follows:

Conditional District (CD) "Riverstone."

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 8th day of June, 2021.

Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Said Public Comment Period Submission is hereby incorporated as a part of these Minutes as “Exhibit B.”

Item No. 25. Fiscal Year 2021-2022 Budget.

A. Public Hearing. Mayor Kilgore opened the duly advertised public hearing. He advised that Council did receive a written public hearing comment on this item. One in opposition was received from Lindy Wilson.

Finance Director Lisa Strickland advised that Staff had compiled the Fiscal Year 2022 Budget. Ms. Strickland advised that Staff conducted a Budget Workshop with City Council on April 27, 2021. She advised that additional discussions were held at the City Council Strategic Planning Meetings of May 11, 2021 and June 8, 2021.

Ms. Strickland advised that the Budget was presented to Council formally at the City Council Regular Meeting of May 11, 2021 with the total budget amount being \$165,198,931. She advised that the Budget included a revenue neutral tax rate of 50.25 cents. Ms. Strickland advised that the Budget was made available to the public and posted on the City’s website.

Pursuant to General Statutes, Ms. Strickland advised that the Governing Board should adopt a Budget Ordinance making appropriations and levying the taxes for the budget year. She advised that also pursuant to General Statutes, if a local government established an operated Intragovernmental Service Funds, which Monroe did, there should be an approved financial plan adopted as well.

Ms. Strickland advised that it was the recommendation of Staff that Council adopt a Resolution and Budget Ordinance approving the Fiscal Year 2022 Annual Budget and approve the Internal Service Funds Financial Plan for Fiscal year 2022.

There being no other speakers, Mayor Kilgore closed the public hearing.

B. Action – Resolution and Budget Ordinance Approving Fiscal Year 2021-2022 Budget.

Council Member Keziah moved to adopt Resolution R-2021-38 and Budget Ordinance BO-2021-05:

**RESOLUTION TO ADOPT ANNUAL
BALANCED BUDGET FOR FISCAL YEAR 2021-2022
R-2021-38**

WHEREAS, the City of Monroe is required by the North Carolina Local Government Budget and Fiscal Control Act to adopt an annual balanced budget; and

WHEREAS, a balanced budget has been prepared for the City of Monroe for fiscal year 2021-2022 under the provisions set forth in the above referenced legislation.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the following budget ordinance:

**BUDGET ORDINANCE
BO-2021-05**

BE IT ORDAINED by the City Council of the City of Monroe, North Carolina:

Section 1A The following amounts are hereby appropriated in the General Fund for the operation of the City government and its activities for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

General Government	\$7,148,534
Economic and Physical Development	919,700
Transportation	3,620,920
Public Safety	23,893,288
Cultural and Recreational	5,712,375
Debt Service	3,228,737
Transfers out to Other Funds	2,976,264
	\$47,499,818

Section 1B It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Ad Valorem Taxes	\$24,279,117
Other Taxes and Licenses	952,347
Unrestricted Intergovernmental	12,522,507
Restricted Intergovernmental	1,341,827
Sales and Services	3,015,618
Investment Earnings	302,238
Miscellaneous	651,553
Other Financing Sources	3,683,111
Transfers in from Other Funds	751,500
	\$47,499,818

Section 1C There is hereby levied a tax at the rate of fifty point twenty-five cents (\$0.5025) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2021, for the purpose of current year property taxes listed under “Ad Valorem Taxes” in the General Fund in Section 1B. This rate is based on an estimated total valuation of property for the purposes of taxation of \$4,502,138,953 and an estimated rate of collection of ninety-nine and eleven hundredths (99.11%).

Section 1D There is hereby levied a tax of thirty dollars (\$30.00) per motor vehicle residing in the City of Monroe, for the purpose of current year taxes listed under “Other Taxes and Licenses” in the General Fund in Section 1B. This rate is based on an estimated twenty-eight thousand (28,000) vehicles.

Section 2A The following amounts are hereby appropriated in the Governmental Capital Project Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Capital Outlay \$1,122,500

Section 2B It is estimated that the following revenues will be available in the Governmental Capital Project Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

Transfers in from Other Funds \$1,122,500

Section 2B It is estimated that the following revenues will be available in the Governmental Capital Project Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

Transfers in from Other Funds \$1,122,500

Section 3A The following amounts are hereby appropriated in the Downtown Monroe Fund to record the activities related to economic and physical development for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Economic and Physical Development \$226,771

Section 3B It is estimated that the following revenues will be available in the Downtown Monroe Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Municipal Service District Tax	\$61,676
Transfers in from Other Funds	<u>65,095</u>
	\$226,771

Section 3C There is hereby levied a tax at the rate of nineteen point five (\$0.195) cents per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2021, for the purpose of "Municipal Service District Tax" in the Special Revenue Funds in Section 4B. This rate was based on an estimated total valuation of property in the Municipal Service District for the purposes of taxation of \$30,385,826 and an estimated rate of collection of ninety-nine and eleven hundredths percent (99.11%).

Section 4A The following amounts are hereby appropriated in the Monroe Union County Economic Development Fund to record the activities related to economic and physical development for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Economic and Physical Development \$746,174

Section 4B It is estimated that the following revenues will be available in the Monroe Union County Economic Development Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Restricted Intergovernmental	\$424,000
Investment Earnings	\$4,174
Transfers in from Other Funds	<u>318,000</u>
	\$746,174

Section 5A The following amounts are hereby appropriated in the Water and Sewer Fund for the operation of the water and sewer facilities for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Distribution System	\$8,361,520
Debt Service	2,283,409
Water Filter Plant	3,620,800
Waste Treatment Plant	3,098,156
Increase in Fund Balance	435,619
Transfers out to Other Funds	<u>2,047,900</u>
	\$19,847,404

Section 5B It is estimated that the following revenues will be available in the Water and Sewer Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Charges for Water	\$7,290,455
Charges for Sewer	9,243,086
Investment Income	281,718
Water and Sewer Taps	89,944
Other Revenues	2,024,576
Other Financing Sources	<u>917,625</u>
	\$19,847,404

Section 6A It is estimated that the following amounts are hereby appropriated in the Water and Sewer Capital Projects Fund for improvements to the City's water and sewer system for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Capital \$2,350,000

Section 6B It is estimated that the following revenues will be available in the Water and Sewer Capital Projects Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Transfers in from Other Funds \$2,350,000

Section 7A The following amounts are hereby appropriated in the Electric Fund for the operation of the City's electrical system for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Purchases of Electricity	\$47,444,524
Energy Services Administrative	3,342,327
Electric System Maintenance	6,568,044
Electric System Improvements	1,320,000
Debt Service	1,399,718
Transfers out to Other Funds	1,695,167
Increase in Fund Balance	<u>1,257,584</u>
	\$63,027,364

Section 7B It is estimated that the following revenues will be available in the Electric Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Charges for Electricity	\$61,288,954
Investment Earnings	569,523

Other Revenues	348,540
Other Financing Sources	820,347
	\$63,027,364

Section 8A The following amounts are hereby appropriated in the Electric Capital Projects Fund for improvements to the City's electric system for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Capital \$2,620,000

Section 8B It is estimated that the following revenues will be available in the Electric Capital Projects Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Transfers in from Other Funds	\$1,120,000
Reserve for Future Capital Projects	1,500,000
	\$2,620,000

Section 9A The following amounts are hereby appropriated in the Natural Gas Fund for the operation of the City's natural gas system for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Natural Gas Purchases	\$7,310,198
Natural Gas Maintenance	5,541,742
Natural Gas System Improvements	435,000
Debt Service	2,752,543
Transfers out to Other Funds	2,860,500
Increase in Fund Balance	1,194,647
	\$20,094,630

Section 9B It is estimated that the following revenues will be available in the Natural Gas Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Charges for Natural Gas	\$19,401,608
Investment Earnings	293,022
Other Financing Sources	400,000
	\$20,094,630

Section 10A The following amounts are hereby appropriated in the Natural Gas Capital Projects Fund for improvements to the City's natural gas system for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Capital \$2,660,000

Section 10B It is estimated that the following revenues will be available in the Natural Gas Capital Projects Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Transfers in from Other Funds \$2,660,000

Section 11A The following amounts are hereby appropriated in the Airport Fund for the operation of the City's municipal airport for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Airport Operations	\$2,495,456
Debt Service	<u>1,069,643</u>
	\$3,565,099

Section 11B It is estimated that the following revenues will be available in the Airport Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Sales and Services	\$2,146,097
Transfers in from Other Funds	<u>1,419,002</u>
	\$3,565,099

Section 12A The following amounts are hereby appropriated in the Aquatics and Fitness Center Fund for the operation of the Aquatics and Fitness Center for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Operations	\$3,787,680
Debt Service	16,367
Increase in Fund Balance	<u>38,573</u>
	\$3,842,620

Section 12B It is estimated that the following revenues will be available in the Aquatics and Fitness Center Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Sales and services	\$2,194,064
Investment Earnings	23,824
Other Financing Sources	<u>1,624,732</u>
	\$3,842,620

Section 13A The following amounts are hereby appropriated in the Stormwater Fund for the operation of the stormwater facilities for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Operations	\$2,682,422
Debt Service	121,601
Transfers out to Other Funds	685,000
Increase in Fund Balance	<u>135,932</u>
	\$3,624,955

Section 13B It is estimated that the following revenues will be available in the Stormwater Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Stormwater Receipts	\$2,793,093
Other Operating Revenues	28,950
Investment Earnings	17,912
Other Financing Sources	<u>785,000</u>
	\$3,624,955

Section 14A The following amounts are hereby appropriated in the Stormwater Capital Projects Fund for improvements to the stormwater system for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Capital	\$685,000
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Section 14B It is estimated that the following revenues will be available in the Stormwater Capital Projects Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Transfers from Other Funds	\$685,000
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Section 15A The following amounts are hereby appropriated in the Solid Waste Fund for the operation of refuse collection for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Operations	\$719,084
Refuse Collection	2,296,258
Debt Service	8,003
Increase in Fund Balance	<u>0</u>
	\$3,023,345

Section 15B It is estimated that the following revenues will be available in the Solid Waste Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Refuse Collection Fees	\$2,768,906
Other Sales & Services	2,000
Restricted Intergovernmental Revenues	23,000
Investment Earnings	5,565
Other Financing Sources	<u>223,874</u>
	\$3,023,345

Section 16A The following amounts are hereby appropriated in the Water Resources Capital Reserve Fund for future construction of a new wastewater treatment plant for fiscal year beginning July 1, 2021, and ending June 30, 2022:

Reserved	\$3,787,639
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Section 16B It is estimated that the following revenues will be available in the Water Resources Capital Reserve Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Investment Earnings	\$113,905
Other Financing Sources	2,000,000
Transfers In from Other Funds	<u>1,673,734</u>
	\$3,787,639

Section 17A The following amounts are hereby appropriated in the Occupancy Tax Project Fund for capital projects to promote tourism in the city for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Debt Service	\$240,443
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Section 17B It is estimated that the following revenues will be available in the Occupancy Tax Project Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Restricted Intergovernmental	\$194,000
Other Financing Sources	37,226

Investment Earnings	9,217
	\$240,443

Section 18 The City Manager, the City’s Budget Officer, is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a. He/she may transfer amounts between line item expenditures within a department without limitation and without a report being required. These changes should not result in increases in recurring obligations such as salaries.
- b. He/she may transfer between departments within the same fund. He must make an official report on such transfers at the next regular meeting of City Council.
- c. He/she may not transfer any amounts between funds, except as approved by the City Council in the Budget Ordinance as amended.

Section 19 Encumbrances. Appropriations herein authorized and made shall have the amount of outstanding encumbrances as of June 30, 2021, added to each appropriation as it appears in order to account for the expenditures in the fiscal year they are paid.

Section 20 A copy of this Budget Ordinance shall be furnished to the Director of Finance for the City of Monroe to be kept on file for direction in the disbursement of funds.

Adopted this 8th day of June, 2021.

Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
 McGee, Mayor Pro Tem Holloway and Mayor Kilgore

NAYS: None

C. Action – Financial Plan for Self-Insurance Funds for Fiscal Year 2022. Council Member Anthony moved to approve the Financial Plan for Self-Insurance Funds for Fiscal Year 2022. Council Member McGee seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Holloway, Jordan, Keziah,
 McGee, Mayor Pro Tem Anderson and Mayor Kilgore

NAYS: None

Said Public Comment Period Submission is hereby incorporated as a part of these Minutes as “Exhibit C.”

There being no further business, Council Member Anthony moved to adjourn the City Council Regular Meeting of June 8, 2021 at 8:35 p.m. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Attest:

Bobby G. Kilgore, Mayor

Bridgette H. Robinson, City Clerk

Public Hearing/Input Comment Submission



Submitter's Name * Jason Myers

Submitter's Email * Jmyers5817@gmail.com

Telephone Number

Public Hearing/Input * Rezoning along Morgan Mill Rd-MORGAN MILL TOWNHOMES

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
2721 Field Master Dr	
Address Line 2	
City	State / Province / Region
Monroe	NC
Postal / Zip Code	Country
28110	United States of America

Date of Submission 6/6/2021

Time 06:00:25 PM

Comment 2000 character limit
This development is NOT smart growth.

Regards

File Upload

2000 characters remaining

Bridgette Robinson

From: Loretta Melancon <nurseloretta@juno.com>
Sent: Wednesday, June 9, 2021 5:46 PM
To: Bobby Kilgore; Surluta Anthony; Marion Holloway; Franco McGee; Lynn Keziah; Angelia James; Freddie Gordon
Cc: Bridgette Robinson; Larry Faison; bjorn.hansen@unioncountync.gov; Sarah McAllister; tjpreslar@ncdot.gov
Subject: Public Comment

My Dear Mayor and Council,

I could not find the online form in time to comment about the rezoning and development of the townhomes on Morgan Mill Rd. Even tho' this will not hold the import of a formal comment, I just want to advise council again that we MUST be careful adding more residential traffic on Morgan Mill and Olive Branch because of the "logjams" that will occur as residents and other traffic will be traveling at peak times for access to the expressway and into downtown Monroe and along 74 to schools and jobs. The impact on the 2 intersections off and on Olive from Morgan Mill will be magnified. These intersections need improvement sooner than later. From what I can tell, speaking with Monroe, UC, and DOT traffic engineers, it could be many years AFTER getting on a LIST to get this job done.

So let it be known that this citizen living off Olive Branch has huge concerns, not so much for me, but for my younger neighbors who still work and/or have children in school.

Thank you for listening.

Loretta Melancon
2923 Meadow Creek Lane
Monroe, NC 28110
704-225-3299 Home
501-515-0125 Cell

Public Hearing/Input Comment Submission



Submitter's Name * Sarah Alexander

Submitter's Email * sarahbetha@icloud.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
4519 Parnell Street	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	Union

Date of Submission 6/1/2021

Time 08:57:14 PM

Comment 2000 character limit
Area is growing to fast. Area is already a traffic nightmare without adding additional people/families.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Dana Aurora

Submitter's Email * buterflies315@msn.com

Telephone Number (347)885-3411

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
4426 Marlay Park	
Address Line 2	
City	State / Province / Region
Indian Trail	Nc
Postal / Zip Code	Country
28079	Usa

Date of Submission 6/1/2021

Time 08:23:41 AM

Comment 2000 character limit

For review:

We moved here from Ny which was over crowded. The purpose of picking Indian trail is the closeness to city but rural life. By doing the extended building that is happening the properties are losing that appear of owning "land". Your creating so much unneeded traffic which causes frustration. People who only lived here a year or two and love the area now want to leave.

It's not fair how the properties are butting up against other areas. Your going to causes water flow damage to peoples property by changing land grade.

Our schools are already full especially in the older grades. It's not fair to the kids that your going to crowd them more

We moved her for four t's - no terror threats, lower taxes, no traffic and better temperature. By doing what your doing your striking out our traffic and probably increase taxes due to over demand of roadwork and area.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Stephen Austen

Submitter's Email * swausten50@gmail.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
2354 Balting Glass Drive	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	USA

Date of Submission 5/15/2021

Time 09:03:47 PM

Comment 2000 character limit

We have been here about 5 years. Since those 5 years, and projecting about another 5 years - a 10-year window - some 2,000 homes would have been built, are building, or being planned.

Our tax base has gone up significantly. Yet, no discussion about plans for safer traffic patterns, access roads, schools, commercial spaces, amenities, etc.

We need concrete plans published, addressing these issues.... or people here will organize, activate and change the leadership in our area.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Natalie Beckwith

Submitter's Email * beckwithnatalie@gmail.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address

4172 OConnell Street

Address Line 2

City

Indian Trail

Postal / Zip Code

28079

State / Province / Region

NC

Country

Union

Date of Submission 6/1/2021

Time 09:05:45 AM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Ashley Christopherson

Submitter's Email * ashwe27@yahoo.com

Telephone Number (910)381-3060

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address

2101 balting glass dr

Address Line 2

City

Indian trail

Postal / Zip Code

28079

State / Province / Region

NC

Country

US

Date of Submission 5/15/2021

Time 07:53:01 PM

Comment

2000 character limit

This development must not move forward. We would need new schools and wider roads to accommodate this type of development. Absolutely against!

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Scherban Costel
Submitter's Email * scherbanc@gmail.com
Telephone Number (704)681-4877
Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☒ For ☐ Against ☐ Undecided

Address *
Street Address
3812 N Rocky Rd
Address Line 2
City
Monroe
State / Province / Region
NC
Postal / Zip Code
28110
Country
United States

Date of Submission 6/7/2021

Time 04:06:57 PM

Comment 2000 character limit
Yes, I support River Stones project. I think it will be great for the community and house city of Monroe. We give them a full support!

Thank you
Costel & Debbie Scherban

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Scott. Cunningham

Submitter's Email * SCsgirl75@yahoo.com

Telephone Number (704)953-3580

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address * Street Address

4127 Forest Dr

Address Line 2

City

Indian Trail

Postal / Zip Code

28079

State / Province / Region

NC

Country

USA

Date of Submission 5/17/2021

Time 06:04:54 PM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Terry Cutrell

Submitter's Email * terryc3825@gmail.com

Telephone Number (704)562-3556

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address

2262 Balting Glass rd

Address Line 2

City

Indian trail

Postal / Zip Code

28079

State / Province / Region

NC

Country

Union

Date of Submission 6/2/2021

Time 09:32:57 PM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Brad Donahue

Submitter's Email * brad_donahue@yahoo.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *
Street Address
4206 Forest Dr
Address Line 2
City
Indian Trail
Postal / Zip Code
28079

State / Province / Region
NC
Country
Union

Date of Submission 5/13/2021

Time 04:53:14 PM

City Council Regular Meeting of June 8, 2021
Exhibit "B"

Comment

2000 character limit

The residents of Forest Dr. do not want our small street connected to this 564 home subdivision. We have multiple residents with special healthcare needs that the connection would severely impact due to the increase in traffic it will cause. This subdivision connection would ruin our way of life by destroying the very reasons our residents chose to live on Forest Dr.

One resident is my 15-year-old daughter, a person with spina bifida who is a full-time wheelchair user. The low-traffic street allows her to get cardio exercise in her wheelchair. It is the only way she can stay healthy independently.

Our other kids ride their bikes in the street. And my 14-year-old daughter not only rides her horse up and down the road, she regularly rotates her whole herd of donkeys from a pasture on one side of the street to a second pasture on the other side.

This small, quiet street connects my children to their grandparents, one of whom had a stroke. They are able to walk down and see them any time they want. If this subdivision is connected to us, the traffic will be so bad they will not be able to walk down independently. We will have to load them into a vehicle and drive them down for fear of us getting hit by a car.

There are no sidewalks on Forest Dr., and the ditch is too deep to walk over. So if the traffic is increased, our road will become useless for exercise and maintaining community.

This third entrance is not required by law. It is only for ease of access. The developer has proposed an option where Forest Dr. is not connected to the neighborhood at all. Please make this change and help us preserve our way of life and our health.

If you approve Forest Dr. as a third entrance, the development will have "better access," but we will lose the neighborhood street that has been bringing us together and helping us maintain our health and wellbeing for over 40 years. For them, the street is an unnecessary bonus. For us, it's an integral part of our daily life.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Brad Donahue

Submitter's Email * brad_donahue@yahoo.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *
Street Address
4206 Forest Dr
Address Line 2
City
Indian Trail
Postal / Zip Code
28079

State / Province / Region
NC
Country
US

Date of Submission 6/4/2021

Time 01:08:16 PM

Comment 2000 character limit
Please find the attached letter from the residents of Forest Drive. While this letter does show our gratitude for removing Forest Drive as a connection to the proposed subdivision, it does not mean that we support Riverstone. The impact that it would have on our schools, traffic, and utilities is greater than we can bear.

File Upload Signatures.pdf 462.92KB

2000 characters remaining

Attn Monroe City Council

When the residents of Forest Drive first heard about the proposed subdivision, Riverstone, that was to be built at the end of our street, we were very concerned. We have a quiet street where everyone looks after each other. Even with North Carolina Farms (the greenhouses) on the street, we do not see a lot of traffic. This enables us to use it for exercise and community.

While every home would have a significant lifestyle change with the increased traffic, there are several people who would be even more greatly affected by the increase in traffic that would come from connecting us to such a large subdivision. One gentleman has dementia and walks up and down the street for exercise. Another man has had a stroke and suffers from left-side neglect. (This is where his brain does not register the things he sees on his left side.) Another is a child with spina bifida who uses the road for exercise in her wheelchair. Without it, she would not be able to do her daily physical therapy independently.

We explained all of this to the developers and have been working closely with Tom Waters for about a month. He has recently agreed to change his proposal to be a cul-de-sac instead of a connection and take away any use of Forest Dr.

Thank you for making sure this change is included in any final plan, if the development is approved.

The Residents of Forest Drive.

Mattie Long	Larry D. Cunningham
Wm. F. Ford	Neil Cunningham
Doug Fisher	Wanda Donahue
Melie Kiker	Mild Donahue
Lou Anne Ennis	Jerry Philimon
Scott C	Carolyn Philimon
Jeff A. Campbell	B. Douglas Brown
Mike	Denise Donahue Kikard
	AnnieBeth Donahue

Public Hearing/Input Comment Submission



Submitter's Name * Brad Donahue

Submitter's Email * brad.donahue@ncfarmsinc.com

Telephone Number (704)283-1800

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
4205 Forest Dr	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	US

Date of Submission 6/7/2021

Time 03:51:26 PM

Comment 2000 character limit
Please find the attached letter from North Carolina Farms LLC, the greenhouses located to the north side of the proposed Riverstone subdivision.

File Upload NCF Letter for Town Council.pdf 40.96KB

2000 characters remaining

Monroe City Council:

North Carolina Farms LLC is a commercial greenhouse business that connects to the north side of the proposed Riverstone subdivision. Our family greenhouse business has been located on this land since 1974 and has 45 year-round employees. We are a starter plant supplier of spring annuals, perennials, and industrial hemp, and we ship to businesses all across the United States and internationally.

The two greenhouses that would connect directly to the subdivision are our stock house for annuals and our hemp cultivation house. Behind those two houses is a small specialty production greenhouse, then about ½ an acre of outdoor industrial hemp trials that would back up to the corner (two sides connecting to the proposed subdivision).

We foresee the following impacts from having houses so close to us:

- Complaints of noises from irrigation and heat pumps
- Complaints of lights that run late in the evening inside of the greenhouse
- Complaints of smell from pesticides and industrial hemp
- Loss of the land that is currently used for greenhouse maintenance

We do not use harsh pesticides, but the safer ones that we prefer tend to have a stronger smell than the harsh ones. This smell can drift for a few hundred feet before it dissipates, even with doors and vents closed.

Part of the land planned for development has been available to us for many years to help change out our plastic and shade cloth on the top of the greenhouses. With the land being developed, we will lose the ability to maneuver our tractor and stretch out our materials. Our hope was to purchase some of this land from the developer to help create a larger buffer between our greenhouses and the neighborhood to give us the needed working room for maintenance. However, we were told repeatedly by the developer that this was not an option.

The light and pump concerns might be addressed. We went over our concerns with the developer and met with Tom Waters. He came out and did an onsite visit where we were able to show him exactly how the development would affect us and express our concerns about having neighbors so close.

He took our concerns back to their team and has offered a few changes to the original plan:

-They offered to move their pond to the corner that has our main pumps and air compressors to help address our noise concerns.

- They offered to make the berm at least 9' tall in order to help with our light concerns.
- They offered to plant extra plants on top of the berm to help block the light and noise.
- They offered to make 4 houses single-story homes to help keep the second floor from being in direct line of sight to the greenhouse.

Even if these changes reduce the impact of lights and noise, with the proposed homes this close there is no way to prevent the smells from our pesticide sprays and hemp crop, and our regular roof maintenance would still be severely impeded. The best outcome would have been for the developer to sell us a few acres of land; but that would cause them to lose some lots that they could develop.

A couple of weeks ago the developer asked us to write a letter of support for the development. At that time they were alerted to our position as stated above. For some reason they thought that we would be totally content with their changes. They asked what it would take for us to be confident in our situation.

Currently we have a few hundred feet and some woods between the Glendalough subdivision and our greenhouses. We looked at those numbers and laid out what it would take to have that same buffer with Riverstone. That would have taken 12 acres, which was more than they could stomach losing. We likely could have worked with less, but the honest answer was 12 acres.

Finally, at the eleventh hour, they offered to sell us a tiny strip 43 feet wide at a cost of \$150,000 for 1.1 acre. The tax value of this land is only \$12,000 and the actual value is closer to \$20-25,000. So this offer was not acceptable. They refused our offer to pay them their purchase price for the land.

Tom has continually said that he "wants to be a good neighbor." But our true neighbors would be whoever purchases these houses. At the end of the day, our company will suffer, our current neighbors will suffer, and the future homeowners (owning a \$500,000 home that backs up to a commercial greenhouse) would not be happy. The developers will make their millions and go on their way, all off of the backs of the citizens of Union County.

Please deny the Riverstone development.

Brad Donahue
North Carolina Farms

Public Hearing/Input Comment Submission



Submitter's Name * Mick Donahue

Submitter's Email * micknc@gmail.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address

2337 Balting Glass Drive

Address Line 2

City

Indian Trail

Postal / Zip Code

28079

State / Province / Region

NC

Country

Union

Date of Submission 6/1/2021

Time 11:53:15 AM

Comment

2000 character limit

I am against the addition of 500+ homes to our area at this time. The schools are already maxed out and the area is becoming more and more congested. There are multiple projects underway already. We do not need another one. I request that you honor the recommendation of the planning committee and deny the request to build this development.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Rachel Donahue

Submitter's Email * rachel@thedonahuedaily.com

Telephone Number (704)607-0622

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
2337 Balting Glass Dr	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	USA

Date of Submission 5/17/2021

Time 11:51:43 PM

City Council Regular Meeting of June 8, 2021
Exhibit "B"

Comment

2000 character limit

The planned neighborhood is too dense for this area and does not respect the land, the existing residents, or the existing infrastructures. Our children are the fifth generation to live here (Forest Drive and surrounding area). That's why we built a house in our corner of Glendalough. We expect change to happen as rural becomes suburban, and we don't mind it when it's done thoughtfully, but this proposed development would be a travesty to the beautiful land and quiet streets here, cramming too many people in without the proper infrastructures for us all to continue living comfortably and peaceably.

It's clear that this neighborhood was designed to meet only the bare minimum requirements of the letter of the law and not the spirit of it. The houses are crammed together much too densely, and all the green space/common areas are across the road, completely separate from the neighborhood! There should be more of a buffer between neighborhoods like Glendalough and Riverstone (and between the existing greenhouse businesses here and any future neighborhood), but the plans do not allow for this. The builders seem only interested in how many homes they can fit, with no concern for how this will affect the people living here either now or in the future. (No one wants greenhouse growing lights shining directly into their windows all night!)

The schools are already near capacity, too, though I'm sure others will mention this.

What no one else might mention is this: there is also a large population of animals who live on this land. We personally have seen deer, otters, raccoons, coyotes, opossum, skunks, chipmunks, squirrels, owls, hawks, herons, turtles, frogs, fish, and more than a dozen species of smaller birds. Our children study them for school and they treasure them! With the appalling loss of ag land in this area, please let this bit remain undeveloped. Or if it must be developed, please let it be thoughtfully done, with care for the people, animals, and trees.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Alice Enriquez

Submitter's Email * Hockypuc5@aol.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
2361 Balting Glass Drive	
Address Line 2	
City	State / Province / Region
Indian trail	North Carolina
Postal / Zip Code	Country
28079	USA

Date of Submission 6/1/2021

Time 09:17:17 AM

Comment 2000 character limit
Overcrowding of schools and roadways...flooding of our property due to the run off from the changing of land grading.....additional strain on internet and our water supply. Which has changed since the building of the complex on unionville Indian trail already...

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Mary-Alice Faulk

Submitter's Email * maryaliceadkins@msn.com

Telephone Number (704)441-4582

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address

2003 Seefin Court

Address Line 2

City

Indian Trail

Postal / Zip Code

28079

State / Province / Region

NC

Country

Union

Date of Submission 6/1/2021

Time 10:38:13 AM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Martha Gary

Submitter's Email * myownstyle777@yahoo.com

Telephone Number (646)773-9995

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address

2367 BALTING GLASS DR

Address Line 2

City

Indian Trail

Postal / Zip Code

28079

State / Province / Region

NC

Country

United States

Date of Submission 6/2/2021

Time 11:31:48 PM

Comment

2000 character limit

Concerns on resulting traffic, school overcrowding.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Kristy Gelo

Submitter's Email * finsgal54@gmail.com

Telephone Number (704)324-4089

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
4437 Marlay Park	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	Union

Date of Submission 6/1/2021

Time 09:15:00 PM

Comment 2000 character limit
We do not have the infrastructure in place to support this.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * James Gordon

Submitter's Email * mimimclester@frontier.com

Telephone Number (704)283-1018

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☒ For ☐ Against ☐ Undecided

Address *

Street Address

3118 Griffith Road

Address Line 2

City

Monroe

Postal / Zip Code

28112

State / Province / Region

NC

Country

Union

Date of Submission 6/7/2021

Time 09:05:00 PM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Teresa Gordon

Submitter's Email * sunshine122017@yahoo.com

Telephone Number (704)219-0701

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☒ For ☐ Against ☐ Undecided

Address *

Street Address	
3020 Griffith Road	
Address Line 2	
City	State / Province / Region
Monroe	NC
Postal / Zip Code	Country
28112	Union

Date of Submission 6/7/2021

Time 02:45:07 PM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Evelyn M Graczyk-Holt

Submitter's Email * egraczykholt@gmail.com

Telephone Number (980)210-3301

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address

2273 Balting Glass Dr

Address Line 2

City

Indian Trail

Postal / Zip Code

28079

State / Province / Region

NC

Country

Usa

Date of Submission 6/1/2021

Time 08:15:05 AM

Comment

2000 character limit

The area in question is literally behind my house and adjacent to our property. The schools are crowded, the roads are crowded. There are serious accidents at the crossroads of our neighborhood that are not being addressed, increased traffic would cause more!

The roads aren't wide enough for the amount of housing that are wanted, and it would destroy areas with natural wildlife.

This was not thought through and the infrastructure was not completed first!

Please vote against this proposal, for everyone's sake.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Mark Graham

Submitter's Email * markg87@aol.com

Telephone Number (847)217-9189

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address

2207 Balting Glass Dr

Address Line 2

City

Indian Trail

Postal / Zip Code

28079

State / Province / Region

NC

Country

USA

Date of Submission 5/16/2021

Time 01:01:31 PM

Comment

2000 character limit

There is no way this project should be approved before significant improvements to infrastructure are made, school system upgrades are in place as is retail commitments on this side of the toll road.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Sheryl Graham

Submitter's Email * sgraham87@aol.com

Telephone Number (847)525-2463

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☐ Against ☒ Undecided

Address *

Street Address	
2207 Balting Glass	
Address Line 2	
City	State / Province / Region
Indian Trail	North Carolina
Postal / Zip Code	Country
28079	USA

Date of Submission 5/17/2021

Time 05:36:48 PM

Comment 2000 character limit

I'm unsure about this new development because I need to see plans for expanded schools, road improvement, and other infrastructure plans. Where will these children be going to school? Is there classroom space for them? Poplin and Rocky River would need widening and improvements.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Andrea Gray

Submitter's Email * andreagray03@gmail.com

Telephone Number (704)221-8205

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
4533 OConnell street	
Address Line 2	
City	State / Province / Region
Indian trail	NC
Postal / Zip Code	Country
28079	USA

Date of Submission 5/15/2021

Time 09:39:34 PM

Comment 2000 character limit
More thought for schools and capacity needs to occur first

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Andrea Gray
Submitter's Email * andreagr03@gmail.com
Telephone Number (704)221-8205
Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *
Street Address
4533 OConnell street
Address Line 2
City
Indian Trail
State / Province / Region
NC
Postal / Zip Code
28079
Country
USA

Date of Submission 6/1/2021

Time 10:07:19 AM

Comment 2000 character limit
The roads and traffic can't handle the additional houses. The schools are at capacity already and there are no amenities close such as grocery stores gas stations etc to accommodate

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Patricia Greene

Submitter's Email * callerpatty@gmail.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
803 hickory nut circle	
Address Line 2	
City	State / Province / Region
monroe	nc
Postal / Zip Code	Country
28112	union

Date of Submission 5/27/2021

Time 09:08:28 AM

Comment 2000 character limit
We really need to stop granting these large developments until our roads and infrastructure are updated/upgraded to handle the obscene amount of traffic and services that will be required.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Isaac Harrow

Submitter's Email * iharrow@hotmail.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☒ For ☐ Against ☐ Undecided

Address *

Street Address	
2008 Farmingham Ln	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	USA

Date of Submission 6/7/2021

Time 02:36:45 PM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Carren Heartley

Submitter's Email * scottlandcarr@yahoo.com

Telephone Number (910)228-3060

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address * Street Address

1910 Seefin Ct

Address Line 2

City

Indian Trail

Postal / Zip Code

28079

State / Province / Region

Nc

Country

USA

Date of Submission 6/1/2021

Time 09:38:21 PM

Comment 2000 character limit

WAY too much growth without adequate infrastructure.

Schools are already over-crowded

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Brian Hines

Submitter's Email * brianuncc@gmail.com

Telephone Number (704)806-7919

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *
Street Address
3700 Arthur St
Address Line 2
City
Indian Trail
Postal / Zip Code
28079

State / Province / Region
NC
Country
United States

Date of Submission 6/8/2021

Time 06:49:59 AM

Comment 2000 character limit
This subdivision is not necessary at this time. We need to conserve this area and the infrastructure is not equipped to handle this new development.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Kenneth Holt
Submitter's Email * Ken.holt13@gmail.com
Telephone Number (704)754-2335
Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *
Street Address
2273 Balting Glass Dr
Address Line 2
City
Indian Trail
State / Province / Region
NC
Postal / Zip Code
28079
Country
USA

Date of Submission 6/1/2021

Time 08:25:55 AM

Comment 2000 character limit
Having lived in the area for several years now, the primary concerns of ourselves and neighbors relate to overcrowded schools, overcrowded roads and unsafe intersections that were never designed for the amount of traffic already here. It is completely irresponsible to consider expanding the population in the town so greatly until those other needs are addressed first. Otherwise, you are being reckless with the lives and wellbeing of the residents of the town.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Amy Huneycutt

Submitter's Email * amyhuneycutt13@gmail.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address * Street Address

1909 Seefin Ct

Address Line 2

City

Indian Trail

Postal / Zip Code

28979

State / Province / Region

NC

Country

USA

Date of Submission 6/1/2021

Time 08:29:19 AM

Comment 2000 character limit

Our roads, infrastructure, schools cannot handle this amount of new density in this part of the county. Please vote AGAINST this rezoning.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Kathryn

Submitter's Email * kathrynhooks@yahoo.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☒ For ☐ Against ☐ Undecided

Address *

Street Address	
2219 Balting Glass Dr	
Address Line 2	
City	State / Province / Region
Indian trail	North Carolina
Postal / Zip Code	Country
28079	United States of America

Date of Submission 5/15/2021

Time 09:39:16 PM

Comment 2000 character limit
I think it is awesome that this could be another housing development. This area is beautiful and growing because it is a great area to live. I am all for it!

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Ken Hooks

Submitter's Email * Hookskr13@gmail.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
2219 Balting Glass Dr	
Address Line 2	
City	State / Province / Region
Indian trail	North Carolina
Postal / Zip Code	Country
28079	United States of America

Date of Submission 5/15/2021

Time 08:15:47 PM

Comment 2000 character limit
I am all for new developments and growth around this area but I strongly believe another development, especially one of this size will be too much for the current infrastructure and it will not be able to support a growth of over 500 homes on top of the two current developments being built.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Laurie Jernigan

Submitter's Email * clontzlaurie@yahoo.com

Telephone Number (704)904-8835

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
1903 Seefin Court	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	US

Date of Submission 6/1/2021

Time 10:52:31 AM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Jason Johnson

Submitter's Email * jasbodab@gmail.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
2225 Knocktree Drive	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	Union

Date of Submission 6/1/2021

Time 08:19:09 PM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Joan Johnson

Submitter's Email * jrj0813@gmail.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
2225 Knocktree Drive	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	Union

Date of Submission 6/1/2021

Time 08:17:49 PM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Amy Johnston

Submitter's Email * mrsj_2004@hotmail.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
4542 O'Connell St	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	USA

Date of Submission 6/1/2021

Time 10:06:17 AM

Comment 2000 character limit

- The schools are already near capacity
- This would add a great deal more traffic to the roads around us
- The conditional zoning they're requesting is too dense for this area

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Jayme Ketzer

Submitter's Email * Ketzerj@yahoo.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
4202 Oconnell Street	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	Union

Date of Submission 6/1/2021

Time 09:10:07 PM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Lara Kochaniec

Submitter's Email * lara.kochaniec@windstream.com

Telephone Number (980)289-8252

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☒ For ☐ Against ☐ Undecided

Address *

Street Address

3706 Secrest Shortcut Rd

Address Line 2

City

Monroe

Postal / Zip Code

28110

State / Province / Region

NC

Country

United States

Date of Submission 6/7/2021

Time 02:49:14 PM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Ashley lambe

Submitter's Email * amg1286@gmail.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
4305 Roundwood Ct	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	US

Date of Submission 6/2/2021

Time 08:46:11 AM

Comment 2000 character limit
We are AGAINST the Riverstone neighborhood that's proposed right behind Glendalough (564 homes on 170 acres).

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Brian Lambe

Submitter's Email * blambe1980@yahoo.com

Telephone Number (704)287-9021

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
4305 Roundwood court	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	United States

Date of Submission 6/2/2021

Time 09:34:14 AM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Craig Leonard

Submitter's Email * craig.leonard53@gmail.com

Telephone Number (704)361-0485

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☒ For ☐ Against ☐ Undecided

Address *

Street Address	
3910 Rocky River Rd N	
Address Line 2	
City	State / Province / Region
Monroe	NC
Postal / Zip Code	Country
28025	USA

Date of Submission 6/7/2021

Time 06:19:02 PM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Jeanie Leonard

Submitter's Email * jeanie.leonard@gmail.com

Telephone Number (980)621-7183

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☒ For ☐ Against ☐ Undecided

Address *

Street Address	
3910 Rocky River Rd N	
Address Line 2	
City	State / Province / Region
Monroe	NC
Postal / Zip Code	Country
28110	USA

Date of Submission 6/7/2021

Time 06:20:59 PM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Meghan Mark

Submitter's Email * meghanm10@comcast.net

Telephone Number (630)536-7160

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☒ For ☐ Against ☐ Undecided

Address *

Street Address	
4527 Oconnell St	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	United States

Date of Submission 6/1/2021

Time 09:39:46 PM

Comment 2000 character limit

I am firmly against this development. We live in the Glendalough subdivision right down the road. We already have concerns about all the new growth in the area without any talks of improving infrastructure (there are already multiple new neighborhoods along Unionville-Indian Trail Rd). The roads we have cannot support more people, let alone a massive development like this. Our schools are already stretched and no talks of what to do with all the extra children moving into the area. Therefore, everyone will suffer. Also concerns for adequate EMS/fire/police which are non existent in this area. In Glendalough we have to worry about crossing two already busy roads (unionville-indian trail and poplin) just to get to the other side of the neighborhood. There have been motor vehicle fatalities in this area and continued growth without infrastructure will further increase everyone's risk. It is completely irresponsible to continue allowing developments like this without truly thinking about the impact on current residents and taxpayers. This area cannot handle this kind of growth, especially not a ridiculously high density development such as this. Thank you.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Ryne Mark

Submitter's Email * rmark725@comcast.net

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
4527 Oconnell St	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	USA

Date of Submission 5/15/2021

Time 08:10:00 PM

Comment 2000 character limit

I am against the rezoning of the Poplin/Rocky River area as the surrounding areas will be very negatively impacted by the increase in residents. All roads around are two lanes that cannot accommodate a major increase in traffic due to a large increase in homes. We already have issues with people speeding through our neighborhood on Unionville Indian Trail Road and an increase in people will cause more dangerous situations. We have 1 light at UIT and Rocky River that does not have turn lanes and is already bad in the morning with people needing to turn but lines form and it takes multiple light cycles to go. The increase in traffic will make this even worse and require turn lanes and multiple travel lanes.

The speed limit through out neighborhood is 45 in one direction and 55 in the other and we have an intersection that has had multiple deaths due to traffic accidents. Many people walk through our neighborhood and cross UIT and Poplin to get to friends or our clubhouse/pool and it is already difficult to do as is due to traffic but will be extremely dangerous with no cross walks and a speed limit at least 45 when most people go 50+ mph.

This does not even take into account the need for new schools, fire stations, and law enforcement. The infrastructure around the area cannot handle another large development as there are already multiple being built which have negatively impacted the congestion in the area.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Tommy McLester

Submitter's Email * tbmclester@gmail.com

Telephone Number (704)219-0432

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☒ For ☐ Against ☐ Undecided

Address *

Street Address	
4009 Poplin Rd	
Address Line 2	
City	State / Province / Region
Monroe	NC
Postal / Zip Code	Country
28110	United States

Date of Submission 6/7/2021

Time 06:02:19 PM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Felicia McTernan

Submitter's Email * felicia61781@gmail.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
2004 seeffin court	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	USA

Date of Submission 6/2/2021

Time 01:50:06 PM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Beth Murdock
Submitter's Email * beth.murdock@yahoo.com
Telephone Number (704)242-2085
Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *
Street Address
2319 Unionville Indian Trail Rd W
Address Line 2
City
Indian Trail
State / Province / Region
NC
Postal / Zip Code
28079
Country
USA

Date of Submission 5/31/2021

Time 08:23:45 PM

Comment 2000 character limit
We are already over crowded and traffic is terrible. Please stop the madness! I am totally against this!

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Dianna OHara

Submitter's Email * diohara@hotmail.com

Telephone Number (704)787-5018

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
2302 Balting Glass Drive	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	United States

Date of Submission 6/1/2021

Time 10:04:25 AM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Nic

Submitter's Email * nicanorortega@hotmail.com

Telephone Number (704)361-6478

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
4126 O'Connell st	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	USA

Date of Submission 6/3/2021

Time 02:19:58 PM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Cheryl Ownbey

Submitter's Email * cownbey@carolina.rr.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
1907 Willis Long Rd	Union, NC
Address Line 2	
City	State / Province / Region
Monroe	NC
Postal / Zip Code	Country
28110	Union

Date of Submission 5/26/2021

Time 01:19:22 PM

Comment 2000 character limit
The growth in West Union County needs to slow down and let everything catch up.
Small country roads not meant to handle all the extra traffic, schools overcrowded.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Kim

Submitter's Email * kphillips618@yahoo.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
4425 Roundwood Court	
Address Line 2	
City	State / Province / Region
Indian Trail	North Carolina
Postal / Zip Code	Country
28079	Union

Date of Submission 6/1/2021

Time 09:19:44 AM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * JERRY W PHILEMON

Submitter's Email * philemonjw@yahoo.com

Telephone Number (704)219-7749

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
4208 Forest Drive	
Address Line 2	
City	State / Province / Region
Indian Trail	North Carolina
Postal / Zip Code	Country
28079	USA

Date of Submission 5/27/2021

Time 06:39:40 PM

Comment 2000 character limit

I live in Union County on Forest Drive which is my Grandpa's Old home place. Which we consider to be in the County. The City of Monroe has Annexed at least four different properties into the City of Monroe that is no further than one mile from where I live on Forest Drive. Congestion on entering onto Unionville/Indian Trail is already started and these Developments are not even half finished yet. With this newest Development between Poplin Road and Rocky River Road is going to add more congestion. Our Schools are already over populated. It appears that the City has no Respects or Concerns of the County homes like ours. I would like to see this new project shut down, If not it probably will not be long before we are Annexed.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Vernon & Mattie Pond

Submitter's Email * pondmattie@yahoo.com

Telephone Number (704)219-1731

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
4226 FOREST DR	
Address Line 2	
City	State / Province / Region
INDIAN TRAIL	NC
Postal / Zip Code	Country
28079	United States

Date of Submission 5/27/2021

Time 07:20:13 PM

Comment 2000 character limit

We have been residents of Forest Drive 54 years. This road is part of our little neighborhood. If this road is opened up to Poplin and Rocky River Rd. it will endanger a lot of senior citizens and children. This is a narrow road with a hill. the residents keep up the ditches. No side walks so. everyone would be at danger. We take our walks, the children us it to visit there friends and grand parents. We all have pets.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Stephanie Powell

Submitter's Email * slpowell18@gmail.com

Telephone Number (301)639-4908

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
2319 Balting Glass Drive	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	United States

Date of Submission 6/2/2021

Time 05:36:04 AM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Monica Quinones

Submitter's Email * quinones01m@gmail.com

Telephone Number (704)776-2245

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
1839 Seefin Ct	
Address Line 2	
City	State / Province / Region
Indian Trail	North Carolina
Postal / Zip Code	Country
28079	USA

Date of Submission 5/16/2021

Time 06:37:55 PM

Comment 2000 character limit
This would means we need more schools in this area and better roads cuz of the heavy traffic. Plus I think is enough buildings and barely no green left.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Erin Revels

Submitter's Email * Revels921@gmail.com

Telephone Number (704)776-4106

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☒ For ☐ Against ☐ Undecided

Address *

Street Address	
4105 Oconnell st	
Address Line 2	
City	State / Province / Region
Indian trail	Nc
Postal / Zip Code	Country
28079	Usa

Date of Submission 6/1/2021

Time 10:56:45 AM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Terry Richardson
Submitter's Email * terrymrichardson@gmail.com
Telephone Number (704)242-2050
Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment Is: * ☒ For ☐ Against ☐ Undecided

Address *
Street Address
2593 W Roosevelt Blvd
Address Line 2
City
Monroe
State / Province / Region
NC
Postal / Zip Code
28110
Country
USA

Date of Submission 6/7/2021

Time 01:27:09 PM

Comment 2000 character limit
Dear City of Monroe Council Members,

I am writing to express my support for the Riverstone neighborhood being proposed by Provident Bayard, LLC. The variety, quality, and price points of the proposed homes will provide an unmet need of housing for our community, where multi-generational age groups will live, work, and play. I also believe the location of the community, amenities, and homes being offered will not only entice frontline workers to Monroe, but also empty nesters and young executives looking to move to our area.

I have been impressed with the level of communication from Provident Bayard, their ability to listen and incorporate feedback from the planning board and neighboring property owners, as well as their commitment to creating a lifestyle neighborhood, with walkable trails and pocket parks where residents will be able to gather.

I truly believe Riverstone will be a great addition to the City of Monroe and appreciate your time and consideration.

Sincerely,

Terry Richardson
Typar Commercial Realty

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Monika Riley

Submitter's Email * dr.monriley@gmail.com

Telephone Number (704)491-0553

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☒ For ☐ Against ☐ Undecided

Address *

Street Address	
4542 Parnell Street	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	USA

Date of Submission 6/1/2021

Time 09:35:03 AM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Robert Haywood Morrison Foundation

Submitter's Email * haldenbytyson@aol.com

Telephone Number (704)806-5071

**Public
Hearing/Input ***

Your Comment is: * ☒ For ☐ Against ☐ Undecided

Address *

Street Address

1300 Baxter Street Suite 300

Address Line 2

City

Charlotte

Postal / Zip Code

28204

State / Province / Region

NC

Country

USA

Date of Submission 6/7/2021

Time 03:11:20 PM

Comment 2000 character limit
Riverstone In Favor

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Micheal Rowell

Submitter's Email * michealrowell@gmail.com

Telephone Number (704)575-0982

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
3813 poplin rd	
Address Line 2	
City	State / Province / Region
Monroe	North Carolina
Postal / Zip Code	Country
28110	Usa

Date of Submission 6/1/2021

Time 08:26:53 PM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Yvonne rowell

Submitter's Email * cyrowell@gmail.com

Telephone Number (704)533-1306

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address * Street Address
3813 poplin rd
Address Line 2

City

Monroe

Postal / Zip Code

28110

State / Province / Region

North Carolina

Country

Usa

Date of Submission 6/1/2021

Time 08:28:38 PM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Sofia Ruiz

Submitter's Email * sofia.ruizcastro08@gmail.com

Telephone Number (704)819-8622

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
2015 knocktree drive	
Address Line 2	
City	State / Province / Region
Indian trail	Nc
Postal / Zip Code	Country
28079	Us

Date of Submission 6/1/2021

Time 08:11:55 AM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Laura Salter

Submitter's Email * laurafsalter@gmail.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
4428 Roundwood Court	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	USA

Date of Submission 5/16/2021

Time 09:09:22 AM

Comment 2000 character limit
Too much growth too fast surrounding the community
Losing all surrounding natural/farmland
Impact on local nursery/farm

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Stephanie Schmitz

Submitter's Email * tsjh25@gmail.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
2261 Balting Glass Drive	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	Usa

Date of Submission 6/1/2021

Time 11:27:28 AM

Comment 2000 character limit

STOP! Please refuse to pass the new subdivisions behind Glendalough. The schools are already overcrowded, and it will stretch sewer and water capacity beyond limits. The plan is poorly done, shoving way too many houses on small plots of land. The busy Unionville-Indian Trail Road cannot safely handle more traffic.

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Krishna Shah

Submitter's Email * lane1088@yahoo.com

Telephone Number (704)968-4615

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
4425 Marlay Park	
Address Line 2	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	United States

Date of Submission 6/1/2021

Time 01:08:15 PM

Comment 2000 character limit

As much as I am for progress, the infrastructure needs to be there for this expansion. The amount of traffic this will create cannot be supported by the roads we have currently. In addition, there is no room in the surrounding schools to support the influx of students 564 homes will create. The conditional zoning is too dense for this area.

Thank you for your time.

Krishna

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Emmalee Smith

Submitter's Email * ebarbour@gmail.com

Telephone Number (407)506-4661

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
1720 Seefin Court	
Address Line 2	
City	State / Province / Region
Indian Trail	Nc
Postal / Zip Code	Country
28079	Union

Date of Submission 6/1/2021

Time 08:11:19 AM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Casey Starnes

Submitter's Email * cmstarnes13@gmail.com

Telephone Number (704)320-1460

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment Is: * ☒ For ☐ Against ☐ Undecided

Address *

Street Address	
3705 Avondale Lane	
Address Line 2	
City	State / Province / Region
Monroe	NC
Postal / Zip Code	Country
28110	United States

Date of Submission 6/7/2021

Time 02:44:28 PM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Hilda Starnes

Submitter's Email * Hhstarnes24@aol.com

Telephone Number (704)807-7212

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☒ For ☐ Against ☐ Undecided

Address *

Street Address

2808 Mangum Dairy Rd

Address Line 2

City

Monroe

Postal / Zip Code

28112

State / Province / Region

NC

Country

United States

Date of Submission 6/7/2021

Time 02:52:39 PM

Comment 2000 character limit
No comment

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Matthew starnes

Submitter's Email * kolbreze1@aol.com

Telephone Number (980)328-0006

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☒ For ☐ Against ☐ Undecided

Address *

Street Address	
3705 Avondale Lane	
Address Line 2	
City	State / Province / Region
Monroe	NC
Postal / Zip Code	Country
28110	United States

Date of Submission 6/7/2021

Time 08:58:26 PM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Deanna White

Submitter's Email * DeanMoo2@hotmail.com

Telephone Number (704)840-8638

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☒ For ☐ Against ☐ Undecided

Address *
Street Address
1828 Seefin Court
Address Line 2
City
Indian Trail
Postal / Zip Code
28079

State / Province / Region
NC
Country
USA

Date of Submission 6/1/2021

Time 08:34:32 AM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Daria Williams

Submitter's Email * thom.will79@gmail.com

Telephone Number (704)441-4280

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address

4412 Roundwood Ct

Address Line 2

City

Indian Trail

Postal / Zip Code

28079

State / Province / Region

NC

Country

USA

Date of Submission 6/1/2021

Time 12:52:42 PM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Michele York

Submitter's Email * Terifmum35@yahoo.com

Telephone Number

Public Hearing/Input * Annexation/Rezoning along Poplin and Rocky River Rds-RIVERSTONE

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address *

Street Address	
4000	
Address Line 2	
Logan Circle	
City	State / Province / Region
Indian Trail	NC
Postal / Zip Code	Country
28079	USA

Date of Submission 5/27/2021

Time 07:13:15 AM

Comment 2000 character limit

File Upload

2000 characters remaining

Public Hearing/Input Comment Submission



Submitter's Name * Lindy Wilson

Submitter's Email * Wilson2739@gmail.com

Telephone Number

Public Hearing/Input * FY 2021-2022 Budget

Your Comment is: * ☐ For ☒ Against ☐ Undecided

Address * Street Address

2522 King Arthur Dr

Address Line 2

City

Monroe

Postal / Zip Code

28110

State / Province / Region

NC

Country

USA

Date of Submission 6/8/2021

Time 10:53:08 AM

Comment 2000 character limit

Dear Monroe City Council Members,

I hope that you will reconsider any proposed tax rate increases. The City of Monroe already has the highest tax rate of all the municipalities in Union County. Monroe is also significantly above the revenue neutral tax rate as it stands. With the newly appraised (and drastically increased) property values from the county's reappraisal, the City of Monroe will be collecting more revenue without the need for an increased tax rate. The new increased property values means citizens will be paying more in taxes to the City of Monroe without a tax rate increase. We should be discussing a tax rate decrease to even out the extra income coming in from the increased property values, and we should be working towards getting closer to the revenue neutral tax rate as opposed to higher and further away from it.

Sincerely,

Lindy Wilson

Concerned Citizen, Voter, and Taxpayer

File Upload

2000 characters remaining

Citizen Appearance Do you want to appear before Council in a Zoom meeting to state your comment on the proposed budget?

☒ No ☐ Yes

CITY OF MONROE
CITY COUNCIL STRATEGIC PLANNING MEETING
JULY 13, 2021
MINUTES

The City Council of the City of Monroe, North Carolina, met in a Strategic Planning Meeting electronically at 4:00 p.m. on July 13, 2021 with Mayor Bobby Kilgore presiding.

Present: Mayor Bobby Kilgore, Mayor Pro Tem Marion Holloway, Council Member Surluta Anthony, Council Member Freddie Gordon, Council Member Angelia James, Council Member Lynn Keziah, Council Member Franco McGee, City Manager E.L. Faison, City Attorney S. Mujeeb Shah-Khan, and City Clerk Bridgette H. Robinson.

Absent: None.

Visitors: Brian Borne, Matthew Black, Ashley Britt, Peter Cevallos, Russ Colbath, Mary Lou Connelly, Angela Duncan, Tonya Edwards, Ron Fowler, Debra C. Reed, Bruce Bounds, Bryan Gilliard, David Lucore, Sarah McAllister, Chris Platé, Lisa Stiwinter, Lisa Strickland, Pete Hovanec, Teresa Campo, Matthew Black, and Rob Miller, and others.

Mayor Kilgore called the City Council Strategic Planning Meeting of July 13, 2021 to order at 4:00 p.m. and took roll call. A quorum was present.

Item No. 1. Beautification Project at CSX Underpasses at Old Charlotte Highway. Communications and Tourism Director Pete Hovanec advised that Staff, and the Monroe Youth Council, had been engaged in efforts to conduct a beautification project to paint the CSX underpasses at Old Charlotte Highway.

Mr. Hovanec advised that the Monroe Youth Council staff began the process of determining a beautification project more than four years ago. He advised that the project was designed to provide ownership to the Youth Council Members, but also leave lasting results and impressions on Monroe residents and visitors alike. Mr. Hovanec advised that Staff determined that painting the CSX underpasses at Old Charlotte Highway would be an excellent way to address an area that needed beautification as an entrance into Downtown Monroe. He advised that Staff worked with CSX to gain the necessary permissions needed which was a multi-year process. Mr. Hovanec advised that Staff also partnered with the Union County Community Arts Council to locate an artist to help conceptualize a simple design that could be painted with volunteers as well as be easily repaired and repainted if damaged.

Mr. Hovanec advised that the artist presented designs, keeping simplicity in mind, and the first design focused on growth and a healthy environment. He advised that this design also ties into more of a natural element to coincide with the new entrance/opening of Belk-Tonawanda Park off of Old Charlotte Highway. Mr. Hovanec advised that the second design, focused more on

emphasizing strength and modern streamline boldness and almost bringing full circle the City's tagline of "Where Heartland Meets High Tech." He advised that the artist would be on site during the painting to assist and direct the volunteers, as would City Staff and adult volunteers.

Mr. Hovanec advised that City Staff had begun the process of clearing the overgrown areas around the underpass and Staff was coordinating with several City Departments to provide assistance with traffic control measures, supplies and additional support. He advised that the Monroe Youth Council Members, as well as members of the community if needed, would conduct the actual painting. Mr. Hovanec advised that each underpass was anticipated to take approximately four days to paint working at four hours per day.

Mr. Hovanec advised that the entire project was funded through the Monroe Youth Council and no additional funds from the City were needed. He advised that an exact date and time when the painting would start had not been determined and additional approvals from the North Carolina Department of Transportation for traffic plans related to the painting would be needed.

Council Member McGee inquired if this was open to any schools participating because Benton Heights Elementary School of the Arts had asked about a community event.

Mr. Hovanec advised that the concern was that the location was not a big area and having too many people there including young students could be a safety concern because of the road.

Council Member McGee clarified that he meant representation from the school and not necessarily students, maybe faculty or responsible students.

Mr. Hovanec advised that there were also some other projects such as the concrete on the Skyway Bridge and a lot of other different little projects that other cities were doing to help give a pop of color and add a little life in the community; however, Staff would definitely keep that in mind and if they could not wrangle enough volunteers, they would be happy to extend that invitation.

Mr. Hovanec advised that this was being presented as information only and no action was required.

Item No. 2. Open Conversation on Racism Committee Update. Council Member Anthony advised that on July 6, 2021, the members of the Open Conversation on Racism Committee discussed each proposal for a training consultant for the DEI Committee. She advised that the proposals included: background information on each facilitator; proposed sessions format; similar work performed; available dates; qualifications; rate quote; disqualifications; client listing; and conflicts or potential conflicts of interest.

Council Member Anthony advised that the Open Conversation on Racism Committee recommended that Council approve Dr. James Samuels as the training consultant and facilitator for the DEI Committee, associated costs, and authorize the City Manager to execute the contract and all necessary documents on behalf of the City of Monroe.

A. Award of Contract for Training Consultant and Facilitator. Council Member Anthony moved to award the contract for the DEI Committee training consultant and facilitator to Dr. James

Samuels. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

B. Contract Amount and Sessions. Council Member Anthony moved to approve the amount of the DEI Committee Training Consultant and Facilitator contract not to exceed \$6,000 and maximum amount of sessions to be five and proposed number of hours was four hours per session and \$1,200 per session. She advised that Dr. Samuels would provide free session research development and design, in-session facilitation and presentation materials, post-session written consulting report, also offered the Insight Consulting office as touchpoint meetings at no cost. Council Member Anthony advised that his research assistant also was included at no additional cost. Council Member McGee seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

C. City Manager to Execute Documents. Council Member Anthony moved to authorize the City Manager to execute any and all documents. Council Member McGee seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Council Member McGee inquired if the DEI Committee would meet in person or virtual.

Council Member Anthony advised that the DEI Committee would meet in person on August 18, 2021. She advised that a letter would go out to the 22 members of the DEI Committee advising of the date and location of the meeting.

Council Member McGee inquired if the meeting would be open to the public or just the DEI Committee.

Council Member Anthony advised that because of social distancing, she would say no as there would be 25 people in there, but by law, all meetings in North Carolina were open to the public.

City Attorney Shah-Khan advised that the Committee could decide since the social distancing requirements that were in place by the Governor had been eliminated, it could be determined how many people could be in the room subject to fire capacity and deferred that to the Fire Department.

Council Member Gordon advised that he thought the number would be 48.

Council Member Anthony advised that if they would be welcome in they came; however, they would have no input.

Item No. 3. Public Input at In-Person Council Meetings. City Attorney Shah-Khan advised that on June 16, 2021, Staff sought Council's input on how it would like to accept additional public input at the July 13, 2021 Council Meeting, as it would be the first fully in-person meeting of the Council since the Covid-19 pandemic began. However, he advised that Council could not reach a consensus with Staff on how it would like to accept additional public input. City Attorney Shah-Khan advised that in the absence of consensus, Staff emailed Council on June 26, 2021, advising that the following would be in place for public input at the July 13, 2021 meeting (which would be in line with pre-pandemic meetings):

City Attorney Shah-Khan advised that the City website would not have public comment or public hearing forms for the July 13, 2021 City Council Meetings; no written comments would be permitted by citizens except those expressly permitted by state law for rezoning matters (those comments must be submitted by 6:00 p.m. the Friday before the meeting in accordance with state law); and, in other words, the Council Meetings would proceed as it did for in person, pre-pandemic meetings. He advised that Staff believed that Council should discuss the issue to make the decision it believed was appropriate for the future.

City Attorney Shah-Khan advised that Staff offered the following three options for consideration for additional public input as Council returned to fully in person meetings.

City Attorney Shah-Khan advised that Option #1 was if a citizen wished to appear at the meeting and be heard in person, they could only appear in person. He advised that a citizen could not submit written comments for the public comment portion of the meeting, or written public hearing submissions (unless it was the type permitted by State law for a rezoning), and then speak in person to Council. City Attorney Shah-Khan advised that this required the member of the public to make a choice. He advised that plus, it was fair in that a member of the public has "one bite at the apple" and did not allow a member of the public to "speak" twice, when others were willing to be heard once.

City Attorney Shah-Khan advised that Option #2 was a citizen might speak before Council and submit written public comments or written public hearing submissions (except for rezoning public hearing submissions – which must be in 48 hours ahead of the hearing under state law) by a 3:00 p.m. deadline the day before. He advised that this would allow a member of the public to "speak" twice and did not require a member of the public to make a choice.

City Attorney Shah-Khan advised that for both Options #1 and #2, a member of the public could submit a written public comment submission or written public hearing submission, which would be provided to Council as one package (not as the submissions come in) and made part of the Minutes. He advised that the written submissions would not be read at the meeting which continued the practice that the City followed during the remote meetings held April 2020 through June 2021. City Attorney Shah-Khan advised that any written submissions must be provided by 3:00 p.m. the day before the Council Meeting, either through a web form on the City's website, or

submissions provided to the Clerk's Office. He advised that if the Council Meeting was held on a Monday, the comments must be submitted by 3:00 p.m. the Friday before and if the Meeting was held on Tuesday, then the deadline was 3:00 p.m. on Monday.

City Attorney Shah-Khan advised that for rezoning public hearings, North Carolina law permitted written comments to be made by Monroe residents up to 48 hours (weekend days not included) ahead of the meeting (meaning for a Tuesday meeting, the comments have to be in on Friday at 6:00 p.m.). He advised that this represented no change. City Attorney Shah-Khan advised that those appearing for a rezoning could submit a comment and appear before Council.

City Attorney Shah-Khan advised that again, under Option #1, a citizen providing a written submission would not be allowed to speak before Council on the item they provided the written submission for, except for those submitting comments on particular rezoning's.

City Attorney Shah-Khan advised that Option #3 was that no additional public comment taken beyond in-person appearances and written rezoning comments permitted by North Carolina law (48 hours ahead of the meeting).

City Attorney Shah-Khan advised that Staff requested that Council consider and determine which option it wished to select for accepting additional public input (if desired) at future Council Meetings.

Council Member McGee inquired which option Staff had received from Council.

City Attorney Shah-Khan advised that he received a total of four submissions: two for Option #1 and two for Option #2. He advised that because there was a tie, there was no consensus and because Staff did not hear from the other members, Staff did not feel it was appropriate to make the call on that case.

Council Member Anthony advised that she liked Option #2 because someone might not be able to attend a meeting and submitting a written comment gave them the assurance that their concerns were received in case they could not make it to the meeting to verbally express a comment.

Council Member McGee advised that he agreed with Council Member Anthony, but from what City Attorney Shah-Khan advised, if someone were to submit a written comment and decided to attend the meeting, he was under the impression that they could come and speak and then the written comment would go away because they had to submit that earlier, then Council could just forego that written comment. He advised that like Council Member Anthony stated, if someone wanted to comment in a meeting but was not sure if they could attend, they could do a written submission; however, if their schedule had changed and allowed them to come to a meeting, and wanted to forego the written submission and publicly speak. Council Member McGee inquired if that was not an option that could be worked out if they decided to do that.

City Attorney Shah-Khan advised that could not be done because Staff intended to provide Council the written comments before the meeting. He advised that if they made a decision at 6:00 p.m. to come to the meeting, Staff had already given that to Council so they could not take that comment

away because Council had already read and reviewed it. City Attorney Shah-Khan advised that was why Staff was saying if they made the choice that they were going to come and if Council did Option #2, then they could show up and submit a comment. He advised that if Council chose Option #1 and pick one, but then changed their mind, then it was impossible for Staff to take back that written comment and then he and the Clerk would say if you have all your written comments for this evening that were emailed to you, please pull them out we are going to tear out a page and then you do not need to look at that; however, if Council had already read it and took it into account, it did not really work.

Council Member James advised that she preferred Option #2. She advised that just because a written comment was submitted, a person might have more information that they wanted to add so she felt public comment should be open to allow that person to also speak.

City Attorney Shah-Khan advised that the public comments submitted in writing would not be read into the record and that would create an issue of if Council read every public comment and read them in at the meeting, it then was going to extend out your period of time. He advised that Staff was happy to do what Council felt was appropriate; however, Staff did not believe it was necessary to read those into the record.

City Attorney Shah-Khan advised that Staff would do exactly what had been done in the entire process of the remote meetings by providing Council with a copy of each and every comment received, attach any comment received to the Minutes thereby making it a part of the record. He advised that he knew some people had asked how did they know Council received it and the answer was because he sees the Clerk send every email to Council so there would be periods of time where everyone received a ton of emails that showed that they had been sent to the Council on that, but he wanted to make it clear that Staff would not read in any written submissions into the record. City Attorney Shah-Khan advised that the only people to be heard were those that actually spoke and then Council would have been given their written comments before and Staff suggested that it was 3:00 p.m. the day before so that it could be sent to Council in accordance with whatever process they decided to go with.

Council Member Anthony moved to approve Option #2 whereby a citizen could speak before Council and submit written public comments or written public hearing submissions (except for rezoning public hearing submissions – which must be in 48 hours ahead of the hearing under state law) by a 3:00 p.m. deadline the day before. Council Member James seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

City Attorney Shah-Khan advised that this would be apply to the August 10, 2021 City Council Meeting.

There being no further business, Council Member Anthony moved to adjourn the City Council Strategic Planning Meeting of June 8, 2021 at 4:15 p.m. Council Member McGee seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Bobby G. Kilgore, Mayor

Attest:

Bridgette H. Robinson, City Clerk

Minutes transcribed by Deputy City Clerk Sherry K. Hicks

CITY OF MONROE
CITY COUNCIL REGULAR MEETING
JULY 13, 2021
MINUTES

The City Council of the City of Monroe, North Carolina, met in Regular Session in the City Hall Council Chambers located at 300 West Crowell Street in Monroe, North Carolina at 6:00 p.m. on July 13, 2021 with Mayor Bobby Kilgore presiding.

Present: Mayor Bobby Kilgore, Mayor Pro Tem Marion Holloway, Council Member Surluta Anthony, Council Member Freddie Gordon, Council Member Angelia James, Council Member Lynn Keziah, Council Member Franco McGee, City Manager E.L. Faison, City Attorney S. Mujeeb Shah-Khan and City Clerk Bridgette H. Robinson.

Absent: None.

Visitors: Aaron Thomas, Ada McGee, Allison Helms Amy Hunter, Anna Albanese, Annette Greene, Ashley Britt, Astria Cox, Bill Wilson, Bob Revesz, Bob Yanacsek, Bobby Fisher, Bruce Bounds, Bryan Gilliard, Bryan Lynip, Carl Albanese, Carol Lewis, Carolina Brown, Chris Platé, Chris Summerfield, Crystal Helms, Curtis Cunningham, Cynthia Page, Cynthia Singleton, Daniel Epperson, Daniel Helms, David Morton, David Rankin, Doug Britt, Edward Bower, Ron Brown, Elouise Cummings, Elsie Mufuka, Eric Fesselmeyer, Eric Mungo, Erin Collins, Heather Epperson, Jim Davis, Joan Wilson, Joy Pate, Karen Ratliff, Katherine Walters, Kay Klaren, Kelly Byrum, Keri Mendler, Lanelle Carr, Leroy Ratliff, Lisa Stiwinter, Lisa Strickland, Lynn Matterer, Mackenzie Moser, Mary Lindsay Barber, Matt Klaren, Meg Bell, Michael Garcia, Michael Hall, Michael Patterson, Michele King, Monique Collins, Nadene Tracy, Nick Davis, Osco Gardin, Pete Hovanec, Phillip Arrington, Richard Pietrowski, Robert Heath, Ron Brown, Ron Mahle, Ron Pereira, Russ Colbath, Sarah McAllister, Selina Campbell, Sheila Crunkleton, Spencer Tracy, Susan Sganga, Susie Webb, Tamaki McGee, Tiffany Wilson, Tom Crouch, Travis Hubbard, Vanessa Quinn, Vickie Helms, W. Beatrice Colson, Wanda McGee, William Dotson and others.

Mayor Kilgore called the City Council Regular Meeting of July 13, 2021 to order at 6:00 p.m. A quorum was present.

Elizabeth Missionary Baptist Church Bishop Osco Gardin, Jr. delivered the invocation.

RECOGNITIONS

Item No. 1. Resolution Honoring Retiring Employee Aaron Henry Thomas, Jr. Council Member Anthony moved to adopt Resolution R-2021-33:

**RESOLUTION OF MONROE CITY COUNCIL
HONORING RETIRING EMPLOYEE
AARON THOMAS
R-2021-33**

WHEREAS, on the occasion of his retirement on August 1, 2021, it is fitting and proper for the City Council to express its sincere appreciation to Aaron Thomas for his loyal and dedicated service to the City of Monroe for over 32 years; and

WHEREAS, Aaron Thomas joined the City of Monroe's Water Resources Department as a Water Treatment Plant Operator I on April 12, 1990, giving him an excellent foundation to advance to the position of Water Treatment Plant Operator II on September 19, 2020; and

WHEREAS, for over 32 years, Aaron Thomas has been an exemplary employee providing quality service to both the citizens of the City of Monroe and serving as a valuable resource to fellow City employees and departments; and

WHEREAS, Aaron Thomas's work ethic and devotion to duty has been an asset for the Water Resources Department; and

WHEREAS, the City of Monroe is most grateful for the professional and personal contributions Aaron Thomas has given to the Water Resources Department and the City; and

WHEREAS, the City Council of the City of Monroe wishes to acknowledge and express its appreciation for his years of dedicated and distinguished service to the employees of the City of Monroe and their families, noting that Aaron Thomas will be missed both professionally and as a friend.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council publicly express their sincere appreciation to Aaron Thomas for his outstanding performance of duty to the City of Monroe over the past 32 years and extend very best wishes for a long and happy retirement.

BE IT FURTHER RESOLVED that this Resolution be entered upon the permanent Minutes of the City Council.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Monroe to be affixed this the 13th day of July 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

Water Resources Director Russ Colbath introduced Aaron Thomas and provided a brief background of his work history with the City of Monroe.

Mayor Kilgore recognized Mr. Thomas and presented him with a framed Resolution and watch commemorating his years of service. Mayor Kilgore extended best wishes for his retirement. Mr. Thomas expressed appreciation and stated that he had enjoyed working for the City of Monroe.

Item No. 2. Naming of Monroe Science Center.

A. Public Input. Mayor Kilgore opened the floor to receive public input.

1) Elsie Mufuka. Ms. Elsie Mufuka advised that she believed Dr. Christine Darden should be the name of the Science Center. Ms. Mufuka advised that she was a teacher and dance teacher and before obtaining several college degrees, she was a black girl in an all-white school. She advised that representation was very important to her because she remembered the first time she saw someone who looked like her and that was at a dance theater. Ms. Mufuka advised that when she saw someone like her on stage, it made her believe that she could do it too. She advised that when people saw Dr. Darden's name on the Science Center it would give others the hope that they could do great things too. Ms. Mufuka advised that having Dr. Darden's name on the Science Center would represent the melting pot of Monroe.

2) Erin Collins. Ms. Erin Collins advised that she was speaking to show her support for Dr. Darden. Ms. Collins advised that Dr. Darden was a renowned woman of science and mathematics and an inspiration to many. She advised that Dr. Darden was also one of the researchers featured in the book *Hidden Figures: The American Dream and the Untold Story of the Black Women Mathematicians Who Helped Win the Space Race*. Ms. Collins shared background history on Dr. Darden. She implored the members of Council to vote in favor of naming the new Science Center after Dr. Darden.

3) Tiffany Wilson. Ms. Tiffany Wilson advised that she was the Chair of the Community Coordination for the Local Chapter of the NAACP. Ms. Wilson presented a petition containing signatures from over 600 members in support of naming the Science Center after Dr. Darden. She advised that in March 2021, she noticed that the Science Center was generated as the Monroe Science Center. Ms. Wilson advised that she inquired as to whether or not it was ever officially named.

Ms. Wilson advised that in doing research, she found that Council had not actually voted on naming the building after Dr. Darden. In reviewing the Council Minutes, she advised that Communications and Tourism Director Pete Hovanec commented that "it was mentioned that it was not about the naming of the building." Ms. Wilson advised that she agreed 100%. She advised that it was not about the naming of the building but it was about providing an exhibit giving honor and recognizing a hometown, nationally recognized hero for mathematics and engineering.

Ms. Wilson advised that in April 2017, Council proclaimed April 22, 2017 as "Dr. Christine Darden Day." She advised that this was the first step in recognizing Dr. Darden. Ms. Wilson requested that Council take the next step and name the Science Center after Dr. Darden. She shared background information on Dr. Darden including her being the recipient of the Congressional Gold Medal as well as what she felt the qualifications were for naming the Science Center after Dr. Darden including promoting tourism.

4) Robert Heath. Mr. Robert Heath advised that Dr. Darden was not just a Monroe figure but was also a nationally known person. Mr. Heath advised that Dr. Darden had been recognized at the museum in Washington, DC and there was also a sculpture in her honor at the site. He advised that Dr. Darden graduated from Allen High School located in Asheville, North Carolina at the age of 15. Mr. Heath advised that Dr. Darden was the person within the NASA organization to lead the charge to design the sonic boom.

Mr. Heath advised that the minority community had very few things that they could point at that represented them. He advised that naming the Science Center after Dr. Darden would be one way to show that the community recognized its minority people.

5) Cynthia Singleton. Ms. Cynthia Singleton advised that she was representing the Union County Democratic Party. Ms. Singleton advised that the Union County Democratic Party had partnered with the Union County NAACP to secure signatures in support of naming the Science Center in honor of Dr. Darden. Ms. Singleton advised that background history had already been shared about Dr. Darden. She advised that there was no doubt about the brilliance of Dr. Darden and the importance of her life's work to NASA as well as the foundation what was now called STEM Programs.

Ms. Singleton advised that as a woman of color who earned an engineering degree four decades ago, she wanted to focus her comments on the critical need and impacts of naming the Science Center after Dr. Darden, an incredible Monroe legacy.

Ms. Singleton advised that currently, 20% of all engineering bachelor degrees were held by women and less than 4% were awarded to African-American, Hispanic and Native American women combined. She advised that the number was declining for African-American women. Ms. Singleton advised that a recent study by the National Society of Black Engineers and the Society of Women Engineers highlight several factors that contributed to the lack of women and minorities in engineering. She advised that the number one challenge was the lack of role models.

Ms. Singleton advised that naming the Science Center after Dr. Darden for her significant educational and professional accomplishments would tremendously underscore for Monroe students that a STEM-related career was possible and could be highly rewarding both intrinsically and extrinsically. She went on to share additional key strategies noted in these studies.

Ms. Singleton advised that she as well as many others looked forward to Monroe's next hidden figure being honored as a result of her inspired passion based on a life-changing experience at the new Christine Darden Science Center.

6) Vanessa Quinn. Ms. Vanessa Quinn advised that she felt the Science Center should be named after Dr. Darden because she made such a big accomplishment, fought through struggles and would be an inspiration for you people (especially women) to do more. Ms. Quinn advised that there were only a few buildings named after African-Americans in Union County. She advised that she felt it was more than appropriate to name the Science Center after Dr. Darden.

7) Beatrice Colson. Ms. Beatrice Colson advised that there was no reason to be here to request that the building be named after Dr. Darden. Ms. Colson dared Council Members to sit where they were now and 25 years from now have their pictures and names on something where young people will look and say that Council chose not to take advantage of the opportunity to name the Science Center after Dr. Darden. She advised that this was a missed opportunity if the Elected Officials do pass on this renaming. Ms. Colson advised that she would not speak about who Dr. Darden was as advised that she should not have to tell who Dr. Darden was because history told who she was.

8) Michael Hall. Mr. Michael Hall advised that he was in favor of naming the Science Center after Dr. Christine Darden. Mr. Hall reminded everyone that Dr. Darden went to a segregated school and she rose above situations in Monroe. He advised that Dr. Darden was a brilliant lady and had a brilliant career. Mr. Hall advised that he felt it would be a feather in Monroe's cap to name the Science Center after Dr. Darden.

9) Bryan Lynip. Mr. Bryan Lynip advised that like many others, he only heard of Dr. Darden's story because someone chose to tell her story. Mr. Lynip advised that the movie lead him to do some of his own research where he found she was one of Monroe's citizens. He advised that her story was an incredible story and was one that everyone should be proud of. Mr. Lynip advised that this was a story of incredible perseverance, Dr. Darden's unquenchable thirst for knowledge and her refusal, as Dr. King asked in his speech, to drink from the cup of bitterness. He advised that Dr. Darden's giftedness, her dogged pursuit of what interested her and incredible persistence lead to significant contributions in the area of math and science and more particularly in the area of aircraft design for supersonic speed.

Mr. Lynip advised that naming the Monroe Science Center in honor of such an accomplished person from Monroe seemed appropriate. He advised that he liked the thought that years from now, long after the movie became a distant memory, a student visiting the Science Center might be curious about its name and like himself, do a little research and be inspired by the story and tell classmates and once again, a hidden figure came into view. Mr. Lynip advised that the plaques that were erected and the buildings that were named, helped to tell stories and showcased what one thought was important so it mattered. He advised that stories told about the past reveal something about what was valued now.

10) Mary Lindsay Barber. Ms. Mary Barber advised that on behalf of the 104 members of the Union County Alumni Chapter of Delta Theta Sigma Sorority, she was sharing their enthusiastic support of a decision to name the Monroe Science Center in honor of Dr. Darden. Ms. Barber advised that Dr. Darden's contributions to advance the field of aerodynamics where women and African-Americans were grossly unrepresented made her an inspiring choice as namesake of the Science Center. She advised that this honor would serve as inspiration for generations to come. Ms. Barnes advised that this was a rare occurrence in Union County to see a woman or African-American honored in such a way. She advised that by honoring Dr. Darden, Monroe would push Union County in a positive trajectory toward an inclusive recognition of the contributions of all of the native sons and daughters.

Ms. Barber advised that in this day and time, individuals were often heard proclaiming that one should not focus on race, gender or other identities. She advised that when one ignored the identities that contributed to how one understood and experienced the world, one also avoided recognizing the importance and the opportunities and challenges one faced. Ms. Barber advised that this was important because being seen, heard and acknowledged mattered to everyone. She advised that when one did not see, hear or acknowledge specific groups, one communicated directly or indirectly that their work, experiences and contributions did not matter. Ms. Barber advised that by commemorating the contributions of Dr. Darden, Monroe will have taken a step forward to ensure that the citizens of Monroe and all who visit the Science Center knew how Monroe's native daughter had impacted the world. She advised that this would also give generations to come a stellar example of what women and African-Americans have contributed throughout society and the advancement of science. Ms. Barber advised that the hope was that Monroe continued to move the needle forward in making sure that the contributions of all of the citizens were valued and recognized.

11) Sheila Crunkleton. Ms. Sheila Crunkleton advised that she agreed with everything that had been shared about Dr. Darden. Ms. Crunkleton advised that Dr. Darden was an amazing woman she was all about honoring women. She advised that as a member of the Monroe Tourism Development Authority and understanding the importance of having destinations, she wanted to see the crazy Monroe lettering remain on the Science Center and have "Honoring Dr. Christine Mann Darden" on the side of the building.

Ms. Crunkleton advised that she had been a part of the Get Centered Campaign. She advised that the Get Centered Campaign was all about citizens putting money in the campaign. Ms. Crunkleton advised that she was ready to get the Science Center opened and had the benefit of seeing the exhibit. She advised that she knew what the exhibit was going to look like and she was excited.

Ms. Crunkleton requested for destination purposes that the Science Center be named the "Monroe Science Center Honoring Dr. Christine Mann Darden."

12) Selina Campbell. Ms. Selina Campbell advised that not only was Dr. Darden deserving of this accolade but her name would contribute to additional revenue to the City. Ms. Campbell advised that economically, it made sense to name the Science Center after Christine Darden. She advised that Dr. Darden's name would bring in additional tourism dollars which would attract extra attention to other small owned businesses. In addition to the economic benefits, Ms. Campbell advised that it was an honorable way to pay tribute to such an influential NASA engineer from the City of Monroe who had made American history. She advised that this decision would help advance and move Monroe forward in a direction of notability, economic growth and culture. Ms. Campbell advised that this opportunity could be the catalyst of change and progressive movement to a growing and diverse City and an illustration to the entire county.

13) Ron Brown. Mr. Ron Brown advised that his opinion on naming the Science Center had nothing to do with who it was named after. Mr. Brown advised that he was proud of Dr. Darden being from Monroe and the things that she went on to accomplish in her life.

Mr. Brown advised that his perspective was from the fact the he, along with his wife, were asked to chair the Get Centered Campaign to raise money for both the Science Center and the Center Theatre. He advised that this campaign was centered around asking for donations for naming possibilities at both venues whether it was a brick, a room, an exhibit or the building. Mr. Brown advised that they not only asked for donations, they put their money where their mouth was and they made a sizeable donation personally and through his company.

Mr. Brown advised that they were told when they started this that donors would not give money to a facility owned by the City. He advised that he, along with the Campaign Committee, spent many hours, days and months planning, working on brochures, videos, met with people in their homes and venues around the City and met one on one with perspective donors. Mr. Brown advised that they had a successful campaign by raising over \$2 million for the City of Monroe, the Science Center and the Center Theatre.

Mr. Brown advised that Council adopted a Naming Rights Policy along with the dollar amounts for the different levels of donations. He advised that they went out and presented the Naming Rights Policy to hundreds of people telling them that if they wanted their name on either of these two venues then they would have to make a donation whether it was for a brick paver, a room or for the building.

Mr. Brown advised that he was insulted and embarrassed to find out that Council was planning on putting someone's name on the building who did not make a donation to the Get Centered Campaign. He questioned how did he now explain to everyone that they spoke with and persuaded to donate that something they paid for was now being given away.

Mr. Brown advised that they were asked many times what the money was going to be used for. He advised that this was a very good question for someone who was donating their hard-earned money for the benefit of a public facility. Mr. Brown advised that they explained that the money would be used for programs, start-up costs and exhibits to get both facilities up and running and to help Monroe become a destination location and provide an economic stimulus to the community. He advised that they assured the donors that the City would be good stewards of that money. Mr. Brown advised that now, Council was going to waste money by taking a completed facility and reconstructing a portion of the building to change the name. He advised that this was not a good look for the Council and would cause many people, a lot of whom donated money, to be very upset and rightly so. Mr. Brown advised that Council might consider returning the donations to the donors. He advised that Staff had presented a way to honor Dr. Darden and felt this would be a great way to honor her as well and he urged Council to stick to their Policy.

14) Travis Hubbard. Mr. Travis Hubbard advised that he started the Petition to name the facility. Mr. Hubbard advised that what made Monroe special was the people. He advised that he grew up in Monroe. Mr. Hubbard advised that what he had learned from growing up in Monroe was hard work and dedication. He advised that if one worked hard, you did not have to be from a big city, you could achieve things. Mr. Hubbard advised that there were many people that came from Monroe that had achieved in all endeavors in life. He advised that Dr. Darden was one of those people.

Mr. Hubbard advised that a lot of people did not know where Monroe was but because of Dr. Darden's contributions to the nation, a lot of people knew who she was. He advised that putting her name on the building could bring the income needed to the City. Mr. Hubbard advised that he understood there were a lot of financial issues that came with this but he felt when people worked hard, the City of Monroe should congratulate people from it, especially its own. He advised that there was no amount of money that could change the hard work. Mr. Hubbard advised that as a community he felt it was a responsibility to recognize Dr. Darden.

B. Staff Update. Communications and Tourism Director Pete Hovanec advised that there were some very valid concerns raised in the naming request. Mr. Hovanec advised that one of the things he was trying to do was to maintain a compromise. He advised that keeping the Monroe name as a destination and keeping Dr. Darden's name in the facility as many said, would help attract additional tourism not just from Monroe.

Mr. Hovanec advised that one of the common themes mentioned tonight was honoring Dr. Darden. He advised that he felt that one way to honor Dr. Darden was by putting her name on the building. Mr. Hovanec advised that you did not just want to throw a name on a building. He advised that folks that came through the building needed to be educated on what Dr. Darden did, how she did it and give encouragement to future generations.

Mr. Hovanec advised that inevitably, it was in Council's hands to direct Staff how the building should be named and how it should look. He advised that there were financial implications with certain things and he noted that there would be delays in opening depending on what type of construction pieces Council liked.

Mr. Hovanec advised that he understood where Mr. Brown was coming from. He advised that Mr. Brown was compassionate and he could not say enough about Mr. and Mrs. Brown, Ms. Crunkleton and all the folks that ran the fund raising campaign. Mr. Hovanec advised that the fund raising campaign was run for Council and the folks raised over \$2 million by having meetings with people and businesses in the community for the good of the community. He advised that while Mr. Brown might have come off a little harsh, he wanted folks to know that Council was very passionate and very dedicated to the City of Monroe. Mr. Hovanec just wanted it noted that these folks did a very good job for the residents of the City.

Mr. Hovanec advised that he appreciated the other folks coming to speak about Dr. Darden. He advised that he had the pleasure of speaking with Dr. Darden, enjoyed working with her and could not wait to see what great things were going to be done. Mr. Hovanec advised that the plan was to have Dr. Darden at the Science Center when it opened and also at the Center Theatre showing the movie, have a discussion and let folks meet her.

Mr. Hovanec advised that Staff was recommending marketing the Science Center as the "Monroe Science Center" because Monroe needed to be the destination. He advised that everyone was proud of Monroe and Staff wanted to keep that so people knew where they were going. Mr. Hovanec advised that Staff also wanted to have Dr. Darden incorporated. He advised that Staff was recommending the Monroe Science Center name with the tagline Honoring Dr. Christine Mann Darden and in all of the promotional stuff and everything they did. Mr. Hovanec advised

that the letters for the Monroe Science Center were approximately three ft. tall and the letters honoring Dr. Darden would be roughly 18” to 20” in height and would be at the main entrance. He advised that the lettering was in addition to everything on the inside honoring Dr. Darden. Mr. Hovanec advised that there was a huge space dedicated for her. He advised that they were speaking with Dr. Darden about doing a voice introduction. Mr. Hovanec advised that there were also some space displays as well.

Mr. Hovanec advised that Council directed Staff. He advised that Staff was present to do what was best for the City and the residents. Mr. Hovanec advised that there was no denying Dr. Darden’s accomplishments and how fantastic she was and how the City needed to embrace that. He advised that the City was also erecting a marker at her home.

Mr. Hovanec advised that in addition to the name on the front entrance, there was also an option to have the wording for Dr. Darden on the side facing Windsor Street and Franklin Street. He advised that for him, this was just not putting the name on the building. Mr. Hovanec advised that there were going to be so many people who were going to drive by and not know who Dr. Darden was. He advised that Staff wanted to get these folks and share with them about Dr. Darden and her accomplishments. Mr. Hovanec advised that honoring Dr. Darden was a great honor. He advised that the request to name the building was not coming from Dr. Darden but was a community-driven request. He advised that he did not think there was any member on Council that was opposed to this. Mr. Hovanec advised that he felt that it was just finding the right way to honor Dr. Darden, maintain Monroe’s integrity as a destination and capital from a tourism perspective on her name.

Council Member Anthony inquired if there was still a plan to have information about Dr. Darden on the outside.

Mr. Hovanec advised that there were plans to have displays and display boards outside of the center to allow folks to learn about Dr. Darden and her accomplishments. He advised that Staff wanted to get past the naming part first. Mr. Hovanec advised that when the request was brought up to Council in April 2020, this put the project behind because Staff needed direction to move forward if there was going to be altered construction. He advised that Staff wanted to get the facility opened hopefully by the end of the year.

Council Member McGee inquired what plans were made before Staff and everyone else was asking about honoring Dr. Darden. He advised that he knew the conversation had been going on for a few years.

Mr. Hovanec advised that at the March 3, 2020 City Council Regular Meeting, folks spoke during the Public Comment Period suggesting that the Science Center be named after Dr. Darden. He advised that this was not a public hearing and there was no further discussion. Mr. Hovanec advised that at that point, Staff started putting together the interior exhibit design for what they were going to do to honor Dr. Darden. He advised that at the April 13, 2021 City Council Strategic Planning Meeting, Council Member Anthony brought the naming back up and the required public input session was scheduled for the June 8, 2021 Council Meeting. Since Council was still meeting remotely in June 2021, Mr. Hovanec advised that Council moved the public input session to

consider the naming of the Science Center to be held at the July 13, 2021 City Council Regular Meeting to allow folks to attend in person and speak.

Mr. Hovanec advised that prior to April 13, 2021, Staff did not plan any exterior naming because Staff was still operating under the Capital Campaign asking for a \$750,000 naming opportunity for the Science Center. He advised that there were a couple of inquiries along the way but nothing had transpired.

Council Member McGee inquired before any of that and understanding who Dr. Darden was, had there been any consideration in naming anything in her honor up until that point.

Mr. Hovanec reiterated that there had not been anything with regard to the naming on the outside just the exhibit on the inside.

Council Member McGee inquired if before there was some discussion about honoring Dr. Darden on the inside of the Science Center.

Mr. Hovanec confirmed yes. He advised that from the very beginning there was going to be something for Dr. Darden inside the Science Center.

City Attorney Shah-Khan clarified that there were no discussions regarding Dr. Darden until it was presented to Council at the Public Comment session in March 2020. He advised that as Mr. Hovanec had noted, Staff was very far along in the process for the interior of the Science Center and the exhibits. City Attorney Shah-Khan advised that it would be fair to say that there was not any period earlier than March 2020.

Council Member McGee inquired if there were discussions about the possibilities of naming some component of the Science Center after Dr. Darden.

Mr. Hovanec advised not specifically naming but having exhibit space dedicated to Dr. Darden inside the Science Center. He advised that Staff did not know what this was going to look like until they started getting in additional exhibits and seeing what kind of space and other things were available inside.

Council Member McGee inquired again if Staff did not have any prior discussions about naming the Science Center after Dr. Darden prior.

Mr. Hovanec advised that there was nothing official. He advised that Staff might have had conversations with different people but Staff was still operating under the financial campaign similar to the Center Theatre where someone would step up.

Council Member Anthony advised that she made a motion at the April 13, 2021 City Council Strategic Planning Meeting to name the Science Center after Dr. Darden and it was seconded by Council Member Keziah. However, she advised that following the motion, City Attorney Shah-Khan informed Council that in accordance with the Naming of Public Facilities and Lands in

Recognition of Individuals Policy, a public input session had to be held before this motion could be made therefore the motion went away.

City Attorney Shah-Khan advised that was correct. He advised that Council's naming Policy required that public input be solicited before any naming was done. City Attorney Shah-Khan advised that at the April 13, 2021 City Council Strategic Planning Meeting, Council decided not to act against the Naming Policy but rather follow the Naming Policy. He advised that after the public input session, Council had the ability to make a decision on naming, reject the naming proposal or ask for more public input.

Council Member Anthony advised that in accordance with the guidelines of the Naming Policy, the person does not have to be deceased and has to be renowned.

City Attorney Shah-Khan advised that the Naming Policy allowed with a City-approved fundraising campaign which Council approved in the past, the levels for naming opportunities of particular spaces or Center as a whole. For example, he advised that the Center Theatre was not the Dowd Center Theatre because it was the Center Theatre for a long time until a naming right's donation was made that qualified under the fund raising campaign Council had. City Attorney Shah-Khan advised that this was why Council had made changes under the Naming Policy because under the Naming Policy it did not deal with what to do when you receive a naming right's donation. He advised that as Mr. Hovanec advised, if there had been a naming right's donation that met the \$750,000 that would have been to name of the Science Center but since that had not happened, Council had the ability to go along with the current course.

Council Member Anthony inquired if the name would be on the front, both sides of the building, an exhibits inside and then something on the outside.

Mr. Hovanec confirmed that was correct if that was Council's desire. He felt that the most important signage was the front entrance so that everyone walking into the facility coming through the parking lot could see the name.

Council Member Keziah advised that as Mr. Hovanec mentioned, the focus should be on honoring Dr. Darden and not on the sides as he did not think that honored her. He advised that he would like to add a statue of Dr. Darden at the front entrance.

Mr. Hovanec advised that he would be glad to research the costs associated with a statute and bring that information back before Council.

Council Member James inquired if Staff was still going to pursue the \$750,000 for a naming right.

Mr. Hovanec advised that if Council moved forward with the proposal to rename the building to honor Dr. Darden, he did not believe the City could still pursue the \$750,000 naming rights.

C. Science Center Naming – Monroe Science Center Honoring Dr. Christine Mann Darden.

Council Member Anthony moved that the Science Center be named the Monroe Science Center Honoring Dr. Christine Mann Darden, approved the signage on the front and both sides of the

building referencing Dr. Darden and authorized Staff to move forward with researching information on the statute of Dr. Darden. Council Member James seconded the motion.

Council Member Keziah advised that the statute needed to be done.

Mr. Hovanec advised that he would research information and share it with Council.

Council Member Gordon advised that this had been going on since March 2020. He advised that no one did not recognize that this lady was an important part of the City of Monroe or that she should not be honored by her city. Council Member Gordon advised that he personally believed that the Monroe Science Center name should remain on the building simply from the standpoint of the sales, marketing, advertising and everything the City did via internet, etc. He advised that the citizens of Monroe were the ones who had supported the project with their tax money. Council Member Gordon advised that he did not have a problem with the honoring part of Dr. Darden. He expressed appreciation to those who spoke in support of honoring of Dr. Darden as well as the efforts of the Get Centered Campaign team.

The motion that the Science Center be named the Monroe Science Center Honoring Dr. Christine Mann Darden, approved signage on the front and both sides of the building referencing Dr. Darden and authorization for Staff to move forward with researching information on the statute of Dr. Darden passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

Mr. Hovanec advised that there were also finances that needed to be discussed.

Council Member Keziah advised that the costs would be covered.

Said Petition is hereby incorporated as a part of these Minutes as “Exhibit A.”

Item No. 3. Public Comment Period.

A. Bob Yanacsek. Mr. Bob Yanacsek advised that an item on Council’s Regular Agenda was the recommendations from the Citizens Appointment Committee to various Committees. Mr. Yanacsek advised that the appointments to the Planning Board were important as the City was moving forward with what he believed was 7,000 unbuilt housing units over the next year or so. He advised that the Public Safety Committee was as equally important as the Planning Board. Mr. Yanacsek advised that as these developments moved forward, the Public Service Department would be under a great strain and he felt it would be wise to fill the Public Safety Committee with the full nine members instead of leaving one seat empty.

Mr. Yanacsek felt that whatever personal bias or conflict there was with the decision to fill a position should be set aside. He advised that as an Officer of 30 years, he ensured that if he had

any bias he kept that in check. Mr. Yanacsek reiterated his desire to see the position on the Public Safety Committee filled tonight.

B. Bishop Osco Gardin, Jr. Bishop Osco Gardin, Jr. thanked Council for their support to his non-profit, Elizabeth Baptist Church and Union County government in the months of March and April 2021 where they distributed almost 9,000 boxes of food to persons in the City and County. Bishop Gardin advised that his non-profit program was STEM Program and funded by the United States Department of Education. He advised that he worked with 60 students and two target schools (Monroe High School and Forest Hills High School). Bishop Gardin advised that his non-profit did not discriminate nor did they limit their support to just those two target schools. He advised that they actually worked with students from about seven or eight high schools throughout the County.

CONSENT AGENDA

Written background information was provided in advance in the Council Agenda Packet for each item on the Consent Agenda. One motion and vote was taken, which included approval of all items on the Consent Agenda.

Item No. 4. Call for Public Hearings to be Held August 10, 2021.

A. Zoning Map Amendment Request to Rezone Properties Located Along N. Charlotte Avenue (Tax Parcel #s 09-268-020 and 09-268-021A) from Residential-Low Density (R-20) to General Business (GB) and Text Amendment Request to Amend Code of Ordinances – Title XV: Land Usage, Chapter 156: Zoning Code, Section 156.106 titled “Official Zoning Map.” Planning and Development Director Lisa Stiwinter advised by memorandum that Staff had received zoning map and text amendment requests to rezone the properties located along N. Charlotte Avenue (Tax Parcel #s 09-268-020 and 09-268-021A) from Residential-Low Density (R-20) to General Business (GB).”

Ms. Stiwinter advised that it was the recommendation of Staff that Council call for the required public hearing to be held on August 10, 2021 at 6:00 p.m. to consider these requests.

Council Member Anthony moved to call for a public hearing to be held on August 10, 2021 at 6:00 p.m. to consider these requests. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

B. Zoning Map Amendment Request to Rezone Property Located Along W. Roosevelt Boulevard (Tax Parcel # 09-264-003-01) from Conditional District (CD) “Monroe Crossing” to Conditional District (CD) “Monroe Crossing Amendment IV” and Text Amendment Request to Amend Code of Ordinances – Title XV: Land Usage, Chapter 156: Zoning Code,

Section 156.106 titled “Official Zoning Map” and Section 156.98 titled “Conditional Districts Established.” Planning and Development Director Lisa Stiwinter advised by memorandum that Staff had received zoning map and text amendment requests to rezone the properties located along W. Roosevelt Boulevard (Tax Parcel # 09-264-003-01) from Conditional District (CD) “Monroe Crossing” to Conditional District (CD) “Monroe Crossing Amendment IV.” Ms. Stiwinter advised that the rezoning was being requested in order to develop an outparcel.

Ms. Stiwinter advised that it was the recommendation of Staff that Council call for the required public hearing to be held on August 10, 2021 at 6:00 p.m. to consider these requests.

Council Member Anthony moved to call for a public hearing to be held on August 10, 2021 at 6:00 p.m. to consider these requests. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

C. Zoning Map Amendment Request to Rezone Properties Located Along E. Roosevelt Boulevard (Tax Parcel #s 09-121-002A and Portion of Parcel 09-121-004) from General Business (GB) to Conditional District (CD) “Willoughby Park” and Text Amendment Request to Amend Code of Ordinances – Title XV: Land Usage, Chapter 156: Zoning Code, Section 156.106 titled “Official Zoning Map” and Section 156.98 titled “Conditional Districts Established.” Planning and Development Director Lisa Stiwinter advised by memorandum that Staff had received zoning map and text amendment requests to rezone the properties located along E. Roosevelt Boulevard (Tax Parcel #s 09-121-002A and Portion of Parcel 09-121-004) from General Business (GB) to Conditional District (CD) “Willoughby Park.” Ms. Stiwinter advised that the rezoning was being requested in order to develop 84 single-family homes.

Ms. Stiwinter advised that it was the recommendation of Staff that Council call for the required public hearing to be held on August 10, 2021 at 6:00 p.m. to consider these requests.

Council Member Anthony moved to call for a public hearing to be held on August 10, 2021 at 6:00 p.m. to consider these requests. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

Item No. 5. Minutes and Reports.

A. Financial Reports for May 2021. Financial reports for May 2021 were received as information by Council.

B. Minutes of Board of Adjustment Meeting of April 22, 2021. Minutes of the Board of Adjustment Meeting of April 22, 2021 were received as information by Council.

C. Minutes of Citizens Appointment Committee Meeting of May 10, 2021. Minutes of the Citizens Appointment Committee Meeting of May 10, 2021 were received as information by Council.

D. Minutes of Monroe Tourism Development Authority Meeting of April 8, 2021. Minutes of the Monroe Tourism Development Authority Meeting of April 8, 2021 were received as information by Council.

E. Minutes of Planning Board Meeting of June 2, 2021 (Draft). Minutes of the Planning Board Meeting of June 2, 2021 (draft) were received as information by Council.

F. Summary of Contracts Awarded, Change Orders Approved and City Manager's Settlement of Claims. City Manager E.L. Faison reported by memorandum the award of contracts pursuant to Ordinance O-2001-17, Change Orders (CO) approved pursuant to Resolution R-2000-76 and the settlement of claims pursuant to Ordinance O-2018-50:

Date	Name	Purpose	Fiscal Impact	
			Fund	Amount
05/28/2021	Chain Reaction Studios	Creative media production for Solid Waste and Downtown	Downtown	\$20,700
05/28/2021	Lucian Krant, DBA SRK Fence	Miscellaneous/emergency fence repairs at Parks and Recreation facilities	Parks and Recreation	*\$4,000
05/28/2021	Transformer Maintenance and Service, Inc.	Testing the ATI Metals Facility transformer	Energy Services	\$6,595
06/08/2021	Donnie Gay Landscaping (CO #1)	Code Enforcement Public Health Nuisance abatement	Code Enforcement	\$15,000
06/08/2021	H.M. Kern (CO# 12)	Monroe Science Center	Downtown	\$44,951
06/08/2021	Charlotte Crane	Provide equipment and operators to lift and set equipment as needed	Energy Services	*\$4,999
06/08/2021	Weed Control, Inc.	Weed control services to the City's electrical substations on a periodic and routine basis	Energy Services	*\$4,999
06/08/2021	Union-Anson County Habitat for Humanity	Habitat for Humanity Infrastructure Heritage Christian Way	Planning and Development	\$22,500
06/08/2021	Partners Lawn and Landscaping	Provide grounds and maintenance and weed control services for all of the City's electric distribution substations	Energy Services	\$5,000
06/11/2021	Monroe UC Community	Fair Housing/Affordable Housing Compliance East	Planning and Development	*\$4,995

Date	Name	Purpose	Fiscal Impact	
			Fund	Amount
	Development Corporation	Village (NC Opportunity Zone Area)		
06/11/2021	A-1 Purser Fence Company	Install a fence enclosing the airplane at the Monroe Science Center	Communications and Tourism	\$14,286
06/15/2021	Striping Concepts	Pavement striping at Winchester Community Center & Monroe Country Club	Parks and Recreation	*\$3,225
06/16/2021	Union Mechanical Services, Inc. (CO #1)	Substation Batter Room HVAC Installation and troubleshooting	Energy Services	\$6,340
06/16/2021	Charles Underwood (CO #2)	Rebuild, reassembly and installation of the raw water Pump #2	Water Resources	\$21,000
06/16/2021	Envirowaste Service Group	Sanitary Sewer Main Inspections	Water Resources	\$37,711
06/16/2021	Outlook Flooring	Remove existing old carpet in multiple office and install new carpet tile in the Planning Department	Planning and Development	\$5,377
06/16/2021	NC Fire Chief Consulting	Conduct analysis and provide a report on the Fire Station locations for the City of Monroe Fire Department	Fire	\$22,896
06/16/2021	LandDesign, Inc.	Provide preliminary due diligence and site planning service for the City of Monroe's Winchester Redevelopment	Economic Development	\$10,000
06/16/2021	LandDesign, Inc.	Provide conceptual architectural design services	Economic Development	\$8,000
06/16/2021	Utility Engineering, Inc. (CO #1)	ATI Metals New Facility Substation	Energy Services	\$8,500
06/16/2021	ENERCO Energy Services, Inc.	Wood pole inspections	Energy Services	\$20,000
06/24/2021	Monroe UC Community Development Corporation	Asphalt repairs for handicapped accessible parking – Fair housing	Planning and Development	\$19,440
06/24/2021	Resolve Environmental Services (CO #1)	Phase I and Phase II Environmental Assessment's at Winchester Redevelopment Site	Economic Development	\$10,125
06/24/2021	American Refueler Equipment (CO #1)	Rebuild the gear box for the 5K Jet-A fuel Truck	Airport	*\$778
06/24/2021	Talbert, Bright & Ellington	Runway 05/23 Approach Obstruction Removal	Airport	\$71,510

Date	Name	Purpose	Fiscal Impact	
			Fund	Amount
06/28/2021	CLD Services, Inc.	Electric meter accuracy testing	Energy Services	\$20,000
06/28/2021	Thermal Techniques, LLC	Perform infrared scanning services on the electric distribution system	Energy Services	*\$4,999
06/28/2021	AWP, Inc.	Provide traffic control and flagging	Energy Services	*\$4,999
06/28/2021	Lester Kemp Melton	Electric power line right of way brush clearing	Energy Services	\$40,000
06/28/2021	Randall Supply (CO #1)	Rebuild of Lake Lee Pump Station	Water Resources	*\$4,249
*Approved by Department Director			Total	\$467,174

There were no settlement of claims. This item was for informational purposes only; therefore, no action was required from Council.

Item No. 6. North Carolina Main Street Annual Agreement. Downtown Director Matthew Black advised by memorandum that prior to Fiscal Year 2021-2022, all designated Main Street and Small Town Main Streets were now required to sign a Memorandum of Understanding with North Carolina Main Street (NCMS). Mr. Black advised that the Agreement outlined the requirements and benefits of being designated a Main Street Community. He advised that the requirements were basic best practices for operating a Main Street program and broadly followed the National Main Street Accreditation standards. Mr. Black advised that the benefits section outlined partnership, training, technical assistance, network, funding, resource, economic impact and recognition benefits offered to Main Street communities. He advised that the menu of services document outlined training and education, strategic planning, downtown management, and grants and funding services that the City's team provided. Mr. Black advised that there was no additional financial obligation associated with the signing of the Agreement.

Mr. Black advised that Monroe had been a designated community since 1998 and had signed an annual Agreement with NCMS since 2015.

Mr. Black advised that it was the recommendation of Staff that Council authorize the Downtown Director and the City Manager sign the North Carolina Main Street Designation Annual Agreement.

Council Member Anthony moved to authorize the Downtown Director and the City Manager to sign the North Carolina Main Street Designation Annual Agreement. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 7. North Carolina Rural Infrastructure Authority Grant Award for MBP Acquisition, LLC d/b/a Hamilton Drywall Products. Economic Development Executive

Director Chris Platé advised by memorandum that in 2020, as part of a comprehensive economic development incentive package developed by Monroe-Union County Economic Development, MBP Acquisition, LLC d/b/a Hamilton Drywall Products was awarded \$250,000 in grant funds from the State of North Carolina Rural Infrastructure Authority. Mr. Platé advised that MBP Acquisition, LLC d/b/a Hamilton Drywall Products had committed to create 31 jobs by October 2022 and a targeted new investment of \$4,500,000 while reusing a 98,000 sq. ft. building located at 6090 Willis Way in Monroe, North Carolina (previously addressed as 6029 Stitt Street).

Mr. Platé advised that Staff presented this matter to the General Services Committee on June 17, 2021. However, due to the lack of a quorum, he advised that the General Services Committee Chair recommended moving this matter forward for Council approval under the Consent section of the July 13, 2021 City Council Regular Meeting Agenda.

Mr. Platé advised that it was the recommendation of Staff that Council approve the acceptance of these funds, authorize the Mayor to execute the Local Government Agreement, Loan Agreement and Promissory Note and to adopt a Budget Amendment appropriating the funds.

A. Grant Funds Acceptance. Council Member Anthony moved to accept the \$250,000 in grant funds from the State of North Carolina Rural Infrastructure Authority. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

B. Mayor to Execute Documents. Council Member Anthony moved to authorize the Mayor to execute the Local Government Agreement, Loan Agreement and Promissory Note with regard to the North Carolina Rural Infrastructure Authority Grant Award for MBP Acquisition, LLC d/b/a Hamilton Drywall Products. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

C. Budget Amendment. Council Member Anthony moved to adopt Budget Amendment BA-2021-15:

**BUDGET AMENDMENT
BA-2021-15**

1. Amendment necessary to designate and appropriate funds for a North Carolina Rural Center Authority Economic Development Grant for MBP Acquisition, LLC d/b/a Hamilton Drywall Products.

General Fund:

Revenues:

Restricted Intergovernmental Revenues	\$250,000
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Expenditures:

Economic and Physical Development	\$250,000
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Adopted this 13th day of July, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

Item No. 8. Resolution Approving Lease of City Property Located at Charlotte-Monroe Executive Airport to Aerowood Aviation, LLC and Granting Authorization to City Manager to Execute Documents. Charlotte-Monroe Executive Airport Director Peter Cevallos advised that at the June 8, 2021 City Council Regular Meeting, Council adopted a Budget Amendment approving additional funds to complete the Quonset Hangar Reactivation which authorized Staff to make improvements to the hangar so that it could be made available for lease. Mr. Cevallos advised that in that previous request packet, a lease with Aerowood Aviation for the hangar office space was described; however, the lease still required the statutory 30-day notice before Council could approve it.

Mr. Cevallos advised that the notice requirement had been fulfilled. He advised that Staff was now formally requesting approval of a lease between the City and Aerowood Aviation to lease the Quonset Hangar office space at the lease rate of \$5 per sq. ft. per year as prescribed by the City's Fees Schedule. Mr. Cevallos advised that the lease term was for ten years and there was a three percent increase at the five-year point. He advised that the lease would generate an annual rent of \$17,910. Mr. Cevallos advised that the City would re-coup its investment in reactivating the office space in eight years. He advised that Aerowood Aviation would pay for the Quonset Hangar's utilities and they would also continue to maintain the lease on the office space in the terminal building utilizing it for the administration of the Charter Jet Transport charter operation.

Mr. Cevallos advised that Staff presented this matter to the Charlotte-Monroe Executive Airport Commission on May 10, 2021 and the General Services Committee Meeting of June 17, 2021.

Mr. Cevallos advised that it was the recommendation of the General Services Committee, the Charlotte-Monroe Executive Airport Commission and Staff that Council adopt a Resolution approving a ten-year lease with Aerowood Aviation for the two-story office space in the Quonset Hangar and authorizing the City Manager to sign the lease agreement.

Council Member Anthony moved to adopt Resolution R-2021-51:

**RESOLUTION APPROVING LEASE OF CITY PROPERTY
LOCATED AT CHARLOTTE-MONROE EXECUTIVE AIRPORT
TO AEROWOOD AVIATION, LLC
AND GRANTING AUTHORIZATION TO CITY MANAGER
TO EXECUTE DOCUMENTS
R-2021-51**

WHEREAS, the City of Monroe owns the improved real property located at 1650 Aviation Drive at the Charlotte-Monroe Executive Airport, in Monroe, North Carolina; and

WHEREAS, pursuant to North Carolina General Statute § 63-53, the City intends to enter into a lease agreement with Aerowood Aviation, LLC to lease the office space located in the hangar situated on the property beginning July 15, 2021 for a period of ten years; and

WHEREAS, the City Council has determined that the subject property will not be needed by the City for the term of the lease; and

WHEREAS, in consideration of said lease, Aerowood Aviation, LLC will pay \$17,910 in annual rent with a three percent increase at year five in order to operate a flight school on the premises; and

WHEREAS, North Carolina General Statute §160A-272 authorizes the City to enter into leases of up to ten years upon resolution of the City Council adopted at a regular meeting after 30 days public notice; and

WHEREAS, the required notice has been published and the City Council is convened in a regular meeting.

NOW, THEREFORE, BE IT RESOLVED, that the Monroe City Council hereby approves lease of the City property described above to Aerowood Aviation, LLC for a period of ten years beginning July 15, 2021 under the terms and conditions contained in the lease and authorizes the City Manager to execute any and all necessary documents.

This Resolution is effective on the date of its adoption.

Adopted this 13th day of July, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

Item No. 9. Storm Drainage Improvements Project for Fiscal Year 2021. Engineering Director Sarah McAllister advised by memorandum that when the Oak Hill Drive Improvement project was closed in October 2019, remaining funds in the amount of \$129,320 were placed into a project account for Storm Drainage Improvements (SU2001) to hire a private stormwater utility contractor to address several outstanding stormwater work orders. Ms. McAllister advised that beginning in Fiscal Year 2021, \$100,000 was allocated annually towards the Storm Drainage Improvement Project. She advised that the current available funds for the Storm Drainage Improvement Project was \$229,320.

Ms. McAllister advised that Staff was proposing the following projects to be completed by a private stormwater utility contractor:

Street	Improvements
200 block of West Phifer Street	The existing drainage system in the 200 block of West Phifer Street is undersized. The proposed drainage improvements include: – Remove the existing double 24” RCP and single 36” RCP in front of 202 West Phifer Street and replace with triple 36” RCP. – Remove the existing 18” RCP along West Phifer Street from 206 West Phifer Street to 210 West Phifer Street and replace with 18” HDPE.
3101 Patriot Drive	The proposed drainage improvements include installing an additional 36” RCP beside an existing 36” RCP under Patriot Drive to address house flooding.

Ms. McAllister advised that on April 8, 2021, Staff notified 15 contractors prequalified with the North Carolina Department of Transportation (NCDOT) in the relevant work codes about the Fiscal Year 2021 Storm Drainage Improvement projects.

Ms. McAllister advised that on April 30, 2021, only one bid was submitted by Union Environmental & Site Service, LLC in the amount of \$251,958.30 with a Disadvantaged Business Enterprise (DBE) percentage of 100. She advised that the engineer’s estimate for the project was \$200,000. Ms. McAllister advised that a contingency of \$20,000 was recommended to cover possible change orders during the course of the work. She advised that the contract stipulated a construction period of 150 days with liquidated damages occurring at a rate of \$500 per day thereafter. Ms. McAllister advised that sufficient funds were budgeted to cover all the work.

Because budgeted funds were available and based on the Mayoral Committee Principles dated November 19, 2019, Ms. McAllister advised that the contract award was coming directly to Council without a Committee recommendation.

Ms. McAllister advised that it was the recommendation of Staff that Council award the Fiscal Year 2021 Storm Drainage Improvements Project contract to Union Environmental & Site Service, LLC in the amount of \$251,958.30, approve a contingency amount of \$20,000 to cover possible Change Orders during the course of the storm drainage work and authorize the City Manager to execute the Contract and any future Change Orders within the contingency funds related to the projects.

A. Award of Contract to Union Environmental & Site Service, LLC. Council Member Anthony moved to award the Fiscal Year 2021 Storm Drainage Improvements contract to Union Environmental & Site Service, LLC in the amount of \$251,958.30. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore

NAYS: None

B. Contingency Allowance. Council Member Anthony moved to approve a contingency allowance of \$20,000 to cover possible Change Orders during the course of the storm drainage work. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

C. City Manager to Execute Documents. Council Member Anthony moved to authorize the City Manager to execute the Fiscal Year 2021 Storm Drainage Improvements contract with Union Environmental & Site Service, LLC and any future Change Orders within the contingency funds related to the projects. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 10. Tax Releases for May 2021. Finance Director Lisa Strickland advised by memorandum that the refunds and releases of taxes pursuant to North Carolina General Statute §105-381 for May 2021 were \$194.56. Ms. Strickland advised that the releases were created by a change or reduction in value for the City of Monroe by the Union County Tax Assessor.

Ms. Strickland advised that the Union County Commissioners had previously approved these releases and Staff was now requesting that Council approve the tax releases for May 2021 in the amount of \$194.56.

Council Member Anthony moved to approve tax refunds and/or releases for May 2021 in the amount of \$194.56. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 11. Water Resources Track Excavator. Water Resources Director Russ Colbath advised by memorandum that budgeted funds were available in the Fiscal Year 2022 Budget to replace a 2004 model track excavator in the Water Resources Construction Division that had reached the end of its useful life. Mr. Colbath advised that the City garage concurred with the replacement of this equipment.

Mr. Colbath advised that the Water Resources Department was dependent on track excavators to perform a wide variety of water and sewer construction and maintenance projects. He advised that having reliable equipment of this type was essential to the success of Water Resources' projects and emergency response to utility issues.

Mr. Colbath advised that the Water Resources Staff worked with the City's Purchasing Staff to find the best procurement strategy for this important purchase. Based on all considerations, he advised that the Sourcewell Cooperative Purchasing was selected for buying this excavator. Mr. Colbath advised that use of Sourcewell Cooperative Purchasing complied with applicable competitive bidding requirements without the expense of a formal bid solicitation and provides efficient delivery of vehicles and equipment. He advised that the City was a member of the Sourcewell Cooperative Purchasing.

Based on the proposal obtained from Sourcewell, which met all City specifications, Staff recommended that Council approve the award of the purchase of a Kubota KX0804S2R3A track excavator with all applicable quoted features to Brooks Sales, Inc. in the amount of \$97,413.95 through Sourcewell's Cooperative Purchasing program and authorize the City Manager to execute any and all documents.

Because budgeted funds were available and based on the Mayoral Committee Principals dated November 19, 2019, Mr. Colbath advised that the contract award was coming directly to Council without a Committee recommendation.

A. Award of Contract to Brooks Sales, Inc. through Sourcewell Cooperative Purchasing Program. Council Member Anthony moved to award the contract for a track excavator for the Water Resources Department – Construction Division to Brooks Sales, Inc. through the Sourcewell Cooperative Purchasing Program in the amount of \$97,413.95. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

B. City Manager to Execute Documents. Council Member Anthony moved to authorize the City Manager to execute any and all necessary documents with regard to the track excavator contract with Brooks Sales, Inc. through Sourcewell Cooperative Purchasing Program. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

REGULAR AGENDA

Item No. 12. Request to Table Public Hearing for Consideration of Level IV Economic Development Incentive Grant to Confidential Company for Project Millwork to City Council Regular Meeting of August 10, 2021. Assistant Economic Development Director Ron Mahle advised that at the June 8, 2021 City Council Regular Meeting, Council approved a call to hold a public hearing on July 13, 2021 to consider a Level IV Economic Incentive Grant to Confidential

Company for Project Millwork. Mr. Mahle advised that since the approved public hearing, Staff and the prospective company have determined the need for additional time to work out the details of project and the incentive.

Mr. Mahle advised that Staff was requesting that Council table the public hearing to consider a Level IV Economic Incentive Grant to Project Millwork to the August 10, 2021 City Council Regular Meeting.

A. Tabled to August 10, 2021 City Council Regular Meeting. Council Member Anthony moved to table the public hearing to consider a Level IV Economic Incentive Grant to Confidential Company for Project Millwork to the City Council Regular Meeting of August 10, 2021. Council Member McGee seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

Item No. 13. Annexation and Zoning Map/Text Amendment Requests for Property Containing 125.272 Acres Located Along Helms Short Cut Road (Tax Parcels # 09-289-001) to be Rezoned from Union County RA-40 to Conditional District “Cody Downs.”

A. Public Hearing. Mayor Kilgore opened the duly advertised public hearing.

Planner Keri Mendler advised that this was annexation, zoning text and zoning map amendment requests by Carolina Development, LLC for the property located off Helms Short Cut Road (Tax Parcel ID# 09-289-001) to rezone the property from Residential (RA-40) to Conditional District (CD) “Cody Downs” in order to develop 319 single-family lots. Ms. Mendler advised that the total area of the project was 125.3 acres with 57.3 acres or 45.7% of that left as common open space. She advised that the density of this project was 2.54 units per acre. Ms. Mendler advised that the property was currently located in Union County with an RA-40 zoning designation, which allowed one unit per acre with a 40,000 sq. ft. minimum lot size.

Insofar as area characteristics, Ms. Mendler advised that existing land uses included vacant and Single-Family detached lots. She advised that zoning districts included RA-40 (Residential, County)/R-20 (Residential, City).

With regard to density and dimensional standards, Ms. Mendler advised that the minimum lot size was 6,000 sq. ft. with an average lot size of 7,504 sq. ft.

Ms. Mendler advised that the project was required to provide at least 12.5% open space which would equal 15.66 acres. She advised that the total area of open space provided was 57.3 acres or 45.7%. Ms. Mendler advised that the open space also included a pool, clubhouse, pickle ball courts, playground, picnic areas and walking trails throughout the site. She advised that a total of 3.3 acres or 5.8% of the open space was located with the flood plain.

Ms. Mendler advised that all blue line streams on the site had been provided with a 50 ft. buffer on both sides.

Ms. Mendler advised that street trees would be provided at a rate of one per 50 ft. and all single-family lots would have at least two yard trees. She advised that a 25-ft. landscaped buffer would also be provided along Helms Short Cut Road on both sides and a 20-ft. landscaped buffer was being provided around the perimeter of the project.

With regard to sidewalk, Ms. Mendler advised that five ft. wide sidewalks would be provided along both sides of the roads throughout the development. She advised that a five ft. wide sidewalk would also be provided along both sides of the development along Helms Short Cut Road.

With regard to transportation, Ms. Mendler advised that the development would have two full movement entrances along Helms Short Cut Road. She advised that the access points would line up across from each other for both sections of the project. Ms. Mendler advised that each access point would have opposing left turn lanes to enter the development. She advised that a Traffic Impact Analysis (TIA) was completed for this development. Ms. Mendler advised that TIA required the construction of a left turn lane on Lancaster Avenue to turn left onto Plyler Mill Road.

With regard to elevations, Ms. Mendler advised that the developer was proposing the minimum heated floor area for the one-story homes would be 1,200 sq. ft. while the two-story homes would be 1,600 sq. ft. She advised that the proposed exterior building materials would include fiber cement, stone, stucco or brick and vinyl would only be utilized for trim work. Ms. Mendler advised that a minimum of 25% of the front facade would be stone, stucco or brick.

In discussing parking, Ms. Mendler advised that each home would have a two-car garage. She advised that all front load garages would have carriage-style trim and/or hardware that mimicked carriage-style doors. Ms. Mendler advised that the driveways would be able to accommodate at least four vehicles.

Ms. Mendler advised that this development fell within the following school districts: Prospect Elementary; Parkwood Middle; and, Parkwood High. She advised that Union County Public Schools advised that they did not currently anticipate that this development would present an adverse impact on school enrollments.

With regard to public notification, Ms. Mendler advised that applicant held a neighborhood meeting on December 16, 2021 via Zoom with the option to attend in person at Eagle Engineering's office. She advised that there were approximately seven individuals in attendance at the meeting. Ms. Mendler advised that a rezoning and annexation notification signs were posted on the property on July 1, 2021 and an official rezoning notification letter was sent to the adjacent property owners located within 150 ft. ten days prior to the public hearing.

Ms. Mendler advised that the northern portion of this property was located within the Rural Character area while the southern portion of the property was not located within the City's Future Land Use Planning area. She advised that if the southern portion of the property was in the City's Future Land Use planning area, it would likely have the same character designation of Rural. Ms.

Mendler advised that the Rural area included mostly residential land uses and abundant open space. While homes might be widely separated with larger lots, she advised that cluster developments or conservation-based subdivisions that set aside large areas for permanent open space were appropriate to minimize environmental impacts and disruption of the landscape. Ms. Mender advised that the intent of this character area was to maintain rural character. She advised that large suburban-style subdivisions with small lots and limited common open space should be discouraged. Ms. Mendler advised that the density for rural residential was one to two units per acre. She advised that this project was not consistent with the Future Land Use Plan as the density was 2.54 units per acres. Ms. Mendler advised that Staff was of the opinion the proposed project was not reasonable or in the public interest.

Ms. Mendler advised that Staff presented this matter to the Planning Board on June 2, 2021.

Ms. Mendler advised that it was the recommendation of the Planning Board and Staff that Council deny this request.

Council Member Anthony inquired how many residents attended the neighborhood meeting via Zoom.

Ms. Mendler advised that there were approximately seven individuals total and she believed they all attended via Zoom.

An unidentified member of the audience indicated that she attended the meeting in person.

With regard to the notification letters that were mailed out to the adjoining property owners, Council Member Anthony inquired what, if any, responses were received.

Ms. Mendler advised that she received a number of phone calls shortly after the rezoning and annexation signs were posted on the property. She advised that most of the individuals expressed concerns for the project due to the number of lots being proposed in the Rural area.

Council Member Anthony asked for clarification if the project was not consistent with the Future Land Use Plan.

Ms. Mendler advised that the proposed project was not consistent with the Future Land Use Plan due to the density. She advised that the northern portion was located in the Rural Character Area which allowed one to two units per acres. Ms. Mendler advised that the southern portion was not located in the Future Land Use Plan; however, if it were to be, it would likely have the Rural Character designation as well.

Council Member Anthony inquired if one of the reasons that the project was not in compliance was due to the high density.

Ms. Mendler advised that was correct as the density was over the allowed one to two units per acre.

Dr. Edward Bower advised that he was recruited to come to Union County in 1977 when he was leaving the United States Army. Dr. Bower advised that he was recruited to begin a surgery practice in Monroe to help Union Memorial Hospital survive. He advised that he and his wife chose the Styx neighborhood to live in because of the large wooded lots and the wildlife with its surrounding quiet. Dr. Bower advised that this was the perfect peaceful retreat from the world. He advised that the commute to the hospital took only a few minutes. Dr. Bower advised that Helms Short Cut was mostly farms, homes and large lots. He advised that it was exactly the community they had always wished for.

Dr. Bower advised that now, a developer had destroyed all the trees and natural growth along Helms Short Cut. He advised that they had seen their community impacted in many ways. Dr. Bower advised that the once abundant wildlife had dramatically decreased. He advised that the streets in their development were flooded with muddy water when it rained. Dr. Bower advised that Beaver Creek which flowed and was part of the Monroe water sewer system was now muddy. He advised that with all of their community losses, they were told to expect 319 new homes, 900 new people and 600 more cars on roads that could not support them. Dr. Bower advised that this was not something that they were willing to accept and requested that Council not allow the proposal to pass.

Dr. Bower advised that last week Hurricane Elsie came to Union County and brought a brief period of heavy rain. He shared pictures of the flooding that fell on land that was being prepared for the 319 new homes that came across to their area. Dr. Bower advised that there were no mud silt fences to protect the runoff and all of the dirt would wash into the creek which would eventually get into Lake Lee.

Mr. Daniel Epperson strongly requested that Council deny the annexation and rezoning requests. Mr. Epperson advised that it was going to be tremendously impactful as the project would increase traffic dramatically. He advised that the population density for the area was completely inconsistent with what was being proposed.

Mr. Epperson advised that as a former homebuilder the issues as far as lot size and proximity to neighbors tended to poor neighborhoods and for quality of life for people surrounding the neighborhoods as well as those who inhabited those neighborhoods.

Mr. Michael Garcia advised that he was a new resident of Monroe. Mr. Garcia advised that he and his wife moved to the area because they found it to be peaceful, tranquil, loved the people and the food. He advised that when they moved here they fell in love with the vibe where you could have your space and relax after a long day at work.

Mr. Garcia advised that he was a licensed realtor and he advised that everyone he dealt with was looking for this as well. He advised that to take this away by adding so many homes really took away everything that he had worked for and it scared him. Mr. Garcia advised that he came to listen and understand the project and had not planned to speak but felt it was his duty to request Council to consider the information.

Mr. Garcia advised that the road was too small and with this project, an entire street system would have to be developed because of one development. He requested that Council imagine their homes being completely changed because someone else wanted to make money. Mr. Garcia advised that he was all for progression, looked forward to development, thought it was great and helped bring people to the community but did not support overpopulating an area. He reiterated his request that the project be denied.

Ms. Nadene Tracy advised that the proposed development abutted her home. Ms. Tracy advised that the development would put four homes directly behind her house. She advised that her family was strongly opposed to the annexation and zoning requests.

Ms. Tracy advised that they purchased their home because of the country life. She advised that the land behind them had always been used for farmland. Ms. Tracy advised that trees were cut down previously but never had the stumps removed. She advised that the trees had quickly recovered because some of the land had been used as a tree farm. Ms. Tracy advised that she was fine with that as it maintained the natural wildlife in the area. She advised that they had a certain way of life and those in opposition of this project had chosen to live in the country.

Ms. Tracy advised that she was also concerned about the ecological impact. She advised that as shown in the pictures shared by Dr. Bower, she had never seen that much mud come through her neighborhood before and she had lived through very massive rain systems that had come through.

Ms. Tracy advised that they were used to being on their back deck listening to the wildlife.

Ms. Tracy advised that her biggest concern was the traffic. She advised that the presentation indicated that a left turn lane would be required coming off of Lancaster Avenue to go onto Plyler Mill Road. She advised that it took her approximately seven minutes to work. Ms. Tracy advised that trying to go from Plyler Mill Road onto Lancaster Avenue in the other direction and there were more than three or four cars in front of her in the morning, it added a significant amount of time if trying to turn left onto Lancaster. She advised that she could not imagine 600 cars being factored in. Ms. Tracey strongly urged Council to deny the requests.

Ms. Astria Cox advised that she was in opposition of the project. Ms. Cox advised that she purchased her home because it was in the country. She requested that Council deny these request.

Mayor Kilgore advised that there were others signed up to speak and he would continue with those following comments by the applicant.

Mr. Matt Kirchner of Eagle Engineering advised that the property owner had leased the property to a farmer. Mr. Kirchner advised that it was the farmer who was preparing the fields to plant his crops. He advised that one-third of the area had already been planted with soybeans as soon as the next season came up there would be corn. Mr. Kirchner advised that everything in all the photos displayed by Dr. Bower had nothing to do with the development. He advised that the trees being removed had nothing to do with the developer or the development. Mr. Kirchner reiterated that the current property owner had leased his property to farmer.

Mr. Kirchner advised that the extra runoff the residents were seeing had nothing to do with the development. He advised that the development would control the water, treat, it, detain it and discharge it out. Mr. Kirchner advised that the color of the water in the photos was not muddy water but rather brown water.

Mr. Kirchner advised that he heard the concerns of the neighbors and went through the Styx Subdivision following the rain event. He advised that he met with Ron Pereira at his home and talked through some of the concerns he had. Mr. Kirchner advised that there were no silks left on the road and that meant the water was brown water and was not muddy water coming through and having colored water was a natural occurrence. He advised that there was no erosion coming off the farmland. Mr. Kirchner advised that the water naturally drained that way and the water would continue to drain.

Mr. Kirchner advised that he had multiple community meetings and met with a lot of the community next door to answer questions. He advised that he had met with some of the Council Members. Mr. Kirchner requested that this matter be postponed for at least 30 days to allow him time to circle back and meet with residents again to see if he could work to find a good compromise of what they were looking for and add additions to the project. He advised that he had doubled the normal required distance for community meetings. Mr. Kirchner felt that he needed to go farther out in the area to meet with residents as they were more spread out.

Mr. Kirchner advised that he had a lot of changes were made with buffers with over 50% being left as open space. He advised that there was two miles of trails included in the proposed project. Mr. Kirchner advised that perhaps they could make it better.

Council Member Anthony inquired of Mr. Kirchner how long he had been working on this project.

Mr. Kirchner advised that the most time-consuming part had been the TIA. He advised that they had been working on the project since December 2020.

Council Member Anthony advised that he had ample time to meet with the people in the community and evidently, he had not done his due diligence.

Council Member Anthony advised that she was going to suggest that he now be allowed more time.

Council Member Keziah advised that he agreed.

Mr. Kirchner advised that he met with the residents of the Styx Subdivision and Council could check with them to confirm.

Council Member Anthony inquired of the audience members if they had met about this development.

Unidentified persons in attendance responded in the negative.

Mr. Kirchner inquired if Council Member Anthony would specifically inquire of the residents of the Styx Subdivision if meetings were held.

There were multiple inaudible comments from the audience.

Mr. Kirchner advised that he personally met with folks in that area multiple times and the concerns they mentioned (buffer along the side, berm, natural trails) had been met as best they could be. He advised that there were folks outside of the 300 ft. area that he did not meet with and would like to opportunity to expand the area and hold another in-person neighborhood meeting.

Council Member Anthony advised that respectfully, Council was hearing two different stories and the majority of the people were saying something completely different than his. She advised that the biggest problem was the density and the developer had not met the conditions of the Petition.

Mayor Kilgore recognized Council Member Keziah who had indicated he wished to speak.

City Attorney Shah-Khan advised that as the Mayor indicated earlier, there were other folks signed up to speak from the public following Mr. Kirchner. He advised that he felt that Council Member Keziah was ready to move towards taking action. City Attorney Shah-Khan advised that Council could keep the public hearing open but Council Member Keziah's desire to take action would close the public hearing.

Council Member Anthony moved to close the public hearing. Council Member Keziah seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

B. Action – Petition Did Not Meet Requirements of North Carolina General Statute 160A-31. Council Member Anthony moved that the Petition did not meet the requirements of North Carolina General Statute 160A-31. Council Member Keziah seconded the motion.

Mr. Kirchner advised that he was confused and did not understand why he could not withdraw his Petition. He advised that Council was working so fast and he was just trying to ask a question.

City Attorney Shah-Khan advised that there was a motion that dealt with the annexation that denies the Petition. He advised that the individual had the ability before Council voted to withdraw the entire Petition. City Attorney Shah-Khan advised that withdrawal would mean that the entire project was gone and he could only come back by paying the appropriate fee and going through the entire process again. He advised that the individual could with the Petition or Council could act on the motion. City Attorney Shah-Khan advised that it was up to Council what they preferred. He advised that either way the same thing would happen. City Attorney Shah-Khan advised that if Council denied the annexation the matter would end. He advised that if the individual withdrew the application, it ended.

C. Action – Withdrawal of Petition Requesting Annexation. Mr. Kirchner advised that he was officially withdrawing the Petition for annexation.

City Attorney Shah-Khan advised that the Petition had been withdrawn before Council voted on the motion; therefore, there was no action to be voted upon and the development was dead.

Item No. 14. Level IV-MAGNET100 Economic Development Incentive Grant to Collins Aerospace for Project BLU.

A. Public Hearing. Mayor Kilgore opened the duly advertised public hearing.

Economic Development and Aviation Executive Director Chris Platé advised that this was a request to consider a Level IV-MAGNET100 Economic Development Incentive Grant in an amount not-to-exceed \$1,500,000 for Collins Aerospace for Project BLU.

Mr. Platé advised that the City of Monroe followed a general set of guidelines for incentives when recruiting new firms or helping existing industries expand within the City. He advised that every project was unique and there were occasions when the capital investment strategy of the company required the guidelines to be modified to successfully win the investment. Mr. Platé advised that some examples of those items could include: the company might have phased investments over a period of time; the overall amount of the investments; the company belongs to a specific targeted sector for the City; or, the speed of the depreciation of the assets.

Mr. Platé reiterated that every project was unique and any one of these examples could affect the City's strategy on how to ensure that Monroe had the highest chance of success to bring the project to the community.

Mr. Platé advised that over the last two years, Staff had been discussing corporate investment strategies with several companies in attempt to craft options to lure projects. He advised that one result of those discussions was a new incentive concept that would create a competitive advantage for the Monroe community for companies with certain characteristics such as: the company had a larger domestic or global footprint with multiple facilities – (movement of capital, consolidations, etc.); companies that provided several products to a market (each product had different opportunities for investment); companies with research and development programs (need for new machinery and equipment or new facilities as these products go from prototype to full productions); and, even, new prospective companies looking to establish a new location (their project could have several phases of investment that ramps up in the initial five to ten years).

Mr. Platé advised that companies like this typically had a strategic plan for their investments related to enhanced capacities or new facilities, but the scope and/or financial detail around those investments (their “line-of-sight”) was unclear for a variety of reasons (could be: new technologies, inflation of materials, interest rates, government legislation, changes in market trends, etc.) As a result, he advised that to best position Monroe, Staff developed the MAGNET100 Grant.

Mr. Platé advised that MAGNET100 was designed to serve these niche of projects that he previously described. He advised that this was an economic development incentive that created what was being called a “competitive gravity” that would draw projects into Monroe from other locations that a company might be considering, particularly if there was a consolidation of something else in the future for them.

Mr. Platé advised that this competitive gravity was created by incentivizing: investments the company had on their horizon that had a definitive range of capital, but did not have the full scope for those projects yet (still being engineered, equipment was being designed, etc.); R&D projects that need a home for their scaled up production; or, projects that needed to move extremely quick to serve the market.

Mr. Platé advised that another benefit for the company was that the MAGNET100 grant made it easier for a company to administer their obligations than with a series of overlapping incentive contracts. He advised that Staff was trying to ensure that they were a place that was known as business-friendly and easy to work with.

In discussing how the MAGNET100 was constructed, Mr. Platé advised that while creating a competitive advantage over the rivals, the MAGNET100 was actually very simple. He advised that Staff was basically taking the existing LEVEL IV Grant, which was a five-year grant awarded for one project and stacking ten of these grants together in one agreement. Mr. Platé advised that the result was the MAGNET100 Grant recognized ten years of investment (investment window) and administered incentive payments for 14 years (payment period).

Mr. Platé advised that this was also a performance-based grant. He advised that the company must meet certain thresholds to stay within the program. Mr. Platé advised that the company must meet all their investment obligations and be in good standing with the City in all areas prior to receiving any grant dollars.

Mr. Platé advised that to qualify, a company must meet some considerable investment thresholds: in the first three years, they must have invested \$30 million; by year seven, that investment must have met or surpassed \$50 million; and, the total investment captured had a ceiling of \$100 million over the overall 10 years of the investment window.

Mr. Platé advised that if the company did not meet the first threshold for whatever reason, but had exceeded the minimum investment under the current incentive guidelines, they would revert back to a standard five-year grant for the appropriate Level that they qualified for. He shared an example that if the company only achieved \$25 million, they would fall back to a Level III grant with the associated grant factor and they would only receive five years of grant payments.

Mr. Platé advised that if the company has achieved the \$30 million mark by year three, but did not meet the second threshold of \$50 million by year seven, then they would have received the five years of incentive payments to that point and the grant would terminate at that time. Therefore, he advised that City would have only paid grant payments for five years just like a standard Level IV Grant.

Mr. Platé advised that by having these built-in required thresholds, it also encouraged the company to continue investing in Monroe versus other locations to maximize their benefits. He advised that the real beauty of the MAGNET100 was it generated a higher return-on-investment for the City than a standard Grant. Mr. Platé advised that due to the costs associated with the project remaining relatively constant, the investment continually increases.

Given the background and the explanation of the MAGNET100 Grant, Mr. Platé advised that Collins Aerospace was a leader in aerospace globally and supplied a wide variety of products to every commercial aircraft and many military platforms. He advised that since 2004, they had been a cornerstone company in the aerospace cluster. Mr. Platé advised that the company's Monroe location had been the hub for their North American maintenance, repair and overhaul (MRO) work for commercial and military aircraft. He advised that they had seen continuous success in the community and as a result, made significant investments over these 16 years. Mr. Platé advised that the company had just completed their most recent project, Project CRESTONE, which had a capital investment of approximately \$30 million.

Mr. Platé advised that Collins Aerospace was bringing forth a potential project that could further solidify Monroe and Union County as a center of excellence for the company. He advised that the investment could entail several projects over the next decade that would consist of expanding existing capabilities and broaden their offerings of aerospace products. Mr. Platé advised that the company was considering a series of investments that would qualify for the MAGNET100 Grant, with an initial capital investment of \$30 million over the next three years, beginning in this calendar year (2021). He advised that the investment associated with this project would be placed in Monroe's City limits.

Mr. Platé advised that the capital investment would initially be \$30,000,000 and job creation could be an additional 50 full-time positions. He pointed out that job creation was not a condition of the Grant.

Mr. Platé advised that Staff and the company have been discussing this scenario periodically over the last several years. He advised that as part of the company's due diligence, they have indicated that incentives were a very important factor for the project's ultimate location and any final decision would not occur until after the public hearings tonight by the City of Monroe and the Union County Board of Commissioners on July 19, 2021.

Mr. Platé advised that this was a competitive situation between Monroe/Union County and other locations the company had in North America.

Mr. Platé advised that Staff was requesting approval of a Level IV-MAGNET100 Economic Development Incentive Grant in an amount not to exceed \$1,500,000 over 14 years based upon the Union County Tax Office's appraised value each year on the company's anticipated investment of at least \$30,000,000 in building improvements, machinery and equipment. He advised that based on this investment and the anticipated depreciation, while holding all other factors constant, the company would pay estimated ad valorem taxes on this investment of approximately \$2,800,000 over the same 14-year grant period. Mr. Platé advised that actual tax revenue to the

City would be based on the current annual tax rate applied to the assessed value of the investment each year after depreciation.

Mr. Platé advised that a Cost Benefit Analysis was performed on every project. He advised that this told for every dollar invested by the City of Monroe, there would be a return. Mr. Platé advised that typically, those numbers fell within 2.0. to 3.0 to 1.0. He advised that for every dollar put in, the City would regain \$2 or \$3. Mr. Platé advised that this would be a 200% to 300% return on investment.

Mr. Platé advised that this project would generate \$6.26 for every dollar generated on the 14-year grant period. He advised that over the life of the project this would be a 14.9 to 1 ratio.

Mr. Platé advised that Staff presented this matter to the Monroe-Union County Economic Development Board of Advisors on July 13, 2021.

Mr. Platé advised that it was the recommendation of the Monroe-Union County Economic Development Board of Advisors and Staff that Council adopt a Resolution awarding a Level IV-MAGNET100 performance-based, economic development incentive grant to Collins Aerospace specifically to the subsidiary known as Goodrich for Project BLU in an amount not to exceed \$1,500,000 to help secure this \$30+ million investment, authorizing the City's Legal Staff to develop the Incentive Grant Agreement and authorizing the Mayor to execute the completed Incentive Grant Agreement.

Council Member Anthony inquired what Union County's grant award was proposed to be.

Mr. Platé advised that they were proposing \$1.7 million.

Monroe MRO/Mechanical Systems General Manager Mary DeStaffan advised that being a part of this community was important to the company. Ms. DeStaffan advised that they had identified this place as an area that they wanted to bring investment.

There being no other speakers, Mayor Kilgore closed the public hearing.

B. Action – Resolution Awarding Incentive Grant. Council Member Keziah moved to adopt Resolution R-2021-55:

**RESOLUTION OF MONROE CITY COUNCIL
TO AWARD LEVEL IV-MAGNET100
ECONOMIC DEVELOPMENT INCENTIVE GRANT TO
COLLINS AEROSPACE FOR PROJECT BLU
R-2021-55**

WHEREAS, the City of Monroe has adopted an Economic Development Grant Program, hereinafter "Program"; and,

WHEREAS, Collins Aerospace aka Project BLU, has duly applied for a Level IV-MAGNET100 Economic Development Incentive Grant under said program; and,

WHEREAS, a public hearing was conducted by the City Council on July 13, 2021 at which hearing testimony was given by Monroe-Union County Economic Development Executive Director, Chris Platé and a company representative; and,

WHEREAS, the proposed investment for this project is anticipated to be in a range from a minimum of \$50,000,000 to a maximum of \$100,000,000; and,

WHEREAS, the City Council makes the following findings with respect to said application:

1. All facilities, if Monroe is the selected location, are proposed to be built and/or improved by the applicant on property currently within the corporate limits of the City of Monroe.
2. The applicant will be the principal employer of persons with respect to the grant application under the Program.
3. The applicant is a manufacturing business, which will have a minimum new investment of \$2,000,000 in new taxable machinery, equipment, and building improvements which qualifies them for an economic development incentive grant.
4. The applicant for must meet a cumulative investment threshold of \$30 million in the first three years of the investment window and \$50 million by the seventh year.
5. If the applicant fails to meet the thresholds, then the LEVEL 4-MAGNET100 would revert to the appropriate qualifying grant LEVEL.
6. No other grant from the Program has been awarded to the applicant for this project.
7. The applicant is not in the retail or the construction trade.
8. That the applicant meets all other applicable requirements of the Grant Program set forth by the City Council.

WHEREAS, based on the above findings and other documentation in the file, the City Council concludes that the applicant qualifies for a Level IV-MAGNET100 Grant under the Program for an amount not to exceed One Million Five-Hundred Thousand Dollars (\$1,500,000.00) paid over a fourteen-year grant period, beginning in Fiscal Year 2023. With qualification for the grant established and the economic benefits accrued to the City in the form of new employment, increased tax base and increased City utility revenues, the grant application should be approved subject to compliance with the Program and subject to appropriation; and,

WHEREAS, the City of Monroe anticipates entering into an Economic Incentive Grant Agreement with Collins Aerospace aka Project BLU, if Monroe is the selected location and pursuant to the City of Monroe Economic Development Incentive Grant Policy.

NOW THEREFORE BE IT RESOLVED THAT the grant application of Collins Aerospace aka Project BLU, for a Level IV-MAGNET100 Grant be approved subject to compliance with the requirements and provisions of the Program and subject to appropriation. Staff is hereby authorized to negotiate the Economic Development Incentive Grant Agreement and the Mayor is hereby authorized to execute on behalf of the City the Economic Development Incentive Grant Agreement with Collins Aerospace aka Project BLU under the terms stated above and pursuant to the City of Monroe Economic Development Incentive Grant Policy.

Adopted this 13th day of July, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 15. Abandon Unnamed Right-of-Way off Waverly Drive.

A. Public Hearing. Mayor Kilgore opened the duly advertised public hearing.

Engineering Director Sarah McAllister advised that Staff received a request from Phillip Hines with Eagle Engineering on behalf of Carolina Development Services to abandon approximately 237 linear feet of a 60-ft. wide unopened, unnamed right-of-way from the western right-of-way of Waverly Drive to the eastern property line of Carolina Realty & Investment. Ms. McAllister advised that Carolina Development Services had acquired Tax Parcel 09-286-061 which included the unopened right-of-way and were planning a residential subdivision on a portion of the parcel. She advised that all adjacent property owners had signed a petition in favor of the abandonment.

Ms. McAllister advised that as part of the City's review process, the request had been routed directly to City Departments as well as the City's Technical Review Committee via CityView. She advised that comments received advised that there were existing gas and water utilities within the existing 60-ft. right-of-way. As part of the abandonment process, she advised that a 20-ft. wide General Public Utility Easement would need to be retained over both the gas line and the water line in keeping with North Carolina General Statute 160A-299 until such time that the lines were either re-located and/or abandoned and new easement(s) recorded. Ms. McAllister advised that the current fee of \$1,040 for the abandonment process had been paid by Carolina Development Services.

Ms. McAllister advised that in compliance with North Carolina General Statute 160A-299, *Procedure for Permanently Closing Streets and Alleys*, the following actions were completed by Staff: copy of the Resolution of Intent has been sent by Certified Mail to adjoining property owners; street was posted in two places along the right-of-way; and, Resolution of Intent was published once a week for four consecutive weeks prior to the public hearing.

Ms. McAllister advised that Staff presented this matter to the Public Enterprise Committee on May 18, 2021.

Ms. McAllister advised that it was the recommendation of the Public Enterprise Committee and Staff that Council adopt a Resolution closing and abandoning the unnamed right-of-way for a distance of approximately 237 linear feet from the western right-of-way for Waverly Drive to the eastern property lines of parcels 09286152 and 09286153.

Mayor Kilgore inquired if Staff received any comments on this request.

Ms. McAllister advised that Staff did receive phone calls in favor of the request.

There being no other speakers, Mayor Kilgore closed the public hearing.

B. Action – Resolution to Abandon. Council Member Anthony moved to adopt Resolution R-2021-53:

**RESOLUTION TO ABANDON
UNNAMED RIGHT-OF-WAY LOCATED OFF WAVERLY DRIVE
FROM WESTERN RIGHT-OF-WAY OF WAVERLY DRIVE TO
EASTERN PROPERTY LINES OF PARCELS 09286152 AND 09286153
R-2021-53**

WHEREAS, on the 8th day of June, 2021, the City Council of the City of Monroe directed the City Clerk to publish the Resolution of Intent of the City Council to consider abandoning the hereinafter described unnamed right-of-way located off Waverly Drive being a 60-foot wide right-of-way starting at the western right-of-way of Waverly Drive (Waverly Drive having a 60-foot right-of-way as shown on a plat in Plat Cabinet C, File 24), and extending west to the eastern property lines of parcels 09286152 (deed recorded in Record Book 7334, Page 81) and 09286153 (deed recorded in Record Book 7163, Page 618) for a distance of about 237 linear feet in length as shown on the recorded plat in Plat Cabinet C, File 24 in the Union County Register of Deeds in a newspaper authorized to publish legal ads in the City of Monroe as required by statute, such resolution advising to the public that a public hearing would be conducted on the question at the City of Monroe Council Meeting on July 13, 2021 at 6:00 pm; and,

WHEREAS, the City Council on the 8th day of June, 2021, ordered the City Clerk to notify all persons owning property adjoining the unnamed right-of-way located off Waverly Drive, beginning at the eastern right-of-way of Waverly Drive and extending to the eastern property lines of parcels 09286152 and 09286153 for a distance of 237 +/- feet as shown on the county tax records, by registered or certified mail, enclosing with such notification a copy of the Resolution of Intent; and,

WHEREAS, the City Clerk has advised the City Council that she caused the Resolution of Intent to be published once a week for four consecutive weeks prior to the hearing and that she sent a letter to each adjoining property owner advising them of the day, time, and place of the meeting, enclosing a copy of the Resolution of Intent, and advising said abutting property owners that the question as to abandoning the unnamed right-of-way beginning at the western right-of-way of Waverly Drive and extending to the eastern property lines of parcels 09286152 and 09286153 for a distance of 237 +/- feet, as shown by the county tax records would be acted upon, said letters have been sent by registered or certified mail; and,

WHEREAS, the City Clerk has advised the City Council that adequate notices were posted in at least two places on the applicable street as required by G.S. 160A-299; and,

WHEREAS, a full and complete consideration of the matter was given in the public hearing held on the 13th day of July, 2021 after having granted a full and complete opportunity for all interested persons to appear and register any objections that they might have; and,

WHEREAS, it now appears to the satisfaction of the City Council that the abandoning of said unnamed right-of-way is not contrary to the public interest, and that no individual property, either adjoining the unnamed right-of-way or in the vicinity of said unnamed right-of-way or in the subdivision in which said unnamed right-of-way is located, will, as a result of said abandoning, be thereby deprived of a reasonable means of ingress and egress to his property.

NOW, THEREFORE, the unnamed right-of-way, being a 60-foot wide right-of-way, beginning at the western right-of-way of Waverly Drive (Waverly Drive having a 60- foot right-of-way as shown on a plat in Plat Cabinet C, File 24) and extending west to the eastern property lines of parcels 09286152 owned by Mr. Michael Henderson and Ms. Kimberly Jones (deed recorded in Record Book 7334, Page 81) and 09286153 owned by Ms. Eleanor McGinnis (deed recorded in Record Book 7163, Page 618) for a distance of 237 +/- feet as shown on the recorded plat in Plat Cabinet C, File 24 in the Union County Register of Deeds is hereby ordered abandoned, pursuant to NCGS 160A-299 save and except any and all public and private utility easements existing at the time of this action, and all right, title, and interest that may be vested in the public to said area for street purposes is hereby terminated with title vesting as provided in 160A-299(c).

The City Clerk is hereby ordered and directed to file in the Office of the Register of Deeds of Union County a certified copy of this Resolution and order.

Upon motion duly made by Council Member Anthony, duly seconded by Mayor Pro Tem Holloway, the above Resolution was duly adopted by the City Council at a meeting held on July 13, 2021 in the City of Monroe Council Chambers.

Upon call for a vote, the following Council Members voted in the affirmative: Council Member Anthony, Council Member Gordon, Council Member James, Council Member Keziah, Council Member McGee, Mayor Pro Tem Holloway and Mayor Kilgore

And the following Council Members voted in the negative: None.

Adopted this 13th day of July 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

Item No. 16. Annexation Request for Property Containing 20.795 Acres (Tax Parcel #08-303-006) and Zoning Map/Text Amendment Requests for Property Totaling 33.15 Acres Located Along N. Rocky River Road/Lacee Paige Road and Monroe Expressway (Tax Parcels #s 08-303-005, 08-303-005-A, 08-303-005- B and 08-303-006) to be Rezoned from City of Monroe R-40 and Union County RA-40 to Conditional District “Rocky River Crossing.”

A. Public Hearing. Mayor Kilgore opened the duly advertised public hearing.

Senior Planner Doug Britt advised that this was annexation, zoning map and zoning text amendment requests by Liquid Management, LLC for the properties located along N. Rocky River Road/Lacee Paige Road and the Monroe Expressway (Tax Parcel #s 08-303-005, 08-303-005-A, 08-303-005-B and 08-303-006). Mr. Britt advised that the total area of the project was 33.15 acres with 8.15 acres (29.6%) of open space. He advised that the properties were currently zoned City of Monroe R-40 and Union County RA-40 (Residential Low Density). Mr. Britt advised that Tax Parcel # 08-303-006 was 20.795 acres and was one of the parcels within the request, which happened to be bisected by the Monroe Expressway. He advised that the developer was requesting

to annex and rezone the entire parcel, but for calculation purposes, only the portion of the parcel (14.856 acres) south of the Monroe Expressway was included within the development proposal.

Mr. Britt advised that the applicant was requesting an annexation and Conditional District rezoning in order to develop 360 market-rate apartments, a 150-room hotel and a 90,000 sq. ft. climate-controlled storage facility. He advised that the total area of the project was 33.15 acres with 8.15 acres of open space.

Mr. Britt advised that the Conditional District rezoning process was a voluntary process with mutually agreed upon conditions by the applicant and the City. He advised that a Conditional District rezoning was a site-specific rezoning that carried its own set of requirements.

Mr. Britt advised that the subject properties were zoned City of Monroe R-40 and Union County RA-40 (Residential Low Density). He advised that the R-40 Zoning District consisted of 40,000 sq. ft. lots with an allowable density of one unit per acre.

In reviewing the site plan, Mr. Britt advised that as shared earlier, the applicant was requesting to develop 360 market-rate apartments. He advised that this would be 15 buildings with 24 units per building. Mr. Britt advised that the project was required to provide at least 50% of open space per the multi-family section of the Ordinance. He advised that this would equate to 13.77. Mr. Britt advised that the project was required to provide at least 50% of open space per the Ordinance for multi-family projects, which equaled 13.77 acres. As part of the Conditional District, he advised that the applicant was requesting to provide 8.15 acres or 29.6%. Mr. Britt advised that the applicant was providing a clubhouse with an exercise room, dog park and swimming pool.

With regard to landscaping and buffering, Mr. Britt advised that the Ordinance required the multi-family portion of the project provide a 50 ft. landscaped buffer in order to screen the project from adjoining land uses. He advised that the applicant had provided a landscape plan that included a mixture of large maturing deciduous trees, small maturing deciduous trees and evergreen trees in order to satisfy the intent and spirit of the Ordinance. Mr. Britt advised that the applicant would be required to provide a streetscape buffer along Lacee Paige Road as well as parking lot landscaping as required by the Ordinance. He advised the buffer was not required adjacent to the hotel nor the storage facility.

Mr. Britt advised that there was one stream located on the site and would be required to have a 50 ft. undisturbed stream buffer on both sides as required by the Ordinance.

Mr. Britt advised that the applicant would be required to provide stormwater management to treat the stormwater runoff for the project. He advised that the stormwater would be evaluated and reviewed at the building permit stage of the process if approved by Council.

Mr. Britt advised that the project had a total of 876 parking spaces on the site. He advised that of the 876 spaces, 656 spaces were devoted to the apartments. Mr. Britt advised that of the 656 spaces, 52 spaces were covered garages that were available to rent. He advised that the project would have 220 spaces for the commercial uses. Mr. Britt advised that the commercial uses were a combination between the storage facility and the 150-room hotel.

Mr. Britt advised that this project did require a Traffic Impact Analysis (TIA) to be conducted. He advised that the TIA was reviewed by both the City's Engineering Department and the North Carolina Department of Transportation (NCDOT). He advised that the required transportation improvements for the project for N. Rocky River Road and Lacee Paige Road were as follows: northbound right-turn lane along N. Rocky River Road at Lacee Paige Road; and, southbound left-turn lane along N. Rocky River Road at Lacee Paige Road.

Mr. Britt advised that the project was located off N. Rocky River Road/Lacee Paige Road, which was maintained by the North Carolina Department of Transportation (NCDOT). Since this was a multifamily and commercial project, he advised that there would not be any publicly maintained streets within the project. Mr. Britt advised that the owner(s) would maintain all private drive aisles and parking areas within the project. He advised that the City of Monroe would not have any street maintenance responsibilities within the development.

Mr. Britt advised that the developer was proposing to install an eight ft. sidewalk along Lacee Paige Road as required by City Ordinances. He advised that the applicant was providing internal sidewalks throughout the site to provide a neighborhood environment.

Mr. Britt advised that the project fell within the following school districts: Porter Ridge Elementary; Porter Ridge Middle; and, Porter Ridge High. He advised that according to Union County Public Schools (UCPS), although the current schools were within capacity, the volume of planned residential construction in this area could force the need for a large-scale student reassignment or a large capital expenditure for new schools.

With regard to elevations, Mr. Britt advised that the exterior building materials for the proposed project would consist of fiber cement, stucco and stone/brick. He advised that vinyl might be utilized for eaves, soffits and windows. Mr. Britt advised that the minimum heated sq. ft. for the one-bedroom units would be 727 and the minimum heated sq. ft. for the two-bedroom units would be 1,148. He advised that there were no three-bedroom units proposed for this project.

Mr. Britt advised that the Land Development Plan indicated this area was located in a Regional Mixed-Use Center. He advised that these Centers were usually large-scale, measuring one mile in diameter that represented approximately a 20-minute walking distance. Mr. Britt advised that these Centers were master-planned areas that were built in phases with a mix of non-residential, residential and civic uses. He advised that it was likely that Regional Mixed-Use Centers would support the most intense concentrations of retail, employment, high-density residential and other mixed uses. Mr. Britt advised that these areas typically located near major highways to ensure ease of access for longer trips. He advised that there was no cap on the density. Mr. Britt advised that the proposed project was at 13.08 units per acre.

Mr. Britt advised that Planning Staff was of the opinion the development pattern of a mixed-use development with multifamily residential development at this location was consistent with the Land Development Plan at 13.08 units per acre and was a reasonable use due to the project being located within a Regional Mixed-Use Center.

With regard to public notification, Mr. Britt advised that the following notification actions had been taken: applicant held a neighborhood meeting on February 18, 2021 via Zoom with approximately seven to ten people on the call; ten days prior to the public hearing, Staff posted a rezoning notification sign and sent an official rezoning notification letter to 25 property owners located within 150 ft.

Mr. Britt advised that Staff presented this matter to the Planning Board on June 2, 2021.

Mr. Britt advised that it was the recommendation of the Planning Board and Staff that Council approve this matter.

Council Member Anthony inquired if there was a playground proposed for the children.

Mr. Britt advised that there was a pool being proposed. He advised that the applicant was present to address any questions, but he felt in the grand scheme of things, adding a playground would not be very much; however, this would be up to the developer to make that decision.

Council Member Anthony advised that the land to the north was not a part of the project but was part of the parcel. She inquired if Staff was aware of any future plans for this area.

Mr. Britt advised that there was no identified use at this time. He advised that if down the road there was a development opportunity, since this was all part of a Conditional District, that property would have to come before Council for consideration since it was part of this Conditional District.

Council Member Anthony inquired if the applicant would be required to maintain the land.

Mr. Britt advised that the land was wooded and would not require a lot of maintenance.

Council Member Anthony inquired what hotel chain would be coming.

Mr. Britt advised that information had not been shared with Staff.

Council Member Anthony inquired if this would be a negative impact on the Porter Ridge Schools.

Mr. Britt advised that Staff routed all projects through UCPS. He advised that the City of Monroe, Union County and Indian Trail all played a part with projects that fell within the Porter Ridge Schools and Piedmont Schools. Mr. Britt advised that based on the amount of projects that were planned for Porter Ridge right now, UCPS advised that the volume of planning residential construction in this area could force the need for a large-scale student reassignment or a large capital expenditure for new schools.

Mr. Tom Crouch with Liquid Management, LLC advised that this project was within a high-density node and was consistent with the high-density in the area. Mr. Crouch advised that there would be a playground along with a dog park, open grass areas and the pools.

There being no other speakers, Mayor Kilgore closed the public hearing.

B. Action – Petition Meets Requirements of North Carolina General Statute 160A-31.

Council Member Keziah moved that the Petition met the requirements of North Carolina General Statute 160A-31. Council Member McGee seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

C. Action – Ordinance to Extend Corporate Limits. Council Member Keziah moved to adopt Ordinance O-2021-36:

**ORDINANCE TO EXTEND CORPORATE LIMITS OF
CITY OF MONROE, NORTH CAROLINA
O-2021-36**

WHEREAS, the City Council has been petitioned under G.S. 160A-31 to annex the area described below; and

WHEREAS, the City Council has by resolution directed the City Clerk to investigate the sufficiency of the petition; and

WHEREAS, the City Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at the City Hall Council Chambers at 6:00 p.m. on July 13, 2021, after due notice by publication on July 3, 2021 and July 10, 2021; and

WHEREAS, the City Council finds that the petition meets the requirements of G.S. 160A-31; and

WHEREAS, the City Council further finds that the petition has been signed by all the owners of real property in the area who are required by law to sign; and

WHEREAS, the City Council further finds that the petition is otherwise valid, and that the public health, safety and welfare of the City of Monroe and of the area proposed for annexation will be best served by annexing the area described.

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

Section 1. By virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made part of the City of Monroe as of July 13, 2021:

ANNEXATION DESCRIPTION

**LEGAL DESCRIPTION OF 20.795 ACRES
CONSISTING OF TAX PARCEL 08-303-006,
THE PROPERTY OF MARY ANN SHEPLEY,
MEGAN E. RICHARDSON, DAVID T. RICHARDSON AND
PHILIP C. PULASKI COLLECTIVELY CALLED
ROCKY RIVER CROSSING**

Being in North Carolina, Union County, Goose Creek Township and being more particularly described as follows:

Tract 1

BEGINNING at a new 1/2-inch iron rebar, said rebar being the corner of now or formerly the Decorative Creations, Inc. property recorded in Record Book 1277, Page 627 in the Union County Register of Deeds, a common corner with now or formerly the Department of Transportation property recorded in Record Book 6526, Page 417 in the Union County Register of Deeds, and a common corner with now or formerly the North Carolina Department of Transportation Turnpike Authority property recorded in Record Book 7222, Page 470 in the Union County Register of Deeds, and said rebar being on the existing City of Monroe city limits line as found in the annexation ordinance recorded in Record Book 1103, Page 864 in the Union County Register of Deeds: thence leaving the existing City of Monroe city limits line and with the said North Carolina Department of Transportation Turnpike Authority property and along Rocky River Rd (SR 1514) two (2) calls as follows: 1) N 18° 43' 38" W, 94.73 feet to a NCDOT right-of-way disk; 2) N 16° 30' 15" E, 146.63 feet to a NCDOT right-of-way disk, said NCDOT right-of-way disk having North Carolina State Plane coordinates of North: 480,856.42 feet and East: 1,523,704.03 feet and tied to the North American Datum 83/2011; thence continuing along the said North Carolina Department of Transportation Turnpike Authority property and along the Monroe Expressway (US 74 By-Pass) four (4) calls as follows: 1) N 83° 26' 39" E, 184.33 feet to a NCDOT right-of-way disk; 2) with a curve to the right having a radius of 1,098.48 feet, an arc length of 749.95 feet and a chord bearing and distance of S 79° 59' 00" E, 735.47 feet to a new 1/2-inch iron rebar; 3) S 61° 30' 9" E, 211.95 feet to a NCDOT right-of-way disk; 4) S 55° 11' 29" E, 254.45 feet to a new 1/2-inch iron rebar on the western line of now or formerly the NC Department of Transportation property recorded in Record Book 6456, Page 320 in the Union County Register of Deeds; thence leaving the Monroe Expressway (US 74 By-Pass) and with the said NC Department of Transportation property S 24° 23' 41" W, 245.59 feet to an existing bent axle, the northern most corner of now or formerly the Ravi Pasupula and wife Gayatri Marella and Satish Maraju and wife Kavitha Maraju property recorded in Record Book 7418, Page 788 in the Union County Register of Deeds; thence with the said Pasupula and Maraju property S 25° 24' 55" W, 311.58 feet to an existing leaf spring, the corner of now or formerly Liquid Management, LLC property recorded in Record Book 7918, Page 98 in the Union County Register of Deeds and said leaf spring being on the existing City of Monroe city limits line as found in the annexation ordinance recorded in Record Book 1103, Page 864 in the Union County Register of Deeds; thence with the said existing City of Monroe city limits line and with the said Liquid Management, LLC property and with now or formerly the Randy Morelli & wife Kalleen Morelli property recorded in Record Book 5296, Page 142 in the Union County Register of Deeds and with now or formerly the Decorative Creations, Inc. property recorded in Record Book 1277, Page 627 in the Union County Register of Deeds N 59° 47' 25" W, 1,248.17 feet to the **POINT AND PLACE OF BEGINNING** and containing 14.856 acres more or less as shown on a plat entitled "Annexation Boundary for the City of Monroe The Property of: Mary Ann Shepley, David T. Richardson, Megan E. Richardson & Phillip C. Pulaski" prepared by Eagle Engineering, Inc. (Russell L. Whitehurst, PLS) and dated March 29, 2021, last revised May 14, 2021.

Tract 2

BEGINNING at the western most corner of Tract 1 above, at a new 1/2-inch iron rebar on the southern side of the Monroe Expressway (US 74 By-Pass), said rebar being the corner of now or formerly the North Carolina Department of Transportation Turnpike Authority

property recorded in Record Book 7222, Page 470 in the Union County Register of Deeds, and said rebar being on the western line of now or formerly the NC Department of Transportation property recorded in Record Book 6456, Page 320 in the Union County Register of Deeds: thence crossing the Monroe Expressway (US 74 By-Pass) and with the said NC Department of Transportation property and with now or formerly the Department of Transportation property recorded in Record Book 7478, Page 235 in the Union County Register of Deeds, and with now or formerly the NC Department of Transportation property recorded in Record Book 6424, Page 304 in the Union County Register of Deeds N 24° 23' 41" E, 264.48 feet to a new 1/2-inch iron rebar, a corner of now or formerly the Jack C. Winchester and wife Ruth A. Winchester property recorded in Record Book 3779, Page 148 in the Union County Register of Deeds, a common corner with now or formerly the North Carolina Department of Transportation Turnpike Authority property recorded in Record Book 7222, Page 470 in the Union County Register of Deeds and said rebar being on the northern side of the Monroe Expressway (US 74 By-Pass) having North Carolina State Plane coordinates of North: 480,744.04 feet and East: 1,525,115.84 feet and tied to the North American Datum 83/2011 and being the **TRUE POINT AND PLACE OF BEGINNING**: thence along the northern side of the Monroe Expressway (US 74 By-Pass) and with the said North Carolina Department of Transportation Turnpike Authority property four (4) calls as follows: 1) N 48° 45' 7" W, 414.35 feet to a NCDOT right-of-way disk; 2) with a curve to the right having a radius of 1,700.00 feet, an arc length of 669.25 feet and a chord bearing and distance of N 37° 53' 34" W, 664.93 feet to a NCDOT right-of-way disk; 3) N 24° 35' 4" W, 184.70 feet to a NCDOT right-of-way disk; 4) N 23° 35' 27" W, 87.86 feet to a new 1/2-inch iron rebar a corner of now or formerly the Department of Transportation property recorded in Record Book 6479, Page 479 in the Union County Register of Deeds, a common corner with now or formerly the Costel Scherban property recorded in Record Book 6732, Page 301 in the Union County Register of Deeds; thence leaving the Monroe Expressway (US 74 By-Pass) and with the said Scherban property N 84° 26' 32" E, 0.70 feet to an existing 1/2-inch iron rebar the corner with now or formerly the Thomas Mitchell Lemmond and wife Kathy Lemmond property recorded in Record Book 5055, Page 662 in the Union County Register of Deeds; thence with the said Lemmond property N 84° 26' 32" E, 182.18 feet to an existing 1/2-inch iron rebar the corner of now or formerly the Joseph Timothy Lemmond and wife Cynthia P. Lemmond property recorded in Record Book 5055, Page 660 in the Union County Register of Deeds; thence with the said Lemmond property N 84° 21' 1" E, 128.18 feet to an existing 3/4-inch iron pipe the corner of now or formerly the NC Department of Transportation property recorded in Record Book 6298, Page 604 in the Union County Register of Deeds; thence with the said NC Department of Transportation property two (2) calls as follows: 1) S 5° 24' 51" W, 258.79 feet to an existing 1/4-inch iron rebar inside an angle iron; 2) S 44° 00' 58" E, 599.57 feet to an existing 5/8-inch iron rebar the corner of now or formerly the Lorenzo Construction, LLC property recorded in Record Book 7191, Page 567 in the Union County Register of Deeds; thence with the said Lorenzo Construction, LLC property S 44° 2' 46" E, 299.72 feet to an existing 1/4-inch iron rebar inside an angle iron on the line of now or formerly the Jack C. Winchester and wife Ruth A. Winchester property recorded in Record Book 3779, Page 148 in the Union County Register of Deeds; thence with the said Winchester property S 24° 23' 41" W, 189.40 feet to the **POINT AND PLACE OF BEGINNING** and containing 5.939 acres more or less as shown on a plat entitled "Annexation Boundary for the City of Monroe The Property of: Mary Ann Shepley, David T. Richardson, Megan E. Richardson & Phillip C. Pulaski" prepared by Eagle Engineering, Inc. (Russell L. Whitehurst, PLS) and dated March 29, 2021, last revised May 24, 2021.

The total area annexed in this annexation is 20.795 acres. The annexation plat is recorded in Plat Cabinet Q File 65 in the Union County Register of Deeds.

Section 2. Upon and after July 13, 2021, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of Monroe and shall be entitled to the same privileges and benefits as other parts of the City of Monroe. Said territory shall be subject to municipal taxes according to G.S. 160A-31.

Section 3. The Mayor of the City of Monroe shall cause to be recorded in the office of the Register of Deeds of Union County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Union County Board of Elections, as required by G.S. 163-288.1.

Adopted this 13th day of July, 2021

Council Member McGee seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

D. Action – Resolution Approving Land Development Plan Compliance. Council Member Keziah moved to adopt Resolution R-2021-50 including the addition of a playground:

**RESOLUTION APPROVING LAND DEVELOPMENT PLAN COMPLIANCE
CONDITIONAL DISTRICT “ROCKY RIVER CROSSING”
R-2021-50**

WHEREAS, in accordance with the provisions of North Carolina General Statute 160D-605, the City Council does hereby find and determine that the adoption of the zoning map amendment for Conditional District “Rocky River Crossing” further described below property is consistent with the adopted Land Development Plan. The Land Development Plan indicates this area is located in a regional mixed-use center. These centers are master-planned areas that are built in phases with a mix of non-residential, residential, and civic uses. It is likely that Regional Mixed-Use Centers will support the most intense concentrations of retail, employment, high-density residential and other mixed uses. These areas typically locate near major highways to ensure ease of access for longer trips. Single-family residential should typically be discouraged within the center, but can be located to the periphery of the center as a transitional use. The project is consistent with the plan because it offers both a commercial and residential component located at a major highway; the Monroe Expressway. The proposed development is a reasonable use and in the public interest because the Regional Mixed-Use Center recommends concentrations of retail, employment, and high-density residential that this development will offer by providing multifamily apartments and commercial uses.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Approving Land Development Plan Compliance for properties with Union County Tax Parcel Numbers: 08-303-005, 08-303-005-A, 08-303-005-B and 08-303-006.

Adopted this 13th day of July, 2021.

Council Member McGee seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

E. Action – Ordinance Amending Code of Ordinances – Chapter 156, Section 156.106 titled “Official Zoning Map.” Council Member Keziah moved to adopt Ordinance O-2021-37:

**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 156: ZONING CODE
O-2021-37**

Preamble

Pursuant to authority conferred by Chapter 160D-701 of the North Carolina General Statutes, as amended and for the purpose of promoting the health, safety, morals, or general welfare of the inhabitants of the City by lessening congestion in and around the streets; securing safety; preventing the overcrowding of land; avoiding undue congestion; and facilitating the adequate provision of transportation,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE XV, CHAPTER 156 ZONING CODE OF THE CITY OF MONROE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

Section 1. Amend §156.106 OFFICIAL ZONING MAP as follows:

Rezone the properties located along N. Rocky River Road/Lacee Paige Road and the Monroe Expressway and further identified as tax parcel #'s 08-303-005, 08-303-005-A, 08-303-005- B & 08-303-006. The request is to rezone the properties from City of Monroe R-40 and Union County RA-40 to Conditional District “Rocky River Crossing.”

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 13th day of July, 2021.

Council Member McGee seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

F. Ordinance Amending Code of Ordinances – Chapter 156, Section 156.98 titled “Conditional Districts Established.” Council Member Keziah moved to adopt Ordinance O-2021-38:

**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 156: ZONING CODE
O-2021-38**

Preamble

Pursuant to authority conferred by Chapter 160D-701 of the North Carolina General Statutes, as amended and for the purpose of promoting the health, safety, morals, or general welfare of the inhabitants of the City by lessening congestion in and around the streets; securing safety; preventing the overcrowding of land; avoiding undue congestion; and facilitating the adequate provision of transportation,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE XV, CHAPTER 156 ZONING CODE OF THE CITY OF MONROE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

Section 1. Amend §156.98 **CONDITIONAL DISTRICTS ESTABLISHED** as follows:

Conditional District (CD) “Rocky River Crossing.”

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 13th day of July, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

Item No. 17. Police Headquarters, Senior Center and Charlotte Avenue Parking Lot Projects. Finance Director Lisa Strickland advised that Staff had been authorized by the preliminary Resolution R-2019-39 adopted by Council on June 4, 2019 to begin the necessary steps to issue Limited Obligation Bonds, Series 2021. Ms. Strickland advised that this debt would be used to finance the construction of the Police Headquarters and Senior Center (rehabilitation) located adjacent to Historic Downtown Monroe. She advised that the City already owned the land for the Police Headquarters and the building for the Senior Center. Ms. Strickland advised that the City would be issuing debt to provide the funding needed for the construction/rehabilitation of the structures.

Ms. Strickland advised that Staff was seeking adoption of a Resolution that gave Council authorization to complete the steps necessary to issue Limited Obligation Bonds, Series 2021 as follows:

- Authorize the officers of the City to execute the Installment Financing Agreement and deliver any amendments that may be necessary to the Security Agreement to consummate the financing of the “Police Department Headquarters/Senior Center Project;”

- Authorize the use of the Preliminary Official Statement and the final Official Statement in connection with the sale of the 2021 Bonds;
- Authorize the officers of the City to act on behalf of the City in connection with the transaction and execute any and all documents deemed necessary and appropriate to carry out the financing of the Police Headquarters and Senior Center;
- Authorize the execution and delivery of the Deed of Trust on the Police Headquarters property;
- Authorize the execution of the Bond Purchase Agreement and the sale of the bonds to the Underwriter; and,
- Authorize the City Manager and the Finance Director of the City as City representatives to act on behalf of the City in connection with the transaction and supply all information pertaining to the City for use in the Official Statement.

Ms. Strickland advised that it was anticipated that the closing would be on August 10, 2021. She advised that all financing documents were available for review in the office of the Finance Director.

Ms. Strickland advised that bidders were invited to bid on the construction of the Police Headquarters and the Senior Center (rehabilitation) and attend a “mandatory” pre-bid conference held on May 27, 2021. She advised that there were ten potential general contractors in attendance that expressed interest to bid on the project. Ms. Strickland advised that on June 10, 2021, formal sealed bids were received from the following general contractors:

Contractor	Amount
Randolph & Son Builders	\$18,257,515
Leitner Construction	\$18,902,357
Edison Foard	\$19,037,198
JM Cope Construction	\$19,559,000
Messer Construction	\$19,667,000
New Atlantic Contracting	\$21,937,000

Ms. Strickland advised that it was the recommendation of Stewart Cooper Newell Architects and Staff that Council award the construction contract for the Police Headquarters and Senior Center (rehabilitation) to Randolph & Son Builders, Inc. in the amount of \$18,257,515.

Ms. Strickland advised that funding for the Police Headquarters project was previously approved in the total amount of \$13,842,566, consisting of \$2,979,209 from the General Fund Balance and \$10,863,357 from financing. She advised that final estimates for design and construction totaled \$14,929,187. Ms. Strickland advised that a Capital Project Budget Ordinance was needed to increase the project expense budget and offsetting Limited Obligation Bonds financing budget by \$1,086,621 for a total financing amount of \$11,949,978.

Ms. Strickland advised that funding for the Senior Center project was previously approved in the total amount of \$3,594,647, consisting of \$594,647 from the General Fund Balance and \$3,000,000 from financing. She advised that final estimates for design and construction totaled \$4,762,941. Ms. Strickland advised that a Capital Project Budget Ordinance was needed to increase the project expense budget and offsetting Limited Obligation Bonds financing budget by \$1,168,294 for a total financing amount of \$4,168,294.

Ms. Strickland advised that funding for the Charlotte Avenue Parking Lot (in front of the Senior Center) was formally assigned in the General Fund Balance on October 1, 2019 by Council. She advised that the final estimate for construction totaled \$489,977. Ms. Strickland advised that a Capital Project Budget Ordinance was needed to establish a project for the construction of this parking lot in the amount of \$500,000 and transfer the money from assigned fund balance.

Ms. Strickland advised that funding for the estimated closing costs would also need to be provided in the amount of \$298,800. She advised that the closing costs would be funded from the Limited Obligation Bond proceeds.

In addition to the recommendation to award the construction contract for the Police Headquarters and Senior Center (rehabilitation) to Randolph & Son Builders, Inc. in the amount of \$18,257,515, Ms. Strickland advised that it was the recommendation of Staff that Council adopt a Resolution authorizing the issuance of Limited Obligation Bonds, Series 2021 to provide funding for the Police Headquarters construction and Senior Center (rehabilitation) and authorizing the City Manager to execute any and all necessary documents and adopt a Capital Project Budget Ordinance to provide funding for the projects and issue costs.

A. Award of Police Headquarters and Senior Center (Rehabilitation) Construction Contract to Randolph & Son Builders. Council Member Anthony moved to award the construction contract for the Police Headquarters and Senior Center (Rehabilitation) to Randolph & Son Builders, Inc. in the amount of \$18,257,515 and authorize the City Manager to execute the contract. Council Member Keziah seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

B. Resolution. Council Member McGee moved to adopt Resolution R-2021-52:

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONROE,
NORTH CAROLINA, APPROVING A CONTRACT AND A DEED OF TRUST
AND THE DELIVERY THEREOF AND
PROVIDING FOR CERTAIN OTHER RELATED MATTERS
R-2021-52**

WHEREAS, the City of Monroe, North Carolina (the “City”) is a validly existing municipal corporation of the State of North Carolina, existing as such under and by virtue of the Constitution, statutes and laws of the State of North Carolina (the “State”);

WHEREAS, the City has the power, pursuant to the General Statutes of North Carolina to (1) purchase real and personal property, (2) enter into installment financing contracts in order to finance the purchase of real and personal property used, or to be used, for public purposes, and (3) finance the construction of fixtures or improvements on real property by contracts that create in the fixtures or improvements and in the real property on which such fixtures or improvements are located a security interest to secure repayment of moneys advanced or made available for such construction;

WHEREAS, the City has previously determined that it is in the best interest of the City to enter into an installment financing contract (the “Contract”) with the Monroe Public Financing Corporation, a North Carolina nonprofit corporation (the “Corporation”), in order (a) to pay the costs of the construction, equipping and furnishing of a new police headquarters and a new senior center (collectively, the “Projects”); and (b) to pay the costs related to the execution and delivery of the Contract;

WHEREAS, in order to secure the City’s obligations under the Contract, the City will enter into a Deed of Trust, Security Agreement and Fixture Filing dated as of August 1, 2021 (the “Deed of Trust”) related to the site of the police headquarters (the “Site”) and the improvements thereon that may be necessary to effectuate the proposed financing;

WHEREAS, the Corporation will execute and deliver its Limited Obligation Bonds, Series 2021 (the “Bonds”) in an aggregate principal amount not to exceed \$20,000,000, evidencing proportionate undivided interests in rights to receive certain Revenues (as defined in the Contract) pursuant to the Contract;

WHEREAS, in connection with the sale of the Bonds by the Corporation to Wells Fargo Bank, National Association (the “Underwriter”), the City will execute and deliver a Bond Purchase Agreement dated the date of delivery thereof (the “Bond Purchase Agreement”) among the City, the Corporation and the Underwriter;

WHEREAS, there have been described to the City Council the forms of the following documents (collectively, the “Instruments”), copies of which have been made available to the City Council, which the City Council proposes to approve, enter into and deliver, as applicable, to effectuate the proposed installment financing:

- (1) the Contract;
- (2) the Deed of Trust;
- (3) an Indenture of Trust dated as of August 1, 2021 (the “Indenture”) between the Corporation and U.S. Bank National Association, as trustee, including the form of the Bonds; and
- (4) the Bond Purchase Agreement;

WHEREAS, to make an offering and sale of the Bonds, there will be prepared a Preliminary Official Statement with respect to the Bonds (the “Preliminary Official Statement”), a draft thereof having been presented to the City Council, and a final Official Statement relating to the Preliminary Official Statement (together with the Preliminary Official Statement, the “Official Statement”), which Official Statement will contain certain information regarding the Bonds and the City;

WHEREAS, it appears that each of the Instruments and the Preliminary Official Statement is in an appropriate form and is an appropriate instrument for the purposes intended;

WHEREAS, the City Council conducted a public hearing on June 4, 2019 to receive public comment on the proposed Contract, the Deed of Trust and the Projects; and

WHEREAS, the City has filed an application to the LGC for approval of the Contract and will receive the approval of the LGC before executing and delivering the Contract;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MONROE, NORTH CAROLINA, AS FOLLOWS:

Section 1. Ratification of Instruments. All actions of the Mayor, the City Manager, the Finance Director, the City Clerk, the City Attorney and their respective designees, whether previously or hereinafter taken, in effectuating the proposed financing are hereby approved, ratified and authorized pursuant to and in accordance with the transactions contemplated by the Instruments.

Section 2. Authorization of the Official Statement. The form, terms and content of the Preliminary Official Statement are in all respects authorized, approved and confirmed, and the use of the Preliminary Official Statement and of the final Official Statement by the Underwriter in connection with the offering and sale of the Bonds is hereby in all respects authorized, approved and confirmed. The Mayor, the City Manager or the Finance Director is hereby authorized and directed, individually and collectively, to execute and deliver, on behalf of the City, the Official Statement in substantially such form, with such changes, insertions and omissions as he or she may approve.

Section 3. Authorization to Execute the Contract. The City hereby approves the financing in accordance with the terms of the Contract, which will be a valid, legal and binding obligation of the City in accordance with its terms. The form and content of the Contract are hereby in all respects authorized, approved and confirmed, and the Mayor, the City Clerk and the City Manager and their respective designees are hereby authorized, empowered and directed, individually and collectively, to execute and deliver the Contract, including necessary counterparts, in substantially the form and content presented to the City Council, but with such changes, modifications, additions or deletions therein as they deem necessary, desirable or appropriate, their execution thereof to constitute conclusive evidence of the City's approval of any and all changes, modifications, additions or deletions therein from the form and content of the Contract presented to the City Council. From and after the execution and delivery of the Contract, the Mayor, the City Clerk, the City Manager and the Finance Director of the City, individually and collectively, are hereby authorized, empowered and directed, individually and collectively, to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Contract as executed.

Section 4. Authorization to Execute the Deed of Trust. The City approves the form and content of the Deed of Trust, and the Deed of Trust is in all respects authorized, approved and confirmed. The Mayor, the City Clerk and the City Manager and their respective designees are hereby authorized, empowered and directed, individually and collectively, to execute and deliver the Deed of Trust, including necessary counterparts, in substantially the form and content presented to the City Council, but with such changes, modifications, additions or deletions therein as they deem necessary, desirable or appropriate. Execution by the Mayor, the City Clerk or the City Manager or their respective designees, individually or collectively, constitutes conclusive evidence of the City's approval of any and all such changes, modifications, additions or deletions therein from the form and content of the Deed of Trust presented to the City Council, and from and after the execution and delivery of the Deed of Trust, the Mayor, the City Clerk, the City Manager and the Finance Director of the City are hereby authorized, empowered and directed, individually and collectively, to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Deed of Trust as executed.

Section 5. Authorization to Execute the Bond Purchase Agreement. The City approves the form and content of the Bond Purchase Agreement and the sale of the Bonds to the Underwriter as contemplated thereby, and the Bond Purchase Agreement is in all respects authorized, approved and confirmed. The Mayor and the City Manager and their respective designees are hereby authorized,

empowered and directed, individually and collectively, to execute and deliver the Bond Purchase Agreement, including necessary counterparts, in substantially the form and content presented to the City Council, but with such changes, modifications, additions or deletions therein as they deem necessary, desirable or appropriate. Execution by the Mayor and the City Manager or their respective designees, individually or collectively, constitutes conclusive evidence of the City's approval of any and all such changes, modifications, additions or deletions therein from the form and content of the Bond Purchase Agreement presented to the City Council, and from and after the execution and delivery of the Bond Purchase Agreement, the Mayor, the City Clerk, the City Manager and the Finance Director of the City are hereby authorized, empowered and directed, individually and collectively, to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Bond Purchase Agreement as executed.

Section 6. City Representative. The Mayor, the City Manager and the Finance Director of the City, individually and collectively, are each hereby designated as the City's representative to act on behalf of the City in connection with the transactions contemplated by the Instruments and the Preliminary Official Statement, and the Mayor, the City Manager, the Finance Director, individually and collectively, are authorized to proceed with the financing in accordance with the Instruments and to seek opinions as a matter of law from the City Attorney, which the City Attorney is authorized to furnish on behalf of the City, and opinions of law from such other attorneys for all documents contemplated hereby as required by law. The City's representative and/or designee or designees are in all respects authorized on behalf of the City to supply all information pertaining to the City for use in the Official Statement and the transactions contemplated by the Instruments or the Preliminary Official Statement. The City's representatives or their respective designees are hereby authorized, empowered and directed, individually and collectively, to do any and all other acts and to execute any and all other documents, which they, in their discretion, deem necessary and appropriate to consummate the transactions contemplated by the Instruments or the Preliminary Official Statement or as they deem necessary or appropriate to implement and carry out the intent and purposes of this Resolution and the on-going administration of the Instruments.

Section 7. Severability. If any section, phrase or provision of this Resolution is for any reason declared to be invalid, such declaration will not affect the validity of the remainder of the sections, phrases or provisions of this Resolution.

Section 8. Repealer. All motions, orders, resolutions and parts thereof, in conflict herewith are hereby repealed.

Section 9. Effective Date. This Resolution is effective on the date of its adoption.

Adopted this 13th day of July, 2021.

Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

C. Capital Project Budget Ordinance. Council Member McGee moved to adopt Capital Project Budget Ordinance BO-2021-12:

**CAPITAL PROJECT BUDGET ORDINANCE
MONROE POLICE HEADQUARTERS PROJECT**

City Council Regular Meeting
July 13, 2021

**MONROE SENIOR CENTER (REHABILITATION) PROJECT
CHARLOTTE AVENUE PARKING LOT PROJECT
BO-2021-12**

WHEREAS, the City previously approved the construction of a new Police Headquarters building;
and

WHEREAS, the City also previously approved the construction (rehabilitation) of the Senior Center Project; and

WHEREAS, the City previously formerly assigned a portion of General Fund Balance to cover the cost of constructing a new parking lot on Charlotte Avenue in front of the Senior Center.

WHEREAS, the City began design of these projects and has received construction bids and has developed final cost estimates for these projects. The City will be issuing Limited Obligation Bonds to finance the Police Headquarters and Senior Center projects and transferring formerly assigned fund balance to fund the Charlotte Avenue Parking Lot project.

WHEREAS, closing costs for the issuance of the Limited Obligation Bonds, Series 2021 will be covered by the proceeds of the loan.

NOW, THEREFORE, BE IT ORDAINED that the City Council of the City of Monroe appropriates the following additional funding to capital project GB1901 for the Police Headquarters project:

Governmental Capital Project Fund:

Revenue:

Other Financing Sources - Limited Obligation Bonds	\$1,086,621
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Expense:

Project Costs	\$1,086,621
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AND, that the City Council of the City of Monroe appropriates the following additional funding to capital project GB1801 for the Senior Center Renovation:

Governmental Capital Project Fund:

Revenue:

Other Financing Sources - Limited Obligation Bonds	\$1,168,294
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Expense:

Project Costs	\$1,168,294
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AND, that the City Council of the City of Monroe appropriates the following funding from formerly assigned fund balance to establish a capital project for the construction of the Charlotte Avenue Parking Lot:

General Fund:

Revenue:

Appropriation from Formerly Assigned Fund Balance	\$500,000
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Expense:

Transfer to General Capital Project Fund	\$500,000
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General Fund Capital Project Fund:

Revenue:

Transfer from General Fund	\$500,000
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Expense:	
Project Costs	\$500,000

AND, that the City Council of the City of Monroe appropriates the following for closing costs for the issuance of the Series 2021 Limited Obligation Bonds.

General Fund:	
Revenue:	
Other Financing Sources – Limited Obligation Bonds	\$298,800
Expense:	
Debt Service – Bond Closing Costs	\$298,800

Adopted this 13th day of July, 2021.

Council Member Keziah seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

Item No. 18. Resolution Approving Food Trucks Pilot Program in Central Business District.

Planning and Development Director Lisa Stiwinter advised that in 2010, Council adopted a zoning text amendment to the Temporary Use section of the Unified Development Ordinance (UDO) to prohibit itinerant merchants from locating within the Central Business District (CBD) except with a Special Event Permit. Ms. Stiwinter advised that the zoning text amendment was the result of the City receiving complaints regarding a food truck locating in the Downtown area on a consistent basis.

Ms. Stiwinter advised that recently, there had been a community buzz going around regarding a desire to allow food trucks in Downtown Monroe again. She advised that Planning Staff conducted research on Food Truck Ordinances from other municipalities and the Downtown Staff conducted a food truck survey of Downtown business. She advised that the survey conducted included all of the businesses within the CBD. Ms. Britt advised that Downtown Staff received 56 responses from the survey with approximately 92.9% of the responses supported having food trucks in the CBD.

Based on research conducted, survey results and discussion amongst City Departments, Ms. Stiwinter advised that Planning Staff drafted an Ordinance to establish food truck standards for private property with and in City-owned parking lots in the CBD.

Ms. Stiwinter advised that Staff presented the first draft Ordinance to the Downtown Advisory Board on April 27, 2021. She advised that residents and business members attended the meeting to voice their input and suggestions regarding the draft Ordinance. She advised that the Downtown Advisory Board recommended that the City to consider an Ordinance to allow food trucks to locate in the public right-of-way of all streets in the CBD.

Ms. Stiwinter advised that on May 27, 2021, Planning Staff presented to the General Services Committee the draft Food Truck Ordinance and the Downtown Advisory Board's recommendations. She advised that after evaluating the draft Ordinance and the Downtown Advisory Board's recommendation, the General Services Committee chose to propose a Pilot Program for food trucks in the CDB as opposed to making a recommendation to the Council to approve a draft Food Truck Ordinance. Ms. Stiwinter advised that the purpose of the Pilot Program was to establish standards to allow food trucks on private property, City-owned parking lots and within the public right-of-way in Downtown Monroe for a 90-day period.

Ms. Stiwinter advised that food trucks were defined as a licensed, motorized vehicle or mobile food unit licensed by the North Carolina State Division of Motor Vehicles, designed and equipped to serve food and beverages.

Ms. Stiwinter advised that food trucks should adhere to the following conditions:

- A. Food Trucks on Private Property. Food trucks on private property are permitted on lots in the Central Business District (CBD) and are subject to the following:
 - 1. Must obtain a temporary use permit, be located on private property and obtain written permission from the property owner.
 - 2. To locate on a property in the Central Business District (CBD), the property must have a primary use. An example of a primary use would be a building with an active use or an improved stand-alone parking lot. An unimproved grass or dirt lot is not a primary use.
- B. Food Trucks in City-Owned Parking Lots. Food trucks within the Central Business District (CBD) can locate in the following City-owned parking lots: intersection of Franklin Street and Main Street; intersection of Main Street and W. Talleyrand Avenue; intersection of Hayne Street and Windsor Street; or, intersection of N. Church Street and E. Franklin Street.
 - 1. Requires a host business with a physical location be a part of the temporary use permit submitted to the City requesting the food truck services. The host business shall be located within the Central Business District (CBD) and meet the following:
 - i. Permitted and has a valid certificate of occupancy.
 - ii. Is actively operating.
 - 2. Food trucks shall not impede, endanger or interfere with pedestrian or vehicular traffic.
 - 3. The vendor must possess a valid insurance policy through an insurance carrier authorized or eligible to do business in the State of North Carolina for any damage to the public right-of-way and for any damages for which the City might incur the

liability because of property damage or personal injury arising out of the use of the public right-of-way. The minimum liability limit to the policy shall be one million dollars (\$1,000,000.00). The City of Monroe shall be listed as an additional insured as its interests may appear on all Certificate of Insurance.

4. The City reserves the right to require any permit holder to cease part or all of its operation, or remove the food truck from the permitted parking space in order to allow for construction, maintenance or repair of any street, curb, gutter, sidewalk, storm drain inlet and any other similar municipal utility.
5. The food truck operator must comply with all other applicable local, state and federal regulations. Any food truck operating in a manner inconsistent with these regulations is illegal.
6. The City may suspend the permit to maintain the health, safety, and welfare of the public. The City may suspend the food truck permit when the street is closed for a special event.
7. If at any time evidence of the improper disposal of liquid waste or grease is discovered, the temporary use permit will be rendered null and void and the food truck business will be required to cease operation immediately.

C. Food Trucks in Public Right-of-Way. Food trucks in the public right-of-way can locate on any street within the Central Business District (CBD).

1. No food truck vendor may utilize the right-of-way to serve customers without obtaining a temporary use permit from the Planning and Development Department.
2. Requires a host business with a physical location be a part of the temporary use permit submitted to the City requesting the food truck services. The host business shall be located within the Central Business District (CBD) and meet the following:
 - i. Permitted and has a valid certificate of occupancy.
 - ii. Is actively operating.
3. The vendor must possess a valid insurance policy through an insurance carrier authorized or eligible to do business in the State of North Carolina for any damage to the public right-of-way and for any damages for which the City might incur the liability because of property damage or personal injury arising out of the use of the public right-of-way. The minimum liability limit to the policy shall be one million dollars (\$1,000,000.00). The City of Monroe shall be listed as an additional insured as its interests may appear on all Certificate of Insurance.

D. Standards for all Food Trucks.

1. No single food truck operator shall occupy more than one food truck at one given time in the Central Business District (CBD).
2. Food trucks are limited to no more than four (4) food trucks in the Central Business District (CBD) at one given time to include the City-owned parking lots and within the public right-of-way.
3. Hours of operation are limited to the hours between 5 pm and 2 am from Thursday to Monday.
4. Temporary Use Permits for food trucks located in the Central Business District (CBD) shall be valid for a maximum of five (5) days (Thursday through Monday) a week. A food truck vendor shall not book a five (5) day period consecutively in order to provide customers with a variety of cuisine.
5. Allowed at permitted special events and on active construction sites.
6. Not allowed one hundred (100) feet from the main entrance of any restaurant or outdoor dining area.
7. All food trucks must be situated to allow at least five (5) feet of unobstructed space for pedestrians on sidewalks, pedestrian paths and other locations intended primarily for pedestrian travel. If any applicable law, including American with Disabilities Act regulations, shall require a greater distance, the greater distance shall apply.
8. The food truck must be located at least five (5) feet from any utility box, utility vault, handicapped ramp, or emergency call box. Not allowed within fifteen (15) feet from any fire hydrant.
9. The minimum distance requirements are measured in a straight line from the closest point of the proposed food truck location to the closest point of the buffered object, or in the case of a restaurant, measured from the closest point of the restaurant's main entrance.
10. Food truck vendors are responsible for the proper disposal of waste and trash associated with the operation. Vendors shall remove all waste and trash from their location at the end of each day or as needed to maintain the health and safety to the public. City receptacles may not be utilized for this purpose. The vendor shall keep all areas within ten (10) feet of the truck clean of grease, trash, paper, cups or cans associated with the vending operation. No liquid waste or grease is to be disposed into the tree pits, storm drains or onto the sidewalks, streets or other public place. Under no circumstances shall grease be released into or disposed of in the City's sanitary sewer system.

11. There shall be no audio amplifier or similar device to attract the attention of the public.
12. No food truck shall be parked in a location that prohibits or restricts access to a private property. A minimum of five (5) feet spacing is required from any driveway, measured from the driveway apron.
13. Advertising consisting of business name, logo and items available for sale may be displayed onto the food truck. No other form of advertising is permitted.
14. If Union County Environmental Health revokes the permit for the food truck, the City's temporary use permit shall be revoked as well.
15. The food truck operator shall not utilize tables, chairs, free-standing signage or audio amplification in conjunction with the food truck. All equipment shall be contained within or on the food truck.
16. The vendor shall hold the City, its officers, councilors and employees harmless and indemnify them for any loss, liability, damage, costs, and expenses arising from its operations.

Ms. Stiwinter advised that it was the recommendation of Staff that Council adopt a Resolution approving the Pilot Program for Food Trucks in the CBD.

Council Member Anthony inquired when the Pilot Program would begin.

Ms. Stiwinter advised that the 90-day Pilot Program would begin as soon as the Pilot Program was approved by Council.

Council Member James inquired what was the cost of a Temporary Use Permit.

Ms. Stiwinter advised that food trucks in general fell within the City's Temporary Use Permit process. She advised that currently, the way food trucks were processed outside of the Downtown or CBD was through a Temporary Use Permit and those were \$82.50. Ms. Stiwinter advised that the Temporary Use Permit covered produce stands, special events, construction trailers and food trucks. She advised that there were a variety of things that fell within that Temporary Use Permit.

Mayor Kilgore inquired if this was a five-day Temporary Use Permit.

Ms. Stiwinter advised that this was a five-day Temporary Use Permit for Downtown. She advised that a Temporary Use Permit for food trucks outside Downtown was a 60-days on/30-days off permit.

Mayor Kilgore inquired if the five-day Temporary Use Permit for Downtown was \$82.50.

Council Member James advised that was correct the City also charged \$82.50 for 60 days.

Ms. Stiwinter added that the charge for the 60 days was for food trucks not located in Downtown.

Council Member James advised that she did not understand why the same price was being charged for a 60-day Temporary Use Permit and a five-day Temporary Use Permit. She advised that this did not make sense.

Council Member McGee suggested that the five-day Temporary Use Permit fee be modified.

Council Member Gordon inquired if the fee was something that was considered as part of the survey.

Ms. Stiwinter advised that out of the research that was conducted, all municipalities required some form or a permit and some form of a fee. She advised that with food trucks and doing the research, there was a wide variety of how each municipality handled their food trucks. Ms. Stiwinter advised that the fees ranged anywhere from \$30 to \$300.

Council Member Keziah advised that the reason for bringing food trucks Downtown was to bring traffic. He advised that he felt that it was immaterial if the food truck vendor was charged \$10 or \$15. Council Member Keziah advised that this really did not matter to the City. He felt that if the food trucks brought traffic, they were going to bring dollars. Council Member Keziah advised that the goal was for food trucks to do really good not just pretty good.

Council Member McGee suggested that Monroe come up with a specific fee for a food truck and not necessarily a Temporary Use Permit fee. He advised that since this was just a Pilot Program perhaps the fee could be set at \$30 and reevaluate at the end of the 90 days. Council Member McGee advised that he did not want to see a food truck vendor pay the \$82.50 and not have the exposure and attendance of people to make them successful.

Council Member James inquired who was responsible for paying the Temporary Use Permit fee.

Ms. Stiwinter advised that this would be up to the discretion of the business owner of the food truck vendor. She advised that she would typically see the food truck operator being the one requesting the permit since they would be responsible for the Certificate of Liability insurance. Ms. Stiwinter advised that Staff had seen it where the Downtown merchants applied for the food truck and put up the Certificate of Liability insurance.

Council Member Anthony felt that the Pilot Program needed additional work and felt Staff should take these suggestions from Council and bring the matter back to Council for consideration at the August 10, 2021 Regular Meeting.

Council Member McGee felt that the issues could be worked out so that the Pilot Program could move forward. He reiterated his suggestion to set the fee for food truck vendors in Downtown at \$30 and reevaluated at the end of the 90 days.

Council Member Anthony felt that the fee needed to be consistent in the CBD as she felt there would be a lot of pullback if the fee was different for food trucks that located other places.

Council Member James advised that she felt that the issue was that there was a big difference in charging \$82.50 for five-day versus 60 days.

Ms. Stiwinter reminded Council that this was a Temporary Use Permit that covered produce stands, special events and food trucks outside of the Downtown.

Council Member Keziah advised that the reason it was temporary was to see if the program worked or not.

Ms. Stiwinter advised that the goal of the Pilot Program was to evaluate the pros and cons of the program. She advised that no matter whether it was a Pilot Program or an Ordinance, it was going to have to be evaluated as the City started utilizing the program.

Council Member McGee inquired how Staff saw host businesses acquiring the food trucks.

Ms. Stiwinter advised that the standard in the Pilot Program that was requiring a host business invitation was an example that was taken from another municipality. She advised that it was up to the discretion of Council to leave or remove the standard from the Pilot Program. Ms. Stiwinter advised that the business in the Downtown area had the ability to invite their own food trucks versus food trucks coming from wherever, how often and applying for Temporary Use Permits to locate in the Downtown. She advised that she had heard from one Downtown merchant that was particularly interested in having food trucks as it was a need for their business and they would probably be the one to seek out food trucks to locate.

Mayor Kilgore inquired the maximum food trucks that could be located in Downtown.

Ms. Stiwinter advised that the General Services Committee recommended no more than four food trucks in the Downtown area.

Mayor Kilgore inquired how it would be decided fairly which vendors got the four openings.

Ms. Stiwinter advised that Planning Staff and Downtown Staff had discussed establishing an internal registration to allow Staff to keep track of how many food trucks there were, where they were located, were they staying the full five days, etc. She advised that Staff would be monitoring and evaluating a good system. Ms. Stiwinter advised that this was similar to what Staff was already doing with the Temporary Use Permits for events that were held in the parks. She advised that once they came to Staff to request for a Temporary Use Permit to hold a special event in one of the parks, Planning Staff then reached out to Parks and Recreation Staff and they handled registration to ensure that no one was already utilizing the park, that they had permits, etc.

Mayor Kilgore felt that there would be more than four food truck vendors wanting a permit for the Downtown area.

Ms. Stiwinter advised it would be first come, first serve basis.

Council Member Anthony reiterated that there still seemed to be a lot of information to be worked out and strongly suggested that the matter be further evaluated by Staff and brought back to Council.

Council Member McGee advised that the issues were being worked out now and felt that discussions needed to continue tonight.

Council Member Anthony advised that when an item came before Council it should be and is usually in the final form for consideration.

City Manager Faison advised that a number of the questions that were coming up were to get information understood by Council. He advised that there was a good plan in place that was being proposed. City Manager Faison advised that perhaps an outlier was the charge for the permit. He underscored that the price of the permit was not related to days its available but more so associated with the cost to process the permit. City Manager Faison advised that he would seriously ask Council to take action this evening. He advised that there was a lot of interest in the community.

Mayor Pro Tem Holloway inquired how long it would take to get a permit.

Ms. Stiwinter advised that Temporary Use Permits for a standalone food trucks did not have as many departments reviewing the permit as this would either be within private property of Downtown or a City-owned parking lot or the public street. She advised that other Temporary Use Permits might take a week, five to seven business days, but with the ones for food trucks in the CBD, Staff might look at trying to expedite as much as they could.

Council Member James inquired if Staff could fairly say that the Temporary Use Permits for food trucks in the CBD would be turned around in a two or three day-period.

Mayor Kilgore inquired what was involved in approving a Temporary Use Permits for food trucks in the CBD.

Ms. Stiwinter advised that the vendor had to comply with all the standards spelled out in the Pilot Program, submit a Certificate of Liability insurance, submit a host business invitation, submit an application, go through an internal registration, etc.

Mayor Kilgore advised that he understood the steps the vendor had to take. If the vendor had everything in place, he inquired from that point, what were the next steps to be taken and how long would this take. Mayor Kilgore advised that when a vendor came in, the paperwork should be complete and correct.

Ms. Stiwinter advised that the paperwork is not always ready. She advised that for a standalone food truck which was different than a whole special event Downtown where there were bands and food trucks and street closures and tents, etc., this should not be more than two or three days.

City Manager Faison advised that the first few permits might take a few more days, but the more familiar the process became, the process should be more expedited.

Mayor Pro Tem Holloway inquired who would evaluate the program after 90 days.

Ms. Stiwinter advised that she felt this would be handled by Staff and she encouraged any comments that Council received from the public to be shared with Staff.

City Attorney Shah-Khan advised that this would likely be brought back to Council as this was a Pilot Program set at 90 days. He advised that to do anything after the 90-day timeframe would require Council action.

Council Member James advised that she would like to see a two to three-day timeframe for Staff to process the Temporary Use Permit for food vendors in the CBD and the fee set at \$30 in any motion to approve this matter.

Council Member Keziah advised that he felt this just needed to be approved and see if the program was going to work.

Council Member McGee inquired if a host business could invite more than one food truck at a time. He felt it could get a little tricky with a host business. Council Member McGee advised that he was trying to determine how a food truck vendor would get to a host business.

City Manager Faison advised that what Staff saw was a host business would recruit a food truck to locate in Downtown as opposed to a food truck driving around to find a place to locate in Monroe. He advised that the leverage was more of the host business. City Manager Faison advised that Staff came up with this as a way to limit the number and to create some ownership.

Council Member McGee advised that he was trying to make sure that the host businesses had a desire to actually get food trucks.

City Manager Faison advised that was part of the permit. He advised that the host business would be signing up.

Ms. Stiwinter advised that this was how this all started.

Council Member McGee inquired how many food trucks a host could have.

Ms. Stiwinter advised that the Pilot Program limited the number of food trucks to four at one given time.

Council Member McGee advised that he would like to move forward with approving the item with a two to three-day timeframe for Staff to process the Temporary Use Permit and set the Temporary Use Permit fee for a food truck in the CBD to be \$30.

City Attorney Shah-Khan advised that the motion then would be to adopt Resolution R-2021-56 with the Temporary Use Permit fee for a food truck in the CBD to be \$30.

Council Member McGee moved to adopt Resolution R-2021-56 and establish that the Temporary Use Permit fee for a food truck in the CBD would be \$30:

**RESOLUTION APPROVING FOOD TRUCK PILOT PROGRAM
FOR CENTRAL BUSINESS DISTRICT (CBD)
IN DOWNTOWN MONROE FOR 90-DAY PERIOD
R-2021-56**

WHEREAS, City Council has observed the rapid growth in interest in the “Food Truck” Phenomenon; and

WHEREAS, Food Trucks are defined as a licensed, motorized vehicle or mobile food unit licensed by the NC State Division of Motor Vehicles, designed and equipped to serve food and beverages; and

WHEREAS, Food trucks are currently prohibited in the Central Business District (CBD) of Downtown Monroe except during permitted special events; and

WHEREAS, members of the general public have requested this vibrant and rapidly growing food service be allowed in the Central Business District (CBD) in the City of Monroe; and

WHEREAS, the City has not yet had the opportunity to fully assess the benefits and burdens of this new business model; and

WHEREAS, the most effective manner to fully analyze the concept of allowing Food Trucks in the Central Business District is to allow food trucks into the Central Business District of Downtown Monroe on a temporary basis for a ninety (90) day period; and

WHEREAS, City Staff has developed a Pilot Program to establish standards to allow food trucks on private property, City-Owned parking lots and public right-of-way in the Central Business District (CBD) of downtown Monroe. The Food Truck Pilot Program shall be effective for ninety (90) days and comply with the program standards; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe recommend adoption of the Resolution Approving Food Truck Pilot Program that shall become effective upon adoption:

- A. **Food Trucks on Private Property.** Food trucks on private property are permitted on lots in the Central Business District (CBD) and are subject to the following:
1. Must obtain a temporary use permit, be located on private property and obtain written permission from the property owner.
 2. To locate on a property in in the Central Business District (CBD), the property must have a primary use. An example of a primary use would be a building with an active use or an improved stand-alone parking lot. An unimproved grass or dirt lot is not a primary use.
- B. **Food Trucks in City-Owned Parking Lots.** Food trucks within the Central Business District (CBD) can locate in the following City-Owned parking lots: Intersection of Franklin Street and Main Street, Intersection of Main Street and W. Talleyrand Ave, Intersection of Hayne Street and Windsor Street or Intersection of N. Church Street and E. Franklin Street.

1. Requires a host business with a physical location be a part of the temporary use permit submitted to the City requesting the food truck services. The host business shall be located within the Central Business District (CBD) and meet the following:
 - i. Permitted and has a valid certificate of occupancy.
 - ii. Is actively operating.
 2. Food trucks shall not impede, endanger or interfere with pedestrian or vehicular traffic.
 3. The vendor must possess a valid insurance policy through an insurance carrier authorized or eligible to do business in the State of North Carolina for any damage to the public right-of-way and for any damages for which the City might incur the liability because of property damage or personal injury arising out of the use of the public right-of-way. The minimum liability limit to the policy shall be one million dollars (\$1,000,000.00). The City of Monroe shall be listed as an additional insured as its interests may appear on all Certificate of Insurance.
 4. The City reserves the right to require any permit holder to cease part or all of its operation, or remove the food truck from the permitted parking space in order to allow for construction, maintenance or repair of any street, curb, gutter, sidewalk, storm drain inlet and any other similar municipal utility.
 5. The food truck operator must comply with all other applicable local, state and federal regulations. Any food truck operator in a manner inconsistent with these regulations is illegal.
 6. The City may suspend the permit to maintain the health, safety, and welfare of the public. The City may suspend the food truck permit when the street is closed for a special event.
 7. If at any time evidence of the improper disposal of liquid waste or grease is discovered, the temporary use permit will be rendered null and void and the food truck business will be required to cease operation immediately.
- C. Food Trucks in Public Right-of-Way.** Food trucks in the public right-of-way can locate on any street within the Central Business District (CBD).
1. No food truck vendor may utilize the right-of-way to serve customers without obtaining a temporary use permit from the Planning and Development Department.
 2. No single food truck operator shall occupy more than one food truck at one given time in the Central Business District (CBD).
 3. Requires a host business with a physical location be a part of the temporary use permit submitted to the City requesting the food truck services. The host business shall be located within the Central Business District (CBD) and meet the following:
 - i. Permitted and has a valid certificate of occupancy.
 - ii. Is actively operating.
 4. The vendor must possess a valid insurance policy through an insurance carrier authorized or eligible to do business in the State of North Carolina for any damage to the public right-of-way and for any damages for which the City might incur the liability because of property damage or personal injury arising out of the use of the public right-of-way. The minimum

liability limit to the policy shall be one million dollars (\$1,000,000.00). The City of Monroe shall be listed as an additional insured as its interests may appear on all Certificate of Insurance.

D. Standards for all Food Trucks.

1. No single food truck operator shall occupy more than one food truck at one given time in the Central Business District (CBD).
2. Food trucks are limited to no more than four (4) food trucks in the Central Business District (CBD) at one given time to include the City-owned parking lots and within the public right-of-way.
3. Hours of operation are limited to the hours between 5 pm and 2 am from Thursday to Monday.
4. Temporary Use Permits for food trucks located in the Central Business District (CBD) shall be valid for a maximum of five (5) days (Thursday through Monday) a week. A food truck vendor shall not book a five (5) day period consecutively in order to provide customers with a variety of cuisine.
5. Allowed at special events and on active construction sites with an approved temporary use permit that are exempt from Section (D) (3) and (4).
6. Not allowed one hundred (100) feet from the main entrance of any restaurant or outdoor dining area.
7. All food trucks must be situated to allow at least five (5) feet of unobstructed space for pedestrians on sidewalks, pedestrian paths and other locations intended primarily for pedestrian travel. If any applicable law, including American with Disability Act regulations, shall require a greater distance, the greater distance shall apply.
8. The food truck must be located at least five (5) feet from any utility box, utility vault, handicapped ramp, or emergency call box. Not allowed within fifteen (15) feet from any fire hydrant.
9. The minimum distance requirements are measured in a straight line from the closest point of the proposed food truck location to the closest point of the buffered object, or in the case of a restaurant, measured from the closest point of the restaurant's main entrance.
10. Food truck vendors are responsible for the proper disposal of waste and trash associated with the operation. Vendors shall remove all waste and trash from their location at the end of each day or as needed to maintain the health and safety to the public. City receptacles may not be utilized for this purpose. The vendor shall keep all areas within ten (10) feet of the truck clean of grease, trash, paper, cups or cans associated with the vending operation. No liquid waste or grease is to be disposed into the tree pits, storm drains or onto the sidewalks, streets or other public place. Under no circumstances shall grease be released into or disposed of in the City's sanitary sewer system.
11. There shall be no audio amplifier or similar device to attract the attention of the public.

12. No food truck shall be parked in a location that prohibits or restricts access to a private property. A minimum of five (5) feet spacing is required from any driveway, measured from the driveway apron.
13. Advertising consisting of business name, logo and items available for sale may be displayed onto the food truck. No other form of advertising is permitted.
14. If Union County Environmental Health revokes the permit for the food truck, the City's temporary use permit shall be revoked as well.
15. The food truck operator shall not utilize tables, chairs, free-standing signage or audio amplification in conjunction with the food truck. All equipment shall be contained within or on the food truck.
16. The vendor shall hold the City, its officers, councilors and employees harmless and indemnify them for any loss, liability, damage, costs, and expenses arising from its operations.

Adopted this 13th day of July, 2021.

Council Member Keziah seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 19. Ordinance Amending Code of Ordinances – Title III: Administration, Chapter 32: Boards, Commissions and Departments – §32.131 Downtown Advisory Board – (A) Membership. City Attorney Shah-Khan advised that this was a request to approve an amendment to Section 32.231 of the Monroe City Code to set membership requirements for the Downtown Advisory Board (DAB). He advised that the DAB was a ten-member board that advised the City on various issues including (as defined in Section 32.134 of the City Code):

- A. Advise, deliberate and make recommendations to the City Council to help facilitate the implementation of the Downtown Master Plan;
- B. Serve to support economic development efforts, and the marketing and promotion of downtown;
- C. Identify appropriate uses for downtown and identify developers/investors for downtown development;
- D. Recommend to City Council an overall policy for the continued development and sustainability of downtown;
- E. Develop financial tools for downtown development;
- F. Promote and facilitate the improvement of downtown infrastructure, including water, public safety, parks, parking, transportation, utilities sidewalks, sewer, and streetscape;
- G. Promote and facilitate a program to assist in business retention in the downtown;
- H. Promote and facilitate a marketing program to increase sales, visitors, and awareness of downtown;

- I. Provide City Council with representative community participation in preparing and implementing plans and reports concerning development of downtown; and,
- J. Promote, facilitate, and act as liaison to catalytic developments significantly affecting the downtown area.

City Attorney Shah-Khan advised that during a recent meeting of the Citizens Appointment Committee, three individuals submitted applications for three open positions on the DAB. However, he advised that prior to the meeting, Staff became aware that one applicant, while a business owner in the Central Business District, was not a Monroe resident. City Attorney Shah-Khan advised that the portion of the City Code related to the DAB did not specify that the DAB members could include business owners or employees of Central Business District businesses, if they were not Monroe residents. As it does not, he advised that Section 32.201(C) of the City Code required that the members of the DAB, like many other City Boards and Commissions, must be Monroe residents. Given that, City Attorney Shah-Khan advised that two of the three applicants (who were Monroe residents) were recommended for appointment by Council to two of the three vacancies.

City Attorney Shah-Khan advised that while this particular applicant did not meet the residency requirement, the issue caused Staff to review the history of appointments to the DAB and the current membership of the DAB. He advised that Staff learned that the DAB had members who did not reside in the City of Monroe, but owned, operated or were employed by businesses within the Central Business District. City Attorney Shah-Khan advised that there was an apparent misunderstanding that owning a business in the Central Business District created an exception allowing for membership on the DAB. However, he advised that it did not. City Attorney Shah-Khan advised that Staff believed that given the DAB's role, the membership requirements for the DAB should be amended to allow business owners or employees of Central Business District businesses to be eligible to serve as DAB members. If the requirements were not amended, City Attorney Shah-Khan advised that Staff would need to have Council rescind the appointments of several members of the DAB as they would not be in compliance with the residency requirement.

City Attorney Shah-Khan advised that it was the recommendation of Staff that Council adopt an Ordinance amending Section 32.131 of the City Code to set membership requirements.

Council Member Anthony advised that she felt that if a member had a business Downtown and met the other requirements spelled out by Staff that a person should be able to serve on the DAB. However, with regard to the statement that "an employee of a business located in the City of Monroe's Downtown Central Business District" should be amended to reflect the person should be a full-time employee.

City Attorney Shah-Khan advised that if it was the desire of Council to make this amendment, Staff would be glad to incorporate the change.

Mayor Kilgore advised that with this amendment, did it mean that at some point, all the members of the DAB could be in the County. He inquired if the membership could not be set up to require some members to reside in Monroe as some of the other Boards were set up.

City Attorney Shah-Khan advised that the DAB could be set up this way but the decision on who was appointed was the decision of the Council with the assistance of the Citizens Appointment Committee. He advised that it would be up to the Committee to take that into consideration and then ultimately Council to make that determination.

Council Member James advised that with the DAB, there were businesses that were in Downtown that were contributing to Downtown even though the owner might reside outside the City limits. She advised that she felt that if a person lived outside of the City limits but had a business in Downtown, she felt that they were invested in Downtown and should have a seat on the DAB.

Council Member McGee advised that he agreed that it should not matter where a business owner lived as long as they had a business in Downtown.

Mayor Kilgore advised that he agreed with the comments of Council Members James and McGee; however, there were some DAB members that served that did not have a business in Downtown.

City Attorney Shah-Khan advised that was correct but the non-business owners serving on the DAB had to live in the City of Monroe.

Council Member McGee advised that he did not feel if employees had that much investment in a business such as business owners and owners of the property. He questioned an employee serving on the DAB representing their business owner and then that person was no longer an employee of that business.

City Attorney Shah-Khan advised that the Ordinance looked at an owner or partner and employee depends on the structure of a business. He advised that there were some folks who might end up being the one who did everything and was heavily involved and the owner of the business might live far away. City Attorney Shah-Khan advised that again, this was Council's decision and Staff would make any modifications accordingly.

Council Member James moved to adopt Ordinance O-2021-39 as written:

**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE III: ADMINISTRATION
CHAPTER 32: BOARDS, COMMISSIONS AND DEPARTMENTS
O-2021-39**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE III, CHAPTER 32, §32.131 OF THE MONROE ORDINANCES IS HEREBY AMENDED AS FOLLOWS:

Section 1. Amend ***DOWNTOWN ADVISORY BOARD*** to read as follows:

§32.131 MEMBERSHIP, TERMS OF OFFICE, AND OFFICERS.

- (A) Membership. The Downtown Advisory Board shall consist of ten (10) members. The members shall be required to be any of the following: residents of the City of Monroe; the full owner of a business located in the City of Monroe's Downtown Central Business District; have no less than a 10% ownership stake in a business

located in the City of Monroe's Downtown Central Business District; be a partner in a business located in the City of Monroe's Downtown Central Business District (by way of illustration, an individual who is a partner in a firm that provides legal services, or accounting services, would meet this requirement); or an employee of a business located in the City of Monroe's Downtown Central Business District.

- (B) Terms of office. Members of this board shall serve staggered, three-year terms.
- (C) Election of officers. A Chair and Vice-Chair will be appointed by the City Council.

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 13th day of July, 2021.

Council Member McGee seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 20. Citizens Appointment Committee Recommendations. Citizens Appointment Committee Chair/Council Member Anthony advised that the Citizens Appointment Committee met on June 7, 2021 and made the following recommendations to Committees:

Committees	Action	Effective Date	Date Term to Expire
Board of Adjustment	Rescind appointment of Julius Marsh as Full Term Member due to attendance requirements	01-01-2020	12-31-2022
Board of Adjustment	Appoint Ken Deal to Vice-Chair	01-01-2021	12-31-2023
Charlotte-Monroe Executive Airport Commission	Appoint Patrick Furr to a Partial Term to replace Cress Horne as Non-City Member	01-01-2021	12-31-2021
Charlotte-Monroe Executive Airport Commission	Appoint Ken Haigler to Vice-Chair	01-01-2021	12-31-2021
Downtown Advisory Board	Appoint Joyce Rentschler to a Full Term to replace Roopal Das	01-01-2021	12-31-2023
Downtown Advisory Board	Appoint Whitley Michele Juba King to a Partial Term to replace Archie Morgan	01-01-2021	12-31-2022
Monroe Tourism Development Authority	Appoint Sharon Crowder Poston to a Full Term At-Large Representative to replace Dianne Nordan	01-01-2021	12-31-2023
Planning Board	Appoint Ken Deal to a Partial Term as a Regular Member to replace Vickie Greene	01-01-2021	12-31-2023

Committees	Action	Effective Date	Date Term to Expire
Planning Board	Appoint Archie Morgan to a Partial Term as an Alternate to replace Jennifer Smith	01-01-2021	12-31-2023

Council Member James advised that there was one candidate who applied for the one open position on the Public Safety Committee. She advised that Mayor Pro Tem Holloway served as a member of the Citizens Appointment Committee Meeting of June 7, 2021. Council Member James advised that Citizens Appointment Committee Chair/Council Member Anthony made a motion to appoint Bob Yanacsek to fill the open position; however, the motion failed for lack of a second by Citizens Appointment Committee Member/Council Member Gordon.

Council Member James inquired if Citizens Appointment Committee Member/Mayor Pro Tem Holloway would second the motion to appoint Mr. Yanacsek to fill the open position.

Public Safety Committee Chair/Mayor Pro Tem Holloway advised that there were eight members that were citizens on the Public Safety Committee and they were getting along okay and he would like to have nine. He advised that as Chair, a Chair received any new applications that came in. Mayor Pro Tem Holloway advised that since the Citizens Appointment Committee Meeting, he had received an application from someone who had attended a Public Safety Committee Meeting and would reflect very favorably on the diversity and inclusion being sought for on the boards. He advised that he would like for the Citizens Appointment Committee to consider all the candidates at the next meeting and come forward with a recommendation.

Council Member James advised that people did not need to be personal or bias in the decisions on how something was done by all of the citizens of Monroe. She advised that everyone needed to be transparent in how the decisions are made. Council Member James advised that she wanted it made known that there was only one position and one candidate that did not move forward. She advised that she saw a transparent consistency going on as to how Council did stuff. Council Member James advised that this was not fair, right or honest in how business was done in the City of Monroe for all people.

Council Member Anthony moved to approve the recommendations to Committees as outlined above. Council Member Keziah seconded the motion, which passed with the following votes:

AYES: Council Members Anthony, Gordon, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: Council Member James

There being no further business, Council Member Anthony moved to adjourn the City Council Regular Meeting of July 13, 2021 at 9:15 p.m. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore

NAYS: None

Attest:

Bobby G. Kilgore, Mayor

Bridgette H. Robinson, City Clerk

Sign if you support renaming the Monroe Science Center, the "Christine Darden Science Center."

Name	Address	E-mail (receive information from NAACP)
Kristy Wilson	1010 Zephyr Cr. Monroe NC 28110	
D'Jayah Brown	100 Normand St	
Sharie Maye	100 Normand St 28110	
Nicole Wallace	610 Lasalle St. Monroenc. 28110	
Alisha Martin	10920 gladiolus dr Matthews NC 28105	
Mildred Hopwood	Kohr 17024 Icemore Lest, Mon	
MAEK DANIELS	1731 Back bay Ct. Charlotte, NC	
Kristic Daniels	1731 Back bay Ct Charlotte, NC	
Philip Morrison	799 patriot parkway Rock Hill, SC 29770	
Ashley Morrison	799 patriot parkway Rock Hill SC 29730	
Marsha Reid	4538 Tradd Circle Monroe, NC 28110	
Miracle Burch		
Zorro, FB	A110 N	
Makayla B.	1610 Icemore St apt D	kaylablakeny13@gmail
Tantanea Ayler	1610 C Icemore St	
Trisha Chitwood	1700 Icemore St Monroe, NC	
Teddy LaBarbera	6207 Stonebridge Drive Indian Tr NC 28079	
Kenia Sawyer	2017 Lexington Ave	Kenia.Sawyer@gmail.com
Chris Sawyer	2017 Lexington Ave, Monroe NC	ChrisandKenia@yahoo.com
Morris Greenwood	4711 cross rd	morgreenwood53@gmail.com
Huis Burns	3006 Babahite Circle Wingate NC	burne@yahoo.com
Frank Hley	1616 Mackenzie Ln Monroe	frankh10705@gmail.com
Rocio Castro	2516 Kemper Ln Monroe	rociocastro@hotmail.com
Shamela Gee	6422 Nunnington Dr. Charlotte 28269	
Maureen Ziebrock	814 Velma Dr Monroe NC 28110	Maureenziebrock22@gmail
Matthew W.	814 Velma Drive Monroe NC 28110	
Karen Hough	2033 B Lancaster Ave 28110	
Roberto Garcia	8360 Condy St Newark, NC 28108	
Ti Dany Joya	1010 South Pine St. WBG NC	tiDanyjoya@gmail.com
Daniel Davis	4444 Seasons Dr.	daniel.davis192@gmail.com

Sign if you support renaming the Monroe Science Center, the "Christine Darden Science Center."

Name	Address	E-mail (receive information from NAACP)
Kristian Hinds	4506 Allenby Pl 28110	krazychik3@aol.com
MARINA LEYVA	1001 BITTER ROOT 28110	DWUNANDONLINE@aol.com
HOPE TANNER	Matthew, NC	htanner95@yahoo
Vicente Massey	3201 graymont MC CLT	Vmassey.ecs@gmail.com
Kimberly Scott	3014 Twin Pks Ct 28110	Kimberlyscott96@gmail.com
Mike Purser	1002 W Evans St 29728	M_Purser@HTImail
Michael Wilson	1010 Zephyr Cir Monroe 28110	Kristyandmike@gmail.com
Kami Williams	2711 Maryam Dairy Rd-28112	Kmwilliams146@gmail
Tommasha Moody	503 Redwine St	marshalurnherkidz@icloud.com
Michael Carrigan	3801 Gordon Lige Monroe	mcarrigan54@gmail.com
*Juliana Carrigan	" " " "	sypris1982@gmail.com
Amanda Maker	601 Barbie Farm	amamake20@gmail.com
Shemeka Rushing	1729-A Icemorlee St Apt	ShemekaRushing28@gmail.com
Quamaine Caldwell	1725-B Icemorlee St	Caldwellquamaine@gmail.com
Abbey Wilson	3601 Fox Run Rd. Weddington	abbeywilsonC.windstream.net
Mary Allene	1731-A Icemorlee St. Monroe	realmaryallene@gmail.com
Annette Thomas	1630-C Icemorlee St. Monroe	AnnetteT32@gmail.com
Elisa Alth	1128B-Icemorlee ST APT	elisaalth@gmail.com
Heath, John	1630 A Icemorlee St APT	SavageRollie21@gmail.com
Edward	1711b Icemorlee St APT	manchierollack@gmail.com
Jemie Allen	1726 A Icemorlee St	JemieAllen056@gmail.com
Deja Heath	1026 Concord Ave	DejaHeath8@gmail.com
Naseem Heath	1622 Icemorelee St Apt A	Naseemheat5@gmail.com
Colin Heath	726 Maverick St	ColinHeath
Octavio Rorie	1620 Icemorlee St	OctavioRorie23@gmail.com
Clarence Frazier	1608 A Icemorlee St	—
Jay Frazier	1604 ICEmorlee St	—
Lawrence Medley	1615 B ICEmoreleets	—
Nicole Maske	1108 A Icemorlee St	—
Kristie Daniebs	1737 Back Bay Ct	—

Sign if you support renaming the Monroe Science Center, the "Christine Darden Science Center."

Name	Address	E-mail (receive information from NAACP)
Adlene Hall	16350 Napewell Ch. Rd Monroe NC 28125	
Brittany Borden	1123 icemoree st apt B 28110	
Greg Miller	1478 Trask pkwy seabrook SC 29940	
*Valencia Morrison	8614 Richardson King 28173	
Dani L Richardson	1424 weddington road monroe NC	
Jennifer Bredan	80 Box 3042 monroe NC 28111	
Renée Lathorp	1426 Acme Rd Marshall NC 28103	
Vanessa Tyson	1007 Brewer Rd, Pageland SC 29728	vantyson@aol.com
Sharon Johnson	10625 Parrish st. Matthews 28105	
James Black	1297 York mt. Rd 29718	
Kathy Burns	456 Oates St. 29730	
John Scott	1616 India Hall 29732	
Rena Wall	2819 Bubunite Cir Wingate NC 28074	
Dawn " "	" " " " " "	" "
Devis " "	" " " " " "	" "
Jagualyn " "	" " " " " "	" "
Elizabeth	6607 Prospect Pt Dr 28112	" "
Danny	444 All Seasons Drive	" "
Curly Taylor	POB 1802 Monroe NC 28111-1802	
Nicole Clark	2820 Spring Breeze Monroe NC 28110	
Kevin Miller	2820 Spring Breeze Wy 28110	
Sharon Howard	1111 Keswick Place Apt 13	
Sandra Oliver	1012 Parker St monroe NC 28112	HS0404@aol.com
Katherine Vinson	905 Lane St monroe 28112	
Josephes Hough	2516 arnold drive monroe NC 28110	
Jessica Hough	2516 Arnold drive monroe NC 28110	joe girl 2013@gmail.com
Edwin Lopez	311 Talleyrand Av. Monroe 28112	
Margum Akers	8085 norwich Ct. Portobacco MD, 20677	
Madi Caldwell	5275 Poor Mt. Rd. Salem VA 24153	madi.g.caldwell@gmail.com
Paige Kamer	25519 Palermo Way Yorba Linda CA 25519	paige.kamer2@gmail.com

Sign if you support renaming the Monroe Science Center, the "Christine Darden Science Center."

Name	Address	E-mail (receive information from NAACP)
Mary Diaz	5119 Pageland Hwy 28112	mary.faypata92@gmail.com
Darwin De losantos	1001 Butler Road ct.	ddelosia2007@gmail.com
Madison Neuman	705 Jug Broome Rd	upungvoicebox@gmail.com
Dail Ros	509 Palmiston Ln	dross@unakr.net
Aubrie Souza	208 Meadow Wind ct	Aubrie12385@Gmail.com *
David Souza	208 Meadow Wind Ct	Davidboy259mx@aol.com
Ani Deshpande	Waxhaw NC	anidesh@gsn.com
Alesia Oleksienko	Monroe NC	alesya.rado@stgmaill.com
Shagunna Wallace	1731 Icemoree St Monroe, NC	shagunna300@gmail.com
Naquita Black	1632 B Icemoree St, Monroe NC	NaquitaB1990@gmail.com
Dearon Nivens	435 Arkoful Dr	Nivensdearo3@gmail.com
JAMES H	1622 - A Icemoree	
Barry Rushing	16 - Icemore NC	
Chris Bivens	1626 A Icemoree	
Nikita Bivens	1626 A Icemoree	
Jessica Lowery	1012 Johnson St.	
Nathaniel Ayler	1618 A Icemoree	
Jasmine Watch	419 Searchlight Ave	JasmineWatch@gmail.com
Felicite Quinby	1510 Buena Vista Rd	FeliciteQuinby@gmail.com
Dan Neitz	2916 GRIFFITH RA 28112	
Victor Garcia	74 Kathy St. Monroe NC 28110	
Marbella Alamy	74 Kathy St Monroe NC 28110	
JANETT Doyth	12505 Atkins Circle Dr. NC	Janett6@att.net
Lorena Lopez	800 Catawba	
Arturo Mendez	124 Burris St, Wingate NC	andresknight88@gmail.com
Thomas Richardson	3702 Avondale Lane	thomasrichardson995@gmail.com
Shantay L. Cassiter	504E Hudson St Monroe NC	mslaster921@gmail.com
Shenise L. Cassiter	504E Hudson St Monroe NC	SheniseLassiter2009@gmail.com
Kassandra Keselby	Wingate University	
Amanda Cesario	Wingate University	

3X

3X

Page 430 of 1028

[illegible]

Timestamp	Name	Address	EMAIL: provide if you would like to receive future communications fr
3/21/2021 21:29:36	Lisa Walker	5008 Laurel Grove Lane, Matthews NC 28104	lwalker777@carolina.rr.com
3/23/2021 9:14:29	Claudia Sandoval	202 Abbotsbury Ct. Waxhaw, NC 28173	
3/23/2021 9:21:01	Aubrey Walker	5008 Laurel Grove Lane, Matthews NC 28104	aowalker@carolina.rr.com
3/23/2021 9:30:23	Rachel Way	7000 Gatwick Lane	
3/23/2021 9:37:23	Tiffany Wilson	717 Barbee Farms Dr Monroe NC 28110	Yes
3/23/2021 9:40:18	Padmaja Sastri	1044 Lake Forest Drive Matthews, NC 28104	teachingpeopletoserve@gmail.com
3/23/2021 9:42:52	Ulunda Baker	1222 Brionne Court Waxhaw NC 28173	
3/23/2021 9:43:41	Karen	1101 Stevens Rd	
3/23/2021 9:44:59	Pam DeMaria	1108 Hunters Trail Dr. Indian Trail, NC 28079	Pamelademaria49@gmail.com
3/23/2021 9:45:14	Eric Mungo Sr	310 N. Thompson St	yes
3/23/2021 9:47:45	Lakeysha Medlin	Skkmedlin@yahoo.com	Skkmedlin@yahoo.com
3/23/2021 9:48:58	Cress Barnes	810 E Franklin st	
3/23/2021 9:49:53	Karyl B Jones	3107 Royal Troon Drive Matthews, NC 28104	
3/23/2021 9:50:10	Lanelle Carr	1803 Icemorlee St. Monroe, NC 28110	
3/23/2021 9:51:13	Selina Campbell	3416 Old Charlotte Hwy	tehelms47@gmail.com
3/23/2021 9:51:53	Eddie Helms	5904 Coral Ridge Lane, Indian Trail NC 28079	
3/23/2021 9:52:51	Travis Hubbard	Piney Grove	YES
3/23/2021 9:52:52	Kenneth Walters	2144 Ashley River Road, WaXHAW, NC 28173	Yes
3/23/2021 9:56:11	Anna Goodwin	820 Clarence Secrest Rd, Monroe, NC 28110	
3/23/2021 10:00:28	Ian Berke	202 Abbotsbury Ct. Waxhaw, NC 28173	madiebrown93@gmail.com
3/23/2021 10:01:15	Madeline Brown	4608 Maho Ln Monroe, NC 28110	
3/23/2021 10:03:14	Robbin Nola	Charlotte NC	Stephaniehunterbrown@yahoo.com
3/23/2021 10:05:50	Stephanie Hunter-Brown	7010 Agnew Drive Charlotte NC 28273	
3/23/2021 10:06:49	Liliana Li	1214 Mallory Ln Waxhaw, NC 28173	Yes
3/23/2021 10:08:27	Misty Algaier	1010 Gwinmar Rd Indian Trail, NC 28079	
3/23/2021 10:10:31	Janet Carlisle	5006 Cattail Cove. Monroe, NC	Katehall2222@gmail.com
3/23/2021 10:13:54	Kate Hall	1405 Screech Owl Rd, Waxhaw, NC 28173	Taraa.woodbury@gmail.com
3/23/2021 10:18:13	Tara Woodbury	4051 Franklin Meadows, Matthews, NC 28105	jchambers18@gmail.com
3/23/2021 10:21:52	Jleisa Chambers	507 Harris Lane	kbwhitec@yahoo.com
3/23/2021 10:22:55	Kym B Whitecar	3604 Edgeview Dr Indian Trail NC	Genia1908@yahoo.com
3/23/2021 10:25:02	Casandra Ruff Hubbard	505 Galesburg Drive, Monroe NC 28110	
3/23/2021 10:29:22	Noelle Prussman	2028 Donovan Drive Matthews	

3/23/2021 10:29:56 Kristen Ramanujam	2804 merryvale way Waxhaw nc	Kristen.ramanujam@yahoo.com
3/23/2021 10:33:04 Janelle Staton	109 Big Dipper Court Wingate, nc 28174	Sjstaton@hotmail.com
3/23/2021 10:35:31 Leslie Lopez	6106 Flowergate Lane, Waxhaw NC 28173	lblopez@att.net
3/23/2021 10:36:40 DELLA R EARLEY	218 WOODLAND RD HAMPTON, VA 23669	srcyouth1@yahoo.com
3/23/2021 10:37:37 Zaria MoserRobinson	305 East Hudson Street, Apt A	
3/23/2021 10:38:23 Paris Craig	411 Alda drive	Paris_nysier@yahoo.com
3/23/2021 10:40:46 Demetrius Bethea	502 Maye street Wingate NC 28174	
3/23/2021 10:42:24 Leigh Coulter	3024 Beech Ct Indian Trail NC 28079	3kidpainter@gmail.com
3/23/2021 10:43:34 Paula Holmes	914 Maurice Street Monroe, NC 28112	
3/23/2021 10:46:16 Cynthia Collins	10321 Haddington Dr. Charlotte, NC	
3/23/2021 10:48:14 Debbie medves	6713 loblolly circle, waxhaw, nc 28173	
3/23/2021 10:49:22 John J Kirkpatrick IV	201 W Sunset Drive, Monroe NC 28112	
3/23/2021 10:54:55 Joan mazzu	1507 alydar court waxhaw	joanmazzu@yahoo.com
3/23/2021 10:55:29 Jeff meaney	1507 alydar court waxhaw	Jeff.meaney@yahoo.com
3/23/2021 10:55:58 Toya Del Valle	311 Covington Crossing, Weddington NC 28104	toyadv@icloud.com
3/23/2021 10:56:35 Deanna White	1828 Seefin Court, Indian Trail, NC	n/a
3/23/2021 10:59:32 Ana Rozzi	1500 Griffith Rd, Monroe , NC 28112	
3/23/2021 10:59:53 Audrey E Rajnak	915 Crooked River Dr, Waxhaw NC 28173	audrey.rajnak@gmail.com
3/23/2021 11:00:17 Don Rozzi	1500 Griffith Rd monroe NC 28112	
3/23/2021 11:08:32 Veronica Dario	2004 Ridley Park Court	Vdario2011@gmail.com
3/23/2021 11:09:25 Keith Adams	1302 Flowe Dr, Stallings, NC 28104	Member
3/23/2021 11:10:50 Elaine McManus	4706 Linda Kay Dr	
3/23/2021 11:14:24 Ann Ewing	6106 Blackgate Ct, Waxhaw, NC	ewing955@gmail.com
3/23/2021 11:14:28 Lynn Lewis	Lcalewis@hotmail.com	No
3/23/2021 11:24:51 Anita Gordon Plaskett	680 Windbrook Circle Bewport News, VA 23602	anitagplas@hotmail.com
3/23/2021 11:25:44 Jennifer Nickelson	Jenn63trek@gmail.com	
3/23/2021 11:30:05 Virginia Leppert	9007 Dartington Ln, Waxhaw NC 28173	ginleppert@gmail.com
3/23/2021 11:33:20 Eric Hall	1101 Stevens Rd. Monroe, NC 28110	ehall1@gmail.com
3/23/2021 11:38:33 Dawn Waller	1136 Wind Chime Court Monroe	
3/23/2021 11:41:32 Carolyn Eberly	3012 Nablus Dr. Waxhaw 28173	carolynmoc9nc@gmail.com
3/23/2021 11:41:50 Sandy Reid	3125 Deer Track Ln.	sandyson2015@gmail.com
3/23/2021 11:42:26 Maytée Sanz	3416 Nancy Creek Rd, Charlotte, NC 28270	mayteesanz@gmail.com
3/23/2021 11:58:35 Kimberly wasson	464 Hartness rd statesville NC	Kwasson41@gmail.com

3/23/2021 12:02:42 Shelton S. Keziah
3/23/2021 12:04:27 Ashley Paraiso
3/23/2021 12:05:04 Tiffany Porter
3/23/2021 12:08:19 Matthew Jordan
3/23/2021 12:14:58 Carolyn Dunand
3/23/2021 12:24:37 Christian Polk
3/23/2021 12:45:47 Nora Allendale
3/23/2021 12:47:32 Yorda kidane
3/23/2021 12:50:50 Ava Williamson
3/23/2021 12:56:47 Kim Helms
3/23/2021 12:59:58 Evelyn Maben- Hall
3/23/2021 13:03:13 Miranda Chambers
3/23/2021 13:04:30 Mashawnda
3/23/2021 13:07:37 Wesley Nichols
3/23/2021 13:13:20 Angelia James
3/23/2021 13:15:42 Ashley Broome
3/23/2021 13:28:42 Deborah Hall
3/23/2021 13:33:33 Nicole Lipscomb
3/23/2021 13:36:02 Ayesha murpji
3/23/2021 13:37:20 Pamela Carlton
3/23/2021 13:41:32 Sade Barrino
3/23/2021 13:46:04 Janice Wilson
3/23/2021 13:48:04 Diana Martin
3/23/2021 13:49:01 Mary Fetherson
3/23/2021 14:05:33 Shaunice parker
3/23/2021 14:12:07 Helen
3/23/2021 14:14:14 John P Sestito
3/23/2021 14:21:21 Traci Dawson
3/23/2021 14:27:32 Colleen Musselwhite
3/23/2021 14:42:26 Lisa McCloy
3/23/2021 14:43:01 Lisa Cooper
3/23/2021 14:47:21 April Wyche
3/23/2021 14:59:15 Cassidy Ellison

200 East Jefferson Street, Monroe, NC 28112
10000 Woodview Circle, Charlotte, NC 28277
11821 Journeys End Trl Huntersville nC
6909 Green Haven Ln Monroe, NC 28110
806 Coachman Dr
212 Glencroft dr Wingate NC
316 Gatewood Ln. Weddington NC 28104
1007 Hamilton Mill Dr. Waxhaw NC 28173
1031 Brenham Lane, Matthews, NC 28105
5923 Rocky River Road N
1176 Woodwinds Drive, Waxhaw, NC 28173
Po bx 761
10021 madison square pl Charlotte, NC 28216
5924 Deal Road, Weddington, NC 28104
1600 Tower Court, Monroe NC 28112
1011 Cornflower Ln, Indian Trail, NC 28079
807 S. Bragg St. Monroe, N.C. 28112
2018 Sandy Pond Lane, waxhaw, nc
8932 arbor creek dr, Charlotte, nc 28269
3806 Chatterleigh Dr Monroe, NC 28110
P.O Box 1681 Monroe NC 28111
608 Hunley rd monroe 28112
1125 Afternoon Sun Rd
605 Carr St Monroe NC 28110
7501 Irwin Rd.
Wood
900 Crooked River Drive, Waxhaw, NC 28173
1623 Cottage Creek Rd Indian Trail NC 28079
9426 Greenbank Ct
2803 Bridle Brook Way, Charlotte, NC 28270
9004 Fine Robe Drive, Indian Trail, NC 28079
5101 Alysheba Drive Indian Trail NC 28079
875 E Sunset Dr Apt 8F Monroe, NC 28112

yes

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Yordakidane@gmail.com
avamoc9nc@gmail.com

randablue30@gmail.com
no

ashleybroome28@gmail.com

Trusslipscomb@icloud.com
Yes
plcarton2@yahoo.com
Sadebarrino@yahoo.com

dijah2790@gmail.com

jestito@cinci.rr.com
tmariad93@yahoo.com
Co.Muss90@gmail.com

awyche@carolina.rr.com
cassidyPELLISON@gmail.com

3/23/2021 15:00:31 Kelly Good	Waxhaw	
3/23/2021 15:08:13 Cristal Watson	15645 Greythorne Drive	
3/23/2021 15:08:43 Aleta Galusha	8428 Whitehawk Hill Road, Waxhaw, NC 28173	aletagalu@aol.com
3/23/2021 15:09:56 Christina Franc	6216 Brumit Ln	Cfranc6@gmail.com
3/23/2021 15:12:27 Grace McLain	11016 Gladewater Dr, Matthews, NC 28105	cltmoms.nc@gmail.com
3/23/2021 15:15:14 KIMBERLY BARKER	1109 James Madison Drive, Weddington NC 28104	
3/23/2021 15:25:01 Lori Carter	2274 Hanover Ct. Indian Land, SC 29707	
3/23/2021 15:28:33 Sarah Gibson	104 Gelderland Dr	
3/23/2021 15:32:33 Katy Bawin	1535 Millbridge pkwy	
3/23/2021 15:46:23 Dru Johnson	902 Robinbrook Lane Waxhaw, NC 28173	Drujohnson2011@gmail.com
3/23/2021 15:47:16 Chloe N Poston	1013 SL Polk rd. Monroe, NC 28110	chloepostonphd@gmail.com
3/23/2021 15:50:29 John Kibler	3614 S Rocky River Rd Monroe, NC 28112	Kiblerjohn66@gmail.com
3/23/2021 15:51:08 Susan Purr	2003 Bridleside Drive, Indian Trail, NC 28079	
3/23/2021 15:53:55 Robert L. Heath	5630 Anglesey Ct. Matthews, NC 28104	heathrl62@yahoo.com
3/23/2021 15:54:08 Vadia Smith	214 West Wilson Street Wingate NC 28174	
3/23/2021 15:54:15 Stuart Purr	2003 Bridleside Drive, Indian Trail, NC 28079	
3/23/2021 16:02:30 Claudia Ridley	1002 Russet Glen Ln, Matthews, NC 28104	Theridleyfive@gmail.com
3/23/2021 16:03:12 Tometria Covington	418 Boyte st.	Coota.jane@gmail.com
3/23/2021 16:11:03 Akisha Pope	910 e sunset dr apt f	akishapope@yahoo.com
3/23/2021 16:17:21 Tina Rogovin	413 Hampshire Hill Road Matthews 28105	
3/23/2021 16:17:55 Nathel O Hailey	PO BOX 3111 WINGATE NC 28174	
3/23/2021 16:23:49 Jervontai Threatt	606 Independence Drive Wingate NC 28174	haileynate@windstream.net
3/23/2021 16:27:56 Lorraine Speller	107 Whitewater Drive, Newport News, VA 23608	threattjr0220@gmail.com
3/23/2021 16:35:52 Tangela Carelock	4905 Manchineel Ln Monroe NC 28110	
3/23/2021 16:41:14 Syl Walker	3121 Karen Lane, Monroe, NC	sylwalker1@earthlink.net
3/23/2021 16:41:33 Shelley Johnson	8519 Chatsworth Ln Waxhaw NC 28173	Yes
3/23/2021 16:42:04 jonas harris	613 white tail terrace, marvin, nc 28173	jonharr7@aol.com
3/23/2021 16:44:33 VICTORIA REDFEARN	4715 CANAL Rd.Marshville, NC 28103	Vredfearn1@gmail.com
3/23/2021 16:55:10 Haywood Duncan	2001 walnut ln	No
3/23/2021 16:59:37 Kerry Hough	502 Redwine st Monroe N.C. 28110	Houghkerryjoe@gmail.com
3/23/2021 17:02:07 Kathryn Goodfellow	914 Lillieshall Rd	
3/23/2021 17:19:13 Sylvia Y Walters	2144 Ashley River Road, Waxhaw, NC 28173	Sywaltersslp@gmail.com
3/23/2021 17:27:25 Bernice Prioleau-Walker	3517 Banyan Way, Marvin NC 28173	ladybpw@hotmail.com

3/23/2021 17:33:09 Adrian Wilson	608 hunley Rd Monroe Nc 28112	mooremama3@gmail.com
3/23/2021 17:51:00 Susan C Moore	7015 High Oaks Drive, Weddington, NC 28104	No
3/23/2021 17:52:09 Denise Glover	1281 Restoration Drive, Waxhaw, NC 28173	sbhardy03@gmail.com
3/23/2021 17:52:33 Susan Hardy	1008 E. Sandy Ridge Rd, Monroe, NC 28112	
3/23/2021 17:55:11 James Bazan	4620 Cringle Ct, Charlotte 28226	
3/23/2021 17:55:21 Linda Artis	2929 Englefield Dr.	Lsaf.5709@gmail.com
3/23/2021 17:57:15 MICHAEL V PATTERSON	450 East Village Drive, Monroe, NC 28112	MVPatterson450@gmail.com
3/23/2021 18:06:30 Gwen Campbell	Linden N.C.	
3/23/2021 18:08:44 Kimberly Cheek	415 Five Leaf Lane Waxhaw NC 28173	rcheek@bellsouth.net
3/23/2021 18:09:05 Jennifer Adelhardt	9002 Huntsmaster Pl, Waxhaw, NC 28173	jennifer.adelhardt@gmail.com
3/23/2021 18:21:44 Trinity Martin	405 Alucio Ct.; Wesley Chapel	Yes
3/23/2021 18:29:51 Colleen Mecredy	6532 Potter Road	
3/23/2021 18:31:16 Laura Kovacs	706Palmerston Ln Waxhaw	
3/23/2021 18:43:09 Michael Alvarez	3024 proverbs court Monroe nc 28110	Yes
3/23/2021 19:08:50 Penny Cypress	4725 Dorsey Hall	
3/23/2021 19:12:44 Myrtle Annette Clayton	13483 High Gate Mews Carrollton Virginia 23314	aclayton08@aol.com
3/23/2021 19:13:53 Norm Zimmer	6039 Mason Creek Circle, Ft Mill, SC	No
3/23/2021 19:24:42 Molly Gliemmo	9008 Huntsmaster Place	
3/23/2021 19:35:24 Katie Stewart	1401 W Franklin Street Monroe, NC 28112	Mkmstewart79@gmail.com
3/23/2021 19:49:10 Tiffany Porter	11821 Journeys End Trl Huntersville nC	
3/23/2021 20:11:40 Misty Byrd	426 E Village Dr Monroe NC 28112	mbyrd282@gmail.com
3/23/2021 20:13:23 Silreaka Taylor	lusby, Md	
3/23/2021 20:20:32 Jacquelyn Goldberger	2810 Bridle Brook Way, Charlotte, NC 28270	jackiegolddberger@hotmail.com
3/23/2021 20:38:06 Tara bryant	3806 faith church road	Tara.bryant@unionshelter.org
3/23/2021 20:56:55 Misty Covington	5909 S Rocky River Re	mstyredd@yahoo.com
3/23/2021 21:03:44 Gina Douglas	304 Ivy Springs Ln Waxhaw NC 28173	mother0fthree@yahoo.com
3/23/2021 21:15:22 Suzanne Penuel	1207 Crestfield Drive, Lancaster SC 29720	
3/23/2021 21:16:36 Florence A Miller	201 S. Bragg Street, Monroe, NC	
3/23/2021 21:17:13 John McGuire	7103 Yellow Horn Trail Waxhaw, NC 28173	Jbmcguire15@gmail.com
3/23/2021 21:23:30 Julie Sandoval	8918 Cumberland Court, Waxhaw, NC 28173	jcsandoval8@msn.com
3/23/2021 21:23:53 Chris Chiarenza	201 Kindling Wood Lane, Marvin NC 28173	pbs.chris@gmail.com
3/23/2021 21:26:14 Kara Lopp	116 Business Park Drive suite A Indian Trail NC 28079	Kara.lope@commonheart.org
3/23/2021 21:35:01 Cynthia Shepard	15415 Shawnee Trail, Matthews 28104	CHSABS@carolina.rr.com

3/23/2021 21:44:20 Marlo Loga	2219 Lexington Avenue	
3/23/2021 21:45:48 Dr. Roderick Heath	900 Middle Ground Ave Rolesville Nc 27571	roderick_heath2005@yahoo.com
3/23/2021 21:46:32 Diana Hutchens	2021 Long Hope Road	
3/23/2021 21:47:18 Demonica Alexander	3916 edgeview drive Indian trail N.C. 28079	
3/23/2021 21:48:43 Crystal Kilgo	3801 Forest Lawn Drive Matthews NC 28105	ckilgo01@yahoo.com
3/23/2021 21:49:01 Teia Stafford	211 Alda Dr.	No
3/23/2021 21:49:23 Rachel Ingold	4128 Trevor Circle Durham, NC 27705	
3/23/2021 21:49:41 Michael Duncan	606 Beard St Monroe NC	miked1906@carolina.rr.com
3/23/2021 21:51:02 Janis S Griffin	1213 Jamestowne Drive, Monroe, NC 28110	jmspdg@aol.com
3/23/2021 21:51:13 Marier Tims	5433 San gabriel way Orlando fl 32837	
3/23/2021 21:51:30 Ebony Croutch	3801 Forest Lawn Dr.	
3/23/2021 21:59:46 Gina Howard	8506 Chatsworth Lane Lane Waxhaw NC 28173	
3/23/2021 21:59:57 Gina Howard	8506 Chatsworth Lane Lane Waxhaw NC 28173	
3/23/2021 22:00:37 Latisha Williams	615 Hunley st monroe no 28112	
3/23/2021 22:05:45 Kelsey J Livingston	823 Maurice St., Monroe, NC, 28112	kelseyjlivingston@gmail.com
3/23/2021 22:07:14 Lisa Skala	4684 Homestead Place, Weddington, NC 28104	Lskala@windstream.net
3/23/2021 22:16:04 Rebecca Franklin	2305 Trading Ford Dr Waxhaw NC 28173	
3/23/2021 22:28:42 Coretta Kimble	4218 Scenic Dr Shreveport, LA 71119	caellen_2000@yahoo.com
3/23/2021 22:28:55 Terrie Gibson	6777 Christiansted Lane Nashville TN 37211	no
3/23/2021 22:30:53 Yes	1000 sunlight path dr Monroe NC 28110	Amyiabrewer@gmail.com
3/23/2021 22:37:41 Jennifer Payne	1029 Patricians Ln Monroe NC 28210	
3/23/2021 22:39:35 Chenquita Witherspoon	Pi box274 monroe nc 28111	quitabaker@yahoo.com
3/23/2021 22:40:05 Jennifer Payne	1029 Patricians Ln Monroe NC 28210	
3/23/2021 23:04:58 Amanda McGrath	1213 Gifford Dr Matthews NC 28105	
3/23/2021 23:17:52 Danielle Blount	169 Sattlehorn Road	Dyblount82@gmail.com
3/23/2021 23:18:38 Gail Furr	YES	gmfurr@hotmail.com
3/23/2021 23:23:21 Stacy Erickson	6746 Alanbrook Rd, Charlotte, NC	
3/23/2021 23:31:35 Sheryl Reto	11005 Legends Lane Matthews NC	
3/23/2021 23:55:03 Christine Darden Science	2225 Genesis Dr	millskristie@msn.com
3/24/2021 0:11:17 Cecilia Gavin	412 Deer Brush Ln, Waxhaw	
3/24/2021 0:30:16 Franky	Wendell, NC 27591	
3/24/2021 0:46:22 Mott Covington	6420saddlewooddr waxhaw nc 28173	Mott.covington@gmail.com
3/24/2021 2:50:20 Demetris Frazier	906 Sioux St Monroe NC	Yes

3/24/2021 2:51:12 Nasir Patterson	906 Sioux St Monroe NC
3/24/2021 2:52:00 Gene Autry	1602 B Icemorlee St Monroe NC
3/24/2021 5:11:21 Jodi Livengood	PO BOX 1814 Monroe NC 28112
3/24/2021 5:38:39 Constance Boswell	4000 William Clark Trail, Monroe, NC 28110
3/24/2021 5:40:12 Cornelius Boswell	4000 William Clark Trail, Monroe, NC 28110
3/24/2021 6:01:03 Carmen Johnson	2613 Dellinger Drive Charlotte NC 28269
3/24/2021 6:14:56 Cheryl McCain	5811 Sunnywood Place
3/24/2021 6:33:24 Robert Capers	311 Lind Point Lane, Monroe NC 28110
3/24/2021 6:40:17 Andrea Lockard	206 Seven Oaks Dr
3/24/2021 7:23:14 Denise Joy	7218 Cobblecreek Dr, Matthews
3/24/2021 7:25:54 Stephanie Starnes Traynh	1917 Nash Road Wingate NC 28174
3/24/2021 7:29:25 Vanessa Calhoun	416 Continental Dr. Durham, NC
3/24/2021 7:33:13 Cheryl Thompson	294 Derby Drive, Riverdale GA 30274
3/24/2021 7:37:23 Michelle Allred	15218 Aullcin Ct Charlotte NC 28278
3/24/2021 7:58:38 Tonya Crockett	9007 Lee Tillman dr. Waxhaw, Nc 28173
3/24/2021 8:02:42 Pronda Few	7107 Bevington Woods LaneCharlotte NC 28277
3/24/2021 8:06:18 Melita Mitchell	12239 Chesley Drive, Charlotte, NC 28277
3/24/2021 8:10:14 Shantelle Farrar	1016 Pueblo Ridge Place, Cary, NC 27519
3/24/2021 8:11:06 Criss Berke	202 Abbotsbury ct, waxhaw, nc
3/24/2021 8:21:29 Aja Marks	2010 Sentinel Drive, Indian Trail NC 28079
3/24/2021 8:26:57 Donna Harding	2900 Beulah church, Matthews' Nc 28104
3/24/2021 8:27:38 Erika Niland	Erika.scocco@gmail.com
3/24/2021 8:27:56 Donns Harding	2900 Beulah church rd, Matthews, Nc 28104
3/24/2021 8:37:50 Megan Dunn	2745 Quailrush Rd, Charlotte, NC 28226
3/24/2021 8:43:29 Dr. Bethany Ranes	2376 Molnau Ct, Chaska, MN 55318
3/24/2021 9:02:52 Ella Berke	202 Abbotsbury Ct
3/24/2021 9:05:24 Meghan Dixon	9819 Tompkins Lane waxhaw NC
3/24/2021 9:21:40 Crystal Hughes	1001 Walters Street Monroe NC 28112
3/24/2021 9:22:28 Jamal Little	504 Canry Court Wingate NC
3/24/2021 9:22:57 Jaheim Osborne	1001 Walters Street Monroe NC 28112
3/24/2021 9:23:22 Ezekiel Little	1001 Walters Street Monroe NC 28112
3/24/2021 9:23:58 Zayla Little	1001 Walters Street Monroe NC 28112
3/24/2021 9:24:53 Teryn Odom	805 Linden Rd.

No
No

Mscarmendjohnson@gmail.com
cmccain22@yahoo.com
Thehouseoffreedom@yahoo.com

Stephtrayjunk@gmail.com
vbcalhoun@gmail.com

Yes
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ajarose777@aol.com

Erika.Scocco@gmail.com

ella.m.berke@gmail.com
17meggyd@gmail.com

3/24/2021 9:25:59 Antoinette Stewart	2004 Simmon Tree Court, Indian Trail, NC 28079	Tbs4life4life@aol.com
3/24/2021 9:31:21 Andy Tslmadge	2106 Napoleon Ave, New Orleans LA 70115	atalmadge1@yahoo.com
3/24/2021 9:40:27 Kathy Starnes	1917 Nash Road, Wingate, NC 28174	
3/24/2021 9:51:10 Mateo Checa	807 Capington Lane	mateochecha@icloud.com
3/24/2021 10:14:14 Joseph Few	7107 Bevington Woods Lane, Charlotte 28277	Joe.few@gmail.com
3/24/2021 10:36:47 William Welton Burns	540 coral court, Apr 2A, Newport News, VA 23606	Weltonburns@hotmail.com
3/24/2021 10:58:38 C. A. Hoey	14 Murray Street #211, New York, NY 10007	choey@hoeylawfirm.com
3/24/2021 11:11:41 Lorenzo Huntley	2823 bathgate lane matthews nc, 28105	
3/24/2021 11:13:07 Charlyne A Schofield	617 White Tail Terrace, Waxhaw, NC 28173	
3/24/2021 11:16:13 Matthew Baucom	1552 Cottonwood Avenue Lafayette CO 80026	Matthew.baucom1@gmail.com
3/24/2021 11:39:17 Ella Berke	202 Abbotsbury Ct	ella.m.berke@gmail.com
3/24/2021 11:57:01 Neidy Christopher	5245 Ficus Tree Lane	neidy1104@hotmail.com
3/24/2021 11:57:57 Stacey Blackman	10217 Convingtonwood Dr	
3/24/2021 12:13:41 Sherry Crowder	1002 Calhoun St	
3/24/2021 12:27:25 Torrie Landon	1248 Greylyn Dr. Weddington, 28104	
3/24/2021 12:36:09 Betty Mattos	508 Clear Wood Court. Waxhaw, NC 28173	betty.mattos13@gmail.com
3/24/2021 12:47:11 Teresa Chambers	1635 walk up Monroe NC 28112	
3/24/2021 12:48:43 Sheri Moore	4104 Chattlerliegh dr Monroe NC 28110	
3/24/2021 12:49:26 Andrea H Marsh	1121Ansonville Rd. Wingate ,N.C. 28174	andrmr201@aol.com
3/24/2021 13:03:35 Kristin Dodd-Tarleton	Charlotte, NC	Kdoddtarleton@gmail.com
3/24/2021 13:11:48 Mary Jo Breckenridge	5138 Panhandle Circle Matthews 28104	
3/24/2021 13:23:51 Ella Berke	202 Abbotsbury Ct	ella.m.berke@gmail.com
3/24/2021 13:55:21 Candace Lapan	2509 Hopewood Ln Monroe, NC 28110	calapan59@gmail.com
3/24/2021 14:18:03 Eliza Dodd-Tarleton	4027 rutherford drive	
3/24/2021 14:21:34 Sandra Clarke	160 Meadow Street, Monroe NC 28110	sclarke525@gmail.com
3/24/2021 14:29:27 Kelly Stegall	701 W Franklin St., Monroe, NC 28112	kastegall@hotmail.com
3/24/2021 14:38:33 Alayna Taylor	160 Mariner Pointe Lane Mooresville, NC 28117	alaynataylor14@gmail.com
3/24/2021 14:39:21 ELIZABETH CASANA	506 E. Union Street Marshville, NC 28103	lizziecubanita@gmail.com
3/24/2021 14:40:41 Gina Williams	1409 Fairley Avenue	Wgina7566@gmail.com
3/24/2021 14:44:40 Unique Perez	506 East Union St. Marshville Nc 28103	
3/24/2021 14:58:00 Lindsey Shuford	1159 Drummond Ln. Stallings, NC 28104	lmshuford@gmail.com
3/24/2021 15:01:00 Christina Neal	1718 McIntyre Rd Wingate, NC 28174	
3/24/2021 15:07:43 Steven Starr	814 Lillieshall Rd, Waxhaw, NC 28173	s.a.starr@outlook.com

3/24/2021 15:09:56 Mario Elliott	yolandaelliott2004@yahoo.com	yolandaelliott2004@yahoo.com
3/24/2021 15:10:01 Haley Tullish	222 e bland st Charlotte nc	
3/24/2021 15:10:37 Yolanda Elliott	yolandaelliott2004@yahoo.com	yolandaelliott2004@yahoo.com
3/24/2021 15:11:39 Tamara Roesler	1521 Sunflower Field Pl	fallenstar903@Hotmail.com
3/24/2021 15:15:48 Bob Albrecht	814 Springwood Drive Waxhaw NC 28173	
3/24/2021 15:16:59 Carol Lewis	1821 Top Flight Drive Indian Trail NC 28079	lewis_carole@aol.com
3/24/2021 15:17:27 Elizabeth Mshar	516 King Street, Waxhaw, NC 28173	
3/24/2021 15:17:39 Bethany Seavey	6806 Shady Oak Lane Waxhaw, NC 28173	
3/24/2021 15:17:55 Ananda Sherwood-Saul	1821 Top Flight Drive Indian Trail NC 28079	Ananda.sherwoodsaul@yahoo.com
3/24/2021 15:17:58 Kristie Hill	316 E Windsor St	Kristie.Hill@unioncountync.gov
3/24/2021 15:18:03 Ananda Sherwood-Saul	1821 Top Flight Drive Indian Trail NC 28079	Ananda.sherwoodsaul@yahoo.com
3/24/2021 15:18:24 Chelsea G	Monroe	
3/24/2021 15:20:27 Emily Engel	2024 Canopy Dr, Indian trail NC 28079	
3/24/2021 15:25:02 Wizdom Perez	506 east union street marshville	Wizdomnp@gmail.com
3/24/2021 15:25:25 Brittany Foltz	807 Stack Road Monroe, NC 28112	
3/24/2021 15:27:56 Nicola Seahorn	211 Alda Dr. Monroe, NC 28110	
3/24/2021 15:28:39 Madelaine Kobe	1001 Greenwich Park Drive, Indian Trail, NC 28079	
3/24/2021 15:29:48 Megan Wheless	7518 Surry Lane Indian Trail, NC 28079	
3/24/2021 15:32:50 Karen Crowder	311 Hough Street Monroe NC 28112	
3/24/2021 15:34:50 Victoria Maye	112D Wesley Woods Rd	
3/24/2021 15:46:54 Elisabeth	433 State St	No thanks
3/24/2021 15:53:41 Sawyer Foltz	807 stack road monroe nc	
3/24/2021 15:54:42 Sawyer Foltz	807 Stack road monroe nc	
3/24/2021 15:58:58 Ayinde Best	10730 Surrey Green Ln, Apt 307, Matthews, NC 28105	
3/24/2021 16:13:49 Mae F Walls	1916 Austin Chaney Road, Wingate, NC 28174	
3/24/2021 16:14:07 Delvyn Covington	315 East Green Street	
3/24/2021 16:14:55 Maria Severance	1026 Canopy Drive, Indian Trail, NC 28079	
3/24/2021 16:27:04 Kimberly Morrison-Hansley	4307 Crow Road Monroe, NC 28112	khansley41@gmail.com
3/24/2021 16:28:31 Rhontavia McGee	2300 Polaris Way SW Atlanta GA 30331	rhondac.mcgee@gmail.com
3/24/2021 16:37:57 Sissy Sackiel	454 Tysons Forest Drive, Rock Hill, SC 29732	
3/24/2021 16:52:06 Jamal Gardner	2300 Concord Avenue, Monroe, NC 28110	jamal.gardner@unioncountync.gov
3/24/2021 17:17:11 Raymond Nixon	1410 Stafford Street Extension	raynixon99@gmail.com
3/24/2021 17:21:33 Kathleen Domanski	3714 Banyan Way Waxhaw NC 28173	

3/24/2021 17:21:49 Erin Driver	409 Deer Brush Lane Waxhaw Nc 28173	Eldriver3@gmail.com
3/24/2021 17:23:00 Jay Geddie	12439 Sylvan Oak Way Charlotte NC 28273	No thank you
3/24/2021 17:38:48 CHRISTY D SCOTT	301 Glencroft Dr.	ms.christyscott@gmail.com
3/24/2021 17:47:28 Archie Hansley, Jr	4307 Crow Rd., Monroe, NC. 28112	
3/24/2021 17:52:13 Colby Anderson	905 Kenliworth Ave Apt 504	
3/24/2021 18:04:34 Dr. Kathryn Johnson	6123 Grove Park Blvd., Charlotte, NC 28215	kvjohnso@uncc.edu
3/24/2021 18:28:25 Helen Morrison	4103 Doster Rd. Monroe, NC	
3/24/2021 19:05:40 Amy Helms	405 South Church Street, Monroe, NC 28112	ahhelms@gmail.com
3/24/2021 19:23:32 Shanly Vong	7516 Hamilton Bridge Road Charlotte NC, 28278	
3/24/2021 19:33:39 Molly Gliemmo	9008 Huntsmaster place	
3/24/2021 19:44:54 Lindsey Parker	Mount Ulla, NC	
3/24/2021 20:05:37 Jennifer Gatling	2735 Silverthorn Dr Charlotte NC	
3/24/2021 20:13:06 Mary Lindsay- Barber	4000 Ambassador Court Weddington , NC 28104	mlbabydoc2 @aol.com
3/24/2021 20:20:36 Kristin Fletchef	7937 Elphin Court Charlotte	
3/24/2021 20:24:29 Tesha McBeth	3419 Richards Xing fort mill sc 29708	
3/24/2021 20:26:24 Juliana porter	9700 providence Forest lane	
3/24/2021 20:34:38 Margaret LaBossiere	3617 Esther Street Indian Trail, NC 28079	Marg7879@yahoo.com
3/24/2021 20:39:07 Becky Maupin	3005 Ocaso Ct Matthews NC 28104	rusty188-girl@yahoo.com
3/24/2021 20:40:15 Valanda Covington	318 Deerwood Court Waxhaw NC 28173	Vlewis3@hotmail.com
3/24/2021 20:43:17 Sherri Faulkner	Wingate NC	sherrifaulk42@gmail.com
3/24/2021 20:59:23 Erica Evans MD	1206 Wynhurst Drive Waxhaw NC 28173	Yes
3/24/2021 21:00:27 Erica Evans MD	1206 Wynhurst Drive Waxhaw NC 28173	cheriemd@gmail.com
3/24/2021 21:15:39 Christine Somma	2036 Burton Point Court Waxhaw, NC 28173	Yes
3/24/2021 21:19:43 Sherry Crowder	1002 Calhoun St	
3/24/2021 21:22:47 Angela Dolan	1007 Hudson Mill Drive Waxhaw NC 28173	Angela.c.dolan@gmail.com
3/24/2021 21:24:25 Jenna Meaney	1507 Alydar ct waxhaw NC	
3/24/2021 21:37:29 Rosa Tanner	2318 Tanner Rd., Marshville, NC 28103	rct28103t@aol.com
3/24/2021 21:37:57 Kristina McClain	515 Lindsborg Trl Monroe, NC	
3/24/2021 21:42:41 Sabriya Mutize	1264 Saint Johns Ave, Matthews, NC 28104	Sabriya.mutize@gmail.com
3/24/2021 21:47:22 Sarah conklin	7816 Clovervale Dr waxhaw	
3/24/2021 21:52:52 Kenneth Hungate	12400 Three Lakes Drive, Charlotte, Nckhu	Khungate@carolina.rr.com
3/24/2021 22:34:42 Vivek Tayal	1427 Waverly Avenue, Charlotte, NC	
3/24/2021 22:48:16 Nicola Seahorn	211 Alda Dr. Monroe, NC 28110	

3/24/2021 23:07:04 Eliza Dodd-Tarleton	4027 rutherford drive	
3/24/2021 23:08:03 Jeanette W Johnson	8500 Riverwood Ct, Waxhaw, NC. 28173	
3/24/2021 23:09:22 Melinda Leak	107 Ridge Run Marshville, NC 28103	Yes
3/24/2021 23:20:15 John Tarleton	2660 Rolling Hills Dr, Monroe, NC 28110	Jtarleton@carolina.rr.com
3/24/2021 23:22:29 Justine M. Stewart	1520 Classic Drive Apartment A, Monroe, North Carolina 28112	justinemstewart@gmail.com
3/24/2021 23:33:50 Karen Reid-Sims	7820 Crescent Executive Drive	
3/25/2021 1:03:58 Crystal barrett	,1205 boyte st monroe nc 28110	crystal.barrett@yahoo.com
3/25/2021 6:25:54 Cori Braxton	421 Fawn Dr., Boone NC 28607	
3/25/2021 6:31:13 Mindy Huelle	4004 Henshaw Rd Waxhaw	
3/25/2021 7:14:59 Liane Watson	107 W Houston St Monroe, NC	
3/25/2021 7:33:07 Tesla Rush	2020 Clontz Long Road	
3/25/2021 7:39:57 Ashley Ojok	1106 Saratoga Blvd Indian Trail NC 28079	Aojok33@yahoo.com
3/25/2021 8:04:23 Hillary D Moore	1459 A Street NE, Apt. E, Washington DC, 20002	
3/25/2021 8:11:56 Lora Ann Helms	607 Joe Collins Rd, Monroe, NC 28112	
3/25/2021 8:12:53 Cossandra Miller	1426 Juniper Hills Ln Fort Mill SC 29707	
3/25/2021 8:19:28 Bob Jones	6715 LEnnox St. Indian Land SC, 29707	
3/25/2021 8:24:07 Donna Sell	3714 Heron Point Drive	
3/25/2021 8:41:48 Patrick Schmidt	6415 Fellowship CIR Apt. G, Waxhaw, NC 28173	
3/25/2021 9:07:05 Cindy Silva	832 TJ Drive, Monroe NC 28112	Yes
3/25/2021 9:30:51 Brenda Stone	7016 Stirrup Ct., Weddington, NC 28104	brendaruthstone@gmail.com
3/25/2021 9:31:26 Dudley Stone	7016 Stirrup Ct., Weddington, NC 28104	
3/25/2021 9:36:03 Unique Perez	506 East Union St. Marshville Nc 28103	
3/25/2021 9:57:55 Ashley Ojok	1106 Saratoga Blvd Indian Trail NC 28079	Aojok33@yahoo.com
3/25/2021 10:11:18 Tamara Smith	7406 Sienna Heights Place Charlotte, NC 28213	Tamarasmithmsw07@yahoo.com
3/25/2021 11:07:50 Archie Hansley, Jr	4307 Crow Rd., Monroe, NC. 28112	
3/25/2021 11:22:50 Joan L. White	2022 Beacon Avenue Monroe, NC 28110	
3/25/2021 11:23:23 William C. White	2022 Beacon Avenue Monroe, NC 28110	
3/25/2021 11:45:17 Paul Rogers	2728 Whiffletree Road / Charlotte, NC 28210	
3/25/2021 14:13:25 Celena Wynn-Eddy	1101 Griffith Rd. Monroe, NC 28112	demewynn@gmail.com
3/25/2021 14:44:49 Rebecca Franklin	2305 Trading Ford Dr Waxhaw NC 28173	
3/25/2021 14:50:31 AJ Olden	2100 Flagstone Lane Indian Trail NC 28079	
3/25/2021 15:54:23 Dave Simpson	Dave Simpson	
3/25/2021 16:01:29 Lauren Durham	4723 Kiddle Lane	

3/25/2021 16:16:04 Anne Wood
3/25/2021 16:44:59 Colleen O'Connor
3/25/2021 16:57:53 Artez C Watts
3/25/2021 18:41:38 Katherine Capstick
3/25/2021 19:52:20 Lynn Hernandez
3/25/2021 20:47:55 Michele Nichols
3/25/2021 21:24:34 Jackie Foxworth
3/25/2021 22:25:13 Janice Holleny
3/25/2021 22:40:46 Lamar Hamilton
3/25/2021 22:42:39 Jean Johnson
3/25/2021 22:50:14 Takeda LeGrand
3/25/2021 23:22:21 Diane Rockwell
3/26/2021 6:18:51 Ruth Mather
3/26/2021 6:21:51 Patricia Kindley
3/26/2021 6:49:05 Lakeysa Medlin
3/26/2021 6:49:33 Donna Carol
3/26/2021 7:22:31 Valerie Gromlovits
3/26/2021 8:04:52 Josette Goings
3/26/2021 8:25:09 Dreams Larkin
3/26/2021 12:20:42 Diane Ferguson
3/26/2021 12:38:38 Ariana Mercer
3/26/2021 13:13:17 Judy J. Amick
3/26/2021 14:34:07 Tiffany Jordan
3/26/2021 14:41:31 MARY ERICKSON
3/26/2021 14:52:08 Tammy Skinner
3/26/2021 14:56:26 Bruce Handy
3/26/2021 15:53:31 Elissa Sturdivant
3/26/2021 16:26:16 Monica York
3/26/2021 17:12:58 Tammy Skinner
3/26/2021 17:25:51 Sue Gaddy
3/26/2021 20:13:05 Joyce Koon
3/26/2021 21:44:53 Catherine wright
3/26/2021 22:14:23 Jennifer Moore

10132 Berkeley Forest Lane, Charlotte, NC 28277
4002 Herkimer Dr Monroe NC 28110
106 Coventry Dr. Indian Trail, NC 28079
8231 Glen Echo Dr.

5924 Deal Road
2735 Kirkholm Drive, Matthews NC 28105
P.O. Box 903 Dingmans Ferry, PA 18328
8 maple avenue Gastonia NC 28054
1013 Eckerd Drive Indian Land SC 29707
424 Glencroft Dr., Wingate, NC 28174
1528 Venture Oaks Lane
109 Essaw Rd., Waxhaw
9108 Unionville-Brief Rd. Monroe, NC 28110
Skkmedlin@yahoo.com
3932 Fox Run Road, Weddington NC 28104
500 King Street
6623 Brighton Park Drive Mint Hill, NC 28227
2918 Duck Point Drive Monroe NC
338 S. Sharon amity Rd #181, Charlotte, NC 28211

516 Red Barn Trl, Matthews, NC 28104
4617 Austin rd Monroe nc 28112
PO BOX 246, MARSHVILLE, NC 28103
Marshville NC
310 Ross St. Marshville NC 28103
Emstandup@gmail.com
5401 Gainor Road, Philadelphia, PA 19131
Marshville NC
lunchlady2011@icloud.com
5511 Holly Hills Drive Waxhaw
3004 Magna In Indian trail 28079
227 N Dotger Ave, Apt E15, Charlotte, NC 28207

anniebduck@windstream.net

Hcapstick 29@gmail.com

28174

Michelemarienichols@gmail.com

janiceholleny@verizon.net

Takedalegrand@aol.com

Bookbyhart@aol.com

ruth@matherclan.com

Yes

dcshop@carolina.rr.com

Valgrom@carolina.rr.com

Josettegoings@gmail.com

28112

jjamick@carolina.rr.com

Tmical94@gmail.com

MaryEricksonART@aol.com

brucehandy2013@yahoo.com

Yes

Jaykoon2@hotmail.com

C.Wright@wingate.edu

3/26/2021 22:19:24 Nikia Kilgo	396 Durant Street Monroe, NC 28112	
3/26/2021 22:30:09 Linda Hatley	3413 Antler View Ct, Monroe NC 28112	
3/27/2021 0:31:16 Julie Weslake	513 Pine Needle Ct, Matthews, NC 28104	
3/27/2021 6:27:27 Marsha Hailey	1243 Ala Kapuna st Honolulu HI 96819	
3/27/2021 7:13:19 Jody Spears	1201 Bevis Dr Charlotte NC 28209	
3/27/2021 8:11:26 Janet Sbihli	1235 Restoration Dr Marvin no 28173	
3/27/2021 8:12:42 Vicki Ogden	1235 Rrstoration Dr	
3/27/2021 8:25:38 Gretta Secrest	3115 Stack Rd Monroe 28112	
3/27/2021 8:52:48 Alison Chaney	406 W Phifer St Marshville	
3/27/2021 9:19:40 Krystyn Smith	9113 Arnsberg Drive, Waxhaw, NC 28173	
3/27/2021 9:39:03 Mandy Bird	3620 Ruth Street Indian Trail, NC 28079	Yes
3/27/2021 9:42:26 Read Tull Jr	7201 Massey Rd. Waxhaw, NC 28173	
3/27/2021 10:17:51 Karla Cruz	640 Ennis Rd	
3/27/2021 10:29:56 Daniella Cruz	640 Ennis Road Waxhaw NC 28173	
3/27/2021 10:42:45 Daniella Cruz	640 Ennis Road Waxhaw NC 28173	
3/27/2021 11:55:28 Anne Bartholomew	1260 Calle las Trancas	
3/27/2021 12:05:38 Allen York	5401 Gainor Rd Philadelphia PA	allen york1945@gmail.com
3/27/2021 12:23:42 Jeffrey A. Hiltz	5506 Rehobeth Rd. Waxhaw, NC	
3/27/2021 12:28:55 Yaronda Kilgo	875 East Sunset Dr. Apt 5b. Monroe NC 28112	
3/27/2021 13:29:40 Rochelle Huff	1963 University Heights Lane, Charlotte, NC 28213	Huffent@gmail.com
3/27/2021 14:15:57 Erica Watson	Monroe NC	
3/27/2021 15:04:48 Elizabeth Nichols	5924 Deal Road	
3/27/2021 15:34:37 Willard Nichols	P. O. Box 903, Dingmans Ferry PA 18328	winichols@verizon.net
3/27/2021 16:01:08 Sandra C Vincent	6200 Lowergate Drive, Waxhaw, NC 28173	no
3/27/2021 16:08:38 kim calhoun	7 blue heron farm road, pittsboro, nc 27312	
3/27/2021 16:19:49 Julie Dalli	Waxhaw NC	jjjdalli@aol.com
3/27/2021 16:52:17 Lisa Corum	6339 Sandy Smith Rd. Marshville NC 28103	
3/27/2021 17:48:20 karen Ritter	2817 Molly Pop Lane, Monroe, NC 28112	kar4u2@hotmail.com
3/27/2021 18:34:38 KAREN CARTER	5510 Harkey Rd, Waxhaw, NC 28173	
3/27/2021 18:35:26 Phillip Carter	5510 Harkey Rd. Waxhaw, NC 28173	
3/27/2021 19:19:01 Ann Harlan	1124 Country Place Drive, Matthews, NC 28105	I live in a different county.
3/27/2021 19:54:05 M Blackwell	blackwell.megan@gmail.com	
3/27/2021 19:58:18 Cynthia Abuwar	4307 Sages Ave Indian Trail NC 28079	Cabuwar@live.com

3/27/2021 20:13:14 Evelyn V Maben-Hall	1176 Woodwinds Drive, Waxhaw, NC 28172	emabenhall@gmail.com
3/27/2021 20:14:09 Hugh H Hall	1176 Woodwinds Drive, Waxhaw, NC 28173	jpmhall@gmail.com
3/27/2021 20:21:19 Julie Staples	Waxhaw, NC	
3/27/2021 22:21:20 Joseph Girgenti	2008 Bridleside Drive, Indian Trail	
3/27/2021 22:38:32 Michael A Metelski Jr.	2024 Stoney Point Cir.	
3/28/2021 7:08:38 Katrina Ryder	300 Arbor Drive Waxhaw, NC 28173	
3/28/2021 9:28:59 Pat Simpson	Fairview	
3/28/2021 10:36:58 Tara Kehoe	1913 Pudding Lane, Waxhaw, NC 28173	tkehoe0709@gmail.com
3/28/2021 10:54:34 JD Tringone	1913 pudding lane, Waxhaw NC	jdtringone687@gmail.com
3/28/2021 11:16:05 Tracia Benard	3310 Hard Rock Court, Indian Trail NC 28079	tracia83@hotmail.com
3/28/2021 11:23:02 Amy Hine	202 Candella drive Wesley Chapel, NC 28104	Amyjhine@hotmail.com
3/28/2021 11:49:10 Anne Cooper	117 Standish dr. Chapel hill, N. C27517	
3/28/2021 11:52:07 Constance Kehoe	19 Jaffray Park Irvington NY 10533	
3/28/2021 12:27:59 Dylan Kehoe	17 Spinet St. Asheville NC	
3/28/2021 13:12:52 Sarah Yama	7912 antique cir waxhaw nc 28173	
3/28/2021 14:35:11 Jackie Foxworth	2735 Kirkholm Drive, Matthews NC 28105	
3/28/2021 19:31:08 Richard Helton	703 S Church Street, Monroe NC 28112	richelton@gmail.com
3/28/2021 21:57:55 Janice Winstead	6500 Donnegal Farm Road, Charlotte, NC 28270	
3/29/2021 7:27:19 Emily Butler	124 Weddington Church Road, Waxhaw, NC 28173	esenglish7@gmail.com
3/29/2021 9:36:21 Donna Mighty	3037 Old House Circle Matthews NC, 28105	
3/29/2021 15:02:06 Joe .C.Johnson	8500 Riverwood court	mrjcjnc@yahoo.com
3/29/2021 17:27:08 Theresa Dailey	610 Leonard Ln, Newport News, VA 23601	
3/29/2021 22:21:09 George F Massey,Sr	2202 Lancaster Avenue Monroe, NC 28112	gfm65trumpet@yahoo.com
3/29/2021 23:20:43 Gloria Barrino	249 East Avenue Monroe NC 28110	Yes
3/30/2021 9:24:20 Theresa Eaman	513 Everette St Monroe NC 28112	Chukarsfan@gmail.com
3/30/2021 11:05:29 Jordan Kropf	3570 Toringdon Way, Charlotte, NC 28277	
3/30/2021 14:15:04 Cynthia Shepard	15415 Shawnee Trail	CHSABS@carolina.rr.com
3/30/2021 15:14:10 Zakiyyah Luqman	2985 Dara Dr Marietta, GA 30064	zakiyyahluqman@yahoo.com
3/30/2021 16:24:21 Kira Ferris	Kiradavad@gmail.com	
3/30/2021 18:34:14 Michael Hall	1200 Memory Lane	Augusteve.mwhall@gmail.com
3/31/2021 7:36:35 Stan Rorie	912 Wind carved lane	Stanrorie@yahoo.com
3/31/2021 11:30:04 Lakisha mcafee	Monroe NC	
3/31/2021 18:05:33 Terry	Kennedy	

4/1/2021 16:17:52 Lisa Breiner	Fort Dodge IA	
4/1/2021 20:20:37 Mary C. Craig	814 South Branch Street	Puddincraig44@yahoo.com
4/2/2021 14:28:37 Dennetter Barbour	1409 Fairley Avenue AptC	bdennetter@gmail.com
4/2/2021 21:31:22 Cynthia Perry	89 W. Plumstead Ave	Mrsperry1985@yahoo.com
4/3/2021 9:35:25 Joy Pate	Po box 656 Monroe NC 28111	
4/4/2021 10:12:31 Deloris	816 lakeview Marshville nc	
4/4/2021 10:13:15 Carroll McClendon	816 lakeview Marshville nc	
4/4/2021 10:13:59 Brandon McClendon	816 lakeview Marshville nc	
4/4/2021 10:14:58 Precious smith	816 lakeview Marshville nc	
4/4/2021 17:46:08 Kim Collins	kimdave91@yahoo.com	
4/5/2021 13:04:57 Demetric Blakeney	468 Tory Rd Pageland SC 29728	nicole_blakeney@yahoo.com
4/5/2021 13:11:44 Demetric Blakeney	468 Tory Rd Pageland SC 29728	nicole_blakeney@yahoo.com
4/6/2021 6:16:51 Mariel Rua	108 Landau Rd, Waxhaw, NC 28173	Barbiepr2002@yahoo.com
4/6/2021 21:43:54 Mariel Rua	108 Landau Rd, Waxhaw, NC 28173	Barbiepr2002@yahoo.com
4/8/2021 10:44:07 Ashley Ojok	1106 Saratoga Blvd Indian Trail NC 28079	Aojok33@yahoo.com
4/9/2021 11:01:36 Ashley Ojok	1106 Saratoga Blvd Indian Trail NC 28079	Aojok33@yahoo.com
4/11/2021 15:49:04 Blondie Pate	503 Cherryridge Rd, Monroe, NC 28112	bw pate@aol.com
4/11/2021 16:26:20 Blondie Pate	503 Cherryridge Rd, Monroe, NC 28112	bw pate@aol.com
4/12/2021 11:21:11 Marlena Baxter-Dunn	323 Breslin Street Wadesboro NC	marlenabaxterdunn@gmail.com
4/13/2021 0:00:00 Colleen Francia	Rename the new science center, Christine Darden Science Center	Colleen.francia@gmail.com
4/13/2021 1:29:02 Grace Crowder	1801 Fayetteville Street	
4/13/2021 12:41:19 Colleen Francia	Rename the new science center, Christine Darden Science Center	Colleen.francia@gmail.com
4/13/2021 16:58:41 Barbara Quintiliani	4500 Hampstead Heath, Waxhaw NC 28173	
4/13/2021 20:29:45 Sherhonda Brown	PO Box 3326 Monroe NC 28111	
4/13/2021 20:43:54 Linda Schrager	3242 Darlington Road, Matthews, NC 28105	No
4/13/2021 20:44:51 Sheldon Schrager	3242 Darlington Road, Matthews, NC 28105	No
4/13/2021 23:25:54 Colleen Francia	Rename the new science center, Christine Darden Science Center	Colleen.francia@gmail.com
4/14/2021 8:08:01 Ruth Brown	170 Barker St Northfork WV 24868	run2praiserpb@yahoo.com
4/14/2021 16:36:49 Kevan B Woodson	8407 Larkmead Forest Dr., Charlotte, NC 28269	kbwoodson1@msn.com
4/18/2021 9:01:37 Lea McLaughlin	3227 Sudbury Rd	Zangeressa@cs.com
4/18/2021 17:26:01 Edward Williams	1103 fantasy lane Indian Trail NC28079	eddiemets53@gmail.com
5/8/2021 22:21:44 Evelyn Maben-Hall	1176 Woodwinds Drive, Waxhaw, NC 28173	emabenhall@gmail.com
5/10/2021 15:46:30 carrie mills	1617 John Baker Rd Monroe, NC 28110	carrie.mills19@gmail.com

5/10/2021 15:48:06 Willie Mills
5/10/2021 15:49:46 Morgan McManus
6/6/2021 10:03:55 Marissa Clyburn
6/17/2021 15:49:37 Haley Tullish

1617 John Baker Rd. Monroe,NC 28110
5122 Lee Massey Rd. Waxhaw, NC 28173
725 boyte St apt 3 Monroe nc 28110
222 e bland st Charlotte nc

**CITY OF MONROE
CITY COUNCIL SPECIAL MEETING
JULY 30, 2021
MINUTES**

The City Council of the City of Monroe, North Carolina, met in Special Session both electronically and in person in the City Hall Conference Room located at 300 West Crowell Street in Monroe, North Carolina at 3:00 p.m. on July 30, 2021 with Mayor Bobby Kilgore presiding.

Present: Mayor Bobby Kilgore, Mayor Pro Tem Marion Holloway, Council Member Surluta Anthony, Council Member Freddie Gordon (*via Zoom*), Council Member Angela James, Council Member Lynn Keziah, Council Member Franco McGee, City Manager E.L. Faison, City Attorney S. Mujeeb Shah-Khan and City Clerk Bridgette H. Robinson.

Absent: None.

Visitors: Pete Hovanec, Brian Borne, Debra C. Reed (*via Zoom*) and others.

Mayor Kilgore called the City Council Special Meeting of July 30, 2021 to order at 3:04 p.m. A quorum was present.

Item No. 1. Closed Session pursuant to North Carolina General Statute Sections 143-318.11(a)(1) and (a)(6). Council Member Anthony moved to go into Closed Session pursuant to North Carolina General Statute Sections 143-318.11 (a)(1) and (a)(6) to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes, and to consider the qualifications, competence, performance, character, fitness of, or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. Council Member McGee seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Upon return from Closed Session, Council Member Anthony moved to return to Regular Session. Council Member McGee seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 2. Termination of City Manager Employment Agreement – Edward Lawrence Faison. Council Member Keziah moved to terminate the City Manager Employment Agreement with Edward Lawrence Faison effective July 30, 2021 at 5:00 p.m. Council Member McGee seconded the motion, which passed with the following votes:

AYES: Council Members Anthony, James, Keziah and McGee
NAYS: Council Member Gordon, Mayor Pro Tem Holloway and Mayor Kilgore

Item No. 3. Interim City Manager Employment Agreement – Brian J. Borne. Council Member Anthony moved to appoint Brian J. Borne as the Interim City Manager effective July 30, 2021 at 5:00 p.m. in accordance with an Employment Agreement to be signed by Mr. Borne and the Mayor on behalf of the City:

EMPLOYMENT AGREEMENT

This AGREEMENT made and entered into as of July 30, 2021, by and between the City of Monroe (hereinafter referred to as “CITY”) and Brian J. Borne (hereinafter referred to as “EMPLOYEE”).

WITNESSETH:

WHEREAS, CITY currently employs EMPLOYEE as the Assistant City Manager; and

WHEREAS, CITY wishes to employ EMPLOYEE as the City Manager of the City of Monroe on an interim basis in accordance with the provisions of Article 7, Part 2 of Chapter 160A of the North Carolina General Statutes;

NOW, THEREFORE, and in consideration of the mutual covenants contained herein, it is hereby mutually agreed as follows:

1. This AGREEMENT contains the entire agreement between CITY and EMPLOYEE. CITY and EMPLOYEE understand and agree that this AGREEMENT is a public document that may be provided to the public upon a request for public records.
2. The terms of this AGREEMENT are contractual and not mere recitals. CITY and EMPLOYEE acknowledge having carefully read this agreement, knowing the contents hereof and signing their names of their own free will having first sought or had the opportunity to seek the advice of counsel.
3. If any provision of this AGREEMENT is held unconstitutional, invalid or unenforceable, the remainder of this AGREEMENT, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force.
4. This AGREEMENT may be amended by written amendment signed by CITY and EMPLOYEE. This AGREEMENT shall be subject to, and construed in accordance with, the laws of North Carolina.
5. Beginning July 30, 2021 at 5:00 p.m., EMPLOYEE has agreed to perform the additional duties of City Manager on an interim basis. These duties include the duties enumerated in N.C.G.S. 160A-148, the City’s Charter, the City’s Code of Ordinances and all other reasonable assignments given by the City Council.

6. In consideration of the performance of these additional duties the EMPLOYEE will be paid an annualized salary of \$171,412.00. EMPLOYEE will be paid this salary on a semi-monthly basis at the same time as other employees of the CITY. EMPLOYEE will receive the same CITY benefits as other full-time employees.
7. EMPLOYEE shall also receive the following:
 - a. Health and Life Insurance Benefits in the same manner as all other City employees are provided with, including the City's payment of the share of those premiums.
 - b. Vacation and Sick Leave at the highest rates of accrual provided to City employees (currently twenty-six (26) days per year of vacation and twelve (12) days per year of sick leave).
 - c. An automobile allowance of Five Hundred Dollars (\$500.00) per month for the EMPLOYEE to use to purchase, lease, or own and operate a vehicle. The EMPLOYEE shall be responsible for paying for liability, property damage, and comprehensive insurance coverage upon such vehicle and shall further be responsible for all expenses attendant to the purchase, operation, maintenance, repair, and regular replacement of said vehicle. The EMPLOYER shall reimburse the EMPLOYEE at the IRS standard mileage rate for any business use of the vehicle beyond the City of Monroe area. For purposes of this Section, use of the car within the greater City of Monroe area is defined as travel to locations within a 50-mile radius of the City of Monroe.
 - d. A monthly stipend (currently ONE HUNDRED AND TWENTY-FIVE DOLLARS (\$125.00) per month) for the EMPLOYEE to own and use a personal cell phone or smartphone.
 - e. A monthly stipend of FORTY-FIVE DOLLARS (\$45.00) per month for the EMPLOYEE in recognition of the EMPLOYEE'S need to have twenty-four (24) hour a day contact with the City Council and City Staff.
 - f. Items (c) – (f) shall be paid to the EMPLOYEE as part of the City's payroll.
8. Employee General Business Expenses:
 - a. Employer agrees to budget for and to pay for professional dues and subscriptions of the Employee necessary for continuation and full participation in national, regional, state, and local associations, and organizations necessary and desirable for the Employee's continued professional participation, growth, and advancement, and for the good of the Employer.
 - b. Employer agrees to budget for and to pay for travel and subsistence expenses of Employee for professional and official travel, meetings, and occasions to adequately continue the professional development of Employee and to pursue necessary official functions for Employer, including but not limited to the ICMA Annual Conference, the state league of municipalities, and such other national, regional, state, and local governmental groups and committees in which Employee serves as a member.
 - c. Employer also agrees to budget for and to pay for travel and subsistence expenses of Employee for short courses, institutes, and seminars that are necessary for the Employee's professional development and for the good of the Employer.
 - d. Employer recognizes that certain expenses of a non-personal but job related nature are incurred by Employee, and agrees to reimburse or to pay said general expenses. The Finance Director is authorized to disburse such moneys upon receipt of duly executed expense or petty cash vouchers, receipts, statements or personal affidavits.
 - e. The Employer acknowledges the value of having Employee participate and be directly involved in local civic clubs or organizations. Accordingly, Employer shall pay for reasonable membership fees and/or dues to enable the Employee to become an active member of one (1) local civic club or organization.

9. EMPLOYEE will serve as the interim City Manager at the pleasure of the City Council. EMPLOYEE may only be dismissed as interim City Manager by a majority vote of the City Council. If EMPLOYEE is dismissed as Interim City Manager or if the City Council employs another individual to serve as City Manager, EMPLOYEE has the option to return to serving as Assistant City Manager or receiving a severance from CITY.

a. Retreat Rights

If EMPLOYEE retreats to his position as Assistant City Manager, he acknowledges that his annualized salary and other compensation will revert back to the salary and compensation he received prior to his appointment as interim City Manager. EMPLOYEE will continue to serve as an at-will employee who may be terminated at the will of the City of Monroe.

b. Severance

If EMPLOYEE chooses he may receive a severance payment in lieu of retreating to his former position as Assistant City Manager. Employee will receive the equivalent of twelve months of his annualized salary of \$164,320.00 and all City benefits that pertained to his prior position. Employee will be paid on a semi-monthly basis and in the same manner as all full time City employees. In addition, for a minimum period of a twelve (12) month period following the effective date of severance, the EMPLOYER shall pay the cost to continue the following benefits:

1. Health insurance for the employee and all dependents as provided in Section 7;
2. Life insurance as provided in Section 7;
3. Service credit for the employee for the twelve-month period for his Local Government Employees' Retirement System ("LGERS") account to the extent permitted by LGERS;
4. Any other available benefits (excluding sick leave).

c. Severance if terminated by subsequent interim or permanent City Manager

If EMPLOYEE exercises his Retreat Rights, and within the two (2) year period following the appointment of the permanent City Manager following July 30, 2021, the permanent City Manager terminates EMPLOYEE (said termination to include any of the following: firing; a reduction in the salary or other financial benefits of the EMPLOYEE in a greater percentage than an applicable across-the-board reduction for all City employees; a failure to increase EMPLOYEE'S salary or other benefits in the same percentage that is applicable to all other City employees; or EMPLOYEE resigns following a suggestion, whether formal or informal, by the City Manager, or person acting in the capacity of City Manager, or a City Employee who serves as the EMPLOYEE'S supervisor, that the EMPLOYEE resign; or that as the result of action by the City Council or the City Manager that the position the EMPLOYEE holds is eliminated from the City's budget or personnel schedule, or equivalent document or process, without the written consent of the EMPLOYEE; or the EMPLOYEE is transferred from the position he holds with the City prior to appointment as Interim City Manager, and that transfer is to a position where the compensation is less than the compensation paid to the EMPLOYEE in the position he held prior to appointment as Interim City Manager, EMPLOYEE may, at his option, be deemed to be "terminated" at the date of such transfer, unless the EMPLOYEE and the City agree otherwise, such agreement evidenced in writing), the EMPLOYEE shall receive the same severance benefit identified in Section 9(b) above.

10. The EMPLOYEE shall not be required to establish residence within the corporate limits of the City of Monroe while serving as the Interim City Manager. The Council expressly excuses the

EMPLOYEE from any requirement that the City Manager or someone serving in that position, becomes a resident of the City of Monroe.

11. In the event the EMPLOYEE is permanently disabled or otherwise unable to perform his duties beyond any accrued sick and vacation leave because of sickness, accident, injury or lack of mental capacity, the City shall have the option to terminate this Agreement.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

There being no further business, Council Member McGee moved to adjourn the City Council Special Meeting of July 30, 2021 at 5:45 p.m. Council Member James seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Attest:

Bobby G. Kilgore, Mayor

Bridgette H. Robinson, City Clerk

**CITY OF MONROE
SPECIAL JOINT STRATEGIC MEETING
MONROE CITY COUNCIL
PLANNING BOARD
AUGUST 10, 2021
MINUTES**

The City Council of the City of Monroe, North Carolina, met in a Special Joint Strategic Meeting with the Planning Board at 4:00 p.m. on August 10, 2021 with Mayor Bobby Kilgore presiding.

City Council Present: Mayor Bobby Kilgore, Mayor Pro Tem Marion Holloway, Council Member Surluta Anthony, Council Member Freddie Gordon, Council Member Angelia James, Council Member Lynn Keziah, Council Member Franco McGee, Interim City Manager Brian J. Borne, City Clerk Bridgette Robinson, and City Attorney S. Mujeeb Shah-Khan.

City Council Absent: None.

Planning Board Present: Chair Mary Ann Rasberry, Vice-Chair Richard Yercheck, Richard Ali, Margaret Desio, Renee Hartis, Jennifer Smith, Ken Deal and Archie Morgan.

Planning Board Absent: Patrick Furr.

Visitors: Communications and Tourism Director Pete Hovanec and Kimley Horn and Associates: Kelley Klepper and Helen Spruill; Poyner Spruill; Nick Tosco; William Dotson and Michele King.

Mayor Bobby Kilgore called the City Council Special Joint Strategic Meeting to order at 4:00 p.m. A quorum was present.

Chair MaryAnn Rasberry called the Planning Board to order.

Item No. 2. Introduction. Ms. Lisa Stiwinter, Director of Planning and Development advised that the purpose of this joint meeting was to request the Planning Board and City Council to consider a zoning map amendment request to rezone properties located within the City Limits of Monroe and the Extra Territorial Jurisdiction (ETJ) and a text amendment request to amend the Code of Ordinances to establish Chapter 157, a new Unified Development Ordinance (UDO). She advised that Planning Staff was seeking a recommendation from the Planning Board tonight and that recommendation would go to the September 14, 2021 City Council Meeting.

Ms. Stiwinter advised that these were the final stages of the Transform Monroe project, which was a rewrite to the City's UDO and Zoning Map update. She advised that the Planning staff, along

with the assistance of Kimley-Horn and Associates, a national planning and engineering firm, had been working to develop a new UDO and update our Zoning Map over the last several years. She advised that Poyner Spruill, a leading law firm in North Carolina, had provided legal assistance in performing the review for the new UDO.

Ms. Stiwinter advised that this project had been a massive undertaking for the Planning Department and one of their top strategic goals for the last ten years. She thanked City Council and Board Members for the funding and the opportunity, and management for supporting the goal to become a reality.

Ms. Stiwinter advised that the purpose of this project was to develop a clean and user-friendly UDO that was consistent with the City's plans and policies and implements the relevant goals and recommendations that came out of Forward Monroe, the update to the Land Use Plan that was adopted in 2018. Ms. Stiwinter advised that Forward Monroe and the Land Use Plan was designed as the City's blueprint for development, its growth strategy and the foundation upon which future land use decisions were based and prepared the community to accommodate future growth.

Ms. Stiwinter advised that Forward Monroe also included an action plan that provided a broad set of recommendations that provided additional detail in phases, responsibilities, costs and funding sources, that provided guidance to Staff in implementing the Land Use Plan. She advised that the action for Forward Monroe recommends approximately six short-term, two to five-year action items that related to the rewrite of the UDO and the Zoning Map update. Ms. Stiwinter advised that which was to complete the Transform Monroe project to rewrite the UDO and update the Zoning Map to codify and adopt zoning standards that assist in implementing future Land Use Plan. She advised that the new UDO and Zoning Map update did fulfill this action and served as the most important information strategy for the Land Use Plan.

Ms. Stiwinter advised that the City of Monroe's current UDO and Zoning Map dates back to 2003 so it did not reflect the zoning and planning practices. She advised that with the adoption of Forward Monroe, the existence of some other adopted plans like Concord Avenue and the Downtown Master Plan, and changes in the demographics and development patterns, the City recognized the need to update our UDO as well as the Zoning Map. Ms. Stiwinter advised that it was the main tool to implement the Land Use Plan to respond to community values and goals, policies and strategies that were identified in the Land Use Plan.

Ms. Stiwinter advised that the Planning staff and Kimley-Horn and Associates had been working together to develop the UDO and update the Zoning Map and there were specific goals. She advised that one was to provide a more predictable set of land use regulations for the community, developers, City officials, by increasing the reliance on provisions of the Ordinance instead of special legislative approvals.

Ms. Stiwinter advised that Staff also wanted to update the format and structure to be more user-friendly, provide some graphics and illustrations within the Ordinance, and incorporate new and innovative zoning and land development strategies.

Ms. Stiwinter advised that Transform Monroe was the City's new UDO and a consolidated document that contains all the land use and development requirements. She advised that it did implement the Land Use Plan and other small area redevelopment plans, as well as the Downtown Master Plan. Ms. Stiwinter advised that it did address the recent amendments to the State's planning laws referred to as Chapter 160D. She advised that the new UDO and Zoning Map update applied to all the land within the City Limits and the ETJ. Ms. Stiwinter advised that the Zoning Map update proposes to rezone all land located within the same boundaries in established various zoning districts.

Ms. Stiwinter advised that throughout the Transform Monroe process, Planning Staff and Kimley-Horn have held four joint Planning Board and City Council meetings to present all proposed zoning Ordinance sections and zoning districts, answered questions and received feedback and input. She advised that there had also been four public open house workshops that were held in various areas of the City. Ms. Stiwinter advised that the purpose of the workshops was to discuss the proposed Ordinance sections, rezonings, as well as to receive input from the public. She advised that Planning Staff mailed over 10,000 postcards inviting all property owners within the City to those workshops. Ms. Stiwinter advised that there was a project website called Transform Monroe that had all the documents, Ordinance sections and maps and this information was listed on the postcard as well.

Ms. Stiwinter advised that although Staff had been working very hard over the years to develop a new UDO with the consultants, legal team and Staff review, she realized that if adopted, it would probably come before the Planning Board and Council within the next six months with an amendment because it probably would not be completely right the first time. She advised that the only way they would know if all the Ordinance sections are working properly was when they started utilizing the Ordinance.

Item No. 3. Transform Monroe-Rewrite to Unified Development Ordinance and Zoning Map Update. Mr. Kelley Klepper of Kimley-Horn advised that this had been a total team effort and the City had an incredible staff.

Mr. Klepper advised that the proposed UDO was a series of changes and had been almost 18 years since the last major overhaul and a lot had changed since that time. He advised that when we were first tasked with identifying what is and what should, they started with Forward Monroe. Mr. Klepper advised that we started with the Land Use Plan that the City adopted and approved to set the vision moving forward as to what the City wants to be in the next five, ten or 20 years. He advised that they looked at the current UDO as it stands and would review about 500 pages of code in about an hour.

Transform Monroe. Mr. Klepper advised that this was the City's proposed UDO and a total update of not only the current UDO, but also the Zoning Map. He advised that they were asking for a recommendation to move this forward to City Council for the September meeting.

Mr. Klepper advised that Transform Monroe was the application and implementation of Forward Monroe that was the City's long-range plan. He advised that this was a priority moving forward and there are a couple of things to take into consideration as the Forward Monroe plan sets the

stage. Mr. Klepper advised that the UDO standards, regulations, plans were supposed to be consistent with and based off the comprehensive plan. He advised that this was a dynamic and growing area and the Charlotte-Metro area was one of the fastest growing areas within the country. Mr. Klepper advised that no matter what was done here, would affect other communities. He advised that 160D came into play which forced them to morph and move a few things. Mr. Klepper advised that Covid put us off schedule; otherwise, this would have been done several months ago.

What is Zoning? Mr. Klepper advised that zoning was a very basic tool in that we are looking at land uses. He advised that they were looking at design and development standards and identifying properties within the City and within the ETJ on the map. Mr. Klepper advised that they were color-coding the map and within the UDO this was how that was interpreted and defined. He advised that within each of those districts, within each component of the UDO, get into things like density, setbacks, building heights, open spaces, parking, signage, design standards, and subdivision and development standards. Mr. Klepper advised that there was a lot of information that goes on as part of this UDO, which was in essence the zoning code.

Mr. Klepper advised that there were a series of items to review and would start with the foundations and review the Land Use Plan. He advised that they prepared an analysis or diagnostic of the current UDO. Mr. Klepper advised that Staff was interviewed, talked to many different people, and then started getting into the UDO development. He advised that they then started working with the legal team to refine certain aspects of it and their input has been invaluable throughout this entire process. Mr. Klepper advised that we are in-between Step 3 and Step 4 which was the ultimate adoption.

Proposed UDO. Mr. Klepper displayed the components of the existing and proposed UDO and noted there were 18 sections in the UDO; however, they were trying to define and clarify the sections into a maximum of 11 sections and did not lose anything. He advised that sections were moved, morphed and put into other things and Section 15 (Parking) of the current UDO was moved into Section 8 (Supplemental Standards). Mr. Klepper advised that the big-ticket items were Sections 4, 5, 7 and 8. He advised that these were the traditional districts, mixed-use districts, uses, standards, and the supplemental regulations.

Mr. Klepper advised that the major changes were as follows:

- Creation of mixed-use districts;
- Parking standards;
- Signage;
- Non-residential design standards;
- Landscape & buffer standards;
- Use definitions;
- Chapter 160D compliance.

Mr. Klepper advised that there were some things that came out of Chapter 160D:

- The ability for the City to use one base code districts;
- Design and development components;

- Administrative approvals (minor amendments not variance);
- Permit lengths for the various types of applications;
- Vesting rights.

Introduction. Mr. Klepper advised that this established the authority, states what was being done and why and this was going to happen during these transitional times and were going from the existing UDO to the new UDO.

Forward Monroe and Relationship to the UDO. Mr. Klepper advised that this was the relationship with Forward Monroe to the UDO and showing how the Land Use Plan that was adopted in 2018 was tied between the two documents.

Administration. Mr. Klepper advised that this was one of the bigger sections were still working through especially with input from the legal team. He advised that this section describes the different review bodies, whether it was the Planning Board vs. the City Council vs. the Historic District vs. the Board of Adjustment, etc. Mr. Klepper advised that it identifies the various processes whether it was a land use amendment, rezoning, text amendment, or a variance and who gets to do what at what stage. He advised that all of that was laid out in this section and start looking at the main UDO itself. Mr. Klepper advised that we actually called out each individual type of process that the City had with a flow chart that explains what was the step-by-step process, who was ultimately reviewing and making a recommendation, who actually had the authority to make approval or denial, and what happens if they get appealed at a certain point. He advised that this also gave Staff the roadmap to advise some one that Staff was doing a rezoning and provide the statutes needed to follow and what to expect from a process standpoint.

Traditional Zoning Districts. Mr. Klepper reviewed both the existing and new zoning districts: residential, commercial, industrial, planned districts and mixed-use. He advised that there was a new district: neighborhood business; two industrial districts: general industrial and heavy industrial; two new planned districts: planned commerce development and planned unit development.

Mixed-Use Zoning Districts. Mr. Klepper reviewed the groups within Mixed-Use Zoning Districts and that all the districts were consistent with Forward Monroe. He advised that each district had a different set of standards, measurements and flexibility.

Downtown Districts – There are two districts: Central and the Gateway.

Community Corridor, Mixed-Use 1 – These are the areas around Highway 74 and Rocky River Road as well as Dickerson Boulevard and the highest intense areas for development or increased development.

Community Corridor, Mixed-Use 2 – These are areas primarily around the Expressway, Morgan Mill Road, M.L. King Boulevard and Washington Street. This area was still intense but it was a little more of a step-down version.

Regional Corridor – These areas are more intensive and are along Rocky River Road, the Expressway, as well as Highway 601.

Medical – This area was around the Hospital, Roosevelt Boulevard, Franklin Street and Pageland and more of a hospital, medical campus.

Mixed-Use Zoning District Parking Standards

Mixed-Use Zoning District Incentives

Overlays. Mr. Klepper advised that many of the Overlay components were regulated by the State statutes and they did not modify the boundaries of the Floodplain, Floodway, the Historic District or the Airport. He advised that the language was updated from a terminology standpoint.

Uses and Standards. Mr. Klepper advised that this was where the table identified the district and what could be done in that district and how the specific use was defined. He advised that they went through the list of permitted and prohibited uses that the City had and looked at the best planning practices. Mr. Klepper advised that the table was simplified and looked at it by groups (residential, commercial and industrial). He advised that a cross-reference was added to this section that provided use definitions with additional standards and there was a list that gave Staff the guidance of what a use entails. Mr. Klepper advised that it was more clearly laid out. He advised that for any use that was not listed, there was a provision in the UDO that let Staff apply standards to identify what was the closest use. Mr. Klepper advised that every use was listed and identified by district.

Supplementary Regulations. Mr. Klepper provided an overview of each section and advised that this was where they moved many of the design development standards to be under one section. He advised that there were ten components to this:

- Subdivision Regulations (lots, connectivity, utilities, conservation standards, etc.);
- Signs (legal team will be very involved with this area);
- Landscaping, Buffering, Fences and Walls;
- Parking and Loading;
- Electronic Gaming Operations;
- Adult Establishments;
- Design Standards;
- Open Space Standards;
- Lighting;
- Standards of Measurement.

Nonconformities. Mr. Klepper advised that going from the existing UDO to something new was always going to have nonconforming uses. He advised that for those items that are grandfathered in, the understanding was that the use that was legally there now could continue without repercussions or having to do something new. Mr. Klepper advised that there was a period of time or if they wanted to change, then the new standards would kick in at that point.

Definitions of Terms. Mr. Klepper advised that definitions are scattered throughout the UDO. He advised that there are the definitions in Section 7 which talks about the drive-through, funeral homes, banks. Mr. Klepper advised that these are the terms generally used throughout the UDO but are not specific to a specific type of use. He advised that this is the last section that would get done after the UDO was updated.

Council Member James inquired if there were any rural areas within the City Limits.

Mr. Klepper advised that there was not a “rural district” but there was a rural land use district that was two units per acre. He advised that what was R-40 was now similar to an R-20 and there was no agricultural or rural residential component in there to begin with.

Council Member James inquired why there were no clustering options in low-density areas.

Mr. Klepper advised that this was a discussion they had with Staff and were concerned about those areas and just maintaining the fill for more density. He advised that when started getting into medium and higher density, start getting more open spaces and tradeoffs.

Mr. Ken Deal advised that when talking about taking R-40 and R-20 and making it RLD, in effect was reducing the density of R-40, one unit per acre, so that standard goes away and everything became two units per acre.

Mr. Klepper advised that was correct.

Mr. Deal advised that was taking away the rural area feel in some of the areas where surrounding homes were set on one or more acres and now allowing two homes per acre.

Mr. Klepper advised that a city should not have agricultural or rural zoning, especially in a major market developing metro area such as this. He advised that it was an inefficient use of land in their opinion. Mr. Klepper advised that he knew there were property owners that had more than five acres and what you are going to start to see was most of those folks wanted to do something more because they have two or three kids. He advised that if you have to provide services, you are paying more and the return on investment from the City’s perspective (police, fire, water, and wastewater) decreases. Mr. Klepper advised that it was a quality of life issue vs. land use and monetary discussion.

Mr. Deal advised that he could agree with that; however, the point also remains that developers were coming forward wanting to put in new developments and take 800 acres and want to build 2.5 per acre. He advised that they put actual homes on the property but they are cracker boxes. Mr. Deal advised that we are asking people to pay \$500,000 for a cracker box, which some people would not do, and were discouraging people who wanted to build a large family home with a back yard, front yard, driveway and a rear-loaded garage. He advised that by setting this standard, they were taking our ability to look at these developments and ask for some larger homes in order to attract a different diversity of people into the neighborhood. Mr. Deal advised that instead end up giving the developer a tool to come in and build cracker boxes. He advised that they might give a

couple of homes on this side because the math works out for them. Mr. Deal advised that on the other side they were putting everybody in 750-square foot tinderboxes.

Mr. Klepper advised that in response to Mr. Deal, the property owner had the ability to do one house on five acres and were not saying that you had to do something other than what you are doing right now; however, they were giving you the ability, if you did want to sell your land, to do a large lot estate subdivision, if that was your market. He advised that there was nothing in the UDO that states you had to do 10,000-square foot lots in this RLD; however, they were giving you the option to do that. Mr. Klepper advised that we are still saying that it was a maximum of two dwelling units per acre. He advised that if you want 2.5 units per acre, you had to go to a different district. Mr. Klepper advised that most of the land sold in the City was actually R-20. He advised that the majority that they were proposing retains that residential low density and it was an option. Mr. Klepper advised that they did not recommend having one dwelling unit per acre in an urban community and was up to the combined boards as to recommendation and approval.

Mr. Deal advised that his point was that if we take R-40 away, they no longer had any say-so.

Mr. Archie Morgan advised that it seems like they were making it look easier to put in cracker box neighborhoods.

Mr. Klepper advised that the State said you could not regulate what the house looks like, especially a one or two family dwelling. He advised that two dwelling units per acre was still a very low density. Mr. Klepper advised that he was not saying that we need to be like Charlotte by any means. He asked Ms. Stiwinter if she was tracking comparisons of other communities in the State with a similar size as Monroe.

Ms. Stiwinter advised that there was a strategic session on residential growth that was presented to Council in May 2020. She advised that Staff reviewed some of the State statutes that stopped some of their abilities to regulate exterior materials for one or two family dwellings. Ms. Stiwinter advised that State statutes had now taken away their ability to regulate the square feet of a house. She advised that they also discussed how the City compared in our growth to other municipalities within our county.

Ms. Stiwinter advised that there are 14 municipalities in Union County and the growth percentage was 8% and number 11 in growth. She advised that they discussed how the City's densities compared to other municipalities that were similar in size of Monroe's population. Ms. Stiwinter advised that what they were proposing was comparable to some of the other municipalities such as Indian Trail, Mooresville, Wake Forest, Matthews and Waxhaw. She advised that the proposed density was similar to what the surrounding municipalities were proposing as well.

Ms. Stiwinter advised that in reviewing the proposed densities within the zoning districts, they went hand-in-hand with the character areas that were established and identified within the Future Land Use Plan, which established where the City wanted to grow, how to grow, and had a vision for different densities. She advised that this surged to implement that land use vision that was identified and adopted in 2018.

Mr. Richard Yercheck asked Ms. Stiwinter if she knew who the primary architect of most of the legislation that was kind of cutting the City off at the knees.

City Attorney Mujeeb Shah-Khan advised that it was not just one individual, but multiple individuals in the General Assembly. He advised that they see a problem or are told by a person in their district that the City would not let them do this or told them they had to do this. City Attorney Shah-Khan advised that the City would then get a piece of legislation that says the City shall not. He advised that another issue then comes up and another representative from the General Assembly says he did not like that and tells the City they cannot do that either and there are a lot of people. City Attorney Shah-Khan advised that we do have some that were looking at building inspections and those issues; however, he advised that there are certain members that are leading that but that was not the question you asked. He advised that on occasion, Staff did see an anti-view of what the City did in terms of regulating land use and development and if they wanted to blame anyone, blame the homebuilders and developers who provide contributions to members of the General Assembly.

Mr. Yercheck advised that he knew this; however, he was just trying to figure out if he wanted to send an e-mail to someone who had influence over everybody else that seemed to be leading the charge.

City Attorney Shah-Khan advised that he did not know if it was fair to say that somebody was leading the charge; however, if he wanted to send a letter that had some impact, send it to members of the local delegation. He advised that some of them were involved and many of them had influence and letters could also be sent to all of the members of the General Assembly.

Mr. Klepper advised that he appreciates that perspective and information, North Carolina was not the only state that dealt with this. He advised that there are many states that you could not regulate one or two family dwellings. Mr. Klepper advised that architectural designs could not be regulated outside of the Historic District. He advised that there are certain states that if you as a community do not process a specific application within this timeframe, it was deemed void whether or not it met the code or not.

Mr. Klepper presented the current zoning map and the gray area was the current R-20. He advised that the smaller tan area along the northern extremes of the City and that was the R-40. Mr. Klepper advised that the identified areas were going from R-40 to the two units per unit, are also areas that were identified because the Expressway was coming through at that time, as mixed-use activity centers. He advised that there was supposed to be a mix of uses and a higher density or intensity type of project. Mr. Klepper advised that they really did not want a one unit per acre right next to something like that and this is what was adopted as of today.

Ms. Stiwinter advised that all the gray was R-20; however, it was residential and was going to convert to RLD. She advised that a majority of the City zoning, as far as the RLD, was not changing.

Mr. Klepper advised that he would provide to Ms. Stiwinter the amount of acreage that was actually converting.

Mr. Morgan asked Mr. Klepper to explain the difference between R-10 and the RLD.

Mr. Klepper advised that RLD was still two dwellings per acre and R-10 was four dwelling units per acre and the R-10 went to RMD zoning.

Ms. Stiwinter advised that was correct.

Mr. Klepper advised that there were some handouts that went with the Zoning Map discussions and could see the comparisons of the densities as well as the development standards such as setbacks, height, etc.

Mr. Klepper advised that the maps would provide the before and after on the densities and design standards. He advised that R-10, which was defined as high-density was now Residential Medium. Mr. Klepper advised that Residential Multi-Family (RMF) was now high-density and the densities were about the same.

Mr. Klepper advised that the color was changing, but not the standards. He advised that the density and setbacks were the same, but just going from what was considered R-20 to a Residential Low, which was still two dwellings per acre.

Mr. Nick Tosco advised that if you are worried about the density, there was going to be a conditional zoning process or planned district process. He advised that the City would still have a say. Mr. Tosco advised that this referred to the by-right zoning that was allowed and that was a different process. He advised that he had not seen this very often and the chances of a huge developer coming in and developing a big subdivision by-right using R-20.

City Attorney Shah-Khan advised that Staff had not seen this in the City.

Mr. Klepper asked Nick Tosco how many municipalities do you work with.

Mr. Klepper advised that most of the large-scale developers are a little savvier and a little more adept at what they are doing and would be looking more at the Conditional District. He advised that they would be looking at some other differences because of the variations that they need; otherwise, they would be asking for a lot of variances to standards, whereas they could negotiate with the City for a Conditional District.

Mr. Klepper advised that the proposed Zoning Map looked very different and when comparing apples to apples, would realize that there was not a big difference. He advised that for the most part, it was the mixed-use areas that were called out by Forward Monroe and some of the changes in that. Mr. Klepper advised that within the map series, they broke the map out. He advised that in the graphics identified where the low-density and medium-density was, etc. Mr. Klepper advised that the quadrant map was broken up so that it was a little easier to see and a little more detailed.

Mr. Klepper advised that they were hoping to get a recommendation from the Planning Board so that City Council could hear this at the September 14, 2021 meeting; however, they realized that there was probably a little more cleanup and would meet with the planning staff.

Council Member James asked why the minimum lot sizes were so large for clustering.

Ms. Stiwinter advised that a cluster subdivision the minimum lot size was 5,000 square feet. She advised that if a developer wanted to do a development that was in a residential medium-density area, they could either develop it by-right and have 12,000 square foot lots at three units per acre. Ms. Stiwinter advised that if a developer wanted to do a cluster subdivision with smaller lot sizes to preserve more open space, they could get an increased density of four units per acre but the optional caveat was they did have to sign a waiver affidavit that they would adhere to the City's residential design standards. She advised that for by-right subdivisions, the City could no longer require 1 – 2 family dwellings and do certain exterior materials. Ms. Stiwinter advised that if they wanted to do the cluster option, then they could incentivize their project and do residential design standards. She advised that the cluster lot sizes are 5,000 square feet not 12,000 square feet.

Mr. Klepper advised that in order to even do a cluster, it had to be at least five acres.

Ms. Stiwinter advised that each district had specific lot widths that are identified. She advised that for residential low-density, which converted the R-40 and R-20 to the residential low-density, had a minimum lot width of 100 feet. Ms. Stiwinter advised that for the residential 10,000 square foot zoning district that was being proposed to go to the residential medium-density was a minimum of 75 feet lot width. She advised that this was for by-right subdivisions, so if the developer chooses to go through the Conditional District site-specific rezoning, he could request to deviate from these standards. Ms. Stiwinter advised that there was very little of the residential high-density district which converted the residential multi-family district and the minimum lot width was 70 feet.

Mr. Klepper advised that five housing types were proposed under the cluster and as part of the cluster, there had to be at least three of the five housing types and could not have all 50-foot wide lots. He advised that they also put in there to where it was three housing types, whether it was 20,000 square feet or greater and had to have at least no more than 60% of any one housing type. Mr. Klepper advised that if you were going to do the smallest lots, they could not be more than 20% of total. He advised that additional safeguards were put in as far as clusters, but still had to do these extra steps and was part of the trade-off.

Ms. Margaret Desio inquired if there was a minimum lot width in a cluster development.

Mr. Klepper advised that it depends on the housing type. He advised that if you look at Section 4 of your code, page 9, under cluster, there was a table with regards to the cluster standards and the five housing types were defined by lot size, lot width and any placement requirements. Mr. Klepper advised that it talked about what size lots those are, what was the maximum percentage of a certain type, if they had to be internal or along the periphery. He advised that it also talked about additional buffering standards. Mr. Klepper advised that from a clustering perspective, they tried to make sure that it was not just clustering and all 50-foot wide lots.

Council Member Gordon advised that he had a discussion with Mr. Klepper and these questions and concerns were addressed in 2018 and 2020. He advised that if we want to go back and make any changes to that now, this would not be approved by January 1, 2022.

City Attorney Shah-Khan advised that was correct.

Mr. Yercheck made a motion to recommend the adoption of the Resolution Approving Land Development Compliance. Ms. Hartis seconded the motion, which passed unanimously with the following votes:

AYES: MaryAnn Rasberry, Richard Yercheck, Richard Ali, Renee Hartis, Jennifer Smith, Margaret Desio, Ken Deal and Archie Morgan
NAYS: None

Mr. Yercheck made a motion to recommend the adoption of the Ordinance Amending Chapter 157– Establish New Unified Development Ordinance (UDO) and Official Zoning Map. Mr. Ali seconded the motion, which passed unanimously with the following votes:

AYES: MaryAnn Rasberry, Richard Yercheck, Richard Ali, Renee Hartis, Jennifer Smith, Margaret Desio, Ken Deal and Archie Morgan
NAYS: None

There being no further business, Mayor Pro Tem Holloway moved to adjourn the City Council Strategic Planning Meeting of August 10, 2021 at 5:20 p.m. Council Member McGee seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Attest:

Bobby G. Kilgore, Mayor

Bridgette H. Robinson, City Clerk
Minutes transcribed by Maryann Brown

**CITY OF MONROE
CITY COUNCIL REGULAR MEETING
AUGUST 10, 2021
MINUTES**

The City Council of the City of Monroe, North Carolina, met in Regular Session in the City Hall Council Chambers located at 300 West Crowell Street in Monroe, North Carolina at 6:00 p.m. on August 10, 2021 with Mayor Bobby Kilgore presiding.

Present: Mayor Bobby Kilgore, Mayor Pro Tem Marion Holloway, Council Member Surluta Anthony, Council Member Freddie Gordon, Council Member Angelia James, Council Member Lynn Keziah, Council Member Franco McGee, Interim City Manager Brian J. Borne, City Attorney S. Mujeeb Shah-Khan and City Clerk Bridgette H. Robinson.

Absent: None.

Visitors: Ann Maness, Tommy Maness, Erica Jenkins, William Dotson, Matthew Kirchner, Robert Yanacsek, Julie Thompson, Chris Helms, Leslie Helms, Loretta Melancon, Michele King, Michael Fleming, Cynthia Fleming, Michael Leyva, Jennifer Smith, William Prevost, John Kirkpatrick, Todd Ware and others.

Mayor Kilgore called the City Council Regular Meeting of August 10, 2021 to order at 6:00 p.m. A quorum was present.

Senior Pastor John Kirkpatrick, IV of Rehoboth Church of Monroe delivered the invocation.

RECOGNITIONS

Item No. 1. Retiring Employee Christopher Michael Helms. Police Chief Bryan Gilliard advised that Police Captain Chris Helms would be retiring from the City. Mr. Gilliard advised that the General Assembly of North Carolina recognized the importance and the symbolism of a Police Officer's service side arm. He advised that General Statute §20-187.2 authorized municipalities, at the discretion of the governing board, to honor retiring police officers by awarding them their service side arms. Mr. Gilliard shared that §20-187.2 stated that the City Council might "award to a retiring member ... upon request, the service side arm of such retiring member[], at a price determined by such governing body, upon determining that the person receiving the weapon is not ineligible to own, possess, or receive a firearm." He advised that recognizing the importance of this side arm to Mr. Helms, Staff felt it was fitting and proper to honor him by awarding him his side arm to cherish during retirement.

In accordance with General Statute §20-187.2, Mr. Gilliard advised that it was the recommendation of Staff that Council set the price of the service side arm at \$ 0.01 (one cent), and find that Mr. Helms was eligible to own, possess, or receive his service side arm. In addition, he advised that Staff further recommended that Council adopt a Resolution in appreciation for Mr. Helms' service to the citizens of Monroe.

A. Award of Service Side Arm (Surplus Equipment). Council Member Anthony moved to find Police Captain Chris Helms eligible to own, possess, or receive his service side arm and sets the cost of his service side arm (surplus equipment) at \$ 0.01 (one cent). Council Member James seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

B. Resolution. Council Member Anthony moved to adopt Resolution R-2021-31:

**RESOLUTION OF MONROE CITY COUNCIL
HONORING RETIRING EMPLOYEE
CHRISTOPHER MICHAEL HELMS
R-2021-31**

WHEREAS, on the occasion of his retirement on August 1, 2021, the City Council wishes to express its sincere appreciation to Christopher Michael Helms for his loyal and dedicated service to the City of Monroe Police Department; and

WHEREAS, he has diligently served the City as a police officer, detective, sergeant, lieutenant, and captain; and

WHEREAS, for 27 years, Christopher Michael Helms has focused on the safety and protection of the residents of the City of Monroe; and

WHEREAS, Christopher Michael Helms has faithfully and loyally discharged his duties and has represented the Monroe Police Department and the City of Monroe with honor, integrity and the utmost professionalism; and

WHEREAS, the City of Monroe is most grateful for the specialized and personal contributions and sacrifices Christopher Michael Helms has made to the City of Monroe; and

WHEREAS, the City Council of the City of Monroe wishes to acknowledge and express its appreciation to him for the years of distinguished service to the residents of Monroe, noting that Christopher Michael Helms will be missed both professionally and as a friend.

NOW, THEREFORE BE IT RESOLVED, I, Bobby G. Kilgore, by the virtue of the authority vested in me as Mayor of the City of Monroe, do hereby proclaim Christopher Michael Helms a vital part of the City of Monroe community and encourage all citizens to express appreciation and support for his accomplishments.

BE IT FURTHER RESOLVED that this Resolution be entered upon the permanent Minutes of the City Council.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Monroe to be affixed this the 10th day of August, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Mayor Kilgore recognized Mr. Helms and presented him with a framed Resolution commemorating his years of service. Mayor Kilgore extended best wishes for his retirement. Mr. Helms expressed appreciation and stated that he had enjoyed working for the City of Monroe.

Item No. 2. North Carolina Association of Municipal Attorneys President – S. Mujeeb Shah-Khan. Mayor Kilgore recognized City Attorney S. Mujeeb Shah-Khan. He advised that this past weekend City Attorney Shah-Khan completed his term as President of the North Carolina Association of Municipal Attorneys, an affiliate of the North Carolina League of Municipalities. Mayor Kilgore advised that the North Carolina Association of Municipal Attorneys acted as a liaison between municipal attorneys and other North Carolina Municipal Associations. He advised that City Attorney Shah-Khan helped lead the Association during the pandemic, keeping its 550 plus members informed of developments within the North Carolina municipal legal community. Mayor Kilgore advised that the Association just completed its first in person meeting in two years. He advised that City-Attorney Shah-Khan now became the Immediate Past President of the organization continuing his leadership role within the organization.

Mayor Kilgore advised that City Attorney Shah-Khan was also finishing his second year as Chair of the Board of Trustees of the North Carolina League of Municipalities Risk Management Services Board of Trustees. He advised that this was the group that provided liability, property insurance, workers' compensation and health insurance to many of our local governments. Mayor Kilgore advised that Monroe got its property and casualty insurance from Risk Management Services. He advised that City Attorney Shah-Khan advised that this would finish his work at the end of the year with Risk Management Services. Mayor Kilgore advised that it was always good to have someone who was well respected statewide as Monroe's City Attorney.

Item No. 3. Public Comment Period.

A. Julie Thompson. Ms. Julie Thompson advised that she was a candidate for Monroe City Council in the upcoming election and wanted to take the time to introduce herself and provide a brief background on his history and goals for the future. She thanked Council for service to the City of Monroe.

B. Michael Leyva. Mr. Michael Leyva advised that he was addressing the appointments to the Citizens Appointment Committee made by Council at the July 13, 2021 City Council Regular Meeting. Mr. Leyva advised that he felt Council Member James stated it best that there seemed

to be politics before the City of Monroe going on. He expressed his disappointment with Robert Yanacsek not being appointed to the Public Safety Committee during the last City Council Meeting as he felt Mr. Yanacsek was eligible, qualified and was ready to be voted on to fill the position on the Public Safety Committee but the matter was delayed for someone else to be found and the item was not even on Council's Agenda this month. Mr. Leyva advised that he recognized the importance of Public Safety Officers and with the recent murders in the area, he felt that Mr. Yanacsek would make a good candidate for the Public Safety Committee. He suggested that Council reconsider appointing Mr. Yanacsek to the Public Safety Committee.

CONSENT AGENDA

Written background information was provided in advance in the Council Agenda Packet for each item on the Consent Agenda. One motion and vote was taken, which included approval of all items on the Consent Agenda.

Item No. 4. Alcoholic Beverage Control Board Travel Policy. City Clerk Bridgette Robinson advised by memorandum that the State Alcoholic Beverage Control (ABC) Commission required that the ABC Board Travel Policy conform to and be approved by the local appointing authority every year:

ALCOHOLIC BEVERAGE CONTROL BOARD TRAVEL POLICY

1. The City of Monroe ABC Board will pay board member and employee expenses only. (No spouse or guest.)
2. Convention registration fees will be paid by the City of Monroe ABC Board.
3. Personal vehicle may be used and will be reimbursed for fuel according to mileage. Rate is set according to current IRS approved mileage rate. A rental vehicle may be used in situations where required. The vehicle rented should be reasonable in terms of size and cost. (Receipt is required.)
4. Meals and incidental expenses will be paid at the federal CONUS destination per diem rate. The first and last travel day is calculated at 75%. Meals that are included in registration fees are to be deducted from the per diem rate.
5. Lodging will be paid at a reasonable rate. Ex. The group rate negotiated by the Association of ABC Boards at the location where the Convention is taking place. Lodging expenses will not be reimbursed for locations within 60 miles or 60 minutes of the individual's residence, however extenuating circumstances may allow reimbursement.
6. Parking fees, tolls and storage fees are reimbursable while in the course of conducting ABC business as long as such expenses are determined reasonable. (Receipt is required).
7. Airline travel is reimbursable at coach fare only. (Receipt is required.)
8. All travel expense reports must be signed before being paid.
9. All travel expense must stay within the travel expense budget.

10. All travel expense reports will be audited by the CPA to assure they are in line with approved policy.
11. Travel in excess of policy must receive prior approval from the appointing authority.

Ms. Robinson advised that it was the recommendation of Staff that Council approve the ABC Board Travel Policy.

Mayor Pro Tem Holloway moved to approve the Alcoholic Beverage Control Board Travel Policy:

ALCOHOLIC BEVERAGE CONTROL BOARD TRAVEL POLICY

1. The City of Monroe ABC Board will pay board member and employee expenses only. (No spouse or guest.)
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3. Personal vehicle may be used and will be reimbursed for fuel according to mileage. Rate is set according to current IRS approved mileage rate. A rental vehicle may be used in situations where required. The vehicle rented should be reasonable in terms of size and cost. (Receipt is required.)
4. Meals and incidental expenses will be paid at the federal CONUS destination per diem rate. The first and last travel day is calculated at 75%. Meals that are included in registration fees are to be deducted from the per diem rate.
5. Lodging will be paid at a reasonable rate. Ex. The group rate negotiated by the Association of ABC Boards at the location where the Convention is taking place. Lodging expenses will not be reimbursed for locations within 60 miles or 60 minutes of the individual's residence, however extenuating circumstances may allow reimbursement.
6. Parking fees, tolls and storage fees are reimbursable while in the course of conducting ABC business as long as such expenses are determined reasonable. (Receipt is required).
7. Airline travel is reimbursable at coach fare only. (Receipt is required.)
8. All travel expense reports must be signed before being paid.
9. All travel expense must stay within the travel expense budget.
10. All travel expense reports will be audited by the CPA to assure they are in line with approved policy.
11. Travel in excess of policy must receive prior approval from the appointing authority.

Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

Item No. 5. Annexation Request and Related Zoning Public Hearing Calls for Properties Containing 80.518 Acres Located Along Weddington Road and N. Rocky River Road (Tax Parcel #s 09-375-014, 09-375-015, 09-375-015B and 09-375-015C). Planning and Development Director Lisa Stiwinter advised by memorandum that Terry Taylor on behalf of Mirabeland Investments, LLC and G. Kenneth Orndorff was requesting annexation of 80.518 acres located along Weddington Road and N. Rocky River Road and (Tax Parcel #s 09-375-014, 09-375-015, 09-375-015B 09-375-015C) in order to develop a mixed-use development with a mixture of housing types and commercial uses. Ms. Stiwinter advised that Staff had also received a zoning map request and text amendment request to rezone this property from Union County R-20 to Conditional District (CD) “Villages at Rocky River West.”

Ms. Stiwinter advised that Staff recommended that Council adopt a Resolution directing the Clerk to investigate the Petition received under G.S. §160A-58.1, adopt a Resolution fixing the date of the public hearing to be held on September 14, 2021 on the question of the annexation pursuant to G.S. §160A-58.1 and approve a call for public hearing to be held on September 14, 2021 to consider a zoning map amendment request to rezone the property from Union County R-20 to Conditional District (CD) “Villages at Rocky River West.”

A. Resolution Directing City Clerk to Investigate Petition Received under G.S. §160A-58.1.
Mayor Pro Tem Holloway moved to adopt Resolution R-2021-60:

**RESOLUTION DIRECTING CLERK TO INVESTIGATE
PETITION RECEIVED UNDER G.S. §160A-58.1 FOR 80.518 ACRES
LOCATED ALONG WEDDINGTON ROAD AND N. ROCKY RIVER ROAD
R-2021-60**

WHEREAS, a petition requesting annexation of an area described in said petition was received on February 11, 2021 by the City Council; and

WHEREAS, G.S. 160A-58.1 provides that the sufficiency of the petition shall be investigated by the City Clerk before further annexation proceedings may take place; and

WHEREAS, the City Council of the City of Monroe deems it advisable to proceed in response to this request for annexation.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe that the City Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the City Council the result of the investigation.

Adopted this 10th day of August, 2021.

Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

B. Resolution Fixing Date of Public Hearing to be Held September 14, 2021 on Question of Annexation Pursuant to G.S. §160A-58.1. Mayor Pro Tem Holloway moved to adopt Resolution R-2021-61:

**RESOLUTION FIXING DATE OF PUBLIC HEARING TO BE HELD
SEPTEMBER 14, 2021 ON QUESTION OF ANNEXATION
PURSUANT TO G.S. §160A-58.1 FOR 80.518 ACRES
LOCATED ALONG WEDDINGTON ROAD AND N. ROCKY RIVER ROAD
R-2021-61**

WHEREAS, a petition requesting annexation of the area described herein has been received; and

WHEREAS, the City Council has by Resolution directed the City Clerk to investigate the sufficiency of the petition; and

WHEREAS, certification by the City Clerk as to the sufficiency of the petition shall be made.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe, North Carolina that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at the City Hall Council Chambers at 6:00 p.m. on September 14, 2021.

Section 2. The area proposed for annexation is described on the attached map:

ANNEXATION DESCRIPTION

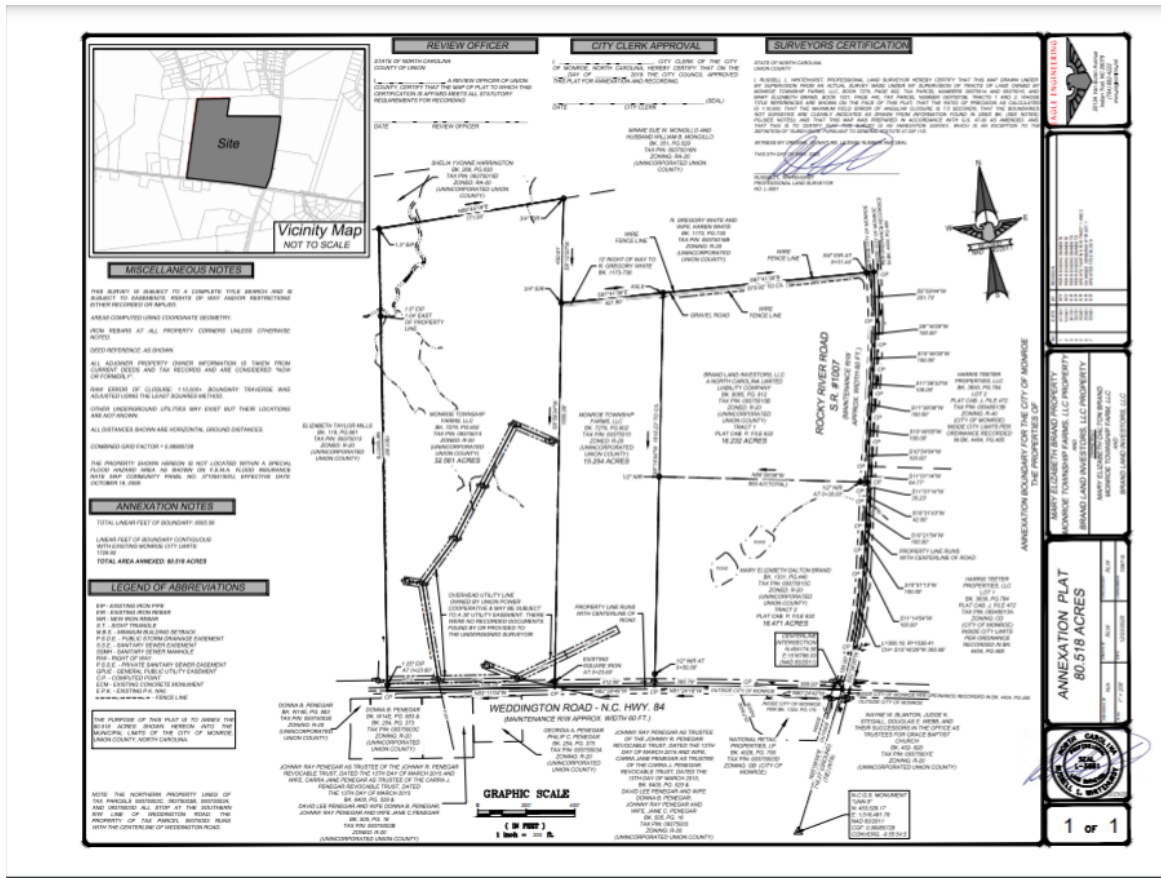
**LEGAL DESCRIPTION OF 80.518 ACRES CONSISTING OF THE TAX PARCELS
09-375-014, 09-375-015, 09-375-015B AND 09-375-015C, COLLECTIVELY CALLED
VILLAGES AT ROCKY RIVER WEST**

Being in North Carolina, Union County, Monroe Township BEGINNING at a NCGS Monument "UNN 8" having North Carolina State Plane coordinates in survey feet of: North 453,526.17 and East 1,516,461.76 and tied to the North American Datum 83/2011; thence N 25° 8' 5" E, 716.27 feet to a computed point in the centerline intersection of Weddington Road (NC 84) and Rocky River Road (SR 1007) and said computed point being on the existing city limits line of now or formerly the City of Monroe, the annexation ordinance being recorded in Record Book 4404, Page 485 in the Register of Deeds, and said computed point being a corner of now or formerly the Johnny Ray Penegar as Trustee of the Johnny R. Penegar Revocable Trust, Dated the 13th day of March 2015 and wife Carra Jane Penegar as Trustee of the Carra J. Penegar Revocable Trust, Dated the 13th day of March 2015 property recorded in Record Book 6400, Page 529 in the Union County Register of Deeds, (hereafter called "Penegar Trust property"), and of now or formerly the David Lee Penegar and wife Donna B. Penegar; and Johnny Ray Penegar and wife Jane C. Penegar property recorded in Record Book 505, Page 16 in the Union County Register of Deeds, (hereafter called "Penegar property"), and of now or formerly the Wayne W. Blanton, Judge K. Stegall, Douglas E. Webb and their successors in the office as Trustees for Grace Baptist Church property recorded in Deed Book 452, Page 828 in the Union County Register of Deeds, and of now or formerly the Harris Teeter Properties, LLC property recorded in Record Book 3830, Page 784 in the Union County Register of Deeds and said computed point being the **TRUE POINT AND PLACE OF BEGINNING**: thence leaving the existing City of Monroe city limits line and with the said Penegar property and the

said Penegar Trust property and with the centerline of Weddington Road (NC 84) four (4) calls as follows: 1) N 80° 24' 43" W, 388.00 feet to a computed point; 2) N 81° 24' 16" W, 385.79 feet to a computed point; 3) N 82° 39' 49" W, 412.06 feet to a computed point; 4) N 83° 11' 4" W, 689.58 feet to a computed point, being the southeastern corner of now or formerly the Elizabeth Taylor Mills property recorded in Deed Book 119, Page 661 in the Union County Register of Deeds; thence with the said Mills property N 6° 55' 1" E, a total distance of 1,901.85 feet to an existing 1 1/2-inch iron pipe, crossing an existing 1 1/4-inch iron pipe at 23.80 feet, said existing 1 1/2-inch iron pipe being on the line of now or formerly the Shelia Yvonne Harrington property recorded in Deed Book 268, Page 635 in the Union County Register of Deeds; thence with the said Harrington property and with now or formerly the Minnie Sue W. Mongillo and husband William B. Mongillo property recorded in Deed Book 351, Page 529 in the Union County Register of Deeds N 88° 45' 19" E, 771.93 feet to an existing 3/4-inch iron rebar, said iron rebar being the northwestern corner of now or formerly the R. Gregory White and wife Karen White property recorded in Record Book 1173, Page 730 in the Union County Register of Deeds; thence with the said White property three (3) calls as follows: 1) S 9° 12' 50" W, 430.61 feet to an existing 3/4-inch iron rebar; 2) S 87° 41' 39" E, 421.90 feet to an existing axle; 3) S 87° 41' 39" E, a total distance of 873.92 feet to a computed point in the centerline of Rocky River Road, crossing an existing 5/8-inch iron rebar at 842.48 feet, said computed point being on the line of now or formerly the Harris Teeter Properties, LLC property recorded in Record Book 3830, Page 784 in the Union County Register of Deeds and said computed point being on the said City of Monroe city limits line; thence with the said Harris Teeter Properties, LLC property and with the said city limits line and the centerline of Rocky River Road fifteen (15) calls as follows: 1) S 5° 59' 44" W, 201.73 feet to a computed point; 2) S 9° 16' 28" W, 100.00 feet to a computed point; 3) S 10° 49' 30" W, 100.00 feet to a computed point; 4) S 11° 26' 33" W, 100.00 feet to a computed point; 5) S 11° 39' 39" W, 100.00 feet to a computed point; 6) S 10° 49' 55" W, 100.00 feet to a computed point; 7) S 10° 54' 54" W, 100.00 feet to a computed point; 8) S 11° 1' 14" W, 64.77 feet to a computed point; 9) S 11° 1' 14" W, 35.23 feet to a computed point; 10) S 10° 31' 43" W, 42.00 feet to a computed point; 11) S 10° 21' 54" W, 100.00 feet to a computed point; 12) S 10° 51' 13" W, 100.00 feet to a computed point; 13) S 11° 14' 54" W, 100.00 feet to a computed point; 14) with a curve to the right having a radius of 1,536.41 feet, an arc length of 306.19 feet and a bearing and distance of S 15° 45' 26" W 305.68 feet to a computed point; 15) S 22° 38' 26" W, 180.00 feet to the TRUE POINT AND PLACE OF BEGINNING and containing 80.518 Acres more or less as shown on a plat entitled "Annexation Boundary for the City of Monroe the properties of Mary Elizabeth Brand Property, Monroe Township Farms, LLC Property and Brand Land Investors, LLC Property" prepared by Eagle Engineering, Inc. (Russell L. Whitehurst, PLS) and dated December 23, 2020 and last revised on July 29, 2021. Said annexation plat is recorded in Plat Cabinet _____, File _____, in the Union County Register of Deeds.

Section 3. Notice of the public hearing shall be published in *The Enquirer-Journal*, a newspaper having general circulation in the City of Monroe, at least ten days prior to the date of the public hearing.

Adopted this 10th day of August, 2021.



Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
 NAYS: None

C. Call for Public Hearing to be Held September 14, 2021 to Consider Zoning Map Amendment Request to Rezone Property Located along Weddington Road and N. Rocky River Road from Union County R-20 to Conditional District (CD) “Villages at Rocky River West” and Text Amendment Request to Amend Code of Ordinances – Title XV: Land Usage, Chapter 156: Zoning Code, Section 156.106 titled “Official Zoning Map” and Section 156.98 titled “Conditional Districts Established.” Mayor Pro Tem Holloway moved to call for a public hearing to be held on September 14, 2021 at 6:00 p.m. to consider these requests. Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
 NAYS: None

Item No. 6. Annual Settlement of Tax Collector for 2020 Taxes. Finance Director Lisa Strickland advised by memorandum that North Carolina General Statute 105-373(a) stated “the Tax Collector shall make full settlement with the governing body of the taxing unit for all taxes in hand for collection for the preceding Fiscal Year.” Ms. Strickland further advised that the settlement, together with the action of the governing body shall be entered in full upon the Minutes of the governing body.

Ms. Strickland provided the following tax collection history for 2010-2020:

	General City of Monroe	Monroe Downtown MSD
2010	97.56%	98.47%
2011	98.07%	95.30%
2012	98.05%	95.24%
2013	96.07%	95.43%
2014	97.91%	98.42%
2015	98.53%	99.85%
2016	98.76%	99.23%
2017	99.02%	99.10%
2018	99.14%	99.23%
2019	99.11%	99.25%
2020	99.33%	99.83%

Ms. Strickland advised that it was the recommendation of the General Services Committee and Staff that Council approve the 2020 annual tax settlement and that the settlement be entered in full in the City Council Regular Meeting Minutes.

Mayor Pro Tem Holloway moved to approve the 2020 annual tax settlement:

	Tax	Value
2020 Tax Scroll	\$21,195,277	\$3,428,601,559
2020 Certifications	\$422,111	\$68,491,230
2020 Discoveries	\$207,013	\$29,743,703
Total Taxes Billed	\$21,824,401	\$3,526,836,492
Less 2020 Releases	(\$79,638)	(\$12,420,336)
2020 Adjustments	(\$5,686)	
2020 Tax Levy	\$21,739,077	\$3,514,416,156
 Total Taxes Collected	 \$21,593,358	 \$3,514,416,156
Taxes to be Collected	\$145,719	
Total 2020 Levy	\$21,739,077	
 Percent Collected	 99.33	
 2020 MSD Tax	 \$50,999	 \$23,199,374
2020 MSD Certifications	\$6,682	\$3,051,055
2020 Discoveries	-	-
Total Taxes Billed	\$57,681	\$26,250,429
Less MSD 2020 Releases	(\$26)	(\$10,790)

	<u>Tax</u>	<u>Value</u>
2020 MSD Adjustments	<u>(\$7)</u>	
2020 MSD Tax Levy	\$57,648	\$26,239,639
2020 MSD Collected	\$57,550	
MSD Taxes to be Collected	<u>\$98</u>	
Total 2020 MSD Levy	<u>\$57,648</u>	
Percent Collected	99.83	

Taxes released for 2020 under \$5 total amount was \$1,276.33

Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 7. Call for Public Hearings to be Held September 14, 2021.

A. Sale of 80+/- Acres of Land to Confidential Company for Project Millwork. Economic Development Executive Director Chris Platé advised by memorandum that Staff was working with Confidential Company for Project Millwork who was considering a potential expansion in Monroe. Mr. Platé advised that the potential land sale was related to Council's consideration of a MAGNET100 Economic Development Grant at the same public hearing.

Mr. Platé advised that it was the recommendation of Staff that Council call for a public hearing to be held on September 14, 2021 to consider the sale of 80+/- acres of land located in the Expressway Commerce Park at Monroe to a Confidential Company known for Project Millwork. He advised that the name of the company would be disclosed at the September 14, 2021 public hearing.

Mayor Pro Tem Holloway moved to call for a public hearing to be held on September 14, 2021 at 6:00 p.m. to consider this request. Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

B. MAGNET100 Economic Development Grant for Confidential Company for Project Endurance. Economic Development Executive Director Chris Platé advised by memorandum that Staff was working with a Confidential Company for Project Endurance. Mr. Platé advised that the company was considering a significant expansion in Monroe and had requested Council's consideration of a MAGNET100 Economic Development Incentive Grant.

Mr. Platé advised that it was the recommendation of Staff that Council call for a public hearing to be held on September 14, 2021 to consider the award of a MAGNET100 Economic Development Incentive Grant for Project Endurance. He advised that the name of the company would be disclosed at the September 14, 2021 public hearing.

Mayor Pro Tem Holloway moved to call for a public hearing to be held on September 14, 2021 at 6:00 p.m. to consider this matter. Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

C. Zoning Map Amendment Request to Rezone Properties Located in City Limits of Monroe and Text Amendment Request to Amend Code of Ordinances – Title XV: Land Usage, Chapter 157 to Establish Unified Development Ordinance. Planning and Development Director Lisa Stiwinter advised by memorandum that Staff was requesting a zoning map amendment request to rezone properties located in City limits of Monroe and a text amendment request to amend Code of Ordinances – Title XV: Land Usage, Chapter 157 to establish the Unified Development Ordinance (UDO) in order to implement the vision and goals in the Forward Monroe project, which was the Land Use and Transportation Plan and develop a clear and user-friendly UDO that was consistent with City plans and policies.

Ms. Stiwinter advised that it was the recommendation of Staff that Council call for the required public hearing to be held on September 14, 2021 at 6:00 p.m. to consider these requests.

Mayor Pro Tem Holloway moved to call for a public hearing to be held on September 14, 2021 at 6:00 p.m. to consider these requests. Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

D. Zoning Map Amendment Request to Rezone Property Located at 1107 Parker Street (Tax Parcel # 09-238-150A) from Residential-Multi Family (R-MF) to Residential-High Density (R-10) and Text Amendment Request to Amend Code of Ordinances – Title XV: Land Usage, Chapter 156: Zoning Code, Section 156.106 titled “Official Zoning Map.” Planning and Development Director Lisa Stiwinter advised by memorandum that Staff had received a zoning map amendment request to rezone the property located at 1107 Parker Street (Tax Parcel # 09-238-150A) from Residential-Multi Family (R-MF) to Residential-High Density (R-10).

Ms. Stiwinter advised that it was the recommendation of Staff that Council call for the required public hearing to be held on September 14, 2021 at 6:00 p.m. to consider this request.

Mayor Pro Tem Holloway moved to call for a public hearing to be held on September 14, 2021 at 6:00 p.m. to consider this request. Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

E. Zoning Map Amendment Request to Rezone Properties Located Along W. Highway 74 (Tax Parcel #s 09-339-033-B, 09-339-159 and 09-339-160) from General Business (GB) to Conditional District (CD) “Exchange Apartments” and Text Amendment Request to Amend Code of Ordinances – Title XV: Land Usage, Chapter 156: Zoning Code, Section 156.106 titled “Official Zoning Map” and Section 156.98 titled “Conditional Districts Established.”

Planning and Development Director Lisa Stiwinter advised by memorandum that Staff had received zoning map and text amendment requests to rezone the properties located along W. Highway 74 (Tax Parcel #s 09-339-033-B, 09-339-159 and 09-339-160) from General Business (GB) to Conditional District (CD) “Exchange Apartments.” Ms. Stiwinter advised that the rezoning was being requested in order to develop a 242-unit multifamily apartment complex.

Ms. Stiwinter advised that it was the recommendation of Staff that Council call for the required public hearing to be held on September 14, 2021 at 6:00 p.m. to consider these requests.

Mayor Pro Tem Holloway moved to call for a public hearing to be held on September 14, 2021 at 6:00 p.m. to consider these requests. Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 8. Minutes and Reports.

A. Disbursement of Fiscal Year 2021-2022 City Council Discretionary Funds.

1) Council Member Angelia James. City Clerk Bridgette Robinson advised by memorandum that Staff had a received request from Council Member Angelia James for disbursement of City Council Discretionary Funds to the Union County Chamber in the amount of \$10. Disbursements for Council Member James follow:

Date	Recipient	Public Purpose	Fiscal Impact	
			Amount	Balance
07/01/2021	Discretionary Allocation Fiscal Year 2021-2022			\$3,000
07/07/2021	Union County Chamber	Economic and industrial development	\$10	\$2,990

As this item was for informational purposes only, no action was required from Council.

2) Mayor Bobby Kilgore. City Clerk Bridgette Robinson advised by memorandum that Staff had received a request from Mayor Bobby Kilgore for disbursement of City Council Discretionary Funds to Common Heart in the amount of \$500. Disbursements for Mayor Kilgore follow:

Date	Recipient	Public Purpose	Fiscal Impact	
			Amount	Balance
07/01/2021	Discretionary Allocation Fiscal Year 2021-2022			\$3,000
07/20/2021	Common Heart	Community development	\$500	\$2,500

As this item was for informational purposes only, no action was required from Council.

B. Exemplary Customer Service Award Program. Human Resources Director Debra C. Reed advised by memorandum that upon the request of the Interim City Manager, Staff was requested to create an awards program for exceptional service to customers by employees of the City of Monroe. Ms. Reed advised that the Exemplary Service Awards program would consist of a Committee formed by a nominated employee from each City Department and would meet quarterly to review nominations. She advised that peers, supervisors and/or customers should make nominations throughout the quarter.

Ms. Reed advised that eligible nominated employees would have to meet the eligibility requirements and criteria as outlined on the nomination form to be considered:

EXEMPLARY SERVICE AWARD NOMINATION FORM

Eligibility Requirements:

- Nominee must be in a benefit eligible position for at least six months and successfully completed probationary status.
- Nominee must hold position lower than a Department Head.
- Nominee may not have received any formal disciplinary action or performance action within twelve months prior to nomination.
- Nominee may not have received the award within the previous three years.

Examples of Criteria:

- Nominee goes above and beyond by displaying a positive attitude, even under the most difficult circumstances, which impacts the internal/external customer experience.
- Nominee has repeatedly been “caught in the act” of delivering exceptional service above and beyond the call of duty.
- Nominee goes above and beyond by effectively and efficiently communicating, collaborating and addressing customer needs.
- Nominee demonstrates resourcefulness in assisting customers above and beyond the call of duty, while adhering to the City of Monroe policies and procedures.
- Nominee goes above and beyond in serving as a role model to customers and co-workers through positive interactions with internal and/or external customers.

Return this form with specific details supporting the documentation to: Human Resources Dept. or fax to 704-282-5784.

I am recommending _____ for this award.
This employee works in the _____ department.

Nominations may be submitted by peers, supervisors or customers. Nominations may be submitted in writing or email with supporting documentation as appropriate.

Submitted By: _____ (signature) _____ (print)
Your Phone Number _____ Your name printed _____

Include specific examples that demonstrate the eligibility criteria above (provide supporting documentation) _____

Ms. Reed advised that employees receiving the award would have their picture taken receiving the award and posted in each Department quarterly, a \$25 gift card and a gift of appreciation from Human Resources.

Ms. Reed advised that this was for informational purposes only; therefore, no action was required from Council.

C. Financial Reports for June 2021. Financial reports for June 2021 were received as information by Council.

D. Minutes of Historic District Commission Meeting of May 10, 2021 and May 17, 2021. Minutes of the Historic District Commission Meeting of May 10, 2021 and May 17, 2021 were received as information by Council.

E. Minutes of Open Conversation on Racism Committee Meeting of May 6, 2021. Minutes of the Open Conversation on Racism Committee Meeting of May 6, 2021 were received as information by Council.

F. Summary of Contracts Awarded, Change Orders Approved and City Manager's Settlement of Claims for July 2021. Interim City Manager Brian Borne reported by memorandum the award of contracts pursuant to Ordinance O-2001-17, Change Orders (CO) approved pursuant to Resolution R-2000-76 and the settlement of claims pursuant to Ordinance O-2018-50 for July 2021:

Name	Purpose	Fund	Amount
(9201) Dude Solutions	Online Software License And Support	(1620) City Facilities-Maint	\$10,403.99
(6600) Tina Gibson	Entmt Bookings & Sound Production For City Events	(7011) Parks & Recreation	21,100.00
(10971) Redstone Materials Inc.	2nd Year Annual Renewal - Trucking Biosolids	(8040) WR Waste Treatment Plant	80,000.00

Name	Purpose	Fund	Amount
(741) Community Health Services Of UC Inc.	Flu Vaccines To City Of Monroe Employees, Council	(2515) Human Resources-Safety Health	6,000.00
(6415) Nancy Bizzell MD	Perform Examinations For City Of Monroe Employees	(2515) Human Resources-Safety Health	15,000.00
(711) McCarter Electrical &	Annual Renewal - Year 2 Repair & Maintenance	(8040) WR Waste Treatment Plant	15,000.00
(737) Charlotte Crane Service	Annual Renewal Final Year For Crane Work	(8030) WR-Water Treatment Plant	*4,998.00
(11106) North-South Services	Miscellaneous - Emergency Plumbing Repairs	(7012) Parks & Recreation-Parks Maint	7,000.00
(9583) Hinson Services Inc	HVAC Repairs As Needed	(1620) City Facilities-Maint	30,000.00
(9583) Hinson Services Inc	HVAC Replacements As Needed	(1620) City Facilities-Maint	50,000.00
(4644) McLaughlin Young Employee Svcs	Employee Assistance Program	(2510) Human Resources	9,442.00
(1819) Richard C Miner	Infrared Scanning Services	(8220) Electrical-Maint/Const	*4,999.00
(10079) Weed Control Inc.	Weed Control For Specific Areas	(8220) Electrical-Maint/Const	*4,999.00
(186) McCollum Trucking & Grading Inc.	Truck Rental	(3025) Engineering-Powell Bill	10,000.00
(10057) Sharpe Co Inc.	Testing Of Rubber Goods	(8220) Electrical-Maint/Const	20,000.00
(85) Itron Inc.	Maintenance, Repair And Drive By License For Mete	(2020) Finance-Billing	13,710.00
(10400) Versalift North Carolina	Testing Of Bucket Trucks	(8220) Electrical-Maint/Const	9,000.00
(4637) Carotek Inc.	Annual Renewal Contract For WWTP Monitoring Equip	(8040) WR Waste Treatment Plant	*4,999.95
(3607) Wolfe & Associates	Renewal Of Alcohol & Drug Test Services	(2515) Human Resources-Safety Health	6,000.00
(10579) Crossroads Body Shop	Repair On Damages To City Vehicles	(2515) Human Resources-Safety Health	15,000.00
(5272) Kraft Power Corporation		(1620) City Facilities-Maint	17,104.00
(5272) Kraft Power Corporation		(1620) City Facilities-Maint	6,000.00
(432) Parker, Poe, Adams & Bernstein	Legal Counsel For PD/Senior Center Financing Lob's	(2015) Finance-Administration	50,000.00

Name	Purpose	Fund	Amount
(5741) First Advantage Background Service	Automatic Renewal Of Background Screening Services	(2510) Human Resources	5,500.00
(11088) Richard E Goff	Code Enforcement Phn Abatement	(3520) Building Standards-Code Enforcement	20,000.00
(10834) Piedmont Pharmaceutical Care	Automatic Renewal Of 3 Year Agreement	(2510) Human Resources	90,000.00
(11063) Cleodis Davis	Code Enforcement Phn Abatement	(3520) Building Standards-Code Enforcement	8,500.00
(10356) Donnie Michael Gay	Code Enforcement Phn Abatement	(3520) Building Standards-Code Enforcement	20,000.00
(9778) First Tryon Securities	Financial Advisory Services For Lobs Series 2021	(2015) Finance-Administration	50,000.00
(9469) Action Glass & Mirror Inc.	Window And Glass Repairs	(1620) City Facilities-Maintenance	*3,000.00
(892) South Piedmont Community College	Extension Of Economic Development Office Lease	(5410) Monroe-Union Co Econ Dev-Admin	18,300.00
(1264) Partners Lawn & Landscaping Inc.	Litter Pickup	(8810) Solid Waste-Admin	26,400.00
(9583) Hinson Services Inc.	HVAC Emergency Repairs/Maintenance For MAFC	(7040) Parks & Recreation-MAFC	9,000.00
(9027) Social Networking Assistance	Annual Social Media Networking Assist	(5410) Monroe-Union Co Econ Dev-Admin	8,400.00
(11044) Industrial Gas Technology Inc.	Repair Of Corken Gas Compressor At LNG Facility	(8420) Natural Gas-Maint/Const	7,500.00
(5843) Vision Technologies Inc.	Periodic Maintenance Of Surge Protection	(8620) Airport-Operations	*4,270.00
(3533) Automated Fire Systems Inc	Service/Testing of Portable Fire Extinguishers	(8620) Airport-Operations	*3,100.00
(5112) ILS Technical Services Inc.	Service of Localizer, Glideslope, Transmitter	(8620) Airport-Operations	16,740.00
(7753) E Rhyne Davis	Blythe/Supply and Install Tank/Truck Filters	(8620) Airport-Operations	8,937.00
(292) J F Acquisition	Annual Tcs Hub Maintenance/Data Plan	(8620) Airport-Operations	*2,410.00
(698) Cox Door Company Inc.	Overhead Door Repairs	(1620) City Facilities-Maint	*2,500.00
(7072) Waynco Roofing Company	Roof Repairs as Needed	(1620) City Facilities-Maint	*3,000.00

Name	Purpose	Fund	Amount
(1150) C L D Services Inc.	Electric Meter Accuracy Testing	(8220) Electrical-Maint/Const	20,000.00
(737) Charlotte Crane Service Inc.	Crane Services as Needed	(8220) Electrical-Maint/Const	*4,999.99
(8454) Area Wide Protective	Traffic Control DOT Projects	(8220) Electrical-Maint/Const	*4,999.00
(1563) Enerco Energy Services	Wood Pole Inspections	(8220) Electrical-Maint/Const	20,000.00
(1264) Partners Lawn & Landscaping Inc.	Weed Control	(8220) Electrical-Maint/Const	*4,999.99
(8285) Kemp Melton	Electric Power Line ROW Clearing	(8220) Electrical-Maint/Const	40,000.00
(2654) TT Technologies Inc.	Annual Renewal Contract	(8025) Water And Sewer-Const	*4,999.00
(6600) Tina Gibson	Imagine Music Group	(7150) Parks & Recreation-Center Theatre	13,800.00
(2039) Air Cleaning Specialists	Plymovent Inspection And Maintenance	(5510) Fire-Fire	*4,844.00
(8785) Cutting Edge Lawncare & Landscaping	Annual Plant Bed Maint & Landscape @ MCC	(7030) Parks & Recreation-Golf Course	10,360.00
(9625) Big Brothers Collision Center	For Repairs to COM Vehicles Damaged In Collisions	(2515) Human Resources-Safety Health	15,000.00
(10180) Schneider Tree Care Inc.	Misc/Emrg Tree Srvs @ Various P&R Locations	(7012) Parks & Recreation-Parks Maint	*4,000.00
(631) H & H Lawn Sprinklers	Emergency Irrigation Repairs as Needed	(7012) Parks & Recreation-Parks Maint	*4,500.00
(10595) Wind River Environmental	Pump & Dispose Wash Pit Contents at MCC & P&R Shop	(7012) Parks & Recreation-Parks Maint	*4,300.00
(884) Carolina Green Corp	Maintenance of Soccer Fields & Sod At Walter Bickett	(7012) Parks & Recreation-Parks Maint	16,300.00
(168) Smith Turf & Irrigation	Emergency Repairs to Irrigation Systems	(7030) Parks & Recreation-Golf Course	5,500.00
(10574) Two Brothers Power Washing Inc.	Power Washing Srvs @ Various P&R Facilities	(7012) Parks & Recreation-Parks Maint	*2,000.00
(10736) SRK Fence	Emergency Fence Repairs at Various Parks	(7012) Parks & Recreation-Parks Maint	*3,000.00
(8155) University Auto Care Inc.	Emergence Repairs To P&R Vehicles as Needed	(7011) Parks & Recreation-Recreational	*1,200.00

Name	Purpose	Fund	Amount
(7741) Justin R Melton	Emergency Tree Services at Various P&R Locations	(7012) Parks & Recreation-Parks Maint	*2,000.00
(1409) Puraqua Products Inc.	R & M – Winchester Pool and MAFC Pool as needed	(7011) Parks & Recreation-	*4,500.00
(10508) Roberts Oxygen Company Inc.	Service Agreement for Co2 at Winchester Pool	(7011) Parks & Recreation	*1,700.00
(8726) Otis Elevator Company	Otis Elevator Maintenance Contract – Customer Service Building	(2026) Finance-Customer Service	*2,759.00
(10359) Pat Group	Annual Contract For After Hours Facility Cleaning	(7040) Parks & Recreation-MAFC	53,200.32
(1423) Thomas M Brown Inc.	Annual Renewal Contract For WWTP	(8040) WR Waste Treatment Plant	*4,999.00
(5514) Dataprose	Printing And Postage for Utility Bill Late Notices	(2026) Finance-Customer Service	27,570.00
(10454) Union County Economic Development	Facilitate Retail and Restaurant Recruitment	(5410) Monroe-Union Co Econ Dev-Admin	25,000.00
(8141) Piedmont Security Systems Inc.	Change Order for Fire System Upgrade	(8010) Water And Sewer-Admin	*3,443.00
(11000) Hill Engineering & Consulting	Camp Sutton T1 Oil Containment	(8230) Electrical-System Improvements	20,000.00
(11113) North American Substation Services	Transformer Testing at ATI Saf 2 Substation	(8220) Electrical-Maint/Const	8,000.00
(4347) George Stephen Eubanks	Annual Renewal - 5th And Final Year - Various Weld	(8010) Water And Sewer-Admin	*4,999.00
(8980) Concord Engineering & Surveying Inc.	Annual Renewal Contract 4th Year to Provide Geote	(8025) Water And Sewer-Const	10,000.00
(6582) Land Design Inc.	Wingate Industrial Park Preliminary Work	(5410) Monroe-Union Co Econ Dev-Admin	8,500.00
(9426) Robert Half International	Water Resources Temporary Staffing For FY22	(8010) Water and Sewer-Admin	*2,436.00
(10144) Christopher R Wiley	C & L Lawn Service	(1620) City Facilities-Maint	23,200.00
(9157) Anthony M Belk	Painting Of Various Planning Department Offices	(4010) Planning And Development	*2,000.00
(11117) EN Specialty Services	Admin Support – Joint Use Pole Attachment	(8210) Electrical-Administration	25,850.00

Name	Purpose	Fund	Amount
(242) Johnson Controls Security Solutions	Fire Alarm Monitoring – Winchester Gym	(7011) Parks & Recreation	*3,089.00
(11030) JLM Actuarial	Actuarial Services for GASB 75 & 73 Reports	(2010) Finance-Accounting	5,500.00
(601) Lawrence Associates, P A	Survey Services for 2109 Walkup Avenue Site	(8210) Electrical-Administration	64,000.00
R C S Inc.	Portable Restroom Service	(7011) Parks & Recreation	6,440.00
(810) Randall Supply Inc.	Rebuild of Lake Lee Pump Station	WR	*4,249.00
Lucity, Inc.	Computerized Maintenance Management Software System Implementation	WR	5,940.00
Maurer Architecture	Develop conceptual layout plans for 108 n. Main Street (Morgan-Windsor Alley Project)	Downtown	*4,700.00
*Approved by Department Director		Total	\$1,227,189.24

There were no settlement of claims. This item was for informational purposes only; therefore, no action was required from Council.

Item No. 9. Ordinance to Amend Code of Ordinances – Title VII: Traffic Code, Chapter 75: Traffic Schedules – Schedule I – Speed Limits, Section (B) titled “City Maintained Streets” to Reduce Speed Limit on Foxmoor Drive, Knights Court and Round Table Road.

Engineering Director Sarah McAllister advised by memorandum that Staff received a request from Charles Perry, a resident of Foxmoor Drive, to lower the speed limit to 25 mph in the Camelot neighborhood. Ms. McAllister advised that all streets within the corporate limits were designated 35 mph unless otherwise posted. She advised that King Arthur Drive was already listed in the Ordinances as having a 25 mph speed limit but was not currently signed on the street. To provide uniformity in speed limits, Ms. McAllister advised that it was recommended that the rest of the streets within Camelot also be included by Ordinance.

Per the Neighborhood Speed Limit Policy, Ms. McAllister advised that signs could be posted at the entrance to the neighborhood to restrict the speed limit for the entire neighborhood. She advised that by Policy, a “Neighborhood” plaque would be mounted above the speed limit sign with an “Unless Otherwise Posted” plaque mounted below the speed limit sign.

Ms. McAllister advised that Staff presented this matter to the Public Safety Committee on July 19, 2021.

Ms. McAllister advised that it was the recommendation of the Public Safety Committee and Staff that Council adopt an Ordinance amending Schedule I (B) Speed Limits to reduce the speed limit on Foxmoor Drive, Knights Court and Round Table Road from 35 mph to 25 mph.

Mayor Pro Tem Holloway moved to adopt Ordinance O-2021-41:

ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE VII: TRAFFIC CODE
CHAPTER 75: TRAFFIC SCHEDULES
O-2021-41

BE IT ORDAINED by the City of Monroe Council that Title VII: Traffic Code, Chapter 75 – Traffic Schedules of the City of Monroe Code of Ordinances is amended as follows:

Section 1. Amend **SCHEDULE I (B) SPEED LIMITS – CITY MAINTAINED STREETS** to add:

Street Name	Description	Speed Limit
Foxmoor Drive	Entire Length	25 MPH
Knights Court	Entire Length	25 MPH
Round Table Drive	Entire Length	25 MPH

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 10th day August, 2021.

Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 10. Parks and Recreation Leaf Collection Truck. Parks and Recreation Director Tonya Edwards advised by memorandum that funds were allocated in the Fiscal Year 2022 Budget in the amount of \$210,000 for the procurement of a leaf collection truck for the Parks and Recreation Parks Maintenance Division. Ms. Edwards advised that this truck would replace a 2003 model that had surpassed its life expectancy and no longer provided dependable service.

Ms. Edwards advised that Old Dominion Brush Co. had provided a quote of \$200,039 for this vehicle. Due to the purchase cost exceeding \$90,000, she advised that a formal bid was required as part of the selection process for the vendor of this equipment. Ms. Edwards advised that the formal bid requirement was met through the Cooperative Purchasing Program Sourcewell of which the City of Monroe was a member.

In accordance with Section 34.01-G of the City of Monroe Code of Ordinances, Ms. Edwards advised that Council was required to authorize all purchases exceeding \$100,000.

Ms. Edwards advised that it was the recommendation of Staff that Council approve the award of the leaf collection truck to Old Dominion Brush Co. in the amount of \$200,039 through the Sourcewell Cooperative Purchasing program and authorize the Interim City Manager to execute any and all necessary documents.

A. Award of Contract to Old Dominion Brush Co. through Sourcewell Cooperative Purchasing Program. Mayor Pro Tem Holloway moved to award the contract for a leaf collection truck for the Parks and Recreation Department – Maintenance Division to Old Dominion Brush Co. through Sourcewell Cooperative Purchasing Program in the amount of \$200,039. Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

B. Interim City Manager to Execute Documents. Mayor Pro Tem Holloway moved to authorize the Interim City Manager to execute any and all necessary documents with regard to the leaf collection truck contract with Old Dominion Brush Co. through the Sourcewell Cooperative Purchasing Program. Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 11. Stewart Creek Sewer Service Basin and Pump Station Force Main Upgrades. Water Resources Director Russ Colbath advised by memorandum that the City had experienced rapid economic development in the Stewart Creek sewer service basin. Mr. Colbath advised that this area was generally the north and west portions of the City and had expanded due to recent annexations. He advised that currently there were on paper sewer commitments for the equivalent of 3,650 new residential lots in the Stewart Creek Basin.

To ensure adequate sewer capacity to meet the above commitments as they come on-line, Mr. Colbath advised that the following sewer system improvement projects were added to the five-year capital improvement plan during the Fiscal Year 2022 Budget process: Fiscal Year 2022 Stewart Creek Pump Station and Force Main Upgrade – \$2,000,000 (approved); and, Fiscal Year 2023 Unionville Indian Train Pump Station Parallel Force Main – \$1,425,000.

Mr. Colbath advised that Staff had negotiated with W.K. Dickson & Co., Inc. to perform engineering service for the permitting and design of the above improvement projects. He advised that W.K. Dickson was identified as the most qualified engineering firm based on their previous City experience designing system improvements and performing sewer system planning and modeling. Mr. Colbath advised that the total not-to-exceed cost ceiling of \$153,000 was deemed reasonable based on the scope of work for the projects.

Because budgeted funds were available and based on the Mayoral Committee Principals dated November 19, 2019, Mr. Colbath advised that the contract award was coming directly to Council without a Committee recommendation.

Mr. Colbath advised that it was the recommendation of Staff that Council approve the engineering services contract with W.K. Dickson & Co., Inc. to complete the engineering service for the

permitting and design of the Stewart Creek sewer service basin and pump station force main upgrades project for a total not-to-exceed cost-ceiling limit of \$153,000 and authorize the City Manager to execute any and all necessary documents related to the contract.

A. Award of Engineering Services Contract to W.K. Dickson & Co., Inc. Mayor Pro Tem Holloway moved to award the Stewart Creek sewer service basin and pump station force main upgrades engineering services contract to W.K. Dickson & Co., Inc. for a total not-to-exceed cost-ceiling limit of \$153,000. Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

B. City Manager to Execute Documents. Mayor Pro Tem Holloway moved to authorize the City Manager to execute any and all necessary documents with regard to the Stewart Creek sewer service basin and pump station force main upgrades engineering services contract with W.K. Dickson & Co., Inc. Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 12. Tax Releases for June 2021. Finance Director Lisa Strickland advised by memorandum that the refunds and releases of taxes pursuant to North Carolina General Statute §105-381 for June 2021 were \$9,128.35 including a single large release of \$5,368.01 to correct a clerical error on the submitted listing form where a taxpayer reported an erroneous amount of additional lease hold improvements. Ms. Strickland advised that the releases were created by a change or reduction in value for the City of Monroe by the Union County Tax Assessor.

Ms. Strickland advised that the Union County Commissioners had previously approved these releases and Staff was now requesting that Council approve the tax releases for June 2021 in the amount of \$9,128.35.

Mayor Pro Tem Holloway moved to approve tax refunds and/or releases for June 2021 in the amount of \$9,128.35. Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 13. Temporary Access and Parking Easement for 694 W. Crowell. Interim City Manager Brian Borne and Assistant Economic Development Director Ron Mahle advised by memorandum that Staff was requested to negotiate an easement agreement with RandM,

LLC/Classic Molders to provide privileges over the property located at 694 W. Crowell Street for the purposes of ingress, egress and parking. Staff advised that the City's purchase of the property facilitated the need to formalize an agreement with the new owner of Classic Molders.

Due to cancellation of the July 15, 2021 General Services Committee, the Chair approved this matter being placed on the Consent section of the August 10, 2021 City Council Regular Agenda.

Staff recommended that Council approve the Temporary Access and Parking Easement and authorize the City Manager to execute any and all necessary documents as required.

A. Easement Approval. Mayor Pro Tem Holloway moved to approve the temporary access and parking easement for 694 W. Crowell Street. Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

B. Interim City Manager to Execute Documents. Mayor Pro Tem Holloway moved to authorize the Interim City Manager to execute any and all necessary documents with regard to the temporary access and parking easement for 694 W. Crowell. Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 14. Water Resources Contracted Laboratory Services. Water Resources Director Russ Colbath advised by memorandum that the City's water and wastewater treatment plants must maintain strict regulatory compliance with multiple regulatory programs. Mr. Colbath advised that the more complex regulation involved the following: USEPA Safe Drinking Water Act – Promulgated authority to NCDEQ; discharge permit for the National Pollutant Elimination System (NPDES); USEPA Industrial Pretreatment Standards – Promulgated authority to NCDEQ; and, NCDEQ Land Applications of Treatment Residuals Permit.

Mr. Colbath advised that all of these programs required significant laboratory analysis of water quality and treatment plant residual parameters. While the City maintained certified laboratories at both the water and wastewater treatment plant, he advised that it was more economical to outsource the more complex laboratory testing to commercial laboratories.

Mr. Colbath advised that the last bid for contracted laboratory services was issued in 2015. He advised that it was an annual contract with the options for five one-year extensions after the initial year. Mr. Colbath advised that the contract expired in 2021. An RFP for contract laboratory services was issued March 15, 2021 using the same terms and conditions used in the 2015 RFP.

Mr. Colbath advised that Staff received bid proposals on June 14, 2021 for contracted laboratory services from the following qualified laboratories:

Laboratory	Bid Proposal
Pace Analytical	\$59,646
Meritech Inc.	\$61,642
Waypoint Analytical	\$66,263

Mr. Colbath advised that Staff was recommending award of the contracted laboratory services to Pace Analytical in the amount of \$59,646 using the annual contract format with up to five yearly renewals after the initial year. He advised that the contract would only be renewed based on mutual agreement by the City and contractor and subject to available budgeted funds. Mr. Colbath advised that with this format, the cost of a single year was under \$100,000 and would not require Council approval, but based on the potential six-year compensation amount, the contract award was being presented for Council approval.

Because budgeted funds were available for the first-year commitment and based on the Mayoral Committee Principals dated November 19, 2019, Mr. Colbath advised that this purchase contract award was coming directly to Council without a Committee recommendation.

Mr. Colbath advised that in addition to awarding the laboratory services contract to Pace Analytical in the amount not to exceed \$59,646 in the first year of the contract, Staff was also recommending that Council approve a 5% contingency. He advised that the annual amount shall not exceed \$65,000 per year in any subsequent yearly renewal. Mr. Colbath advised that Staff was also recommending that Council authorize the Interim City Manager to execute all necessary documents.

A. Award of Contract to Pace Analytical. Mayor Pro Tem Holloway moved to award the laboratory services contract to Pace Analytical in the amount not to exceed \$59,646 in the first year of the contract using the annual contract format with up to five yearly renewals after the initial year with the contract only be renewed based on mutual agreement by the City and contractor and subject to available budgeted funds. Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

B. Contingency Allowance. Mayor Pro Tem Holloway moved to approve a 5% contingency allowance for the Water Resources contracted laboratory services contract. Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

C. Interim City Manager to Execute Documents. Mayor Pro Tem Holloway moved to authorize the Interim City Manager to execute any and all necessary documents with regard to the Water Resources contracted laboratory services contract. Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

REGULAR AGENDA

Item No. 15. Request to Table Public Hearing for Consideration of MAGNET100 Economic Development Incentive Grant to Confidential Company for Project Millwork to City Council Regular Meeting of September 14, 2021 (Tabled from July 13, 2021). Assistant Economic Development Director Ron Mahle advised by memorandum that at the July 13, 2021 City Council Regular Meeting, Council approved a request from Staff to table the public hearing to consider a Level IV Economic Incentive Grant to Confidential Company for Project Millwork to August 10, 2021. Mr. Mahle advised that since the approved public hearing, Staff and the prospective company have determined that the project scope now qualified it for a MAGNET100 Incentive Grant. He advised that Staff and the prospective company have determined the need for additional time to work out the details of project.

Mr. Mahle advised that Staff was requesting that Council table the public hearing to consider a Level IV Economic Incentive Grant to Project Millwork to the September 14, 2021 City Council Regular Meeting.

A. Tabled to September 14, 2021 City Council Regular Meeting. Council Member Anthony moved to table the public hearing to consider a Level IV Economic Incentive Grant to Confidential Company for Project Millwork to the City Council Regular Meeting of September 14, 2021. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 16. Zoning Map Amendment Request to Rezone Properties Located Along E. Roosevelt Boulevard (Tax Parcel #s 09-121-002A and Portion of Parcel 09-121-004) from General Business (GB) to Conditional District (CD) “Willoughby Park” and Text Amendment Request to Amend Code of Ordinances – Title XV: Land Usage, Chapter 156: Zoning Code, Section 156.106 titled “Official Zoning Map” and Section 156.98 titled “Conditional Districts Established.” Planner Keri Mendler advised that the applicant was requesting that this matter be tabled until the September 14, 2021 City Council Regular Meeting.

A. Tabled to September 14, 2021 City Council Regular Meeting. Council Member McGee moved to table the public hearing for this matter without further advertising to the City Council Regular Meeting of September 14, 2021. Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 17. Zoning Map Amendment Request to Rezone Properties Located Along N. Charlotte Avenue (Tax Parcel #s 09-268-020 and 09-268-021A) from Residential-Low Density (R-20) to General Business (GB) and Text Amendment Request to Amend Code of Ordinances – Title XV: Land Usage, Chapter 156: Zoning Code, Section 156.106 titled “Official Zoning Map.”

A. Public Hearing. Mayor Kilgore opened the duly advertised public hearing. He advised that there were no written submissions received for this matter.

Planner Keri Mendler advised that this was a zoning map amendment request by Mary Maisel, Thomas E. Maness, Jr. and Ann F. Maness to rezone properties located along N. Charlotte Avenue (Tax Parcel #s 09-268-020 and 09-268-021A) from Residential-Low Density (R-20) to General Business (GB).

Ms. Mendler advised that the Future Land Use Plan indicated this area was Community Corridor. She advised that this area generally covered most of US 74 and areas adjacent to intersecting major streets. Ms. Mendler advised that these areas served as a primary conduit to Downtown, epicenter of the City’s commercial activity and the spine of the community with critical connections to major employers and activity centers. She advised that single-family residential was not a priority use in this designation while commercial uses are a priority use.

Ms. Mendler advised that the proposed rezoning was consistent with the Future Land Use Plan. She advised that Staff believed the use was a reasonable use and in the public interest because of the neighboring General Business designation and consistency with the Future Land Use Plan.

Ms. Mendler advised that ten days prior to the public hearing, rezoning notification signs were posted on the property and official rezoning notification letter was sent to the adjacent property owners located within 150 feet

Ms. Mendler advised that Staff presented this matter to the Planning Board on July 7, 2021.

Ms. Mendler advised that it was the recommendation of the Planning Board and Staff that Council approve the rezoning.

Council Member Anthony inquired how many letters were mailed out and if any responses were received.

Ms. Mendler advised that 16 letters were mailed out and no responses were received from the mailings.

There being no other speakers, Mayor Kilgore closed the public hearing.

B. Action – Resolution Approving Land Development Plan Compliance. Mayor Pro Tem Holloway moved to adopt Resolution R-2021-57:

**RESOLUTION APPROVING LAND DEVELOPMENT PLAN COMPLIANCE
PROPERTIES LOCATED ALONG N. CHARLOTTE AVENUE
GENERAL BUSINESS (GB)
R-2021-57**

WHEREAS, in accordance with the provisions of North Carolina General Statute 160D-605, the City Council does hereby find and determine that the adoption of the zoning map amendment for parcels 09-268-020 and 09-268-021A is consistent with the adopted Land Development Plan. The Land Development Plan identifies this area as Community Corridor. Commercial is a priority use in the Community Corridor character area. The rezoning to GB (General Business) is a commercial zoning classification. The rezoning is a reasonable use and in the public interest because of the neighboring GB designation and because this area is a higher traveled area no longer conducive for single family residential development.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Approving Land Development Plan Compliance for property with Union County Tax Parcel Numbers: 09-268-020 and 09-268-021A.

Adopted this 10th day of August, 2021.

Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

C. Action – Ordinance Amending Code of Ordinances – Chapter 156, Section 156.106 titled “Official Zoning Map.” Council Member Anthony moved to adopt Ordinance O-2021-42:

**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 156: ZONING CODE
O-2021-42**

Preamble

Pursuant to authority conferred by Chapter 160D-701 of the North Carolina General Statutes, as amended and for the purpose of promoting the health, safety, morals, or general welfare of the inhabitants of the City by lessening congestion in and around the streets; securing safety; preventing the overcrowding of land; avoiding undue congestion; and facilitating the adequate provision of transportation.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE XV, CHAPTER 156 ZONING CODE OF THE CITY OF MONROE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

Section 1. Amend §156.106 OFFICIAL ZONING MAP as follows:

Rezone the properties with tax parcels: 09-268-020 and 09-268-021A from R-20 (Residential Low Density) to GB (General Business).

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 10th day of August, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 18. Zoning Map Amendment Request to Rezone Property Located Along W. Roosevelt Boulevard (Tax Parcel # 09-264-003-01) from Conditional District (CD) “Monroe Crossing” to Conditional District (CD) “Monroe Crossing Amendment IV” and Text Amendment Request to Amend Code of Ordinances – Title XV: Land Usage, Chapter 156: Zoning Code, Section 156.106 titled “Official Zoning Map” and Section 156.98 titled “Conditional Districts Established.”

A. Public Hearing. Mayor Kilgore opened the duly advertised public hearing. He advised that there were no written submissions received for this matter.

Senior Planner Doug Britt advised that this was zoning text and map amendment requests by Monroe Crossing Equities, LLC for the property located at 2115 W. Roosevelt Boulevard to be rezoned from Conditional District (CD) “Monroe Crossing” to CD “Monroe Crossing Amendment IV” in order to construct a 2,700 sq. ft. restaurant with a drive thru window. Mr. Britt advised that the applicant would also like to retain all uses allowed within the General Business (GB) zoning district for the property. He advised that access to the restaurant would not be accessed off of Highway 74 but rather through the main drive adjacent to BB&T Bank.

Mr. Britt advised that existing land uses included commercial and apartments. He advised that Zoning Districts included GB, CD and Residential-Multifamily.

Mr. Britt advised that the proposed project met all the parking and landscaping requirements as depicted on the site plan.

With regard to elevations, Mr. Britt advised that the primary exterior building materials proposed for the project would be eifs, stone and hardiplank siding.

Mr. Britt advised that the Land Development Plan indicated this area was a Neighborhood Mixed-Use Center. He advised that Neighborhood Mixed-Use Centers provided neighborhood retail, professional office, service, and other community-oriented activities and uses for surrounding residential areas. Mr. Britt advised that the proposed project was consistent with the Land Development Plan.

With regard to public notification, Mr. Britt advised that ten days prior to the public hearing, a rezoning notification sign was on the property and a rezoning notification letter was sent to 37 adjacent property owners located within 150 feet. He advised that Staff had not received any calls or concerns regarding this project.

Mr. Britt advised that Staff presented this matter to the Planning Board on July 7, 2021.

Mr. Britt advised that it was the recommendation of the Planning Board and Staff that Council approve the rezoning.

Council Member Anthony inquired what type of restaurant this would be.

Mr. Todd Ware, legal counsel for the applicant, advised that the rezoning was for the reuse and it was his understanding that the applicant was looking at a burger-type restaurant; however, he could not commit to the intent as discussions were still underway.

Council Member Anthony inquired if this would provide employee opportunities.

Mr. Ware confirmed that it would.

There being no other speakers, Mayor Kilgore closed the public hearing.

B. Action – Resolution Approving Land Development Plan Compliance. Council Member Anthony moved to adopt Resolution R-2021-58:

**RESOLUTION APPROVING LAND DEVELOPMENT PLAN COMPLIANCE
CONDITIONAL DISTRICT “MONROE CROSSING AMENDMENT IV”
R-2021-58**

WHEREAS, in accordance with the provisions of North Carolina General Statute 160D-605, the City Council does hereby find and determine that the adoption of the zoning map amendment for Conditional District “Monroe Crossing Amendment IV” further described below property is consistent with the adopted Land Development Plan. The Land Development Plan identifies this area as a neighborhood node. These centers provide neighborhood retail, professional office, service, and other community-oriented activities and uses for surrounding residential areas; therefore, the proposed rezoning is consistent because it is a commercial use. The proposed development is a reasonable use and in the public interest because it will offer additional commercial and is compatible with the surrounding commercial uses.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Approving Land Development Plan Compliance for property with Union County Tax Parcel Number: 09-264-003-01.

Adopted this 10th day of August, 2021.

Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

C. Action – Ordinance Amending Code of Ordinances – Chapter 156, Section 156.106 titled “Official Zoning Map.” Council Member Anthony moved to adopt Ordinance O-2021-43:

**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 156: ZONING CODE
O-2021-43**

Preamble

Pursuant to authority conferred by Chapter 160D-701 of the North Carolina General Statutes, as amended and for the purpose of promoting the health, safety, morals, or general welfare of the inhabitants of the City by lessening congestion in and around the streets; securing safety; preventing the overcrowding of land; avoiding undue congestion; and facilitating the adequate provision of transportation,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE XV, CHAPTER 156 ZONING CODE OF THE CITY OF MONROE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

Section 1. Amend §156.106 OFFICIAL ZONING MAP as follows:

Rezone the property along W. Roosevelt Boulevard further identified with parcel ID number 09-264-003-01 from Conditional District “Monroe Crossing” to Conditional District “Monroe Crossing Amendment IV”.

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 10th day of August, 2021.

Council Member McGee seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

D. Action – Ordinance Amending Code of Ordinances – Chapter 156, Section 156.98 titled “Conditional Districts Established.” Council Member Anthony moved to adopt Ordinance O-2021-44:

**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 156: ZONING CODE
O-2021-44**

Preamble

Pursuant to authority conferred by Chapter 160D-701 of the North Carolina General Statutes, as amended and for the purpose of promoting the health, safety, morals, or general welfare of the inhabitants of the City by lessening congestion in and around the streets; securing safety; preventing the overcrowding of land; avoiding undue congestion; and facilitating the adequate provision of transportation,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE XV, CHAPTER 156 ZONING CODE OF THE CITY OF MONROE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

Section 1. Amend §156.98 **CONDITIONAL DISTRICTS ESTABLISHED** as follows:

Conditional District (CD) “Monroe Crossing Amendment IV.”

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 10th day of August, 2021.

Council Member James seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Anthony, Gordon, James, Keziah, McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS:	None

Item No. 19. National Pollutant Discharge Elimination System (NPDES) Phase II Permit Renewal Application. Stormwater Engineer Chris Costner advised that the City was currently authorized to discharge stormwater from the City’s municipal separate storm sewer system (MS4) in accordance with discharge limitations, monitoring requirements and other conditions set forth in the City’s permit (MS4 permit No. NCS000482). Mr. Costner advised that to assure consideration for continued coverage under the permit, the City must renew its National Pollutant Discharge Elimination System (NPDES) Phase II Stormwater Permit with the North Carolina Department of Environmental Quality (NCDEQ). As part of the NPDES Stormwater Permit renewal package, he advised that the City must also amend, as required, the existing Stormwater Management Plan (SWMP). Mr. Costner advised that as a minimum, the SWMP and renewal permit application must address the following six minimum measures: public education and outreach on stormwater impacts; public involvement and outreach; illicit discharge detection and elimination; construction site stormwater runoff control; post-development stormwater management in new development and redevelopment; and, pollution prevention/good housekeeping for municipal operations.

Mr. Costner advised that Staff was expecting no major changes in the six minimum measures, only minor nomenclature changes. He advised that the only changes made to the SWMP other than the

minor nomenclature changes was updating the responsible party contact list due to changes in personnel.

Mr. Costner provided a summary of each measure:

- Public education and outreach on stormwater impacts: Continue to implement a public education program to distribute educational material to the community or conduct equivalent outreach activities about the impacts of stormwater discharge on the water bodies and steps that the public can take to reduce pollutants in stormwater runoff.
- Public involvement and outreach: Continue to provide opportunities for the public to participate in program development and implementation. This includes allowing the public the opportunity to review and comment on the stormwater plan.
- Illicit discharge detection and elimination: Continue to implement and enforce the program to detect and eliminate illicit discharges into the City's MS4. This includes dry weather water quality sampling.
- Construction site stormwater runoff control: Continue to implement and enforce the City's erosion and sedimentation control program to reduce pollutants in any stormwater runoff to the City's MS4 from construction activities that result in a land disturbance.
- Post-development stormwater management in new development and redevelopment: Continue to implement and enforce the City's post-construction stormwater program that addresses stormwater runoff from new development and redevelopment projects. The program must implement strategies, which include a combination of structural and/or non-structural best management practices.
- Pollution prevention/good housekeeping for municipal operations: Continue to develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from the City's municipal operations.

Mr. Costner advised that the due date for submitting the NPDES Phase II Stormwater Renewal Permit Application and the Comprehensive Stormwater Management Program Report was August 23, 2021. Due to the cancellation of the July 20, 2021 Public Enterprise Committee Meeting, he advised that the Chair had approved moving this matter forward under the Regular section of the August 10, 2021 City Council Regular Agenda.

Mr. Costner advised that Staff recommended that Council authorize Staff to submit the NPDES Phase II Stormwater Renewal Permit Application and the Stormwater Management Program Report.

Council Member Anthony moved to authorize Staff to submit the NPDES Phase II Stormwater Renewal Permit Application and the Stormwater Management Program Report. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item No. 20. Outside City Customer Service Water Request for 2003 Whitestore Road.

Water Resources Director Russ Colbath advised that Staff had received a request for outside City water service from David Casper for the property located at 2003 Whitestore Road. Mr. Colbath advised that the drinking water well serving the property had failed.

Mr. Colbath advised that all outside City service requests required the approval of both Council and the Union County Board of Commissioner (UCBC) pursuant to City Ordinances and the Water and Sewer Master Agreement with Union County. He advised that the UCBC approved this request at their July 19, 2021 Meeting. Mr. Colbath advised that as a matter of policy, outside City water and sewer customers paid double tap fees and double monthly customer base charges on their City accounts.

Due to the timing and urgency of the request, Mr. Colbath advised that this item was coming to Council as recommended by Public Enterprise Committee Chair with no Committee recommendation.

Mr. Colbath advised that it was the recommendation of Staff that Council approve the request for outside City water service to 2003 Whitestore Road.

Council Member Anthony inquired what the cost would be to the customer to connect to the City's water system.

Mr. Colbath advised that a couple of years back, Staff standardized the capacity fee which was the largest cost, would be the same for outside and inside customers. He advised that it would be roughly \$2,500.

Mr. Colbath advised that the actual tap fee which was the crew going out and running the copper and the meter, et. was double the cost of the rate in the Fees Schedule for outside customers.

Council Member Anthony inquired if the person then became a City of Monroe utility customer.

Mr. Colbath advised that was correct and they would pay a monthly bill. He advised that the outside customer would pay a double customer base-charge per month and their usage charge was based the same as a City resident.

Council Member Keziah moved to approve the request by David Casper for outside City water service to 2003 Whitestore Road. Council Member Anthony seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore

NAYS: None

Item No. 21. Sidewalk Waiver Request for 2806 W. Roosevelt Boulevard. Engineering Director Sarah McAllister advised that Staff received a request from Kevin Pulis, with the Tarr Group, for waiver of the sidewalk requirement associated with their proposed site development at 2806 W. Roosevelt Boulevard. Ms. McAllister advised that reasons for the request cited a lack of curb and gutter, drainage and no existing sidewalk in the vicinity. She advised that future construction of a bulb-out as part of North Carolina Department of Transportation (NCDOT) Project U-5764, widening of US 74, was also cited as a concern.

Ms. McAllister advised that the City of Monroe *Standard Specifications and Detail Manual*, Section 02.02.06 Sidewalk Requirements, required sidewalk to be provided along existing arterial and collector streets as a development requirement based on a list of streets identified in section 02.02.06 B. Development Requirements of the Manual. She advised that in 2018, in conjunction with approval of the City of Monroe's participation in cost associated with pedestrian enhancements for the US 74 widening project, the Manual was modified to require an eight-ft. wide sidewalk along the north side of US 74. Therefore, Ms. McAllister advised that an eight-ft. wide sidewalk was required along US 74 as part of the Tarr Group's site development.

Ms. McAllister advised that as proposed, the site development required approximately 396 linear ft. of eight-ft. wide sidewalk along US Highway 74. She advised that the intent of the Sidewalk Policy outlined in the *Detail Manual* was to allow new development to share in the placement of sidewalk along major arterials and collector streets, providing for an alternative means of transportation other than motor vehicle. Ms. McAllister advised that over time, this process would allow sections to be completed. She advised that pedestrian friendliness correlated to the livability of the community.

Ms. McAllister advised that NCDOT Project U-5764 would widen US Highway 74 from four lanes to six lanes between Dickerson Boulevard (NC 200) and Rocky River Road. As part of the project, she advised that an 8-ft. wide sidewalk would be installed along the north side of the roadway from Secrest Short Cut Road to Fowler Secrest Road and a 10-ft. wide MUP would be installed along the south side in the same area. Ms. McAllister advised that the completion of pedestrian improvements along US 74 between Fowler Secrest Road and the western most corporate limits would then be completed by in-fill development.

Ms. McAllister advised that the inclusion of pedestrian facilities met the NCDOT Complete Streets Policy to consider and incorporate several modes of transportation when building new projects or making improvements to existing infrastructure. She advised that existing pedestrian facilities were taken into consideration during the development of State Transportation Improvement Program Projects and decreases the costs to the City for their completion.

Regarding the concern of the bulb-out configuration, Ms. McAllister advised that Staff had encouraged coordination with NCDOT regarding the alignment of the required sidewalk. She advised that the estimated costs by Staff for the sidewalk was less than \$25,000.

Since a hardship was not present in meeting the *Manual* requirements, Ms. McAllister advised that installation of the sidewalk was recommended by the Engineering Department to enhance the transportation infrastructure to accommodate alternate modes of travel along US Highway 74. She advised that this was also in keeping with the approval by Council on September 4, 2018 to participate in pedestrian enhancements as part of the previously mentioned US Highway 74 Improvement Projects STIP Project U-5764 at an estimated cost of \$360,000.

Due to the cancellation of the July 20, 2021 Public Enterprise Committee Meeting, Ms. McAllister advised that the Chair had approved moving this matter forward under the Regular section of the August 10, 2021 City Council Regular Agenda.

Ms. McAllister advised that Staff was recommending Council deny the waiver request and that the applicant install the eight-ft. wide sidewalk per the requirements of the *Standard Specifications and Detail Manual*.

Mayor Kilgore inquired if other businesses in the area had sidewalks.

Ms. McAllister advised that they did not. She advised that there was a few but they were sporadic.

Mayor Kilgore inquired why this business should install sidewalk if the others did not have it.

Ms. McAllister advised that the intent was for developers to share in the cost of pedestrian enhancements. She advised that as infill development came along and there were small gaps, the City would connect it. Ms. McAllister advised that this was the intent of the Policy.

Mayor Kilgore advised that there was not any sidewalk close to the business.

Ms. McAllister advised that there were a few pieces of sidewalk along the road (Scooter's Coffee, American Deli).

Council Member McGee inquired if NCDOT was going to come in and do a widening project and, if so, were they going to install sidewalks during the project.

Ms. McAllister advised that in 2018, Council agreed for the City to participate in pedestrian enhancements. She advised that if a sidewalk was there, NCDOT would replace it as part of their project but if a sidewalk was not there, the City would be participating in the cost of the installation.

Council Member McGee inquired what the timeframe was for the enhancements.

Ms. McAllister advised that she believed the project had been delayed until 2024 subject to their budgeting and funding.

Mayor Pro Tem Holloway moved to approve the sidewalk waiver request for 2806 W. Roosevelt Boulevard. Council Member Gordon seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Mr. Dusty Wiederhold, developer, thanked Council for their consideration and approval of the waiver request for sidewalk.

Item No. 22. Process to Recruit Permanent City Manager. Human Resources Director Debra C. Reed advised that in speaking with the Mayor, Staff felt that this was the appropriate time to bring before Council options in terms of recruitment for a permanent City Manager. Ms. Reed advised that currently, the City had an Interim City Manager and Council could make a choice of continuing with an Interim City Manager for a period of time or Council could continue with the Interim City Manager and run parallel with a recruiting firm to allow them to perform a national search and do assessments to find out how the qualifications fit. She advised that the Interim City Manager was eligible to also apply for the permanent City Manager position.

Ms. Reed advised that should Council choose to move forward with a national search and use a consultant, she advised that this process took about six months or more because of the assessment, background check and notification time that the candidate would need to give to the permanent employer.

Ms. Reed advised that in using a consultant, Staff would use the bid process for at least three proposals from consultants to provide the cost of the process and the plan they offered.

Council Member Anthony inquired if Council could provide names for national firms to be considered in the bid process.

Ms. Reed advised that Staff could request presentations from the firms.

Council Members Anthony and McGee advised that they liked the presentation suggestion.

City Attorney Shah-Khan clarified that there would be a Request for Proposals (RFP) process. He advised that those proposals would come back. City Attorney Shah-Khan advised that if at the time the RFPs were ready to go out and Council had a suggestion who should receive it in addition to whomever the Human Resources Department was sending it out too, that would be the appropriate time.

Ms. Reed advised that would narrow the options down before bringing the best consultants to Council.

Mayor Pro Tem Holloway advised that Ms. Reed advised that in working with a consultant, the process would take approximately six months and he felt this would provide time to work with the Interim City Manager and was also during the election process.

Council Member Anthony moved to continue with the Interim City Manager and run parallel with a recruiting firm to allow them to perform a national search and do assessments. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Item 23. Closed Session pursuant to North Carolina General Statute (N.C.G.S.) Section 143-318.11(a)(3) – *Stephen M. Mull v. City of Monroe*. Council Member Anthony move to go into Closed Session pursuant to North Carolina General Statutes §143-318.11(a)(3) to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes to preserve the attorney-client privilege between an attorney employed or retained by the public body to discuss the case of *Stephen M. Mull v. City of Monroe*. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Upon return from Closed Session, Council Member Anthony moved to return to Regular Session. Council Member McGee seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

There being no further business, Council Member Anthony moved to adjourn the City Council Regular Meeting of August 10, 2021 at 7:17 p.m. Mayor Pro Tem Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Anthony, Gordon, James, Keziah,
McGee, Mayor Pro Tem Holloway and Mayor Kilgore
NAYS: None

Attest:

Bobby G. Kilgore, Mayor

Bridgette H. Robinson, City Clerk

City of Monroe
Downtown Monroe Advisory Board
500 S. Johnson Street, Monroe, NC 28112
Old Armory Community Center
5:30 p.m.

Tuesday, April 27, 2021
Meeting Minutes

DAB Members: Sheila Crunkleton, Chair; James Allen Lee, Co-Chair; Susan Radford, Caroline Brown, Jason Walle, Kay Klaren

Staff Present: Matt Black, Downtown Director; Lisa Stiwinter, Director of Planning & Development

Vistors Present: Robert Yanacsek, Theresa Eaman, Dean Stump, Marie Starnes, Peter Karlan, Michelle King, Joyce Rentchler, Greg Moore, Jen Moore, Richard Price

Member(s) Absent: Carley Englander

The Downtown Monroe Advisory Board met on **April 27, 2021** at 5:30 pm.

Item 1: Call to order

Sheila Crunkleton called the Tuesday, **April 27, 2021** Downtown Advisory Board meeting to order at 5:30pm

Item 2: Roll Call

Roll was conducted with a sign-in sheet of the members that were present.

Item 3: Approval/Acceptance of Minutes (Action Required)

Sheila Crunkleton submitted the Minutes of the Downtown Monroe Advisory Board Regular Meeting on **September 3, 2020** and requested a motion to approve the minutes.

Motion: Jason Walle made a motion to accept the **September 3, 2020** Downtown Advisory Board meeting minutes as submitted.

Second: Caroline Brown

Action: The motion to accept the **September 3, 2020** Downtown Advisory Board meeting minutes as submitted passed unanimously.

Item 4: Façade Incentive Grant – 114 Lancaster Ave. (Action Required)

Sheila Crunkleton introduced this item.

Peter Karlan, owner of 114 Lancaster Ave., has applied for a Façade Incentive Grant. The building has two façades, one on Lancaster Ave. and the other on Stewart St.; therefore the grant is eligible for up to \$8,000. The request is to fund up to \$8,000 with the following work to be completed:

- I. Replacement of storefront windows with new frames and tempered glass
- II. Replacement of windows with architectural garage doors

The owner has suggested a change to the window colors from a green to an industrial, aluminum color because he was unable to find matching colors for the door and window trim. He hopes to continue the work and invest up to \$100,000 not including the purchase of the property.

Motion: Jason Walle
Second: James Allen Lee

Action: The motion to reward 114 Lancaster Ave. a matching grant up to \$8,000 passed unanimously.

Item 5: Downtown Façade Incentive Grant – 200 N. Main Street (Action Required)

Sheila Crunkleton introduced this item.

Richard Price, owner of 200 N. Main Street has submitted a Façade Incentive Grant. The property has two façades, one on Morgan St. and the other on Main St.; therefore, the applicant is eligible for matching funds up to \$8,000. The request is to fund up to \$8,000 with the following work to be completed:

- I. Repair cornice as per the quote from Wiggins Construction, attached. This includes a restoration of the existing cornice.
- II. Install new 96x158 storefront glass on the Morgan Street side, where the window opening is presently boarded up as per the quote from 1st Choice Glass, attached.
- III. Install new upper windows on the first floor of the Morgan Street side where they are currently boarded up. This will either be storefront glass to match the large windows per the quote from 1st Choice Glass or possibly wooden windows with radius glass that would be in line with how the building would have been built.

Matthew Black stated that staff recommends Downtown Advisory Board approve the funding for the grant on stipulation that the owner restores windows as written in the Secretary of Interior's standards for treatment of Historic Properties.

Motion: Susan Radford
Second: Kay Klaren

Action: The motion to reward 200 N. Main St. a matching grant up to \$8,000 passed unanimously.

Item 6: PRONTO Incentive Grant- 215 S. Main Street (Action Required)

Sheila Crunkleton introduced this item.

Greg and Jen Moore, owners of 215 S. Main Street, have submitted a PRONTO grant requesting Up-fit assistance. The new business project has a total of 1,672 sq. ft. and is eligible for \$5 per sq. ft. as a food service entity.

Based on stipulations of the PRONTO grant the Downtown Advisory Board must consider the following:

- I. Grant funds shall not to exceed \$8,360.
- II. The initial payment (Payment 1) shall be made within 30 days of submittal and approval of paid invoices for up-fit expenses. Payments 2 and 3 shall be made at the anniversary date of the business opening of year 2 and 3 at the request of the grantee
- III. City will not advance grant funds until project is complete.

Staff has recommended the applicant be approved for recommendation to General Services Committee up to \$5 per sq ft. of the assessed sq footage of 1,672 or the max grant match of \$8,360. Funding is subject to a general fund appropriation.

Motion: Jason Walle

Second: Caroline Brown

Action: The PRONTO grant for 215 S. Main St. was unanimously recommended for approval to the General Services Committee and City Council.

Item 7: Temporary Use – Food Trucks (Action Required)

Sheila Crunkleton introduced this item.

After the item was introduced Matthew Black, the Downtown Director, gave a presentation on how the discussion of food trucks came about and process staff took to come up with a new, drafted ordinance for consideration:

The rise in popularity of food trucks has led staff to consider code revisions in not only areas of the city eager to acknowledge this type of business, but the city as a whole. These revisions include food safety, traffic, and neighborhood compatibility. Before considering changes to the current ordinance, balanced regulations and permitting procedures need to be in place to ensure that food trucks have ample vending opportunities within a jurisdiction without posing a threat to brick-and-mortar restaurants, blocking the public right-of-way or creating a nuisance. Planning, Engineering, Police and Downtown all have a role to play from permitting to enforcement and the recommendations brought forward reflect all.

First in the evaluation process, staff observed how other municipalities addressed mobile food vending on both private and public property. Research found most established distances from existing

restaurants, residential districts, or other vendors. Most municipalities also enacted operational standards such as limitations on hours of operation, noise and sanitation requirements to minimize potential negative impacts. Furthermore, some ordinances provided a food truck court or specified sites for food trucks to locate to provide more of a destination experience.

Based on these findings, a survey was developed to get existing Central Business District (CBD) businesses opinion and concerns of possible changes. The survey was conducted door to door and below are the questions for your reference:

Name of Business

Choose the category with which you most clearly associate with.

Do you support having food trucks in the Central Business District?

What type of regulations do you think the City should have for food trucks within the Central Business District? (select all that apply)

Where do you think food trucks should be allowed to locate in the CBD? (Check all that apply)

What time should food trucks be allowed in the CBD? (check all that apply)

What concerns do you have with allowing food trucks within the CBD? (Check all that apply)

Once responses were collected, over a two-week period, Staff met to discuss the results of the survey and have brought forth a new, drafted ordinance to consider for recommendation to General Services and City Council.

Staff recognizes food trucks provide new opportunities for entrepreneurs and small businesses by adding expansive food selection and vibrancy that are underserved by the traditional restaurants. Staff will continue to move forward and implement plans that will help downtown Monroe thrive.

Once the presentation was given to the Downtown Advisory Board, Sheila Crunkleton, opened the floor for dialogue and discussion on the proposed ordinance.

Jason Walle requested clarification on how long a temporary use permit was valid for and showed support for allowing food trucks in public right-of-way. James Allen Lee, Co-Chair, was also in favor of allowing food trucks in any public right-of-way, in the Central Business District.

There was a consensus by the board to have a less regulated “food truck” ordinance and to revisit the ordinance if food trucks became a problem.

Sheila Crunkleton suggested a need to maintain some type of regulation on food trucks so that the downtown area could still support the local restaurants and would not be overran by outside food trucks.

Overall, the discussion held at the meeting included a lack of interest in allowing food trucks to locate in City-Owned parking lots and concerns were raised that the ordinance did not provide provisions to allow food trucks to locate within the public right-of-way.

The Downtown Advisory Board made a motion to recommend establishing standards for allowing food trucks anywhere in the Central Business District.

Motion: Jason Walle

Second: James Allen Lee

Action: Downtown Advisory Boards unanimously approved a recommendation to the General Services Committee & City Council to establish standards to allow food trucks within the public right-of-way of the Central Business District (CBD) to the Committee as well

Item 8: Adjourn (Action Required)

Sheila Crunkelton introduced this item.

Motion: Susan Radford

Second: Kay Klaren



**CITY OF MONROE
GENERAL SERVICES COMMITTEE MEETING**

City Hall Conference Room
300 W. Crowell Street
Monroe, NC 28112
May 27, 2021 4:00 PM

MINUTES

Present: Committee Member Lynn Keziah (Chairman), Committee Member Mayor Pro Tem Marion Holloway, Committee Member Franco McGee, Committee Member Gary Anderson

Absent: Committee Member Hayden Munn

Staff: E. L. Faison, City Manager; Brian Borne, Assistant City Manager; Lisa Strickland, Finance Director; S. Mujeeb Shah-Khan, City Attorney; Ashley Ivey, Accounting Manager; Angela Duncan, Budget Analyst; Pete Hovanec, Director of Communications and Tourism; Bryan Gilliard, Chief of Police; Matthew Black, Director of Downtown; Peter Cevallos, Airport Manager; James Vesce, Center Theatre Operations Supervisor; Lisa Stiwwinter, Director of Planning & Development; Doug Britt, Senior Planner; Council Member Angela James

Visitor(s): Dean Stump, Coliesta Vidak, William Nance

The General Services Committee met in the City Hall Conference Room at 4:00 p.m. on May 27, 2021. A quorum was present. Chairman Keziah presided.

Item 1. General Services Committee Meeting Minutes from April 15, 2021.

Mayor Pro Tem Holloway moved to approve the Minutes of the General Services Committee Meeting of April 15, 2021.

Committee Member Anderson seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Mayor Pro Tem Holloway, Committee Member McGee, Committee Member Anderson

NAYS: None

Item 2. Downtown Master Plan Update Funds.

Director of Downtown, Matthew Black presented a request to consider moving forward with funding of the Downtown Master Plan Update, which was allocated in the FY21 budget.

City Council approved funding of the Downtown Master Plan update in FY21 budget process; however, with the uncertainty of the impact of Covid-19, staff was told to place the project on hold.

Now, with more certainty in city revenues and budget forecasting, Staff would like to move forward with the allocated funds and put out a Request for Qualifications to potential firms.

The Update of the Downtown Master Plan will realize the accomplishments made in the implementation of the Downtown Master Plan to date, discuss new directions for Downtown and recognize any changes

needed. It will also complement the recent updates of the City's Land Use and Transportation and Parks and Greenway Master Plan updates.

Staff recommends moving forward with the funding of the Downtown Master Plan Update.

City Manager Faison informed the Committee that there were funds remaining in the 2021 fiscal year budget and suggested using those monies to finance the Update of the Downtown Master Plan since it was budgeted for fiscal year 2021. It has been 14 years since the Downtown Master Plan was last updated. The Committee was informed that \$100,000 had been budgeted for this update.

Mayor Pro Tem Holloway moved to recommend to Council to approve moving forward with funding of the Downtown Master Plan Update, as budgeted in FY21.

Committee Member McGee seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Mayor Pro Tem Holloway, Committee Member McGee, Committee Member Anderson

NAYS: None

Item 3. Downtown Incentive PRONTO Grant - 215 S. Main Street.

Director of Downtown, Matthew Black presented a request to consider a recommendation for the PRONTO downtown economic development incentive to City Council for 215 S. Main Street, Greg and Jen Moore, owners.

Home Brew Catering owners Greg and Jen Moore, have purchased 215 S. Main Street, to operate their current food service business. The new business project totals approximately 1,672 square feet of food service space and is in the Downtown Master Plan area.

It is the recommendation of the Downtown Advisory Board and staff that the committee recommend the downtown incentive as outlined with the following stipulations:

1. Grant funds for the PRONTO is to not exceed \$8,360.00, payable over a three (3) year period in one-third increments. The first payment shall be given within 30 days of submittal and approval of paid invoices for upfit expenses. Payments 2 and 3 shall be made on the anniversary date of business opening of year 2 and 3.
2. City will not advance grant funds until project is complete. Once the project has been completed, as proposed, funds will be made available.

Downtown Advisory Board and Staff requests General Services Committee recommend the approval of the PRONTO grant to Council with the Resolution and Budget Amendment to appropriate funds.

Committee Member Anderson moved to recommend to Council the approval of the PRONTO grant to Council with the Resolution and Budget Amendment to appropriate funds.

Mayor Pro Tem Holloway seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Mayor Pro Tem Holloway, Committee Member McGee, Committee Member Anderson

NAYS: None

Item 4. Capital Project Budget Ordinance for Parklet.

Director of Downtown, Matthew Black presented a request to consider a recommendation of a Budget Ordinance related to the parklet project in Downtown Monroe to City Council.

Downtown Monroe has a planned construction project which will provide additional seating and an outdoor amenity for businesses in the heart of downtown. The parklet project will enhance the reuse and viability of adjacent structures, especially restaurants and retail businesses. The City of Monroe has sought additional funding through Electricities' Downtown Revitalization Grant and was awarded \$10,000 to allocate to the parklet project.

Additional funding will need to be appropriated and added to the current fund balance for this project to be completed.

Staff requests General Services recommends approval of BO-2021-10 to City Council, which includes designation of Electricities' Downtown Revitalization grant monies (\$10,000) and unspent Downtown Monroe Operating Funds (\$41,500) to capital project MP2102.

Mr. Black distributed examples of the parklet designs for Committee Members to review. He assured the Committee that affected business owners are supportive of the parklet.

Committee Member McGee moved to recommend to Council the approval of BO-2021-10 to City Council, which includes designation of Electricities' Downtown Revitalization grant monies (\$10,000) and unspent Downtown Monroe Operating Funds (\$41,500) to capital project MP2102.

Committee Member Anderson seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Mayor Pro Tem Holloway, Committee Member McGee, Committee Member Anderson

NAYS: None

Item 5. Grant Application Runway 5/23 Obstruction Removal.

Airport Manager, Peter Cevallos requested approval to submit an application to the NC Department of Transportation for grant fund appropriation to conduct the Runway 5-23 Approach Obstruction Removal Project at the Charlotte-Monroe Executive Airport. This project will correct runway approach deficiencies at both ends of Runway 05-23 and will install fencing to correctly enclose all properties at the north end of the Airport. The grant will pay for ninety percent of the project with the remaining ten percent covered by the local match taken from the City's designated fund balance for Airport grant acceptance.

This project has been developed because of deficiencies that have been identified by the FAA. The deficiencies are trees that have reached a sufficient height in which the tops of the trees affect the visual and instrument approaches to both ends of the runway. Currently there are trees off both ends of the runway that are obstructions and considered hazards to the Airport's instrument approaches. The appropriate measure is to remove the trees by either "topping" them, or removing them entirely so they don't affect the approaches. The Airport Engineers Talbert, Bright, & Ellington have developed a project to mitigate these hazards. This project includes three (3) schedules of work: Runway 5 Approach Obstruction Removal; Runway 23 Approach Obstruction Removal; and new perimeter security fencing around the northern boundary of the Runway 23 end Airport property.

The State is authorizing the City to utilize a portion of the FAA non-primary entitlement funds designated to the City for the design and bidding phase of this project. The FAA's Non-Primary Entitlement Grant Program allocates \$150,000 each year to the City, which can be used in conjunction with other grants funds for airfield projects. Currently the City has 3 years of banked funds, totaling \$450,000 that can be appropriated towards this project. The Airport Engineers Talbert, Bright, & Ellington have submitted a work authorization to provide the design and bidding of this project for \$71,510.30. Once the project plans and specifications are complete, they will be advertised so that construction bids are received. Staff will then work with the State to allocate the balance of the non-primary entitlement funds, and any additional grant funds required to complete the actual construction. The City will use the designated fund balance to provide the required 10% matching funds for the grant.

At their May 11 meeting, the Airport Commission voted unanimously authorizing staff to send this request to City Council for their approval.

The Airport Commission and staff recommend to City Council:

- Approve the request to apply for non-primary entitlement funds for the Design and Bidding of the Runway 5-23 Approach Obstruction Removal Project
- Approve Talbert, Bright, & Ellington work authorization to conduct the Design and Bidding of the Runway 5-23 Approach Obstruction Removal Project.

Mayor Pro Tem Holloway moved to recommend to Council to approve the request to apply for non-primary entitlement funds for the Design and Bidding of the Runway 5-23 Approach Obstruction Removal Project, and authorize Talbert, Bright, & Ellington to conduct the Design and Bidding of the Runway 5-23 Approach

Obstruction Removal Project.

Committee Member Anderson seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Mayor Pro Tem Holloway, Committee Member McGee, Committee Member Anderson

NAYS: None

Item 6. Grant Award for Design/Bid of Rehabilitation of Aprons D, E, & F.

Airport Manager, Peter Cevallos presented that the City has been notified that the NC Board of Transportation has approved the grant award of \$270,000 in State funds for the Airport's project to rehabilitate Aprons D, E, & F. This money will fund the Airport Engineer Talbert, Bright, & Ellington work to design and bid the project for construction. Staff is working with NC Department of Transportation officials to appropriate the funds towards the project.

This project is a follow-on effort in which the Airport is working with the NC Department of Transportation to program the necessary funds to rehabilitate all the existing pavements at the Airport. The previous project was the Apron Rehabilitation Project, for Aprons A, B, & C, which is finally wrapping up this spring, and will finish with an estimated cost of \$3.1M. The objective of this new project to rehabilitate Aprons D, E, & F will start in front of Hangar 1 (Apron D), continue between the Terminal and Hangar 1 (Apron E), and conclude in front of the Airport Terminal (Apron F). Since Aprons D, E, & F were originally constructed over twenty years ago and have never had major maintenance, the type of rehabilitation that is scheduled for these ramps will be a full depth reconstruction to correct any failures under the pavements, and construct new pavements with weight bearing strength to support up to 100,000 lb. aircraft. It is anticipated that the project cost should be in the same range as the previous apron rehabilitation project, approximately \$3M.

At the March 8 Airport Commission meeting, Mr. Cevallos advised that the NC Board of Transportation notified the City of a State grant for \$270,000 towards the design and bidding of the Rehabilitation of Aprons D, E, & F Project. The Airport Engineers Talbert, Bright, & Ellington have submitted a proposed contract for \$113,985.89 to conduct those professional services. The State has reviewed and approved the scope of work, and authorizes the City to apply for the grant. A portion of the allocated grant will fund the proposed contract, with the City utilizing the designated fund balance to provide the required 10% matching funds. Once the project is advertised and bids are received, the Airport will coordinate with the State for the necessary grant funds to do the actual construction.

At their May 11 meeting, the Airport Commission voted unanimously authorizing staff to send this request to City Council for their approval.

The Airport Commission and staff is requesting the Committee recommend to City Council:

- Approve the request to apply for the grant to fund appropriations for the Design and Bidding of the Apron Rehabilitation (Areas D, E, and F) Project
- Approve Talbert, Bright, & Ellington work authorization to conduct the Design and Bidding of the Apron Rehabilitation (Areas D, E, and F) Project

Mayor Pro Tem Holloway made a motion to recommend to Council the approval of the request to apply for the grant and authorize Talbert, Bright, & Ellington to conduct the Design and Bidding of the Apron Rehabilitation (Areas D, E, and F) Project.

Committee Member McGee seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Mayor Pro Tem Holloway, Committee Member McGee, Committee Member Anderson

NAYS: None

Item 7. Lease for Quonset Hangar Office Space Aerowood Aviation.

Airport Manager, Peter Cevallos presented that Staff is seeking City Council approval for a ten-year lease with Aerowood Aviation for the office space, and a budget ordinance to complete the un-programmed requirements remaining for the Quonset Hangar reactivation that are needed to accommodate this

tenant.

At the December 1, 2020 City Council meeting, a budget amendment authorized staff to make improvements to the Airport Quonset Hangar. Those improvements included repair for roof leaks, refurbishing the office space, so that the hangar and office areas can be made available to lease space to corporate owned aircraft. Those repairs were completed and four aircraft are currently being stored in the Hangar, which include a Falcon 10 corporate jet, a Baron small twin engine, a Pilatus PC-12 turboprop aircraft, and a Mitsubishi MU-2 turboprop aircraft. The cash flow from those four aircraft include leases generating over \$ 28,000 annually, property value close to \$6 million, and anticipated fuel purchases over 12,000 gallons annually.

Renovations of the facility's office space began, and soon identified a number of components were in violation of the current building code, and that the contract for \$39,704 would be inadequate. The office refurbishment contract was for basic remodeling such as repainting, new flooring, bathroom fixtures refurbished or replaced. To refurbish the office area in compliance with the building code these additional items must be addressed:

- Make the bathrooms ADA compliant
- Remove damaged drywall in some of the offices
- Fix a window opening that has since been covered with wood
- Replace a secondary exit door with the proper configured door and egress to meet code
- Replace interior doors that were either damaged or not properly operating
- For meeting code requirements for second floor egress, re-align certain non-bearing walls to create an interior hallway on the second floor so there are two different egresses
- Re-install the insulation above the ceiling tile grid that has fallen or is missing
- Replace an exterior handrail
- Replace substandard electrical wiring, mediate hidden light fixtures and other electrical issues
- The original part of the budget for the HVAC is correct, as it will replace the main unit that serves the first floor. However, to make the second floor office space comfortable, an independent wall unit will be added.

This additional work to refurbish the office space requires an additional \$78,917. This makes the total expenditure for the office space \$150,368.

Aerowood Aviation is committed to leasing the Quonset Hangar office space for ten (10) years. With the lease rate being \$5 per square foot per year, the office space lease will generate an annual rent of \$17,910; the City will re-coup its investment in the office space in eight years. Aerowood Aviation will pay for the Quonset Hangar's utilities, and will continue to maintain the lease of all the office space in the terminal building, utilizing them for the administration of the Charter Jet Transport charter operation so there is no loss of revenue there. Attached to this report is a breakdown of the total cost to reactivate the Quonset Hangar, and a table showing the total amount of lease payments that Aerowood has agreed to pay over the course of their ten-year lease.

The reactivation of the Quonset Hangar offers a low cost opportunity to expand rentable space and serve existing and new customers. Although the facility was considered for demolition, it will meet a definitive need at the Airport and provide a positive cash flow.

At their May 11 meeting, the Airport Commission voted unanimously authorizing staff to send this request to City Council for their approval.

The Airport Commission and staff is requesting City Council:

- Approve Budget Ordinance 2021-06 for additional funds to complete the Quonset Hangar Reactivation
- Approve the ten-year lease with Aerowood Aviation for the two-story office space in the Quonset Hangar
- Authorize the City Manager to sign the lease agreement

Mr. Cevallos clarified that this is the only commercial office space he has available for lease. All other commercial office space is in the terminal building and currently leased to Aerowood Aviation. The Quonset Hangar offers 3,500 square feet of commercial office space. Other potential aviation education programs, such as Liberty University and UNC Charlotte, may use this area as a teaching space. Other

potential programs and partnerships were mentioned, such as South Piedmont Community College and Wingate University.

Committee Member Anderson moved to recommend the approval of Budget Ordinance 2021-06 for additional funds to complete the Quonset Hangar Reactivation and the ten-year lease with Aerowood Aviation for the two-story office space in the Quonset Hangar to Council, as well as recommend authorizing the City Manager to sign the lease agreement.

Mayor Pro Tem Holloway seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Mayor Pro Tem Holloway, Committee Member McGee, Committee Member Anderson

NAYS: None

Item 8. School Resource Officer Agreement between City of Monroe and Union Academy Charter School.

Police Chief, Bryan Gilliard requested the Committee consider adoption of a Resolution to authorize the City Manager to sign a School Resource Officer Agreement with Union Academy Charter School. This Agreement adds a second School Resource Officer to the original agreement.

Staff is requesting authorization for the City Manager to sign a contractual agreement with the Board of Directors for Union Academy Charter School for the City of Monroe to provide two police officers as a School Resource Officers. Staff also requests the addition of a full time police officer position to the Police Department. The costs of this position will be reimbursed by Union Academy Charter School.

General Services Committee and staff recommend City Council approval of the following:

1. Council adopt a Resolution authorizing the City Manager to sign the School Resource Officer Agreement with the Board of Directors for Union Academy Charter School
2. Add an additional police officer position in the Police Department

Committee Member McGee moved to recommend to Council the adoption of a Resolution authorizing the City Manager to sign the School Resource Officer Agreement with the Board of Directors for Union Academy Charter School and the addition of a police officer position in the Police Department to City Council.

Mayor Pro Tem Holloway seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Mayor Pro Tem Holloway, Committee Member McGee, Committee Member Anderson

NAYS: None

Item 9. Food Truck Ordinance for the Central Business District (CBD).

Director of Planning & Development, Lisa Stiwinter presented the Committee with a slide show detailing the research, survey results and discussion among City Departments. The General Service Committee is requested to consider and discuss a zoning text amendment to Section 156.121 titled "Temporary Uses, Structure and Special Events" to allow food trucks in the Central Business District (CBD).

In 2010, the City Council adopted a zoning text amendment to the Temporary Use section of the Unified Development Ordinance (UDO) to prohibit itinerant merchants from locating within the Central Business District except with a Special Event Permit. The zoning text amendment was the result of the City receiving complaints regarding a food truck locating in the downtown on a consistent basis.

Recently, there has been a community buzz going around regarding a desire to allow food trucks in downtown Monroe again. Planning staff conducted research on food truck ordinances to include Chapel Hill, Raleigh, Greensboro, Burlington, Durham, Indian Trail, Waxhaw, and Charlotte. Downtown staff conducted a food truck survey of the downtown businesses. Downtown staff received 56 responses from the survey with 37.5% representing the service businesses, 32.1% the retail businesses, 12.5% attorney offices, 8.9% restaurants and the remaining a food and beverage business. Approximately 92.9% of the 56 participants supported food trucks in the Central Business District. Additional survey questions included the

following:

1. What type of regulations do you think the City should have for food trucks within the CBD?
2. Where should food trucks be allowed in the CBD?
3. What time should food trucks be allowed in the CBD?
4. What concerns do you have with allowing food trucks in the CBD?
5. Any suggestions.

City of Monroe staff from the Planning and Development, Downtown, Police and Engineering Department met on more than one occasion to discuss allowing food trucks in the Central Business District (CBD). Lengthy discussion was held regarding food trucks being allowed in the public right-of-way. Planning staff contacted the North Carolina Department of Transportation (NCDOT) to inquire whether food trucks would be allowed within States public right-of-way. NCDOT responded that food trucks would be allowed within the State's public right-of-way but the City of Monroe would take any liability responsibilities.

Based on research conducted, survey results and discussion amongst City Departments, planning staff drafted an ordinance to establish food truck standards for the Central Business District (CBD). Currently, food trucks are only allowed in the Central Business District of Downtown Monroe with a Special Event Permit. The purpose of the food truck ordinance is to establish standards for private property and City-Owned parking lots in downtown Monroe. Due to safety concerns, the City did not recommend moving forward with allowing food trucks within the public right-of-way. The City of Monroe suggested designating four (4) City-Owned parking lots for food truck locations within the CBD.

The draft food truck ordinance proposes allowing food trucks on private property within the General Business (GB), General Industrial (GI), Central Business District (CBD) or Conditional District with commercial uses. Food trucks on private property would require the approval of a temporary use permit and written permission from the property owner. The temporary use permit would be valid for sixty (60) days. Under the draft ordinance food trucks in City-Owned parking lots would be permitted within the Central Business District in the following parking lots:

- Franklin Street and Main Street
- Main Street and W. Talleyrand Ave.
- Hayne Street and Windsor Street
- N. Church Street and E. Franklin Street

Food trucks in City-Owned parking lots would also require a temporary use permit approval, and an invitation from a host business located in downtown. A Certificate of Insurance would be required for food trucks in City-Owned parking lots that would cover damages to the public right-of-way, property damage and personal injury. The temporary use permit would be valid for up to seven (7) days and the hours of operation consists of between 5:00 and 11:00 pm on weekdays and 11:00 am and 11:00 pm on Saturday and Sunday. Additional standards for all food trucks are proposed to include the following:

- Allowed at permitted special events and active construction sites.
- Not allowed fifty (50) feet from main entrance of restaurant or outdoor dining area.
- Food trucks shall not impede, endanger or interfere with pedestrian or vehicular traffic.
- All food trucks must be situated to allow at least five (5) of unobstructed space for pedestrians on sidewalks, pedestrian paths and other locations intended primarily for pedestrian travel. If any applicable law, including American with Disability Act regulations, shall require a greater distance, the greater distance shall apply.
- No food truck shall be parked in a location that prohibits or restricts access to a private property. A minimum of five (5) foot spacing is required from any driveway, measured from the driveway apron.
- The food truck must be located at least five (5) feet from any utility box, utility vault, handicapped ramp, or emergency call box. Not allowed within fifteen (15) feet from any fire hydrant.
- The minimum distance requirements are measured in a straight line from the closest point of the proposed food truck location to the closest point of the buffered object, or in the case of a restaurant, measured from the closest point of the restaurant's main entrance.
- Food truck operator are responsible for the proper disposal of waste and trash associated with the operation. Vendors shall remove all waste and trash from their location at the end of each day or as needed to maintain the health and safety to the public. City receptacles may not be utilized for this purpose. The vendor shall keep all areas within ten (10) feet of the truck clean of grease, trash, paper, cups or cans associated with the vending operation. No liquid waste or grease is to

be disposed into the tree pits, storm drains or onto the sidewalks, streets or other public place. Under no circumstances shall grease be released into or disposed of in the City's sanitary sewer system.

- The food truck operator shall not utilize tables, chairs, free-standing signage or audio amplification in conjunction with the food truck. All equipment shall be contained within or on the food truck.
- Advertising consisting of business name, logo and items available for sale may be displayed onto the food truck. No other form of advertising is permitted.

The draft Food Truck Ordinance was presented to the Downtown Advisory Board at their April 27th meeting. Residents and business members attended the meeting to voice their input and suggestions regarding food trucks being allowed within the Downtown. Discussion held at the meeting included a lack of interest in allowing food trucks to locate in City-Owned parking lots and concerns were raised that the ordinance did not provide provisions to allow food trucks to locate within the public right-of-way. Based on input received during the meeting, the Downtown Advisory Board recommended against a portion of the food truck ordinance that allowed food trucks to locate within a City-Owned parking lot. The Downtown Advisory Board provided a recommendation for the City to consider an ordinance to allow food trucks to locate the public right-of-way within the Central Business District (CBD) with the following provisions:

- Food trucks can locate on any street within the CBD.
- Do not limit the number of food trucks allowed in the downtown at one given time.
- Do not specify the hours of operation.
- Do not provide an expiration time on the temporary use permit.

There was discussion about restricting the types of food to be sold Downtown by food trucks to only foods that are not already being sold by established businesses. Assistant City Manager, Brian Borne was asked his opinion. Mr. Borne made a point that the food served at the food trucks and its preparation is regulated by the FDA and Union County Health Department through inspections. The vehicle's maintenance is regulated through required annual vehicle inspections. There is no regulation of the kitchen equipment within the food trucks, such as grease traps. Mr. Borne also stated that it could put a strain on already strained public parking. He agreed that it would be a difficult decision for the Committee and Council. Mr. Borne suggested that food trucks be limited to after 5PM to not take sales away from the majority of Downtown restaurants that close after lunch.

City Manager, E. L. Faison suggested that we limit the days of the week available to food trucks. Mr. Faison stated that using City parking lots seemed to be a happy medium.

Mayor Pro Tem Holloway suggested a model similar to Matthews, NC. He posed limiting the number of food trucks to (4) and only allowing them Thursdays, Fridays and Saturdays.

Downtown business owner spoke to the Committee. Dean Stump owns and operates The Courthouse Self-Pour Beer and Wine. He originally visited Downtown Monroe because wanted to try a food truck in the area. After seeing the area, he decided he would open his business Downtown. He urged the Committee to allow food trucks near his business as a complement to his bar. Restaurants close early in Downtown and there is nowhere for his customers to buy food.

Downtown restaurant owner, Coliesta Vidak of the Monroe Grill, spoke to the Committee about a need to limit the number of food trucks, but she also stated that food trucks filled a void that other restaurants do not offer.

The City of Monroe staff recommends the ordinance that establishes standards for food trucks to locate on private property and within the City-Owned parking lots in the Central Business District (CBD).

The Downtown Advisory Board recommends the ordinance that establishes standards for food trucks to locate on private property and within the public right-of-ways in the Central Business District (CBD).

The General Services Committee is requested to consider one of the following ordinances that establish standards for food trucks to locate within the Central Business District CBD):

1. Food truck ordinance that establishes standards for private property and City-Owned parking lots.
2. Food truck ordinance that establishes standards for private property and public right-of-ways

The Committee came to a consensus to withdraw the food truck item from the Planning Board's agenda for the June 2, 2021 meeting. Ms. Stiwinter and her team will reassess the food truck ordinances to be more of a pilot program. They will limit the number of food trucks allowed permits at any given time, limit the days and times food trucks may operate in the Central Business District, add a requirement that food trucks must be invited by a host business and narrow down the program's locations. Ms. Stiwinter agreed to adjust the program according to their suggestions and bring it back before the General Services Committee when completed.

Item 10. Various Budget Adjustments for Budgetary Compliance for Fiscal Year 2021 Budget.

Director of Finance, Lisa Strickland presented various adjustments proposed to the fiscal year 2021 budget in order to recognize activity that was unanticipated and maintain budgetary compliance.

Budget Amendment for various items as follows:

1. After the end of fiscal year 2020, it was discovered that the accounting treatment of the installment financing loan for the new ERP software package would need to be adjusted. Rather than recording the entire amount of the proceeds in the capital project, the proceeds had to be recorded in the enterprise funds and then transferred to the capital project. The entry to record the proceeds was booked to the enterprise funds as of 6/30/20, which created a due to capital projects balance in each fund. In fiscal year 2021, the due to capital projects was cleared with the actual transfer to the capital project fund. Since the proceeds were placed in fund balance at the end of the 2020 fiscal year, the proceeds need to be re-appropriated to cover the transfer that was booked in the current fiscal year.
2. Due to reduced revenue from investment earnings, the electric fund needs to appropriate fund balance in the amount of \$500,000 to make up the shortfall.
3. Covid-19 expenses for deep cleaning in various areas was not a budgeted expenditure for the fiscal year. An amendment in the amount of \$56,000 is needed to cover this expense for the year.
4. Cost of credit card and billing fees for motor vehicle collections are passed on to the City by the NC Department of Transportation. Increased motor vehicle tax collections have resulted in higher collection fees. An amendment is needed to reflect these increased fees in the amount of \$30,000.
5. Amendment proposed to cover higher than anticipated collections for water and sewer capacity fees in the amount of \$956,655. Water and sewer capacity fees are required by NC General Statute 162A-207(b) to be used for capital improvements related to new development and are transferred to the capital reserve fund to achieve this requirement. The City has also passed Resolution R-2017-20 to transfer annually the amount in excess of the minimum fund balance policy to the Capital Reserve Fund. This calculation was performed and a budget amendment is needed to cover the transfer in the amount of \$1,631,018 per the resolution.
6. Due to work on the design and environmental approvals, the police station and senior center bonds were not issued during the fiscal year. An amendment is requested to move unused debt payment amounts for the police headquarters and senior center in the amounts of \$951,270 and \$284,647, respectively, to the project accounts to be used to offset the costs of the projects.
7. Due to the closure and/or reduced attendance of the Monroe Aquatics and Fitness Center, revenue losses will need to be covered by the Monroe Aquatic and Fitness Center fund balance. The facility was closed from July until October 2020 and customer membership fees were not collected. Savings were realized in unpaid salaries, reduced services and decreased utility bills, but other costs still need to be covered for the fiscal year. An appropriation from fund balance in the amount of \$1,029,284 to cover lost revenue is recommended. The balance in fund balance after this budget amendment is \$2,012,830.
8. Donations totaling \$365,530 have been received for both the Science Center and the Center Theatre. The donations and corresponding expense need to be adjusted with a budget amendment. Donations were designed for specific items by the donors in many cases or split

between the two projects. The final amounts (net of administrative fees) were \$126,760 for Science Center Exhibits, \$1,890 for Science Center Pavers and \$236,880 for the Center Theatre Programming.

9. Due to the delayed opening of the Center Theatre, revenue losses from ticket sales and facility rentals will need to be covered by the General Fund balance. The amount of the projected loss for the fiscal year is \$324,700 and a budget amendment to cover this amount is recommended. Expenses for the facility were mostly salaries and utility costs.

Staff recommends approval of the attached budget amendment containing various budget adjustments for Fiscal Year 2021.

Committee Member McGee moved to recommend to Council the approval of the budget amendment containing various budget adjustments for Fiscal Year 2021.

Mayor Pro Tem Holloway seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Mayor Pro Tem Holloway, Committee Member McGee, Committee Member Anderson

NAYS: None

Item 11. Budget Ordinance to Establish Special Revenue Fund for American Rescue Plan Act Funding.

Accounting Manager, Ashley Ivey, presented to the General Services Committee a request to approve a budget ordinance to accept grant funds from the Coronavirus State and Local Fiscal Recovery Funds – American Rescue Plan Act of 2021 (ARPA).

The City was notified earlier this year that as a non-entitlement municipality it would be allocated funding from the Coronavirus State and Local Fiscal Recovery Funds – American Rescue Plan Act of 2021 (ARPA). The City has been notified that the estimate of funding to be received in two tranches is a total of \$10,400,000. The first half will be received in the next few weeks and the second half will be received in one year from the date the first half is received. This estimate is expected to be the actual amount as it is allocated based upon population of the municipality.

City staff is still awaiting more guidance from the US Treasury and specifically the NC Local Government Commission on what are allowable uses of these funds. The federal law specifies that the funds will remain available for expenditure through December 31, 2024. This deadline allows sufficient time for local government officials to carefully consider how best to appropriate the monies for maximum short and long-term benefit to their communities. City staff has been advised by staff of the NC School of Government to wait to appropriate any ARPA funds until all contracting, accounting, reporting, documentation and other applicable federal and state compliance requirements are communicated.

At this time municipalities' governing boards are requested to accept the federal grant funds and adopt a Special Revenue Fund Project Budget Ordinance in accordance with guidance from the NC School of Government and our auditors.

Staff recommends the General Services Committee forward to Council for approval of Budget Ordinance BO-2021-11 to accept the federal grant funds and adopt a Special Revenue Fund Project Budget Ordinance.

Committee Member Anderson moved to recommend to Council the approval of Budget Ordinance BO-2021-11 to accept the federal grant funds and adopt a Special Revenue Fund Project Budget Ordinance.

Committee Member McGee seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Mayor Pro Tem Holloway, Committee Member McGee, Committee Member Anderson

NAYS: None

Item 12. Ratify Annual Service Contracts over \$100,000.

Director of Finance, Lisa Strickland, presented that City Council approval is necessary for renewal of reoccurring service contracts for fiscal year 2022.

Chapter 34 of the Monroe Code of Ordinances dictates that it is necessary to seek City Council approval on purchases in excess of \$100,000. They are as follows:

FY2022 Services Exceeding \$100,000			
Company Name	FY2021 Expenditures	FY2022 Expenditures	Synopsis
Data Prose	\$155,260	\$164,200	Bill printing services for cycle bills, notices and tax statements (Postage is included at \$107,050) Cost increase due to increased amount of bills and postage. Anticipate postage to go down due to new e-bill service.
Green's Commercial Cleaning	\$329,387	\$428,988	Cleaning of city facilities. Increased amount is for estimated cost of cleaning Monroe Science Center and Dowd Center Theatre.

Lewis Tree Service Inc. (Formerly Carolina Tree Care)	\$378,000	\$389,988	Tree trimming services for electric right of ways. A 3% increase is expected by the contractor in FY2022.
Hinson Services	\$120,000	\$120,000	For maintenance, repair, and replacement of city HVAC systems. Amount may increase or decrease based upon the need of repairs and replacements.
Interlocal Risk Financing Fund of NC	\$520,000	\$528,000	The Property and Liability premium for all City Departments for FY2021 was \$520,000. The amount indicated is the amount budgeted for FY2022 and will not be exceeded.

Dawn Development	\$2,198,066	\$2,417,873	Construction services for electric and natural gas line installation. Cost increase due to services to growth and new subdivisions.
Tyler Technologies	\$157,895	\$220,000	City new software maintenance fees.

Underground Solutions	\$119,800	\$119,800	The water main pipe bursting strategic initiative was implemented by the Water Resource Department in April 2014 and was designed to help close the infrastructure replacement gap for water mains. The trenchless pipe bursting technology requires fusible pipe materials. Currently, there is only one manufacturer of fusible PVC pipe (FPVC), Underground Solutions Inc., and the Water Resources Department is working with them as a sole source provider of the needed pipe materials. Pricing has been stable since April 2014. Quantities of the 6-inch and 8-inch pipe may vary slightly due to field condition encountered. Purchases will be made based on unit prices provided, and will not exceed available budgeted funds without additional approvals.
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FY2022 Water Chemical Bids			
Product	Vendor	Price	Synopsis
Liquid Chlorine	JCI Jones Chemical	\$600/ton	On April 15, 2021 staff received bids for FY2021 chemical bids for the Water and Waste Water Treatment Divisions. This bid is distributed annually. The treatment chemical budget for FY2022 is \$1,127,000 for the Water Treatment Plant and \$101,500 for the Waste Water Treatment Plant.
Zinc Ortho Polyphosphate	Shannon Chemical	\$1.187/lb. SNC lead free	
Sulfur Dioxide	JCI Jones Chemicals	\$1,000/ton	
Dry Cationic Polymer -WTP	Polydyne	\$1.71/lb. (C-3226)	
Dry Non-Ionic Polymer	Polydyne	\$1.71/lb.	
Powdered Activated Carbon	Donau Carbon	\$0.7576/lb.	
Dry Cationic Polymer - WWTP	Polydyne	\$1.90/lb. (SE-1278)	
Calcium Hydroxide Slurry	Lime-Chem	\$0.0409/lb.	
Magnesium Hydroxide	Garrison Minerals	\$0.345/lb.	
Liquid Copper Sulfate	Univar Solutions	\$1.82/lb.	

The contracts listed above are annual service contracts that reoccur each year. Funds for these contracts are included in the fiscal year 2022 budget.

Staff recommends the General Services Committee forward to City Council for approval of the proposed service contracts and authorize the manager to execute necessary contracts for fiscal year 2022.

Mayor Pro Tem Holloway moved to recommend to Council the approval of the proposed service contracts and authorize the manager to execute necessary contracts for fiscal year 2022.

Committee Member McGee seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Mayor Pro Tem Holloway, Committee Member McGee, Committee Member Anderson

NAYS: None

Other Items:

Dowd Center Theatre Internal Fee Schedule.

Director of Communications & Tourism, Pete Hovanec presented an internal fee schedule developed by Theatre Staff for City Departments desiring to use the Dowd Center Theatre for events and meetings.

The proposed internal fee schedule outlines costs associated with the rental and use of the Dowd Center Theatre. The fee schedule represents costs associated with individual rentals as well as additional costs associated with rentals that are more complex (catering, extensive sound or technology...). The theatre is understandably an attractive draw and as more restrictions are lifted, more individuals and businesses are expressing rental interest. The internal fee schedule allows affordable departmental rentals (if available) and helps cover staffing costs associated with the individual rental.

Theatre Staff recommends that Council approve the internal fee schedule for the Dowd Center Theatre.

Committee Member McGee moved to recommend to Council the approval of the internal fee schedule for the Dowd Center Theatre.

Mayor Pro Tem Holloway seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Mayor Pro Tem Holloway, Committee Member McGee, Committee Member Anderson

NAYS: None

There being no further business the meeting adjourned at 5:38 p.m.

Committee Chairman, Lynn Keziah

CITY OF MONROE - GENERAL SERVICES COMMITTEE
CITY HALL CONFERENCE ROOM
Thursday, June 17, 2021 - 3:00 PM
STAFF NOTES FOR INFORMATION PURPOSES ONLY

The General Services Committee of the City of Monroe, North Carolina, was scheduled to meet on June 17, 2021. Due to the lack of a quorum, Chairman Keziah proceeded with the Agenda for information purposes for those attending. Staff Notes were prepared *for information purposes only*.

Present: Committee Member Lynn Keziah and Committee Member Gary Anderson

Absent: Mayor Pro Tem Marion Holloway, Committee Member Franco McGee and Committee Member Desio Munn

Staff: City Manager E.L. Faison, City Attorney S. Mujeeb Shah-Khan, Senior Budget Analyst Mary Lou Connelly, Accounting Manager Ashley Ivey, Assistant City Manager Brian Borne, Assistant Director of Economic Development Ron Mahle, Downtown Director Matthew Black, Director of Planning and Development Lisa Stiwinter, and Airport Manager Peter Cevallos

Item No. 1. North Carolina Rural Infrastructure Authority Grant Award

Assistant Director of Economic Development, Ron Mahle presented a request of Monroe City Council to accept funds in the amount of \$250,000 received from the State of North Carolina Rural Infrastructure Authority for MBP Acquisition, LLC d/b/a Hamilton Drywall Products as part of the incentive package developed in the recruitment of this company to our community in 2020.

In 2020, as part of a comprehensive economic development incentive package developed by Monroe-Union County Economic Development, MBP Acquisition, LLC d/b/a Hamilton Drywall Products was awarded \$250,000 in grant funds from the State of North Carolina Rural Infrastructure Authority. MBP Acquisition, LLC d/b/a Hamilton Drywall Products has committed to create 31 jobs by October 2022, and a targeted new investment of \$4,500,000 while reusing a 98,000 SF building located at 6090 Willis Way, Monroe, NC 28110 previously addressed as 6029 Stitt Street, Monroe, NC 28110.

Staff requests that the General Services Committee recommend to Council at the July 13, 2021, Regular Meeting to approve the acceptance of these funds, to authorize City Mayor Bobby Kilgore to execute the Local Government Agreement, Loan Agreement and Promissory Note and to adopt a Budget Amendment appropriating the funds.

Due to the lack of a quorum, there was a consensus of those present to refer the matter to Council for consideration on the consent agenda.

Item No. 2. Pilot Program for Food Trucks in Central Business District (CBD)

Director of Planning & Development, Lisa Stiwinter requested that the General Service Committee

General Services Committee

June 17, 2021

STAFF NOTES FOR INFORMATIONAL PURPOSES ONLY

Page 1

consider and discuss a Pilot Program to allow food trucks in the Central Business District (CBD) of downtown Monroe.

At the May 27th General Service Committee meeting, planning staff presented a zoning text amendment to Section 156.121 titled “Temporary Uses, Structures and Special Events” to allow food trucks in the Central Business District (CBD). The purpose of the zoning text amendment was to establish standards to allow food trucks on private property and City-Owned parking lots in the CBD of downtown Monroe. The General Service Committee provided a recommendation not in favor of moving forward with the zoning text amendment to allow food trucks in CBD district. The committee expressed an interest in developing a pilot program for food trucks that would establish standards for food trucks on private property, City-Owned parking lots and public right-of-way in the CBD.

Draft Pilot Program for Food Trucks in the Central Business District (CBD):

A Pilot Program has been developed to establish standards to allow food trucks on private property, City-Owned parking lots and public right-of-way in the Central Business District (CBD) of downtown Monroe. The Food Truck Pilot Program shall be effective for ninety (90) days from the date of City Council approval and comply with the following criteria:

Food Trucks on Private Property, City-Owned Parking Lots and Public Right-of-Ways.

Food trucks are defined as a licensed, motorized vehicle or mobile food unit licensed by the NC State Division of Motor Vehicles, designed and equipped to serve food and beverages. Food Trucks shall adhere to the following conditions:

A. Food Trucks on Private Property. Food trucks on private property are permitted on lots in the Central Business District (CBD) and are subject to the following:

1. Must obtain a temporary use permit, be located on private property and obtain written permission from the property owner.
2. To locate on a property in the Central Business District (CBD), the property must have a primary use. An example of a primary use would be a building with an active use or an improved stand-alone parking lot. An unimproved grass or dirt lot is not a primary use.

B. Food Trucks in City-Owned Parking Lots. Food trucks within the Central Business District (CBD) can locate in the following City-Owned parking lots: Intersection of Franklin Street and Main Street, Intersection of Main Street and W. Talleyrand Ave, Intersection of Hayne Street and Windsor Street or Intersection of N. Church Street and E. Franklin Street.

1. Requires a host business with a physical location be a part of the temporary use permit

submitted to the City requesting the food truck services. The host business shall be located within the Central Business District (CBD) and meet the following:

- i. Permitted and has a valid certificate of occupancy.
 - ii. Is actively operating.
2. Food trucks shall not impede, endanger or interfere with pedestrian or vehicular traffic.
3. The vendor must possess a valid insurance policy through an insurance carrier authorized or eligible to do business in the State of North Carolina for any damage to the public right-of-way and for any damages for which the City might incur the liability because of property damage or personal injury arising out of the use of the public right-of-way. The minimum liability limit to the policy shall be one million dollars (\$1,000,000.00). The City of Monroe shall be listed as an additional insured as its interests may appear on all Certificate of Insurance.
4. The City reserves the right to require any permit holder to cease part or all of its operation, or remove the food truck from the permitted parking space in order to allow for construction, maintenance or repair of any street, curb, gutter, sidewalk, storm drain inlet and any other similar municipal utility.
5. The food truck operator must comply with all other applicable local, state and federal regulations. Any food truck operator in a manner inconsistent with these regulations is illegal.
6. The City may suspend the permit to maintain the health, safety, and welfare of the public. The City may suspend the food truck permit when the street is closed for a special event.
7. If at any time evidence of the improper disposal of liquid waste or grease is discovered, the temporary use permit will be rendered null and void and the food truck business will be required to cease operation immediately.

C. Food Trucks in Public Right-of-Way. Food trucks in the public right-of-way can locate on any street within the Central Business District (CBD).

1. No food truck vendor may utilize the right-of-way to serve customers without obtaining a temporary use permit from the Planning and Development Department.
2. No single food truck operator shall occupy more than one food truck at one given time in the Central Business District (CBD).
3. Requires a host business with a physical location be a part of the temporary use permit submitted to the City requesting the food truck services. The host business shall be located within the Central Business District (CBD) and meet the following:
 - i. Permitted and has a valid certificate of occupancy.
 - ii. Is actively operating.

4. The vendor must possess a valid insurance policy through an insurance carrier authorized or eligible to do business in the State of North Carolina for any damage to the public right-of-way and for any damages for which the City might incur the liability because of property damage or personal injury arising out of the use of the public right-of-way. The minimum liability limit to the policy shall be one million dollars (\$1,000,000.00). The City of Monroe shall be listed as an additional insured as its interests may appear on all Certificate of Insurance.
5. The vendor shall hold the City, its officers, councilors and employees harmless and indemnify them for any loss, liability, damage, costs, and expenses arising from its operations.

D. Standards for all Food Trucks.

1. No single food truck operator shall occupy more than one food truck at one given time in the Central Business District (CBD).
2. Food trucks are limited to no more than four (4) food trucks in the Central Business District (CBD) at one given time.
3. Hours of operation are limited to the hours between 5 pm and 2 am from Thursday to Monday.
4. Temporary Use Permits for food trucks located in the Central Business District (CBD) shall be valid for a maximum of seven (7) days (Monday through Sunday) a week. A food truck vendor shall not book a seven (7) day period consecutively in order to provide customers with a variety of cuisine.
5. Allowed at permitted special events and on active construction sites.
6. Not allowed one hundred (100) feet from the main entrance of any restaurant or outdoor dining area.
7. All food trucks must be situated to allow at least five (5) of unobstructed space for pedestrians on sidewalks, pedestrian paths and other locations intended primarily for pedestrian travel. If any applicable law, including American with Disability Act regulations, shall require a greater distance, the greater distance shall apply.
8. The food truck must be located at least five (5) feet from any utility box, utility vault, handicapped ramp, or emergency call box. Not allowed within fifteen (15) feet from any fire hydrant.
9. The minimum distance requirements are measured in a straight line from the closest point of the proposed food truck location to the closest point of the buffered object, or in the case of a restaurant, measured from the closest point of the restaurant's main entrance.
10. Food truck vendors are responsible for the proper disposal of waste and trash

associated with the operation. Vendors shall remove all waste and trash from their location at the end of each day or as needed to maintain the health and safety to the public. The vendor shall keep all areas within ten (10) feet of the truck clean of grease, trash, paper, cups or cans associated with the vending operation. No liquid waste or grease is to be disposed into the tree pits, storm drains or onto the sidewalks, streets or other public place. Under no circumstances shall grease be released into or disposed of in the City's sanitarysewer system.

11. There shall be no audio amplifier or similar device to attract the attention of the public.
12. No food truck shall be parked in a location that prohibits or restricts access to a private property. A minimum of five (5) foot spacing is required from any driveway, measured from the driveway apron.
13. Advertising consisting of business name, logo and items available for sale may be displayed onto the food truck. No other form of advertising is permitted.
14. If Union County Environmental Health revokes the permit for the food truck, the City's temporary use permit shall be revoked as well.
15. The food truck operator shall not utilize tables, chairs, freestanding signage or audio amplification in conjunction with the food truck. All equipment shall be contained within or on the food truck.

The General Services Committee is requested to consider the Pilot Program to establish standards for food trucks to locate within the Central Business District (CBD).

Due to the lack of a quorum, there was a consensus of those present to refer the matter to Council for consideration on the consent agenda.

Item No. 3. Aerowood Aviation Lease of Quonset Hangar Office Space

Airport Manager, Peter Cevallos presented that Staff is seeking City Council approval for a ten-year lease with Aerowood Aviation for the office space.

At the June 8, 2020 City Council meeting, a budget amendment was approved for additional funds to complete the Quonset Hangar Reactivation, which authorized staff to make improvements to the hangar so that it could be made available for lease. In that previous request packet, a lease with Aerowood Aviation for the hangar office space was described, and City Council approved the lease in principle, however the lease still required the statutory 30-day notice. The notice requirement has been fulfilled; therefore, staff is now formally requesting approval of a lease between the City and Aerowood Aviation to lease the Quonset Hangar office space at the lease rate of \$5 per square foot per year, as prescribed by the City's Fee Schedule. The lease term is for 10 years, and there is a three (3) percent increase at the five-year point. The lease will generate an annual rent of \$17,910; the City will re-coup its investment in reactivating the office space in eight years. Aerowood Aviation will pay for the Quonset Hangar's utilities; they will also continue to maintain the lease on the office

General Services Committee

June 17, 2021

STAFF NOTES FOR INFORMATIONAL PURPOSES ONLY

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space in the terminal building, utilizing them for the administration of the Charter Jet Transport charter operation.

The Airport Commission and staff is requesting General Service Committee recommend to City Council to approve:

- The ten-year lease with Aerowood Aviation for the two-story office space in the Quonset Hangar,
- Authorize the City Manager to sign the lease agreement

Due to the lack of a quorum, there was a consensus of those present to refer the matter to Council for consideration on the consent agenda.

Other Items

North Carolina Main Street Memorandum of Understanding

Downtown Director, Matthew Black advised that all designated Main Street and Small Town Main Street Communities were required to sign a Memorandum of Understanding from North Carolina Main Street Program.

Mr. Black explained that the Memorandum was a requirement of North Carolina Main Street Program to maintain designation as a Main Street Community. He advised that the requirements were basic best practices for operating a Main Street Program and broadly follow the National Main Street Accreditation standards.

Mr. Black advised that the benefits section outlined partnership, training, technical assistance, network, funding, resource, economic impact and recognition benefits offered to Main Street communities. With regard to the Menu of Services document, Mr. Borne advised that it outlined Training and Education, Strategic Planning, Downtown Management and Grants and Funding Services provided. He advised that Monroe had been a designated community since 1998.

Mr. Black advised that it was the request of Staff that the General Service Committee move the Memorandum of Understanding to the consent agenda for authorization and execution by the Downtown Director and the City Manager.

Due to the lack of a quorum, there was a consensus of those present to refer the matter to Council for consideration on the consent agenda.

HISTORIC DISTRICT COMMISSION MINUTES

MONDAY, JULY 12, 2021 AT 6:30 PM

COUNCIL CHAMBERS - CITY HALL

300 West Crowell Street, Monroe, North Carolina

To be Approved at the August 2021 Meeting
Attendees to Sheri Laney on 7-13-21

~~DRAFT~~

ITEM 1: **Call to Order.**

Richard F. Ali, Chairman, called the meeting to order at 6:30 p.m. Maryann Brown called the roll.

Members Present: Richard F. Ali, Bob Bullard, James Kerr, Jennifer Smith, Archie Morgan and Susan Sganga

Members Absent: None

Staff Present: Keri Mendler, Planner; Ashley Britt, Assistant City Attorney; William Nance, Intern and Maryann Brown, Administrative Assistant

Guests: Sandra Pittman and Eric Cleaver

ITEM 2: **Approval of Minutes.**

Chairman asked the Board if there were any questions, additions or deletions to the minutes of the May 10, 2021 meeting and the May 17, 2021 Special Meeting. He called for a motion to adopt the minutes of the meeting.

Motion: Jennifer Smith moved to approve the minutes of the May 10, 2021 meeting.

Second: Bob Bullard

Action: The motion to approve the minutes passed unanimously with the following votes:

AYES: **Richard Ali, Bob Bullard, James Kerr, Jennifer Smith, Susan Sganga and Archie Morgan**

NAYS: **None**

Motion: Jennifer Smith moved to approve the minutes of the May 17, 2021 Special Meeting.

Second: Susan Sganga

Action: The motion to approve the minutes passed unanimously with the following votes:

AYES: **Richard Ali, Bob Bullard, James Kerr, Jennifer Smith, Susan Sganga and Archie Morgan**

NAYS: **None**

ITEM 3: **Conflicts of Interest.**

Historic District Commission Meeting
Minutes of July 12, 2021
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There were no conflicts of interest.

ITEM 4:

Chairman said, as you may recall, this Commission has in place a policy that we have to wear masks at all meetings. He said at the last meeting we started to discuss doing away with that policy. He asked if anyone wanted to discuss this or make a motion to vacate that policy.

Motion: Archie Morgan moved to vacate the policy of wearing masks at this meeting.
Second: Bob Bullard
Action: The motion to approve vacating the policy of wearing masks passed unanimously with the following votes:

AYES: Richard Ali, Bob Bullard, James Kerr, Jennifer Smith, Susan Sganga and Archie Morgan
NAYS: None

ITEM 5. **COA PLHR 2021-00097 Certificate of Appropriateness – The Historic District Commission is requested to consider a Certificate of Appropriateness request from Sandra Pittman to install a wood fence in the front yard at 505 Parker Street (Tax ID #09-235-046C)**

Chairman asked any parties offering testimony to come forward and be sworn. Keri Mendler, William Nance, Sandra Pittman and Eric Cleaver came forward and were sworn.

Keri informed the Commission that the State Legislature has recently changed State Law. She said it has gone from 160A to 160D that rewrites all of the State regulations regarding planning and zoning functions. She said one of the things that was changed was specific to Historic District Commissions and that is changing the word “guidelines” to “standards”. She said the idea behind that is to underscore the importance of the guidance in that document and the importance to adhering to that. She said if you are to deviate from the standards, you must give reasons why it may be reasonable to deviate. She said she will be bringing to this Commission an update to the guidelines that was done a few years ago. She said it will now be called *Design Standards* vs. *Design Guidelines*. She said the actual content will not be changed, just changing the word from guidelines to standards.

Jennifer Smith asked Keri if this was doing a “case-by-case” review you were talking about. Keri said yes.

Keri introduced William Nance, who will present this case. She said William has been an intern with the Planning Department this summer.

William Nance, Intern, introduced this item and said this is a Certificate of Appropriateness request from Sandra Pittman of 505 Parker Street. He said at this time he would introduce the findings:

Findings:

1. The subject property located at 505 Parker Street is owned by Sandra Pittman and is zoned R-10 (Residential-High Density). (Exhibit 1-2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On June 10, 2021, the applicant applied for a COA to request approval of a wood fence surrounding the front of the property. The fence will be four-feet tall around the front part of the property. (Exhibit 4-6)
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 156.202 of the Unified Development Ordinance.
5. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 7-8)

William said staff has provided the appropriate guidelines and conclusions in your staff report. He said he would be glad to answer any questions you may have and the applicant is here to answer any questions as well.

James Kerr asked William if 48 inches was the approved height for a front yard fence. William said that the guidelines state 36 inches. Keri said the Commission could deviate from the guidelines. She said you have deviated from them in the past for a number of fences as well. She said it is up to the Commission's discretion. She said the standards document is broken up in two (2) pages for each section. She said the left side of the page are just best practices and the right page are your actual standards. She said the mention of the 36 inches is on the left side where it talks about preservation guidance and best practices, whereas it is not specifically listed on the numbered guidelines that we typically use when making a decision.

Keri said Jennifer Smith had asked about the type of wood. She said she does not know what they are proposing exactly but as far as the Commission is concerned, you can decide on wood as a material, not necessarily specific type.

Archie Morgan asked if there were any other homes near the house that have fences in front of the house. Jennifer Smith said her house has a fence. She said it is not wood but wrought iron. Keri showed the Historic District map. She said the house is right on the edge of the district, by Parker and Hudson Streets. She said just south of the house, there is a house and it does not have a fence. She said just north is Jennifer Smith's house and her house fronts on Houston Street.

Jennifer Smith asked Ms. Pittman if she was trying to contain large dogs. Ms. Pittman said yes. Ms. Smith said with a small fence they would jump right over. Mr. Eric Cleaver said that is why they were doing pickets, so they will still see. He said it will not be a closed off fence. He said it is closed on the bottom and open on the top.

Archie Morgan asked Mr. Cleaver if 50% of the fence would be the open pickets and 50% would be the solid. Mr. Cleaver said yes, that sounds right.

Jennifer Smith asked Mr. Cleaver if they decided on the wood. Mr. Cleaver said it will probably be pine, but then it will be stained.

Jennifer Smith said it will be beautiful---an asset to the house.

Ms. Pittman said [could not hear].

Chairman asked Keri if there are other fences of this type throughout the Historic District. Keri said she has not seen a fence exactly like this one where it is solid on the bottom and picket on the top. She said they are either all solid in the rear yard and the front typically would be an all-picket. She said she cannot be sure 100%; she just does not recall seeing or having one like this before the Commission.

Archie Morgan asked Keri if there are other properties in the Historic District that have fences of some sort in the front. Keri said yes. Jennifer said there is a yellow house on Washington Street when you first turn off Houston that has a picket fence that is even taller all the way around the house.

James Kerr asked the applicant if she would consider a more traditional picket fence to meet the height that you would need for a Queen Anne/Victorian look. Mr. Cleaver said they did consider that. Mr. Kerr said your fence is a very nice but very contemporary and your house is Queen Anne/Victorian. He said only for the front. He understands about keeping dogs in the yard.

James Kerr passed around a picture of a more traditional fence that was on his cell phone.

Discussion was held on the height of the front fence.

Ms. Pittman spoke about putting up a mailbox on her fence. Keri said to Ms. Pittman that she would have to contact the Post Office regarding this.

Keri asked James Kerr to e-mail the picture of the traditional fence to her assuming that this will be the style that is chosen tonight. Mr. Kerr also sent a copy to Mr. Cleaver.

Bob Bullard said his thoughts were, when he first got the agenda, that we do have our standards, which we try to use for everybody. He said he understands that everybody has a reason for whatever type of fence they want to put up. He said over the years we decided that a 36-inch fence, primarily picket, in a front yard situation, is not meant necessarily to screen or keep people out, although it lets people know where your yard is. He said it is not a barricade fence. He said 36 inches looks better in the neighborhood and looks better in individual homes. He said he would hate to see us adopt new standards here even though he is sympathetic. He said he has a dog that loves to go outside.

Bob Bullard said he would hate to see us change our standards in this change. He said he likes the idea of a more traditional picket fence. He said he agrees with what James said that the fence is more modern looking. Archie Morgan said he too likes the traditional look.

Chairman asked if there were any further comments to be made. There were none.

Chairman asked if someone would like to make a motion on the Findings of Fact for COA PLHR 2021-00097 to approve or deny.

Motion: James Kerr moved that the Historic District Commission find as a fact that the proposed project COA PLHR 2021-00097, if constructed according to the plan reviewed at this meeting, is congruous with the character of the district because the standards or guidelines are met here in keeping with the architectural style and scale, and materials appropriate to the house, and what the applicant is requesting falls into these categories.

Therefore, the application is generally in harmony with the special character of the neighboring properties and the Historic District as a whole.

Second: Archie Morgan

Keri said to James Kerr that the motion should mention what the applicant submitted.

James Kerr said he would add the friendly amendment of the traditional picket style.

Chairman said the motion should also contain the height of the fence. James Kerr said he did not mind 48 inches in the front. Jennifer Smith agreed. James Kerr restated his motion:

Motion: James Kerr moved that the Historic District Commission find as a fact that the proposed project COA PLHR 2021-00097, if constructed according to the plan reviewed at this meeting, with the friendly amendment that the style shall reflect a picket fence illustrated in the e-mail sent both to Keri Mendler and to the homeowner, is to be painted white, is congruous with the character of the district because the standards or guidelines state that you should use materials that are wood, brick or stone, and it does meet these guidelines and is sympathetic to the architectural style of the house, so what the applicant is requesting is appropriate.

Therefore, the application is generally in harmony with the special character of the neighboring properties and the Historic District as a whole.

Chairman asked James Kerr if he put the height in the motion. James Kerr said he did not change their height. He said the amendment was on the style.

Archie Morgan said traditionally it is 3 feet. Keri said the Commission has approved 48 inches on the front so it would be up to the Commission to decide whether or not to do that in this case. She said there is a motion that needs to be acted on.

Chairman asked if there was a Second to James' motion.

Second: Jennifer Smith

Action: The motion to approve the Findings of Fact failed with the following votes:

AYES: James Kerr, Jennifer Smith and Susan Sganga

NAYS: Richard Ali, Bob Bullard and Archie Morgan

Ashley Britt said the motion failed three (3) – three (3). Archie Morgan asked if there can be more discussion. Chairman said yes.

Archie Morgan asked Mr. Cleaver if his dogs could jump a three (3) foot fence. Mr. Cleaver said three (3) feet may be okay but asked if they could make it 42 inches instead of 48 inches. Mr. Morgan said he would go along with that. Bob Bullard said 42 inches would be okay.

Chairman asked James Kerr to make another motion.

Motion: James Kerr moved that the Historic District Commission find as a fact that the proposed project COA PLHR 2021-00097, if constructed according to friendly amendment on style, said image sent to the homeowner and Keri Mendler, as well as a friendly amendment to height, with the new height being 42 inches, that this project is congruous with the character of the district because the guidelines state that you should use wood, brick or stone, build in keeping with the architecture and style of the house, so therefore what the applicant is requesting is appropriate.

Therefore, the application is generally in harmony with the special character of the neighboring properties with the two (2) friendly amendments to style and height of 42 inches and the Historic District as a whole.

Second: Jennifer Smith

Action: The motion to approve the Findings of Fact passed unanimously with the following votes:

AYES: Richard Ali, Bob Bullard, James Kerr, Jennifer Smith, Susan Sganga and Archie Morgan

NAYS: None

Chairman asked for a motion to approve the Certificate of Appropriateness.

Motion: Susan Sganga said based on the preceding findings of fact, she moved that the Historic District Commission grant the Certificate of Appropriateness to this applicant, subject to the conditions in the previous motion, for application COA PLHR 2021-00097.

Second: Archie Morgan

Action: The motion to approve the Certificate of Appropriateness subject to the conditions in the previous motion passed unanimously with the following votes:

AYES: Richard Ali, Bob Bullard, James Kerr, Jennifer Smith, Susan Sganga and Archie Morgan

NAYS: None

Ms. Pittman asked if the fence had to be white. She was told that the Commission did not approve colors.

ITEM 6. Other

Archie Morgan said that this Commission approved a 42-inch fence, they are going to paint it white and it is going to be a traditional picket fence. He said we, as the Commission, never go out after the fact...Keri said they will have to do a zoning permit with us and staff does an inspection. He said he had a complaint today that the Commission approved some work on a house in the district and how in the world did we approve such a mess. Keri said to Mr. Morgan to give her the specifics and she will take a look at the house.

Bob Bullard said at the last meeting he brought up a house on Main Street that had the steps off the porch removed. Keri said she did look into this but did not recall at this time what was the outcome. She said she will follow-up with this request. James Kerr said a car ran into the house and took the columns and

steps out. He said it is at the corner of Main and Morrow. He said the new columns were custom-made and took over 18 months to build. Bob Bullard said but the steps have been gone for over a year. James Kerr said he did not know what kind of steps they were putting back but everything that the owner does is first class.

Jennifer Smith asked Keri if there were any items for next month. Keri said there was an application submitted today that required a few more things from the applicant. She was not sure if it would be ready for next month.

Chairman asked Keri if she had a report on items that were approved. Keri said not today but she would mail it out to everyone.

Chairman asked if there were any other items to be brought up for discussion. There were none.

ITEM 7. **Next Meeting - August 9, 2021**

ITEM 8. **Adjournment.**

Motion: Archie Morgan made a motion to adjourn this meeting.

Second: James Kerr

Action: The motion to adjourn passed unanimously with the following votes:

AYES: **Richard Ali, Bob Bullard, James Kerr, Jennifer Smith, Susan Sganga and Archie Morgan**

NAYS: **None**

The meeting adjourned at 7:09 pm.

Respectfully submitted,

Richard F. Ali
Chairman

Maryann Brown /s/
Secretary to the Board

HISTORIC DISTRICT COMMISSION MINUTES

SPECIAL MEETING

MONDAY, JULY 26, 2021 AT 6:30 PM
COUNCIL CHAMBERS - CITY HALL
300 West Crowell Street, Monroe, North Carolina

To be Approved at the August 2021 Meeting
Attendees to Sheri Laney on 7-27-21

ITEM 1: **Call to Order.**

Richard F. Ali, Chairman, called the meeting to order at 6:30 p.m. Maryann Brown called the roll.

Members Present: Richard F. Ali, Jennifer Smith, Archie Morgan and Susan Sganga

Members Absent: Bob Bullard and James Kerr

Staff Present: Keri Mendler, Planner; Ashley Britt, Assistant City Attorney; William Nance, Intern and Maryann Brown, Administrative Assistant

Guests: Mike Calzaretta of Mike's Fine Home Remodeling

Chairman said this is a Special Meeting so only items and topics that are germane to this COA will be acceptable to be presented or discussed.

ITEM 2: **Conflicts of Interest.**

There were none.

ITEM 3. **COA PLHR-2022-00009 Certificate of Appropriateness –The Historic District Commission is requested to consider a Certificate of Appropriateness request from Mike's Fine Home Remodeling to construct a handicap ramp on the front right side elevation of the house at the property located at 401 E. Talleyrand Avenue (Tax ID #09-231-199)**

Chairman asked any parties offering testimony to come forward and be sworn. Keri Mendler, William Nance and Mike Calzaretta came forward and were sworn.

William Nance, Intern, introduced this item and said this is a Certificate of Appropriateness request from 401 E. Talleyrand Avenue. He said at this time he would introduce the findings:

Findings:

1. The subject property located at 401 E. Talleyrand Avenue is owned by Mike's Fine Home Remodeling, LLC and is zoned R-10 (Residential-High Density). (Exhibit 1, 2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On July 13, 2021, the applicant submitted an application to construct a handicap ramp on the front side elevation of the existing home that was recently constructed. (Exhibit 4-5)
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 156.202 of the Unified Development Ordinance.
5. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 6-7)

William said staff has provided the appropriate guidelines and conclusions in your staff report. He said he would be happy to answer any questions you may have and the applicant and property owner is here as well.

Chairman asked if this house was built as a pre-sold house or to be sold. He asked Mr. Calzaretta if he was building the house for somebody. Mr. Calzaretta said the house has been sold; they are living there already. He said it is a one-family home, single level floor.

Chairman asked Mr. Calzaretta if the homeowners requested the handicap ramp. Mr. Calzaretta said yes, the owner is wheelchair bound and it was built to suit the area. He said it looks beautiful and it was designed to go back toward the house and then back onto the slab so it is not shooting out. He said he kept it tight to the house. He said it fits the house and passes all ADA requirements.

Susan Sganga asked if the ramp could be detached. Mr. Calzaretta said the only part of the ramp that is attached to the house is the first platform. Chairman said the question was can it be reversed and removed without difficulty at some point in the future. Mr. Calzaretta said yes, very easily. Keri said part of this was discovered during the final zoning inspection for the actual Certificate of Occupancy. She said it was then actually removed in order for the Certificate of Occupancy to be issued. She said it was removed and can be re-attached. Mr. Calzaretta said that is correct. He said it can be very easily done.

Chairman asked if there were any other questions. There were none.

Chairman asked if someone would like to make a motion on the Findings of Fact for COA PLHR-2022-00009 to approve or deny.

Motion: Archie Morgan moved that the Historic District Commission find as a fact that the proposed project COA PLHR-2022-00009, if constructed according to the plans reviewed at this meeting, is congruous with the character of the district because the standards state that it must meet the accessibility and life-safety code requirements in such a way that the district building's character-defining facades, features, and finishes are preserved, which it does, and that the proposed structure does meet the review criteria of the COA according to Section 156.202 of the Unified Development Ordinance. Therefore, the application is generally in harmony with the special character of the neighboring properties and/or the historic district as a whole.

Second: Richard Ali
 Historic District Commission Special Meeting
 Minutes of July 26, 2021
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Action: The motion to adopt the Findings of Fact passed unanimously with the following votes:

AYES: Richard Ali, Jennifer Smith, Susan Sganga and Archie Morgan

NAYS: None

Motion: Archie Morgan said based on the preceding findings of fact, he moves that the Historic District Commission grant the Certificate of Appropriateness to this applicant regarding the proposals as shown, in application COA PLHR-2022-00009, such certificate to be subject to the conditions contained in the previous motion.

Second: Richard Ali

Action: The motion to approve the Certificate of Appropriateness subject to the conditions in the previous motion passed unanimously with the following votes:

AYES: Richard Ali, Jennifer Smith, Susan Sganga and Archie Morgan

NAYS: None

ITEM 4. **Adjournment.**

Motion: Archie Morgan made a motion to adjourn this meeting.

Second: Susan Sganga

Action: The motion to adjourn passed unanimously with the following votes:

AYES: Richard Ali, Jennifer Smith, Susan Sganga and Archie Morgan

NAYS: None

The meeting adjourned at 6:40 pm.

Respectfully submitted,

Richard F. Ali
Chairman

Maryann Brown /s/
Secretary to the Board

MONROE TOURISM DEVELOPMENT AUTHORITY

REGULAR MEETING

CONFERENCE ROOM

300 W. CROWELL STREET, MONROE, NC 28112

JUNE 10, 2021 – 8:30 A.M.

MINUTES

Present: Chairman Bobby Kilgore, Vice Chairwoman Sheila Crunkleton, Pat Kahle, Ron Brown, Gina Day, and Lorayn DeLuca

Absent: None

Staff Present: Communications and Tourism Officer Pete Hovanec, Accounting Manager Ashley Ivey, Communications and Tourism Assistant Alison Nichols, City Manager Larry Faison, Assistant City Attorney Ashley Duncan Britt, Monroe Science Center Supervisor Lauren Fike

Staff Absent: Assistant City Manager/Director of Downtown Brian Borne, Finance Director Lisa Strickland

Visitors: Sharon Crowder Poston, Vice Principal of South Mecklenburg High School (arr. 8:41)

Chairman Kilgore called the Monroe Tourism Development Authority Regular Meeting of June 10, 2021 to order at 8:30 a.m.

Item No. 1 Approval of Minutes of Monroe Tourism Development Authority Meeting of April 8, 2021 Ms. Kahle made a motion to approve the Minutes of the Monroe Tourism Development Authority Regular Meeting of April 8, 2021. Ms. Day seconded the motion, which passed unanimously with the following votes:

AYES: Crunkleton, Brown, Kahle, DeLuca, and Day

NAYS: None

Item No. 2 Finance/Occupancy Report Ms. Ivey stated that April collections were \$54,315, and March collections were also good. The April and March collections have been back up to pre-pandemic levels. The unreserved cash balance of the capital project fund is \$264,427, and that is over what has been set aside for science center building and exhibits.

Item No. 3 Dowd Center Theatre Update Mr. Hovanec stated that the governor has lifted restrictions, and staff is working hard to open the theater. Seth Werner, the technical director, resigned to move to Pennsylvania; a new technical director has been hired and is starting the position today. There have been many requests for use of the theater, and staff is moving forward with programming. The theater is booked almost solidly every weekend from September through the end of the year. Staff is working to find the balance between scheduling programming and rentals. The goal is to put on a season of in-house programming as the Blumenthal Theater does and to supplement with rentals and other groups putting on

ticketed events. The opening gala is scheduled for September 18 and will feature The Spinners. There will be approximately 200-250 tickets for VIPs and a pre-party for that group and another 200-250 tickets sold to the public.

Ms. DeLuca asked about the price of the tickets sold to the public.

Mr. Hovanec responded that it is not set but will probably be about \$50/ticket. There is also a bluegrass musician scheduled to perform in October and a one-man show featuring a veteran telling stories and possibly the Army 82nd Airborne choir on Friday, November 5, in conjunction with the air show weekend.

Mr. Hovanec said that a person has been hired for the position of Theatre Patron Services Assistant; she will start the job in early July. This completes the hiring for full-time staff at the theater.

Item No. 4 Science Center Update Mr. Hovanec introduced Lauren Fike, the new Science Center Supervisor. She has 10 years' experience at Discovery Place Kids Huntersville. She is working to get systems in place at the science center office, exploring ticketing possibilities, and creating content for website and social media.

Ms. Fike stated that she started part-time at DP Kids three weeks before the facility opened, so she has experience in starting up a facility.

Mr. Hovanec said that staff had been planning for a September opening; however, City Council will be having a public input session at the July 13 meeting regarding changing the name of the science center. If the name changes, it could push back the opening if construction elements are involved.

Vice Chairwoman Crunkleton expressed that she feels very strongly about this, stating that the City sold naming rights and set a naming policy. Changing that a year later is not right and poorly affects the City's credibility. The Dowd Foundation stepped up with \$1 million for naming rights to the theater, and this is unfair to them and a violation of City policy.

Mr. Brown strongly agreed, especially as someone who personally worked on the campaign and contributed to both the Science Center and the Dowd Center Theatre.

Vice Chairwoman Crunkleton stated that there is a great plan in place already to honor Dr. Darden without violating policies that are already in place.

Mr. Hovanec stated that it is up to board members to speak before Council.

Vice Chairwoman Crunkleton opined that the committee worked so hard to promote and fundraise for the theater and the science center, and this leaves a bad taste.

Ms. DeLuca said that this needs to be addressed. The City's integrity comes into play, and the issue begs the question, "Why are you choosing this over that?" Either way, Dr. Darden will be honored and featured.

Mr. Hovanec encouraged members to speak to Council if they wanted to express their opinions as staff serves at Council's direction. It is important for Council to hear all perspectives.

Vice Chairwoman Crunkleton added that there was a great plan to honor Dr. Darden already in place and it was not going to cost much or set the science center opening back.

Mr. Hovanec stated that the movie "Are You There God? It's Me, Margaret" featuring Rachel McAdams and Kathy Bates will be filming in Monroe on June 21. Crew and extras will be using the science center and parking lot for staging and will contribute to the Get Centered campaign. They will also be using the theater and paying a rental fee.

Chairman Kilgore asked if there is an update on the parking lot paving.

Mr. Hovanec replied that the project has not received environmental signoff. The work probably will not be done in time for a September opening; the project is at the mercy of the DEQ.

Item No. 5 Air Show Update Mr. Hovanec said that Warbirds Over Monroe Air Show will be November 6-7. Staff decided to re-use the poster that did not get used last year due to the cancellation. There is a lot of interest from the air show community. The *Tinker Belle* flew in the Reading air show and garnered a lot of attention; however, she had a fuel leak on Sunday. Tickets will go on sale July 1; staff is anticipating a big turnout.

Ms. DeLuca said that there is a documentary on Netflix that shows the *Tinker Belle*.

Mr. Hovanec gave the group a brief history of the *Tinker Belle*.

Ms. DeLuca asked if the City owns this plane.

Mr. Hovanec answered that it is owned by the City and is used to highlight the aerospace industry in Monroe to nationwide audiences and is also used to educate local school groups and children.

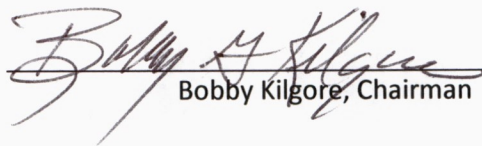
Item No. 6 Other Mr. Hovanec announced that the first Car Cruise-In of the year will be on Friday, and the summer concert series starts later in the month. People want events to attend

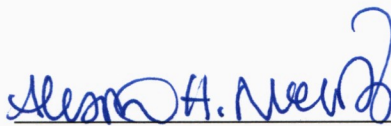
Ms. Kahle agreed; the Chamber is phasing events back in and plans to be back to normal by September.

Vice Chairwoman Crunkleton said that the Red Cross will hold a blood drive July 1 at the Old Armory.

The meeting adjourned at 9:07 a.m.

ATTEST:


Bobby Kilgore, Chairman


Alison H. Nichols

MTDA/6-10-21



**Monroe-Union County Economic Development
Board of Advisors
Regular Meeting Minutes**

The Old Armory Community Center
500 S Johnson Street, Monroe NC 28110
Monroe, North Carolina 28112

7:30 am – May 11, 2021

Members Attending: Mr. Ray Black; Mr. Steven Coward; Mr. Hunter Dalton; Mr. Jeff Duke; Ms. Jennifer Duru; Mr. Jonathan Edwards; Mr. Chad Griffin; Mr. John Hendley; Mr. Hunter Latham; Mr. Mike Lutes; Ms. Pamela Sanders; Mr. Todd Shapiro; Mr. Gary Summerfield

Members Absent: Mr. Scott Byrum; Mr. Will Howie

Ex-Officio Members Attending: Dr. Rhett Brown; Mr. Bobby Kilgore; Dr. Maria Pharr; Mr. Dennis Rape

Ex- Officio Members Absent: Mr. Larry Faison; Mr. Marion Holloway; Dr. Andrew Houlihan; Ms. Pat Kahle; Mr. Mark Watson

City Staff Attending: Ms. Lynell Hillhouse; Mr. Ron Mahle; Mr. Chris Platé

Guests Attending: Mr. Scott Hunsucker, Ms. Michelle Lancaster, Ms. Beverly Liles; Mr. Brad Sellers

1. Call to Order and Welcome Guests

Mr. Dalton called the meeting to order at 7:35 a.m.

2. Approval of Minutes

The minutes from the April 9, 2021, regular meeting were presented for review and approval. Mr. Latham made a motion to approve the minutes. The motion was seconded by Ms. Sanders and unanimously approved by the Board of Advisors.

Secretary's note: At 7:40 a.m. Ms. Duru arrived to the meeting

3. Office Report

Presenter:

Mr. Platé

Wingate “Town and Gown” Overview

Mr. Plate introduced Mr. Brad Sellers, Town Manager; Town of Wingate and Mr. Scott Hunsucker, Vice President of Operations; Wingate University to the audience.

Mr. Sellers and Mr. Hunsucker informed the Board of a partnership between the Town of Wingate and Wingate University and the desire to control the growth located around the Monroe Bypass Interchange located in the Town of Wingate.

The proposed Site Master Plan was reviewed, showing new commercial space, senior adult housing, recreation and entertainment space with the ability for pedestrian traffic flow from the University campus to the proposed site.

A funding request had recently been sent to the North Carolina General Assembly for the project. Mr. Platé concluded the overview stating the Cost-Benefit Analysis that the Town of Wingate would receive a benefit above its costs by a factor of 21 to 1.

Winchester Community Redevelopment

Mr. Platé reported to the Board about being in the early stages of development with the opportunity to purchase remaining parcels of land to join the currently city owned ≈15 acres. The location would be ideal for a variety of mixed sites and sizes development.

Former Cooper Tools Site

Mr. Mahle confirmed to those present that the City of Monroe was close to taking possession of the property by mid-summer.

REDI

Mr. Platé informed the Board the current Civilian Labor Force as of March, 2021, was at 122,899. Also noted was as of March, 2021, the Union County unemployment rate was at 3.7%.

Fiscal year to date capital investment of \$54m along with job creation of 255 were additionally reported to those present.

Retail Recruitment

Mr. Platé announced that Ollie’s Bargain Outlet plan to move into the former Harris Teeter Building and there was a possible tenant for the former Sears location.

The current contract between the City of Monroe and Retail Strategies will continue through June 30, 2021. Mr. Platé introduced the idea of the City of Monroe and the Town of Indian Trail partnering together on a new contract with Retail Strategies, thereafter.

Marketing

Mr. Platé made mention of the Invest: Charlotte 2021 Publication highlighting Union County as well as the upcoming annual insert in the Charlotte Business Journal. Also mentioned was The Union County EDGEcast (podcast) will recommence within the next month.

Organizational Update

Mr. Platé confirmed that the current interlocal agreement will expire on June 30, 2021. A six-month extension has been requested with the possibility of forming a new entity called Monroe-Union County Economic Development Commission, thereafter. This item will be on the agenda for an upcoming joint meeting between the City of Monroe Council and the Union County Board of Commissioners to be held on May 20, 2021.

With the recent re-branding of Union County, Mr. Platé shared the new Monroe-Union County Economic Development logo to those present. The new logo was inspired by both the City of Monroe and Union County current logo's, highlighting the connection between both entities.

4. Existing Industry

Presenter:

Mr. Ron Mahle

PROJECT BLUE

Mr. Mahle updated the Board of Advisors on Project Blue. The signed and notarized Purchase and Sale Agreement from BonaKemi USA will be presented to the City of Monroe Council at their regularly scheduled meeting later in the day for their approval.

SEMINARS

Mr. Mahle reported on the successful virtual seminar, Introduction to Federal Contracting, that was held on May 5, 2021. Expansion 101 – “Avoid the Headaches”, a virtual seminar to be held on July 14, 2021, was additionally reported to the Board.

HOOK & SLICE EVENT

Mr. Mahle informed the Board that the annual Hook & Slice Golf Tournament will take place on September 16, 2021 at a location yet to be determined.

WAGE SURVEY

The need to conduct the annual wage survey was discussed by Mr. Mahle.

5. Open Forum

Dr. Pharr thanked Mr. Mahle for his partnership on the recent virtual seminar and was excited to announce that SPCC Small Business Center will lead the 2021 “53 Ideas Pitch Competition” supported by Fifth Third Bank.

Mr. Shapiro questioned other manufacturing companies COVID protocols while Ms. Duru announced her new professional role.

Mr. Edwards thanked the City of Monroe’s Water Resources Director, Mr. Russ Colbath, for his communication regarding an issue.

Mr. Dalton concluded open forum by sharing the news that Mr. Platé was highlighted by Business North Carolina, as one of North Carolina’s Most Influential Leaders within their Power List 2021 article.

6. Adjourn

Presenter:

Mr. Dalton

With no further business, Mr. Dalton asked for a motion to adjourn. Mr. Summerfield made a motion to adjourn the meeting at 8:54 a.m. The motion was seconded by Mr. Edwards and unanimously approved by the Board of Advisors.

PLANNING BOARD MEETING

August 4, 2021 @ 6:00 PM
City Hall – Council Chambers
300 W. Crowell Street, Monroe, NC

*To Sheri Laney on August 5, 2021
Scheduled for adoption at the September 2021 meeting*

Item 1. **Call to Order/Roll Call**

Chair MaryAnn Rasberry called the August 4, 2021 meeting to order at 6:00 p.m. Maryann Brown called the roll. Chair noted that a quorum was present.

Members Present: MaryAnn Rasberry, Richard Ali, Renee Hartis, Jennifer Smith, Patrick Furr (ETJ member), Margaret Desio, Ken Deal and Archie Morgan (Alternate)

Members Absent: Richard Yercheck

Staff Present: Doug Britt, Senior Planner; Keri Mendler, Planner; Ashley Britt, Assistant City Attorney; William Nance, Planning Intern and Maryann Brown, Administrative Assistant

Guests: See Attached List of Attendees

Chair asked Archie Morgan (Alternate) to sit on the dais and fill in for Richard Yercheck. She welcomed both Archie Morgan and Kenneth Deal as members of the Planning Board.

Item 2. **Approval of Minutes of Meeting**

Motion: Renee Hartis made a motion to approve the minutes of the July 7, 2021 meeting.

Second: Jennifer Smith

Action: The motion to approve the minutes passed unanimously with the following votes:

AYES: MaryAnn Rasberry, Richard Ali, Renee Hartis, Jennifer Smith, Patrick Furr, Margaret Desio, Ken Deal and Archie Morgan

NAYS: None

Item 3. **Zoning Map Amendment for the property located at 1107 Parker Street from R-MF (Residential Multi-Family) to R-10 (Residential High Density) and further identified as Tax ID #09-238-150A**

William Nance, Intern, Planning Department, came forward to introduce this item. He said this is a zoning map amendment request regarding property located at 1107 Parker Street. He said the subject property is currently zoned R-MF (Residential Multi-Family). He said the applicant is requesting a general rezoning of the subject property from R-MF (Residential Multi-Family) to R-10 (Residential High Density). He said the property is currently vacant.

William said the neighboring zoning classifications are R-MF, R-10, and a Conditional District to the west of the property.

William said the Land Development Plan indicates this area is in the Traditional Development District. He said the Traditional Development area surrounds the downtown core and is anchored by the City's most historic neighborhoods. He said the dense transportation network offers easy access to downtown. He said the design and scale of the neighborhoods encourage active living and affords residents the ability to live, work, and shop, within a walkable community. He said residential uses are a priority use in this designation.

William said the proposed rezoning is consistent with the Land Development Plan and staff is of the opinion that the proposed use is reasonable and within the public interest because of the neighboring R-10 designation.

William said a rezoning notification sign will be posted ten (10) days prior to the public hearing. He said an official rezoning notification letter will be sent to the adjacent property owners located within 150 feet, ten (10) days prior to the public hearing.

William said the planning staff recommends approval of the rezoning and he would be happy to answer any further questions. He said the applicant is also here to answer any questions you may have.

Margaret Desio asked William how big was the tract of land. William said it is .39 acres. Ms. Desio said would this hold two (2) houses. Keri said the lot is 16,000 square feet so they would not be able to subdivide. William said they would not be able to subdivide any further since it is at 16,000 square feet. He said in the R-10 district they would not be able to subdivide.

Chair said if you look across the street there are two (2) houses. Doug said they can only have one (1) house since it is 16,000 square feet. Margaret Desio said there is only 16,000 square feet and each house has to have 10,000 square feet. She said they can use 10,000 square feet for one (1) house but they would only have 6,000 square feet left. She said, therefore, they can only put one (1) house on that lot.

Patrick Furr asked why they are going from multi-family zoning. Margaret Desio asked if they can build a duplex. William said no.

Discussion was held on the R-MF and R-10 classifications. Doug said the R-MF is a high residential district in R-10. He said you cannot build a single-family house on R-MF so that is the reason for the rezoning. He said R-MF is a more intense multi-family. He said R-10 is a less intensive district than R-MF.

Chair asked if they can build four (4) houses on less than an acre. Doug said no because R-10 means a 10,000 square foot lot. He said if there is 16,000 square feet and they use 10,000 square feet for the house, there would not be enough room to put another house. He said they could not subdivide the property any further. He said this is a general rezoning and you cannot put conditions on a general rezoning like a conditional district.

Chair asked how many houses are they planning to build. Doug said one (1) that is all they are allowed to build.

Jennifer Smith asked if they can make a duplex out of the house. Doug said you can do a duplex in R-MF but they only want to do a single-family home. He said you cannot do a single-family home in the R-MF district. He said this is the whole purpose of the rezoning.

Patrick Furr asked how close is this property to the Historic District. William said this is in the portion of Parker Street that is below Sunset Drive. He said it is not close to the Historic District. Jennifer Smith said it is past the Food Lion. Renee Hartis said it is near Treehouse Vineyards. William said yes, the conditional district you see across the street is Treehouse Vineyards.

Chair asked if there were any further questions. There were none.

Chair asked if there was anyone here who would like to speak in favor of this project.

Mr. David Long came forward and said he is the General Contractor and partnering with the landowner. He said they did not realize it was zoned multi-family and went ahead and created plans to build an 1,800 square foot ranch-style house. He said that is all they are trying to do. He said just one house with as big a backyard as they can possibly get.

Chair asked if there was anyone here who would like to speak against this project. There was no one.

Chair asked for a motion.

Motion: Margaret Desio made a motion to recommend adoption of the Resolution Approving the Land Development Plan Compliance.

Second: Jennifer Smith

Action: The motion to recommend adoption of the Resolution Approving the Land Development Plan Compliance passed unanimously with the following votes:

AYES: Mary Ann Rasberry, Richard Ali, Renee Hartis, Jennifer Smith, Patrick Furr, Margaret Desio, Ken Deal and Archie Morgan

NAYS: None

Motion: Margaret Desio made a motion to recommend the adoption of the Ordinance amending Section 156.106 - Official Zoning Map.

Second: Renee Hartis

Action: The motion to recommend adoption of the Ordinance amending Section 156.106 – Official Zoning Map passed unanimously with the following votes:

AYES: Mary Ann Rasberry, Richard Ali, Renee Hartis, Jennifer Smith, Patrick Furr, Margaret Desio, Ken Deal and Archie Morgan

NAYS: None

Item 4. Zoning Map Amendment for the property located along W. Highway 74 from GB (General Business) to Conditional District “Exchange Apartments” and further identified as Tax ID #s 09-339-033-B, 09-339-159 and 09-339-160

Doug Britt, Senior Planner, introduced this item. He said this is a Zoning Map and Text Amendment request for the properties located along W. Highway 74 near the intersection of Wilson Avenue. He said the applicants have requested a Conditional District to develop a market rate apartment complex. He said the total area of the project is 16.2 acres with 11.1 acres of open space.

Doug said the Conditional District rezoning process is a voluntary process with mutually agreed upon conditions by the applicant and the City. He said the Conditional District rezoning is a site specific rezoning that creates its own set of requirements.

Doug said the property is along Highway 74 near Wilson Avenue. He said Melody Drive backs up to the property. He said the property is zoned GB (General Business) which is retail sales, service and restaurants, Target, Walmart, things of that nature. He said the properties to the west are GB. He said properties to the north, off Highway 74, are GB. He said properties to the east are GB and portions of Wilson Avenue are R-20 (Residential Low Density). He said properties to the south are R-20 and a little bit of GB.

Doug said the applicant is requesting a Conditional District in order to develop a 242-market rate apartment complex. He said the project will be comprised of seven (7) three-story buildings. He said the applicant also has an amenity area. He said the project is comprised of 24 three (3)-bedroom units, 146 two (2)-bedroom units, and 72 one (1)-bedroom units. He said the density of the project is a total of 14.9 units per acre. He said as far as open space, the Ordinance requires that multi-family projects provide 50% of open space. He said in that case, based on the 16.2 acres there would be a minimum required of 8.1 acres of open space. He said the applicant in this case has provided 11.1 acres of open space of 68%. He said the buildings themselves are not considered open space, nor is the parking lots.

Doug said the Ordinance also requires multi-family projects to provide a 50-foot landscape buffer in order to screen the project from adjoining land uses. He said the applicant has provided a landscape plan that includes a mixture of large maturing deciduous trees in order to satisfy the intent and spirit of the Ordinance. He said, additionally, the applicant has provided a streetscape buffer along W. Highway 74 and parking lot landscaping as required by the Ordinance.

Doug said the applicant intends to leave the buffer as much undisturbed as possible but if they do have to plant something for grading purposes, it will be something required by the Ordinance. He said most developers, if they can, will utilize the existing tree canopy. He said the idea is to keep as many mature trees as possible, not take down trees only to plant new trees. He said regardless, they will have a 50-foot landscape buffer around the site, with the exception of the front. He said the front is usually anywhere from an 8-10 foot streetscape buffer as required throughout the Ordinance.

Doug said all streams located on the site will have a 50-foot undisturbed buffer on both sides as required by the Ordinance.

Doug said the applicant will be required to provide both water quality and water quantity stormwater measures. He said he knows there are residents here who will be speaking about the stormwater in the area. He said if this project is approved by City Council, then stormwater management will be reviewed by the Engineering Department at the time of construction plan review. He said what will happen is the water that leaves the site post construction should not be increased as it is in preconstruction. He said that is why there are holding ponds on the site that will hold the water. He said as required by the State, they are

required to treat the water before it leaves the site to remove the sediment. He said this is done through sand filters to remove impurities from the water before it leaves the site.

Doug said the Ordinance requires the site to provide 557 parking spaces. He said the applicant has provided 564 parking spaces in this case.

Doug said the project has an access point, a right-in and right-out on Highway 74 which means you can only get into the project by turning right. He said if you go to leave the project you can only turn right. He said there is a U-turn right across the street from the project. He said there is also access off Melody Drive. He said that access is supposed to be gated and it will be a siren-activated gate that will only be operated for emergency purposes. He said it will not be available for residents of the apartment complex. He said there are residents that will speak about this because of concerns about the emergency access gate. He said the gate siren will have to be at a certain decibel level for it to be activated and opened.

Doug said the Engineering and Fire Departments require that if there are more than 100 units or 100 lots (When he talks about units he is referring to apartments and when talking about lots, he is referring to single-family) there be two (2) access points. He said the developer in this case, knowing that Melody Drive is a narrow street, is not proposing a full access there, only emergency access. He said this was approved by Fire and there were no improvements recommended for Melody Drive from the Engineering or Fire Departments.

Doug said the project was required to do a Traffic Impact Analysis (TIA) based on the number of units. He said the only thing that came out as far as improvements or recommendations for that was a right deceleration lane along Highway 74. He said there was nothing required on Wilson Avenue. He said the only thing that came out of the traffic study was the addition of the right decel lane on Highway 74 turning into the project. He said the TIA was reviewed by the City Engineer Department as well as NCDOT.

Doug said all the drive aisles and parking spaces will be privately owned by the owner or applicant. He said they will be privately maintained with no City responsibility for any kind of maintenance.

Doug said the developer of these apartments will have to do a ten (10)-foot multi-use path at the property frontage along Highway 74. He said multi-use paths are just wide sidewalks. He said many times they do eight (8) feet but they will be required to do ten (10) feet. He said there will be sidewalks throughout the interior project to connect the buildings to the parking spaces.

Doug said this project does fall within the Rocky River Elementary, Monroe Middle and Monroe High School. He said the capacity rates are 78% for Rocky River Elementary, 92% for Monroe Middle and 72% for Monroe High.

Doug said the developer is proposing exterior building materials to include fiber cement, stone and/or brick. He said vinyl siding will only be used for eaves, soffits and windows. He said the minimum square footages will be:

One (1)-bedroom unit	600 heated square feet
Two (2)-bedroom unit	900 heated square feet
Three (3)-bedroom unit	1,100 heated square feet

Doug said the amenities provided for this project will be a gym workout room, a business center, a leasing office, a dog park, a swimming pool, a playground and a car wash. He provided pictures of the type of gates that will be on the back of the property. He said these are siren-activated gates. He said there are different ways you can activate the gate. He said one is called a "Knox box" which is a box that has a key in it. He said the applicant is open to different ideas but what they are proposing now is a siren-activated gate.

Doug showed the Future Land Use Map. He said the property is located in the Community Corridor and Suburban land use area. He said the Community Corridor talks about non-residential uses, multi-family and allows a density up to 10 units per acre. He said Suburban allows up to four (four units) per acre. He said this project is at 14.9 units. He said the project is over density and not consistent but staff does feel it is a reasonable use because it is located along Highway 74 and believes it is reasonable for that reason.

Doug said the applicant did have a neighborhood meeting on June 7, 2021 to discuss the project with the neighbors. He said there were about 25 or 30 people at the meeting. He said some of the items that were brought up were traffic, stormwater run-off, displacing the wildlife, having a multi-family project besides single-family and the idea of the apartments being three (3) stories next to single-family homes and just the development in general. He said there are neighbors that will bring these points up at this meeting as well as the developers when they make their presentation.

Doug said staff does recommend approval and he will be glad to answer any questions.

Archie Morgan asked Doug where this is located on Highway 74. Doug said it is across the street from where The Corral used to be located.

Chair said she was curious about the siren-activated gate. She said once the fire trucks get into the subdivision, they have to turn the sirens off. Doug said he cannot answer any question but he did say that there are different ways to achieve that rear access but the main purpose was that the applicant does not want to make it open for everybody. He said they want to limit it to Fire and emergency vehicles. He said Fire would not support the project without a secondary entrance in the rear. He said you can do what they call a Knox box, which is basically a box with a key in it. He said the box from the outside has a universal key that Fire has to unlock the gate and get in.

Chair asked if Melody Drive belongs to the City. Doug said yes, it is a City-maintained street.

Margaret Desio said her biggest concern in the effect this is going to have on Helms Park. She asked if there was any thought given to gating this project or putting fencing all around. Doug showed the site plan that showed proposed fencing and buffering. He said the fencing will not be on the property line but inside their site.

Archie Morgan asked if there would be elevators in the apartments. Doug said the applicant can address this question.

Doug said if this project is approved by City Council, the applicant will submit the construction drawings that are reviewed by all the departments as far as building code. He said when staff does a conditional district, drawings are routed to all departments for comments.

Jennifer Smith said it will dump a lot of traffic off Highway 74. Doug said yes. He said it is a tough sale for this project because it is zoned GB anyway. He said it will make an impact on Highway 74 and to Wilson Avenue no matter what is developed there. He said being zoned GB, a project can be developed

“by right”. He said what he means “by right” is that they would just have to meet the minimum requirements of the Ordinance and submit to our Permit Center. He said it would be reviewed and approved. He said there is no Planning Board or City Council meetings. He said it can be a restaurant, a McDonalds or shopping center.

Jennifer Smith said at the light at Poplin Place, if you go through at 6:00 pm, the traffic is just backed up all the way to WalMart. Doug said eventually Highway 74 is going to be widened to three (3) lanes.

Doug distributed to the Board a spreadsheet showing the number of units that have already been approved in Monroe. Short discussion was held on the numbers.

Margaret Desio asked if this project would have an impact on water and sewer. Doug said from talking with Russ Colbath, Water Resources, we are fine with water and sewer capacity.

Jennifer Smith asked Doug for the school districts. Doug said Rocky River Elementary, Monroe Middle and Monroe High. He said in talking with Don Ogram with the school system, he said “the proposed development is not expected to have an adverse effect on school enrollment or capacity”.

Chair asked if there were any more questions for Doug. There were none.

Chair asked if there was anyone here who would like to speak in favor of this project.

James Allen Lee of Helms, Robison, Lee and Bennett came forward and said he is here on behalf of Southern Realty LLC, the developer of this project. He said he is a life-long resident of Monroe; he has lived here his whole life. He said he takes pride in this City and what we do. He said we have had a community meeting and have made many changes to this plan in trying to accommodate the neighbors. He said we feel this is the right project, at the right place and at the right time. He said Monroe has some apartments but these apartments are located where you are coming from Mecklenburg County or Indian Trail into Monroe. He said this is the gateway, right by Rocky River Road. He said we need something good there. He said it will be a nice looking apartment complex for young people to live in. He said he has heard all about the traffic and he agrees. He said he does not want to drive in traffic either but this is the major corridor we have in Union County. He said this project is located on Highway 74. He said there is not a bigger road or a better place to put this. He said in his opinion we need to infill around the major corridors. He said we have done a lot of things to try to accommodate the neighbors. He said he spoke to Chief Ron Fowler about the secondary access at the back. He said Melody Drive is not conducive to having traffic coming in and out. He said we do not want that but we need a secondary access because emergency people need to come in. He said at the community meeting it was said that we will have sirens going all the time. He said the primary access is Highway 74. He said most calls will come from Bakers Fire Department. He said they will come down Rocky River Road and come in the main entrance. He said Chief Fowler said they can’t say they will never use that back entrance. He said, however, the developer is amenable to any reasonable request regarding the project. He said he at this point he will turn this over to Sara Shirley, American Engineering, and she has some specifics to go over the project.

Sara Shirley came forward and said she is with American Engineering in Charlotte, NC. She said they just want to reiterate that they are genuinely excited about this project. She said it is needed for the City of Monroe. She said the City needs Class A, high quality apartments to meet that market demand. She said right now there is a lack of young professionals, newly single or single people, empty nesters, people who are looking for a low maintenance lifestyle. She said there is not a lot of choices to stay in the City in order to make that happen.

Ms. Shirley went over the changes that were made after hearing from the community. She said the neighbors were concerned with:

Proximity of Buildings to the Property Line

She said they changed the entrance based on NCDOT comments. She said instead of it crossing where there is a median break on 74, we have it crossing closer to Wilson Avenue where we can control that right in, right out access. She said they also moved two (2) buildings away from the property line. She said those buildings were rotated so there are no windows facing the adjacent property. She said they also extended the fence. She said it is not just a six (6)-foot privacy fence but there is a evergreen hedgerow and vegetation going in to help soften the fence and screen the headlights.

Water Flow

She said the highest point on the site is the southeast corner. She said everything drains to the northwest corner. She said this is why you see the areas reserved for stormwater compliance in these corners because that is how the site is sloping. She said they will use the stormwater ponds and/or stormwater measures in those places to catch the majority of the stormwater on site.

Melody Drive Access Entrance

She understands the concerns and wants to gate off the access however the Fire Department deems compatible with their own use, whether it is siren activated or a Knox box. She said this is a solution that we do not know right now. She said, however, their intent is to keep it permanently closed unless there is an emergency.

Commercial Zoning vs. Residential

She said in terms of the density and intensity of use on the site, residential use, even if it is apartments, is still less dense than a commercial use on the site. She said this is due to the hours of operation for a commercial site, the number of patrons vs. a residential site and the apparent nature of people to sleep at night.

Ms. Shirley said there are a couple of things that we worked through and changed as part of the plan. She said they are looking at good, quality design and beautiful spaces that people want to inhabit. She showed some pictures of the proposed site: fitness center, playgrounds, community gathering spaces, dog parks, etc.

Ms. Shirley said she is available to answer questions. Patrick Furr asked Ms. Shirley if this project going to be irrigated throughout and does it have a nice entrance design with landscaping, plus street lighting with interior lighting. Ms. Shirley said yes. She said this project comes with a Licensed Landscape Architect.

Patrick Furr asked Ms. Shirley if she can provide a picture of some of your other projects. Ms. Shirley said they can provide this but she does not have this for the presentation tonight.

Chair asked if there was going to be a clubhouse. Ms. Shirley said within the main building, they carve out the bottom four (4) units to be the clubhouse. She said it will be the leasing center, fitness center and gathering room.

Jennifer Smith asked about the pool area. She asked if the pool would be in the front center of the main building as in the picture. Ms. Shirley said yes. Ms. Smith also asked if there would be fencing. Ms. Shirley said pool standards are very strict and there is almost always a state standard that requires pool fencing with a gate. She said there would be a fence and gate around this pool.

Chair asked about the building color. Ms. Shirley said we have a local architect and this is one suggestion. She said we can provide different color palettes.

Jennifer asked if the same apartment sizes are all on one floor. Ms. Shirley said they are mixed. She said there might be two (2) one-bedroom apartments on the same floor with a two (2)-bedroom apartment.

Jennifer Smith asked what rent would be for a 600 square foot apartment. Ms. Shirley said she is not sure what the range is. She said market pricing comes in play when they come on line. She said what the price is now is not what the price would be in two (2) or more years.

Patrick Furr asked about elevators. Ms. Shirley said there would be no elevators. She said the steps are inside. She said there is usually a breezeway that is in the middle and the stairs are right beside.

Archie Morgan said if this project is approved what is the projected date for completion. Ms. Shirley said after approval we have to go through civil design first. She said that would take about a year or so. She said if they had all their ducks in a row they could potentially break ground sometime in the second quarter of 2022.

Ken Deal asked if the manager of the complex is going to be a 24/7 site manager who is there after the office closes. Ms. Shirley said usually what happens is that there is an emergency number that is available to call. She said the office itself might be closed after a certain hour but there is an emergency number to call. She said it would be a maintenance-type person.

Ms. Shirley said it is her understanding that the rear gate, once it is opened, doesn't stay open perpetually. She said it closes after a certain amount of time.

Jennifer Smith asked if you would have to key in a code to open the gate. Ms. Shirley said no, that would only be for residents that need to access the gate. She said this a security gate purely for the purpose of the fire department. She said it will be a key that only emergency personnel have or the siren is pushed and the gate will open up.

Chair asked if there were any more questions for Ms. Shirley. There were none.

Chair asked if there was anyone else who would like to speak in favor of this project. There was no one.

Chair asked if there was anyone who would like to speak against this project.

The following people spoke against the project:

- Ruth Helms
- James Main
- Linda Price
- C.W. Ford
- Tommy Outen
- Jeffrey L. Helms
- Terry Bolick

Concerns:

- Stormwater flooding on their property; apartment property maintaining water flow of water.
- Access gate on Melody Drive. With 500 or 600 people living in apartments there will be emergency calls all the time. Emergency calls not just for fire but also for police, ambulances.
- Additional traffic due to people living at apartments.
- Streets not paved in years and not wide enough.
- Wilson Avenue used as a cut-thru. Problem with trucks going through Helms Park, even with No-Thru signs put up by the City.
- People are not invested in apartments vs. owning a condominium.
- People who live in Helms Park should be taken into consideration.

Linda Price distributed a petition against the project signed by a majority of the residents of Helms Park

Patrick Furr asked Sara Shirley and James Lee to come forward so that he may speak to them. He said there is a water situation that needs to be addressed. He said the City of Monroe is not going to address it. He said he knows this would come out of your pocket. He said this seems to be a major factor. He said he knows you cannot do anything about the roads. He said this project can be tabled. He asked if there was any way you can all come together and talk this over. He said there should be 60-inch pipes to get these people out of their water situation.

Mr. James Lee said this property is downhill so it drains through this property. He said after listening to everyone, there has been a problem on this property down the creek where it is backed up. He said DENR comes in and tells you that you have to have a stormwater plan for this property. He said we cannot create more problems. He said he agrees, we cannot stop the water that is coming to them but we can keep that from increasing. He said we are required to do this and that is part of their plan.

Patrick Furr asked Mr. Lee if you would be willing to go back and look at this problem.

Ms. Sara Shirley said part of the scope that we have to do is look at offsite drainage. She said that will be taken care of as part of this process. She said we have to do an evaluation of all offsite drainage that comes to their site. She said if there is a problem that exists, we have to take care of it. She said that is already a given.

Patrick Furr said this is for your site but the problem is off your site. Ms. Shirley said she understands but drainage doesn't abide by property lines so you have to take care of things as they come onto your property. She said we have to look at the offsite drainage and remedy that if there is a problem.

Archie Morgan said from what he is hearing, your project is not going to contribute to their already flooded property because it runs downhill. Ms. Shirley said correct.

Ruth Helms (?) said they had two (2) engineers from the County that said they could not handle the property. She said she had one (1) from the City who said they couldn't handle the property. She said it is all backed up and all that. She said we had a pond down there at one time and it used to back up on us all the time. She asked what would happen with their pond. She asked if it is going to back up on them.

Ms. Shirley said it is a terrifying prospect of being in your house and the water is flooding. She said what happened as part of this is we have to do our due diligence. She said currently there is a problem. She said with the development that comes in you have to address that problem. She said that is the benefit of having to go through this process. Someone said to Ms. Shirley that the water has to be filtered in your pond and then there is a slower process. Ms. Shirley said what that means is when the water is filtered in those ponds

if filters out all of the sediment and all of the chemicals and things that get washed off as part of the rainfall. She said it doesn't slow the water to back it up; it meets the needs of the land. Someone said it has to slow it down; it has to go through its course. Ms. Shirley said there is also drainage that come through naturally the site now. She said that continues to be on its course and we have to make sure that it continues to be on its course. She said then there is what we are affecting on the property that we have to treat on the property with those ponds. She said there are two (2) different things that is happening at the same time that we have to balance to make it work. She said the benefit of us going through this Conditional District process is that we get to have this conversation and the questions get to be answered. She said if we were going to do this by right and build a Target or WalMart, there is no feedback that you get as part of that process. She said we are trying to come in as a good faith effort and be able to answer questions.

Patrick Furr said to Ms. Shirley that he understands what she is saying but he was trying to delay this so that you could go back and talk to people. He said you have nothing to do with the road in the back that has two (2) little 12-inch pipes and they need some help. He asked Ms. Shirley, as a builder, are you going to jump in and help your neighbors. He asked Ms. Shirley if you would be willing to put in along the backside of these houses some 12 foot Leland Cypresses. Ms. Shirley said we do have evergreen trees that are being put along the fence line. [Could not understand...several people talking.]

Patrick Furr said to the Chair that there seems to be some discussion that could take place and maybe the water problem can be solved or maybe it won't be solved. He said the road issue is a City issue which he understands going to be taken care of. He said he has nothing to do with this. He asked Ms. Shirley if they would entertain this idea. He said this request can be tabled so that you may discuss these specific problems.

Ms. Shirley said this happens as part of the process. She said we heard the neighbors and understand what their concerns are. She said we are saying that will happen throughout the rest of this process. She said this is a request for the use. She said all the design details are going to get worked out as part of the civil design process and we have to do that by law. She said we are willing to do that because we want to make a good project. She said we also want to be a good neighbor. She said they are saying that there is not a discussion that they have to have because they are already going to answer that question as a yes, we are going to help.

Mr. Lee said part of the issue is conditional zoning. He said we are having community meetings and having that back and forth between everyone trying to work these issues out. He said if this was zoned (by right?), and you could put this on here, we would be having a different discussion with staff and everyone else about all the specifics of the engineering. He said it is not all done yet. He said that is why it is a conceptual plan. He said we don't know if it can be done so you cannot spend all that money on final engineering. He said his client has made great accommodations. He said they are talking about 50 feet. He said...Mr. Furr said it is not an evergreen buffer. Mr. Lee said it is. Mr. Furr asked what kind of evergreens are there. Ms. Shirley said the native vegetation that is there is a mix of pines, cedar, hardwood varieties such as maples and oaks. She said it is mix of evergreen and deciduous. She said when you have a forest cover you have smaller canopies because everything is closer together. She said the benefit of putting in planted material is that you naturally give that planted material more space to grow. She said there will be a wider tree, a bigger canopy, so you will get more coverage. She said what we are doing is that we are keeping that existing vegetation but adding planted vegetation.

Jennifer Smith said to Ms. Shirley and Mr. Lee that it really is not your responsibility to help these people out and put in the large pipe to defer the water from their properties. She said you can work with them on this but what would the cost be for something like this. Mr. Lee said he cannot answer that question because he does not know what the cost of that is but he can tell you that we are regulatory required, when they put this plan together, to address the stormwater that drains onto this site. Mr. Lee said because the water drains

downhill so it will not go from our property back up to their property. He said the problem they are having is that the water is backing up either in the pipe under Nelda Drive or somewhere downstream. Ms. Smith said that is what she is saying; you really don't have any responsibility to help these people. Mr. Furr said other than working with your neighbors in trying to fix this.

Woman came up and said that property has been zoned General Business all along. She asked the Board if they would consider leaving it General Business. She said we know there could be a building but we would rather have that than apartments. She said she has friend on John Moore Road... [could not understand]. She said they built holding ponds and all this stuff and guess what. She said two (2) of the neighbors have already had to have their air conditioning and heating systems on their house replaced because it did not work. She said we don't want this.

Archie Morgan said he does not know if this is the best use for that property, with the water issues and traffic, but there is a real need for this project some place. He said that not everyone can afford a single-family home. He said the medium price for a home is now \$340,000. He said there is waiting list for some of the apartments we have, and they are not even that good. He said this looks like a nice apartment complex. He said it should go somewhere in the City. He said it is needed.

Renee said she agrees with Archie. She said she thinks it is a great project. She said any time something is built next to homes, of course you are fearful of what it is going to mean. She said it sounds to her like the people have really tried to mitigate all the concerns and they really want to have the people not be unhappy to see their apartments there. She said truthfully, she would rather have apartments there than some big box store or a bar where people are there until 2:00 a.m. hollering and carrying on. She understands both sides but she thinks Monroe needs this.

Chair said she understands the concern about the cut-thru between Highway 74 and Charlotte because she lives behind Chik Fil A and Rolling Hills Drive is a cut-thru.

Chair thanked everyone for coming tonight and sharing your concerns.

Chair asked for a motion.

Motion: Renee Hartis made a motion to recommend adoption of the Resolution Approving the Land Development Plan Compliance.

Second: None

Action: The motion to recommend adoption of the Resolution Approving the Land Development Plan Compliance failed due to lack of a second.

Motion: Patrick Furr made a motion to recommend adoption of the Resolution Denying the Land Development Plan Compliance.

Second: Richard Ali

Action: The motion to recommend adoption of the Resolution Denying the Land Development Plan Compliance passed with the following votes

AYES: MaryAnn Rasberry, Richard Ali, Jennifer Smith, Patrick Furr, Margaret Desio, Ken Deal and Archie Morgan

NAYS: Renee Hartis

Motion: Richard Ali made a motion to recommend denial of the Zoning Map Amendment.
Second: Patrick Furr
Action: The motion to recommend denial of the Zoning Map Amendment passed with the following votes:

AYES: MaryAnn Rasberry, Richard Ali, Jennifer Smith, Patrick Furr, Margaret Desio, Ken Deal and Archie Morgan
NAYS: Renee Hartis

Item 5. Annexation of 80.518 acres located along Weddington Highway and N. Rocky River Road and further identified with Parcel ID #s 09-375-014, 09-375-015, 09-375-015B and 09-375-015C

Zoning Map Amendment request for the property located along Weddington Highway and N. Rocky River Road from Union County R-20 to Conditional District (CD) “Villages at Rocky River West” and further identified as Parcel ID #s 09-375-014, 09-375-015, 09-375-015B and 09-375-015C

Keri Mendler, Planner, introduced this item and said tonight she will be presenting two (2) separate items under one presentation. She said the first item is an Annexation request and the second item is a Zoning Text and Map Amendment request. She said the applicant is requesting an Annexation and Conditional District rezoning in order to redevelop residential and commercial. She said the total area of the project is 80.518 acres with 21.53 acres reserved as common open space. She said the density of this project is 3.66 units per acre and the total acreage dedicated to the residential portion of the project is 65.59 acres. She said the total acreage dedicated to the commercial portion of the project is 14.92 acres.

Keri said the properties are at the corner of Weddington Road and N. Rocky River Road. She said the property is currently located in the County and it has an R-20 (Residential) zoning district. She said the adjoining zoning is also County R-20 and RA-20. She said there is also City GB (General Business) to the south across Weddington Road, as well as City Conditional District “Villages at Rocky River” which was done in 2018 for single-family residential development.

Keri said the applicant is requesting a Conditional District rezoning in order to develop a total of 295 housing units and 98,178 square feet of commercial space to include a 48,387 square foot anchor store. She said the breakdown of housing units is as follows:

- 107 attached townhomes with front load garages
- 17 52-foot wide front load garage single-family detached lots
- 62 40-foot wide rear-load garage single-family detached lots
- 81 village cottage rear-load garage lots
- 28 lofts on the upper story of a mixed-use structure

Keri said the proposed setbacks for the residential uses are located in your packet for reference. She said the commercial portions will maintain a 10-foot setback along Weddington Road and N. Rocky River Road. She said the interior setbacks will be a minimum of five (5)-feet with the exception of a 20-foot landscape buffer, which is being provided at the rear of the commercial.

Keri said the project is required to provide at least 12.5% open space, which would equal 10.06 acres. She said the total area of open space provided is 21.53 acres or 26.74%. She said the open space also includes a clubhouse, a pool, a large open space with walking trails in the northwest corner and several pocket parks, which will have walking paths, gazebos and a tot lot. She said commencement of the amenity area will begin no later than 50% of the certificates of occupancy being issued for the residential.

Keri said street trees will be provided along both sides of all interior streets. She said a landscape buffer will be provided around the perimeter of the site. She said the landscape buffer around the residential portion ranges from 20-feet to 50-feet. She said the landscape buffer around the exterior portion of the commercial parcel is 10-feet. She said, again, that it is along Weddington Road and N. Rocky River Road. She said as she stated earlier, they are also providing a 20-foot landscape buffer behind the commercial parcel. Additionally, she said each single-family lot and townhome will have at least two (2) yard trees. She said landscaping will also be provided throughout the commercial portion of the site, as well as parking lot landscaping.

Keri said a 5-foot wide sidewalk will be provided along both sides of the interior public road throughout the development. Additionally, she said an 8-foot wide sidewalk will be provided along Weddington Highway and N. Rocky River Road.

Keri said, as with all projects, the applicant will be required to provide stormwater management to treat the stormwater runoff for this project. She said the stormwater will be evaluated and reviewed if the project is approved by City Council at the building permit stage of the process. She said there is a blue line stream in the northwest corner and it will require a 50-foot buffer.

Keri said as far as the commercial uses, the following uses are proposed and listed on the site plan for the commercial and mixed-use portion. She said all of the uses are listed in the General Business current Table of Uses, Section 156.110. She said if there is a "Z" it means that the use will be allowed. She said if there is an "S" it means that a Special Use Permit must be obtained from the Board of Adjustment. She said additional uses are the neighborhood retail uses such as those offering basic services and frequently purchased goods to the immediate surrounding residential areas. She said for the most part, they will typically fall under the General Business table; however, they did list a number of specific uses which are in your packet and in the site plan.

Keri said additionally, they are requesting self-storage as an allowed use with interior access only. Also, she said gas station/convenience store with or without gas pumps, auto emissions inspection station, electric vehicle charging stations, ATM's, banks with or without drive-thru, and drive-thru service shall be permitted for any use as well.

Keri said due to the different uses and product types of this development, each type will be broken down as follows:

Townhomes (front load garage) – 107 units

The minimum proposed house size is 1,260 heated square feet. The exterior materials will be limited to fiber cement, stone, stucco, and/or brick materials. Vinyl will only be utilized for trim work. Additionally, 25% of the front façade will be brick and/or stone. Houses that are built on slab foundations will have brick, of standard size, extending up the face of the foundation to the top of the slab. All driveways will be paved with concrete or asphalt from the road to the garage and will be able to accommodate at least two (2) vehicles. All the end unit townhomes will have a standard two (2)-car garage and all the interior units will have at least a one (1)-car attached garage. All garages will have hardware that will mimic a carriage-style door.

40-Foot Wide (Rear-load Garage) – 62 units

The minimum proposed house size is 1,400 heated square feet. The exterior materials will be limited to fiber cement, stone, stucco, and/or brick materials. Vinyl will only be utilized for trim work. Additionally, 25% of the front façade will be brick and/or stone. With that said, a home that has a front porch that encompasses more than 75% of the front elevation is not required to have 25% of the front façade as brick and/or stone. Houses that are built on slab foundations will have brick, of standard size, extending up the face of the foundation to the top of the slab. All driveways will be paved with concrete or asphalt from the road to the garage and will be able to accommodate two (2) vehicles. All units will have a two (2)-car rear-load garage. Some of these will have attached garages and some will be detached, but they all will be rear-load from private alleys. All garages will have hardware that will mimic a carriage-style door.

52-Foot Wide (Front Load Garage) – 17 units

The minimum proposed house size is 1,400 heated square feet. The exterior materials will be limited to fiber cement, stone, stucco, and/or brick materials. Vinyl will only be utilized for trim work. Additionally, 25% of the front façade will be brick and/or stone. Houses that are built on slab foundations will have brick, of standard size, extending up the face of the foundation to the top of the slab. All driveways will be paved with concrete or asphalt from the road to the garage and will be able to accommodate two (2) vehicles. All units will have a two (2)-car attached garage. All garages will have hardware that will mimic a carriage-style door.

Village Cottage (Rear-load Garage) - 81 units

The minimum proposed house size is 1,400 heated square feet. The exterior materials will be limited to fiber cement, stone, stucco, and/or brick materials. Vinyl will only be utilized for trim work. Additionally, 25% of the front façade will be brick and/or stone. With that said, a home that has a front porch that encompasses more than 75% of the front elevation is not required to have 25% of the front façade as brick and/or stone. Houses that are built on slab foundations will have brick, of standard size, extending up the face of the foundation to the top of the slab. These Village Cottages will have rear-loaded garages to accommodate at least two (2) vehicles. In addition to the garage, there will be a 9 x 20 grass paved impervious parking area. This will allow flexible use of this space for parking and additional vehicle or utilizing the space for additional outdoor space for the homeowner. There is a shared driveway that accesses the rear and it would not be able to be utilized for parking, but it will be maintained by the HOA.

Commercial/Mixed Use with Lofts – 28 units

The Commercial exterior materials, including the mixed-use building with the lofts, will be limited to brick, stone, stucco or synthetic stucco, fiber cement, or similar. Wood, vinyl, metal, and mirrored glass will be prohibited materials for the Commercial/Mixed Use structure. This structure has a total of 83 parking spaces around it which would be utilized for the loft tenant, as well as the commercial tenants. A total of 424 parking spaces has been provided for the commercial parcel as shown on the site plan, and the outparcels will have additional parking once they are developed.

Keri presented the elevations for the proposed mixed-use structures showing the design and potential materials that would be utilized. She also presented the commercial site plan, which showed the anchor store with additional buildings proposed. She said there will be landscaping throughout this site as well along N. Rocky River Road and Weddington Road and the parking lot. She said there are three (3) proposed outparcels and they will have additional parking once they are developed for the end-user.

Keri also presented the proposed elevations for the commercial showing design and materials.

Keri said as far as the transportation requirements, this development will have a mix of public roads and private alleys so the rear of the townhomes will be accessed through the private alleys as well as the cottage homes. She said other than that there will be some private roads throughout the development that will be built to City of Monroe standards. She said all public roads will be maintained by the City of Monroe. She said all private alleys will be maintained by the HOA. She said the commercial parking areas and drive aisles will be maintained privately as well.

Keri said the proposal includes five (5) entrance points: two (2) on Weddington Road and three (3) on N. Rocky River Road. She said due to the number of lots in this development, a TIA (Traffic Impact Analysis) was required and conducted for this project. The following improvements are required for this development:

At the intersection of N. Rocky River Road and Goldmine Road:

1. Extend the existing southbound left turn lane along N. Rocky River at the intersection of Goldmine Road to accommodate 150-feet of storage.

At the intersection of Weddington Highway and N. Rocky River Road:

1. Construct a westbound right turn lane along Weddington Road with 125-feet of storage.
2. There is an existing NCDOT project on file to add left turn lanes at this intersection; the developer will be responsible for maximizing the storage of the left turn lane from where the NCDOT project stops and access # 3.

Access #1 (northern most entrance along N. Rocky River Road), this entrance is a full movement entrance.

1. Construct a southbound right turn lane into the development with storage.
2. Construct a northbound left turn lane into the development with storage.
3. Construct an exclusive left turn lane to exit the development with storage.
4. Construct a shared through-right lane to exit the development.

Access #2 (middle entrance along N. Rocky River Road), this entrance is a full movement entrance.

1. Construct a southbound right turn lane into the development with storage.
2. Construct a northbound left turn lane into the development with storage.
3. Construct dedicated left and right turn lanes to exit the development.

Access #3 (southern most entrance along N. Rocky River Road), this entrance is a right-in-right out entrance.

1. Construct a southbound right turn lane into the development with storage.
2. Construct a right turn lane to exit the development.

Access #4 (eastern entrance along Weddington Highway), this entrance is a full movement entrance.

1. Construct a westbound right turn lane into the development with storage.
2. Construct an eastbound left turn lane into the development with storage.
3. Construct dedicated left and right turn lanes to exit the development

Access #5 (western entrance along Weddington Highway).

1. Construct a westbound right turn lane into the development with storage.
2. Construct an eastbound left turn lane into the development with storage.
3. Construct a single exit lane to allow for left and right turns.

Archie Morgan asked Keri what she meant by storage. Keri said it is where cars can stack up, where the road tapers.

Keri said the development falls within the following school district for 2021 and 2022 school year:

Rocky River Elementary	78% capacity	School is right across from this development
Sun Valley Middle	98% capacity	
Sun Valley High School	85% capacity	

Keri said as far as the neighborhood notification, the applicant has not held a neighborhood meeting at this point but they are currently making arrangements to hold one prior to City Council. She said the official rezoning notification and annexation notification sign will be posted ten (10) days prior to the public hearing. She said an official rezoning notification letter will be sent to the adjacent property owners located within at least 150 feet, ten (10) days prior to the public hearing.

Keri said the Land Development Plan indicates that this area is the Suburban character area. She said while residential uses typically take the form of neighborhoods with uniform housing types and densities, a mix of housing types and lot sizes is preferred in these locations. She said commercial development mostly serves the need of nearby residents and often locates along corridors with higher traffic volumes and near prominent intersections. She said the density for residential is 2 – 4 units per acre. She said both single-family and multi-family residential and commercial uses are listed as priority uses in this character area. She said mixed-use areas are not listed as a priority use in this character area.

Keri said that staff does believe that the proposed project is consistent with the Future Land Use Plan. She said both residential and commercial uses are listed as priority uses. She said while there is a small mixed-use building as part of this project, overall the project has a separate residential portion and separate commercial portion whereas the mixed-use building is small in comparison to the overall site. She said, therefore, staff does believe the project is reasonable and in the public interest. She said it provides a mix of housing and lot sizes consistent with the allowable density and provides connection with the proposed commercial activity center.

Keri said she would be happy to answer any questions. She said the applicants are also here. She said as a reminder, this is an annexation and a rezoning so you will need to take action on both.

Archie Morgan asked if the road improvements would be required before construction. Keri said the applicants did have a meeting with NCDOT, the developer and our Engineering Department. She said they will have to work with NCDOT. She said if their project comes on board and construction starts before the NCDOT project starts, there will be some mitigation requirements to address the traffic if NCDOT's project lags behind.

Archie Morgan said he just does not see traffic dumping off of Rocky River and Weddington Road before the entrances are finished. Keri said she understands this. She said it looks like the construction timeline for the proposed project is 2025, but sometimes things do get pushed behind. She said, however, they did have a meeting and there will be requirements to mitigate traffic if this project happens before the NCDOT project.

Chair asked Keri if the developer will be able to build a certain number of homes before the road improvements are completed. Keri said yes, one of the requirements NCDOT has requested that the developer only plat build and sell no more than 50 lots before the road improvements will be required. She said in order to build them, the roadway improvements would have to be operational. Chair asked if

this includes all the entrances and exits. Keri said that is her understanding. She said it would probably depend on different phasing.

Chair asked about the development across the road. Keri said this was approved in 2018 and is going through the civil plans and construction drawing phase at this point. She is not sure when building will start. Chair asked how many units are going in this development. Doug said 184. Keri said single-family detached homes. Doug said the minimum house size is 1,400 square feet.

Archie Morgan said with the 184 units and the 295 units for this project, you are talking about a real nightmare before those roads are improved. Keri said the development across the road also had some transportation requirements as well, not any off-site requirements like Goldmine Road. She said they had some left turn lanes and decel lanes for that project.

Patrick Furr asked if this was in the ETJ. Keri said no; it is part of an annexation.

Chair asked if there were any more questions for Keri. There were none.

Chair asked if there was anyone here who would like to speak for this project.

Mr. Nicholas Parker, President of Amicus Partners, came forward and said he is the land planner and engineer for the residential portion of this project. He said there is not a whole lot to add to this presentation. He said Keri did a tremendous job. He said the intent of our design with this was to truly integrate it with the proposed commercial that Terry will speak to you shortly about. He said they wanted to make this a walkable community with varied product types. He said he thinks they put together a really, well-planned design. He said if there are any questions, he would be happy to answer them.

Chair said she likes the project but does not like the density. She said she also does not like the minimum square footage of 1,400 square feet. She said the project is great but Monroe has so much building going on and it all seems to her to be about the same size. She said we need some variety. She said with this project, there are going to be a lot of people that are going to really love to live here, but some of them are going to want a bigger house with more space. She said she would encourage you to rethink the density on this project.

Margaret Desio said she thinks some 1,400, 1,600 and 1,800 minimum square feet would be preferable.

Jennifer Smith said the house designs are great.

Patrick Furr said he thinks the problem is that we okayed 7,000 of these first time, starter homes, so that we are flooded with them. He asked if Publix is committed to this. Mr. Parker said he cannot say. Mr. Furr said the design is beautiful but he asked that the homes be a little bigger. He said you are going into Weddington, high dollar. He said this is a nice project.

Mr. Parker said he understands where everyone is coming from. He said he wanted to speak about what Mr. Morgan had said previously on the apartment request. He said home prices are rising. He said what you would pay for a 2,400 square foot house two (2) or three (3) years ago, you cannot buy that same house today for that same price. He said we are designing other projects and we see folks that appreciate the opportunity that they can have with a house that may be 1,400 square feet. He said it is going to be at \$300,000. He asked if that was a starter home right now, maybe it is, maybe it isn't. He said if we are questioning 2,200, 2,400 square feet, you are probably creeping up to \$450,000. Jennifer Smith asked what is wrong with that. Mr. Parker said not everybody can afford that.

Chair asked if we have to have all our developments geared toward people who cannot afford that price. She asked if we could have some houses for people that can afford that price. She said this has all we have been getting and there are not going to be any developments with larger homes.

Patrick Furr said he understands the demographics call for this type of housing but there are bunch of houses in Monroe and he cannot understand why we keep approving these houses that are 1,200, 1,400 square feet. He said his guest house is 1,200 square feet.

Chair said she would like to see a minimum of 1,400, 1,600 and 1,800 square feet.

Short discussion was held about the Village Cottage Homes.

Mr. Parker said we could make concessions about the Village Cottage homes and allow them to stay at 1,400 square feet. He said then the rear-load 40 foot lots would go to 1,600 square feet and the front-load to 1,800 square feet. He said if they would make that concession, would it make the Board happy. Consensus was yes. He said this would be made part of the conditions.

Chair asked if this would reduce the number of homes. Mr. Parker said he did not know. He said he feels that their density is, for where it is and what the Land Use Plan calls for, appropriate. He said he would be happy to make some concessions on the size of the homes to appeal to the Board but it would help them if they could maintain that density.

Chair said she is struggling with the lot sizes. She said she knows City Council is going to try and bump up the lot sizes. She said to Mr. Parker that he may run into issues when you go there. She said they do not like the 40 foot wide lots. She said [could not hear]. Mr. Parker said the cottages will be maintained by the HOA, as well as parks, driveways and private alleys.

Mr. Terry Taylor, the President of Mirabeland Investments, came forward and thanked the Board for hearing their presentation. He said Mirabeland is a full-service commercial real estate company headquartered in Marietta, Georgia, founded in 2005. He said they have developed numerous commercial real estate projects throughout the Southeast in the United States and most of their projects have been neighborhood-oriented shopping centers just like what was presented tonight. He said he personally has been entrepreneurial in commercial real estate development since 1995. He described his background in further detail.

Mr. Taylor said he is telling the Board this because he wants everyone to be comfortable with who is doing the shop. He said he has been personally involved with this project since the beginning and he will continue to be personally involved until it is complete. He said we are not a huge company but we are big enough. He said he and his company personally take pride in developing and managing quality projects.

Mr. Taylor said he wanted to thank Keri in the Planning department. He said he has been involved with zoning projects since 1995 and he does think that he ever had a planning department be so thorough in the initial process. He said he is happy to answer any questions regarding the commercial component because that is what he will be involved with.

Chair asked if there would be a Publix. Mr. Taylor said we showed those elevations because they were projects that we had done. He said he does not have at this time a commitment from any of those. He is not saying that he won't get one, but it is not unusual for him not to have it at this point. He said he has

worked with every grocery store chain that you can think of; we are talking to several. He said given the location and the quality of their development and the density of the homes around it, he said he feels like we will be able to bring in a quality grocery store. He said he thinks it is a fantastic location.

Archie Morgan said just to be clear [could not hear]. Chair said no, he said they were not going to reduce density.

Mr. Taylor said the roadway improvements will have to be done before we get the development going. He said that is what NCDOT requires. He said he does not think there is any question about that.

Chair asked if there was anybody else who would like to speak in favor of this project.

Mr. Greg Stephens came forward and said he lives at 522 S. Rocky River Road, 8/10s of a mile from this development. He said he is for this project. He said the Shell Gas Station on the corner has traffic going in and out of this station and it is pretty hectic. He said this intersection is key. He said from what he understands and he is not 100% sure of, is that Frank Howey is in the process of selling several hundred acres all around his farm, across the road from his farm, etc. He said if they put houses in there, the road won't handle all of that plus all of this. He said this is his concern. He said to the applicant to go for this, get it done, what are you waiting for. He said it won't do anything but increase the value of his property and that is what he is here for.

Chair asked if there was anyone else who would like to speak in favor of this project. There was no one.

Chair asked if there was anyone who would like to speak against this project. There was no one.

Chair asked if there was a motion.

Motion: Renee Hartis made a motion to recommend approval of the Annexation of 80.518 acres located along Weddington Highway and N. Rocky River Road and further identified with Parcel ID #s 09-375-014, 09-375-015, 09-375-015B and 09-375-015C

Second: Ken Deal

Action: The motion to recommend approval of the Annexation passed unanimously with the following votes:

AYES: MaryAnn Rasberry, Jennifer Smith, Renee Hartis, Patrick Furr, Margaret Desio, Ken Deal, Archie Morgan, and Richard Ali

NAYS: None

Motion: Renee Hartis made a motion to recommend adoption of the Resolution Approving the Land Development Plan Compliance with the condition that the minimum square footage be 1,400 square feet, 1,600 square feet and 1,800 square feet.

Second: Archie Morgan

Action: The motion to recommend adoption of the Resolution Approving the Land Development Plan Compliance with the added condition passed with the following votes:

AYES: Renee Hartis, Jennifer Smith, Patrick Furr, Margaret Desio, Ken Deal, Archie Morgan, and Richard Ali

NAYS: MaryAnn Rasberry

Chair asked for a motion on the Ordinance amending Section 156.98 – Conditional Districts Established and Section 156.106 – Official Zoning Map.

Motion: Renee Hartis made a motion to recommend the adoption of the Ordinance amending Section 156.98 - Conditional Districts Established and Section 156.106 - Official Zoning Map.
Second: Jennifer Smith
Action: The motion to recommend adoption of the Ordinance amending Section 156.98 – Conditional Districts Established and Section 156.106 – Official Zoning Map passed with the following votes:

AYES: Renee Hartis, Jennifer Smith, Patrick Furr, Margaret Desio, Ken Deal, Archie Morgan, and Richard Ali
NAYS: MaryAnn Rasberry

Item 6. **Reminder: Joint City Council and Planning Board Meeting of August 10, 2021**

Doug distributed the staff report and informational packets for this meeting. He said there is also a thumb drive which has the entire Unified Development Ordinance (UDO). He said at the meeting the Planning Board will be asked to make a recommendation on the Ordinance as well as the Zoning Map.

Item 7. **Other**

There was no other business.

Item 8. **Next Meeting – September 1, 2021**

Item 9. **Adjournment**

Chair said if there were no further questions, she would entertain a motion at this time to adjourn.

Motion: Renee Hartis made a motion to adjourn the meeting.
Second: Jennifer Smith
Action: The motion to adjourn passed unanimously with the following votes:

AYES: Mary Ann Rasberry, Richard Yercheck, Renee Hartis, Jennifer Smith, Patrick Furr, Margaret Desio, Ken Deal, Archie Morgan, and Richard Ali
NAYS: None

The meeting was adjourned at 9:00 p.m.

Respectfully Submitted,

MaryAnn Rasberry, Chair
Planning Board

Maryann Brown
Secretary to the Board

DRAFT

ATTENDANCE LIST

Planning Board Meeting of August 4, 2021

Name: David Long
 Agent For: Dunn Wright Const Holdings
 Address: 10101 White Cascade Drive
 City & State: Charlotte, NC
 Zip Code: 28269

Name: VENKATESHVAR SURESHVARAN
 Agent For: SINDA REALTY LLC
 Address: 10010 ANYSON PARK DR
 City & State: CHARLOTTE, NC 28227
 Zip Code: _____

Name: Linda Price
 Agent For: Helms Park
 Address: 2204 Wilson Ave
 City & State: Monroe, NC
 Zip Code: 28110

Name: PAT SARUILL
 Agent For: HELMS PARK
 Address: 2123 MELODY DR
 City & State: MONROE, NC
 Zip Code: 28110

Name: Terri Beeson
 Agent For: Helms Park
 Address: 2303 Wilson Ave
 City & State: Monroe, NC
 Zip Code: 28110

Name: Jeffery L. Helms
 Agent For: Helms Park
 Address: 2204 Wilson Ave
 City & State: Monroe, NC
 Zip Code: 28110

Name: Lucille Evans
 Agent For: Helms Park
 Address: 2203 Wilson Ave
 City & State: Monroe, NC
 Zip Code: 28110

Name: Antionette Stanford
 Agent For: Helms Park
 Address: 2305 Wilson Ave
 City & State: Monroe, NC
 Zip Code: 28110

Name: Grady Stanford
 Agent For: Helms Park
 Address: 2305 Wilson Ave
 City & State: Monroe, NC
 Zip Code: 28110

Name: Roberto Helms
 Agent For: Helms Park
 Address: 2201 Melody Dr
 City & State: Monroe, NC
 Zip Code: 28110

Name: Ruth D Helms
 Agent For: Helms Park
 Address: 2201 Melody Dr
 City & State: Monroe
 Zip Code: 28110

Name: James MAIN
 Agent For: _____
 Address: 2207 Melody DR
 City & State: Monroe NC
 Zip Code: 28110

Name: Ruolun Xiao
 Agent For: _____
 Address: 2207 Melody Dr
 City & State: Monroe NC
 Zip Code: 28110

Name: ROBERT YANACEK
 Agent For: _____
 Address: 513 ELIZABETH ST
 City & State: Monroe NC
 Zip Code: 28112

Name: Tampa Cynthia Denton
 Agent For: _____
 Address: 3410 Scotty Lane
 City & State: Monroe NC
 Zip Code: 28110

Name: Christa Tyson
 Agent For: _____
 Address: 11637 Red Dust Lane
 City & State: Charlotte, NC
 Zip Code: 28227

Name: Chels Ann 3 + Karen
 Agent For: _____
 Address: 3510 PRICE STREET CWT RD
 City & State: Monroe, NC 28110
 Zip Code: 28110

Name: GREG STEPHENS
 Agent For: _____
 Address: 522 S. ROCKY RIVER RD
 City & State: Monroe NC
 Zip Code: 28110

ATTENDANCE LIST

Name: _____
 Agent For: _____
 Address: _____
 City & State: _____
 Zip Code: _____

Name: Nicholas Prew
 Agent For: Amicus Partners
 Address: 35 Union St South
 City & State: Concord NC
 Zip Code: 27025

Name: Terry N. Taylor
 Agent For: Mirabeland Investments
 Address: 3535 Roswell Rd. Suite 57
 City & State: Maricopa GA
 Zip Code: 30062

Name: Minnae Leyva
 Agent For: _____
 Address: 64 GW Branch Road
 City & State: Monroe NC
 Zip Code: 28112

Name: Robert Bolick + Terrie
 Agent For: _____
 Address: 2080 Melody Drive
 City & State: Monroe NC 28110
 Zip Code: 28110

Name: _____
 Agent For: _____
 Address: _____
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**CITY OF MONROE
PLANNING BOARD
SPECIAL JOINT STRATEGIC MEETING
WITH
CITY COUNCIL
AUGUST 10, 2021 @ 4:00 PM**

Mayor Kilgore called the Planning Board Special Joint Strategic Meeting with City Council of August 10, 2021 to order at 4:00 p.m. He turned the meeting over to the Chair of the Planning Board.

Chair MaryAnn Rasberry called the Planning Board to order.

City Council Present: Mayor Bobby Kilgore, Mayor Pro Tem Marion Holloway, Council Member Lynn Keziah, Council Member Surluta Anthony, Council Member Freddie Gordon, Council Member Angelia James, Council Member Franco McGee

Planning Board Present PB Chair MaryAnn Rasberry, PB Vice Chair Richard Yercheck, PB Member Rich Ali, PB Member Margaret Desio, PB Member Renee Hartis, PB Member Jennifer Smith, PB Member Ken Deal and PB Member Archie Morgan (alternate, filling in for a vacancy)

Planning Board Absent PB Member Patrick Furr

Staff Present Interim City Manager Brian Borne, City Attorney S. Mujeeb Shah-Khan, Assistant City Attorney, Ashley Britt, City Clerk Bridgette Robinson, Bruce Bounds, Pete Hovanec, Matt Black, Lisa Stiwinter, Doug Britt, Keri Mendler, William Nance

Guests: Kimley-Horn and Associates: Kelley Klepper and Helen Spruill; Poyner Spruill: Nick Tosco; William Dobson, Michelle King

Item 2. Introduction

Lisa Stiwinter, Director of Planning and Development, came forward and thanked everyone for being here tonight. She said the purpose of this joint meeting is to request for Planning Board and City Council to consider a zoning map amendment request to rezone properties located within the City Limits of Monroe and the Extra Territorial Jurisdiction (ETJ) and a text amendment request to amend the Code of Ordinances to establish Chapter 157, a new Unified Development Ordinance (UDO). She said planning staff is seeking a recommendation from the Planning Board tonight and that recommendation will go before the City Council at their September 14, 2021 meeting. She said each of you should have received an agenda packet in the mail that includes a hard copy of the documents for tonight's meeting, and all the agenda packet information is located online as well. A copy of the PowerPoint presentation is attached to these minutes.

Lisa said it is with great excitement to bring before you the final stages of the Transform Monroe project, which is a rewrite to our UDO and Zoning Map update. She said the planning staff, with the assistance of Kimley-Horn and Associates, a national planning and engineering firm, had been working to develop a new UDO and update our Zoning Map over the last several years. She said Kelley Klepper and Helen Spruill are here tonight from Kimley-Horn and Associates. She said Poyner Spruill, a leading law firm in North Carolina, has provided the City legal assistance in performing the review for the new UDO. She said Nick Tosco is here from Poyner Spruill.

Lisa said this project has been a massive undertaking for the planning department and it has been one of our top strategic goals for the last ten (10) years. She said she wanted to thank City Council and Board Members for the funding and the opportunity, and management for supporting our goal to come to a reality.

Lisa also thanked planning staff and the consultants for all the years of hard work and time spent, as well as thanking all the members of our community that attended one of the four public open house workshops, participated in a stakeholder interview or just simply followed the project on the Transform Monroe website throughout the process.

Lisa presented some background history on the project. She said the purpose of this project is to develop a clean and user-friendly UDO that is consistent with the City's plans and policies and implements the relevant goals and recommendations that came out of Forward Monroe, the update to our Land Use Plan that was adopted in 2018. She said Forward Monroe and the Land Use Plan was designed as the City's blueprint for development, its growth strategy and the foundation upon which future land use decisions were based and prepared the community to accommodate future growth.

Lisa said Forward Monroe also included an action plan that provided a broad set of recommendations that provided additional detail in phases, responsibilities, costs and funding sources, and that provides guidance to staff in implementing the Land Use Plan. She said the action for Forward Monroe recommends approximately six (6) short-term, 2 – 5 year action items that relate to the rewrite of the UDO and the Zoning Map update. She said she was not going to go over all the action items but she wanted to mention one action item which is to complete the Transform Monroe project to rewrite the UDO and as well as update our Zoning Map to codify and adopt zoning standards that assist in implementing our future Land Use Plan. She said the new UDO and Zoning Map update does fulfill this action and serves as the most important information strategy for our Land Use Plan.

Lisa said the City of Monroe's current UDO and Zoning Map dates back to 2003 so it does not reflect the zoning and planning practices. She said with the adoption of Forward Monroe, the existence of some other adopted plans like Concord Avenue and the Downtown Master Plan, and changes in the demographics and development patterns, the City recognizes the need to update our UDO as well as the Zoning Map. She said as she mentioned, it is the main tool to implement the Land Use Plan to respond to community values and goals, policies and strategies that were identified in the Land Use Plan.

Lisa said, as mentioned before, planning staff and Kimley-Horn and Associates have been working together to develop the UDO and update the Zoning Map and there were specific goals that we were aiming to accomplish. She said one was to provide a more predictable set of land use regulations for the community, developers, City officials, by increasing the reliance on provisions of the Ordinance instead of special legislative approvals.

Lisa said we also wanted to update the format and structure to be more user-friendly, provide some graphics and illustrations within the Ordinance, and incorporate new and innovative zoning and land development strategies.

Lisa said Transform Monroe is the City's new UDO and is a consolidated document that contains all the land use and development requirements. She said it does implement the Land Use Plan and other small area redevelopment plans, as well as the Downtown Master Plan. She said it does address the recent amendments to the State's planning laws as you heard referred to as Chapter 160D. She said the new UDO and Zoning Map update applies to all the land within the City Limits and the ETJ. She said the Zoning Map update proposes to rezone all land located within the same boundaries in established various zoning districts.

Lisa said throughout the Transform Monroe process, planning staff and Kimley-Horn have held four (4) joint Planning Board and City Council meetings to present all proposed zoning Ordinance sections and zoning districts, answer questions and receive any feedback and input. She said there has also been four (4) public open house workshops that were held in various areas of the City. She said the purpose of those workshops were to discuss the proposed Ordinance sections, rezonings, as well as to receive input from the public. She said planning staff did mail a postcard inviting all property owners within the City to those workshops. She said there were over 10,000 postcards that were mailed. She said there was a project website that was created called Transform Monroe that has all the documents, Ordinance sections and maps. She said that website was on the postcard as well so if the public were not able to attend a workshop, they would be able to access the website and look at all the documents. She said there was even a tab that you could even submit a comment on any of the information.

Lisa said she wanted to point out one very important message to the Board and Council. She said although we have been working very hard over the years to develop a new UDO with the consultants, legal team review and staff review, we realize that if adopted, we will probably come before Planning Board and Council within the next six (6) months or so with an amendment because we probably won't get it right completely the first time. She said the only way we will really know if all the Ordinance sections are working properly is when we start utilizing the Ordinance.

Lisa turned the meeting over to Kelley Klepper to do his presentation.

Item 3. Transform Monroe – Rewrite to Unified Development Ordinance and Zoning Map Update

Mr. Kelley Klepper of Kimley-Horn came forward and said that this has been a total team effort. He said you have incredible staff. He said we have been working with Lisa, Keri and Doug for the better part of 2+ years. He also gave a huge shout out to the City's legal team and to Nick and the outside legal counsel.

Mr. Klepper said we have quite a lot of information and if you have had a chance to read the proposed UDO you will know that there is pretty much a series of changes that was proposed as part of this. He said as Lisa had stated last time, that it has been almost 18 years since the last major overhaul. He said there has been a lot that has changed since that time. He said when we were first tasked with identifying what is and what should, we started with Forward Monroe. He said we started with the Land Use Plan that the City adopted and approved to kind of set the vision moving forward as to what the City wants to be in the next 5, 10 or 20 years. He said we started looking at what is going on with the current UDO as it stands. He said we can spend an entire week going through all of this information. He said we are going to go through almost 500 pages of code in the course of about an hour. He said there is going to be a lot of high-level discussion. He said he wants to encourage questions, thoughts and ideas. He said if he cannot answer a question, Lisa and the team are here to answer, as well as the legal consultants. He said he will try to go through every component of this and at least get you in the ballpark as far as information.

Transform Monroe

Mr. Klepper said this is the City's proposed UDO. He said it is a total update of not only the current UDO but also the Zoning Map. He said you are going to hear him using many terms, many acronyms, and he said he apologizes if some of that slips out from time-to-time. He said if he starts to see some questionable looks, he will try to do his best. He said just raise your hand and he will try to make sure he addresses your questions. He said we are asking for a recommendation to move this forward to City Council for the September meeting.

Mr. Klepper said we are going to go section by section and he wanted to give you an overall introduction of what is Transform Monroe. He said it is the application and the implementation of Forward Monroe that was your long-range plan. He said this was a priority moving forward and there are a couple of things he wants to point out as part of this UDO that we have to take into consideration. He said the Forward Monroe plan sets the stage. He said your UDO, all of your standards, your regulations, your plans are supposed to be consistent with and based off that comprehensive plan. He said this is a dynamic, growing area. He said the Charlotte-Metro area is one of the fastest growing areas within the country. He said there is a reason. He said no matter what you do here, it is going to affect, and vice versa, other communities. He said a couple of things happened along the way. He said 160D comes into play, officially, which kind of forced us to morph and move a few things. He said Covid put us off schedule; otherwise, we would have been done with this several months ago.

What is Zoning?

Mr. Klepper said zoning is a very basic tool in that we are looking at land uses. He said we are looking at design and development standards and identifying properties within the City and within the ETJ on the map. He said we are color-coding the map to say this is what this means and within the UDO this is how that gets interpreted and defined. He said within each of those districts, within each component of the UDO, we get into things like density, setbacks, building heights, open spaces, parking, signage, design standards, and subdivision and development standards. He said there is a whole lot of information that goes on as part of this UDO, which is in essence the zoning code.

Mr. Klepper said there are a series of items that we will go through. He said we start with the foundations and review the Land Use Plan. He said we did an analysis or diagnostic of the current UDO. He said we interviewed staff, we talked to many different people, and then we started getting into the UDO development. He said then we started working with the legal team to refine certain aspects of it. He said, again, their input has been invaluable throughout this entire process. He said we are in-between Step 3 and Step 4. He said Step 4 is the ultimate adoption.

Proposed UDO

Mr. Klepper displayed the components of the existing and proposed UDO. He said right now there are 18 sections in the UDO. He said we are trying to define and clarify the sections and moving them into a maximum of 11 sections. He said we did not lose anything. He said sections were moved, morphed and put into other things. He said, for example, that Section 15 (Parking) of the current UDO was moved into Section 8 (Supplemental Standards). He said the big-ticket items are Sections 4, 5, 7 and 8. He said these are the traditional districts, the mixed-use districts, the uses, standards, and the supplemental regulations.

Mr. Klepper said the major changes:

- Creation of mixed-use districts
- Parking standards
- Signage
- Non-residential design standards
- Landscape & buffer standards
- Use definitions
- Chapter 160D compliance

He said there is a big focus on graphics to visually illustrate the term that we are talking about.

He said there are some things that came out of Chapter 160D:

- The ability for the City to use one base code districts
- Design and development components
- Administrative approvals (minor amendments not variance)
- Permit lengths for the various types of applications
- Vesting rights

Introduction

Mr. Klepper said this is the who, what, when, where and why of the UDO. He said it establishes the authority, says what we are doing and why, and says here is what is going to happen in these transitional times. He said we are going from the existing UDO to the new UDO.

Forward Monroe and Relationship to the UDO

Mr. Klepper said this is the relationship with Forward Monroe to the UDO. He said we are showing how the Land Use Plan, adopted in 2018, is tied between the two (2) documents.

Administration

Mr. Klepper said this is one of the bigger sections we have and one that we are still working through especially with input from the legal team. He said this section describes the different review bodies, whether it is the Planning Board vs. the City Council vs. the Historic District vs. the Board of Adjustment, etc. He said it identifies the various processes that we have, whether it is a land use amendment, a rezoning, a text amendment, or a variance. He said who gets to do what at what stage of the game. He said all of that is laid out in this section and we start looking at the main UDO itself. He said we actually called out each individual type of process that the City has with a flow chart that explains what is the step-by-step process, who is ultimately reviewing and making a recommendation, who actually has the authority to make approval or denial, and what happens if they get appealed at a certain point. He said this also gives staff the roadmap to say to someone, “we are doing a rezoning so here are the statutes you need to follow and here is what you can expect from a process standpoint.”

Traditional Zoning Districts

Mr. Klepper displayed a chart of both the existing and new zoning districts: residential, commercial, industrial, planned districts and mixed-use. He said there is a new district: neighborhood business. He said there are now two (2) industrial districts: general industrial and heavy industrial. He said there are two (2) new planned districts: planned commerce development and planned unit development.

Mixed-Use Zoning Districts

Mr. Klepper went over the groups that fall within Mixed-Use Zoning Districts. He said all the districts are consistent with Forward Monroe. He said each district has a different set of standards, different set of measurements and different set of flexibility.

Downtown Districts – There are two (2) districts, Central and the Gateway.

Community Corridor, Mixed-Use 1 – These are the areas around Hwy 74 and Rocky River Road as well as Dickerson Blvd. These are the highest intense areas for development or where we want to see increased development.

Community Corridor, Mixed-Use 2 – These are areas primarily around the Expressway, Morgan Mill Road, M.L. King Blvd. and Washington. This area is still intense but it is a little more of a step-down version.

Regional Corridor – These areas are more intensive and are along Rocky River Road, the Expressway, as well as Hwy 601.

Medical – This area is around the Hospital, Roosevelt, Franklin and Pageland. This is more of a hospital, medical campus.

Mixed-Use Zoning District Parking Standards

Mixed-Use Zoning District Incentives

He said Keri passed out 11 x 17 maps of the City Mixed-Use Zoning Districts.

Overlays

Mr. Klepper said many of the Overlay components are regulated by the State Statutes. He said we did not modify the boundaries of the Floodplain, Floodway, the Historic District or the Airport. He said language was updated from a terminology standpoint.

Uses and Standards

Mr. Klepper said this is where we identify the table that says here is your district, here is what you can do in that district and how we define that specific use. He said we went through the list of permitted and prohibited uses that the City had. He said we started looking at the best planning practices approach. He said we simplified the table and looked at it by groups (residential, commercial and industrial). He said we also added a cross-reference to this section that gets into use definitions with additional standards. He said

there is a list that gives staff the guidance of what a use entails. He said it is more clearly laid out. He said for any use that is not listed there is a provision in the UDO that lets staff apply standards to identify what is the closest use. He said every use is listed out and identified by district.

Mr. Klepper asked if there were any questions from either the Council or Planning Board at this time. There were none.

Supplementary Regulations

Mr. Klepper gave an overview of each section and said this is where we moved many of the design development standards so that they are under one section. He said there are ten (10) components to this:

- Subdivision Regulations (lots, connectivity, utilities, conservation standards, etc.)
- Signs (legal team will be very involved with this area)
- Landscaping, Buffering, Fences and Walls
- Parking and Loading
- Electronic Gaming Operations
- Adult Establishments
- Design Standards
- Open Space Standards
- Lighting
- Standards of Measurement

Nonconformities

Mr. Klepper said once we go from the existing UDO to something new we are always going to have nonconforming uses. He said for those items that are grandfathered in, the understanding is that the use that is legally there now can continue without repercussions or having to do something new. He said there is a period of time or if they want to change, then the new standards kick in at that point.

Definitions of Terms

Mr. Klepper said definitions are scattered throughout the UDO. He said there are the definitions that we have in Section 7 which talks about the drive-thrus, funeral homes, banks. He said these are the terms generally used throughout the UDO but are not specific to a specific type of use. He said this is the last section that gets done after the UDO is updated.

Mr. Klepper said before going to the Proposed Zoning Maps, he asked if there were any questions about the UDO before moving forward.

CM James asked if there were any rural areas within the City Limits. Mr. Klepper said there is not a “rural district” but there is a rural land use district that is two units per acre. He said what was R-40 is now similar to an R-20. He said there is no agricultural or rural residential component in there to begin with. CM James asked why there are no clustering options in low-density areas. Mr. Klepper said this was a discussion we had with staff. He said one of the things we were concerned about was in those areas, just maintaining the

fill for more density. He said when we start getting into medium and higher density, you start getting more open spaces and tradeoffs.

PB Member Deal said when you are talking about taking R-40 and R-20 and making it RLD, in effect what you are doing is reducing the density of R-40, one (1) unit per acre, so that standard goes away and everything becomes two (2) units per acre. Mr. Klepper said yes. PB Member Deal said you have taken away the rural area feel in some of the areas where surrounding homes are set on one (1) or more acres and now you are allowing two (2) homes per acre. Mr. Klepper said a city should not have agricultural or rural zoning, especially in a major market developing metro area such as this. He said it is an inefficient use of land in our opinion. He said he knows there are property owners that have more than five (5) acres. He said what you are going to start to see is most of those folks want to do something more because they do have two (2) or three (3) kids. He said if you have to provide services, you are paying more and the return on investment from the City's perspective (police, fire, water, and wastewater) decreases. He said it is a quality of life issue vs. land use and monetary discussion. PB Member Deal said he can agree with that but the point also remains that we have developers coming forward with wanting to put in new developments where they take 800 acres and then say they want to build 2.5 per acre. He said they put actual homes on the property but they are cracker boxes. He said we are asking people to pay \$500,000 for a cracker box, which some people will not do, and we are discouraging people who want to build a large family home and have a back yard, a front yard, a driveway and a rear-loaded garage. He said by setting this standard, you are taking our ability to look at these developments and ask for some larger homes so we can attract a different diversity of people into our neighborhood. He said, instead, what we wind up with is that we give the developer a tool to come in and build cracker boxes. He said they might give you a couple of homes on this side because the math works out for them. He said but on the other side, we are putting everybody in 750-square foot tinderboxes.

Mr. Klepper said in response to Mr. Deal, that you have the ability as a property owner to do one (1) house on five (5) acres. He said we are not saying that you have to do something other than you are doing right now. He said we are giving you the ability, if you did want to sell your land, to do a large lot estate subdivision, if that is what your market is. He said there is nothing in the UDO that says you have to do 10,000-square foot lots in this RLD. He said we are giving you the option to do that. He said we are still saying that it is a maximum of two (2) dwelling units per acre. He said if you want 2.5 units per acre, you have to go to a different district. He said most of the land that was sold in the City was actually R-20. He said the majority that we are proposing retains that residential low density. He said it is an option. He said we do not recommend having one (1) dwelling unit per acre in an urban community. He said this is up to the combined boards as to recommendation and approval.

PB Member Deal said his point is that if we take R-40 away, we have no say-so any longer. PB Member Morgan said it seems like you are making it look easier to put in cracker box neighborhoods. Mr. Klepper said the State says you cannot regulate what the house looks like, especially a one (1) or two (2) family dwelling. He said this is something he and Lisa discussed. He said two (2) dwelling units per acre is still a very low density. He is not saying that we need to be like Charlotte by any means. He asked Lisa if she was tracking comparisons of other communities in the State with a similar size as Monroe. Lisa said some of you may recall, and she thinks this was presented to City Council in May 2020; we had a whole strategic session on residential growth. She said we looked at some of the State statutes that stopped some of our abilities to regulate exterior materials for one (1) or two (2) family dwellings. She said State Statutes have now taken away our ability to regulate the square feet of a house. She said we also discussed how the City compared in our growth to other municipalities within our county. She said there are 14 municipalities in our county and our growth percentage was like 8% and number 11 in growth. She said we talked about how our densities compared to other municipalities that were similar in size of our population. She said what we are proposing is comparable to what some of the other municipalities, Indian Trail, Mooresville, Wake Forest, Matthews and Waxhaw. She said the density that is being proposed is similar to what our

surrounding municipalities are proposing as well. She said we have that presentation. She said she would be happy to send it to everyone again. She said we have looked at the densities that are being proposed within the zoning districts, and if you recall, they go hand-in-hand with the character areas that were established and identified within the Future Land Use Plan, which establishes where we want to grow and how we want to grow, and it did have a vision for different densities. She said this kind of surged to implement that land use vision that was identified in 2018 and adopted.

PB Member Yercheck asked Lisa if she knew who was the primary architect of most of the legislation that is kind of cutting us off at the knees. Mujeeb Shah-Khan said it is not just one individual in the General Assembly. He said it is multiple individuals in the General Assembly. He said what happens is they see a problem or they are told by a person in their district that the city would not let them do this or told them they had to do this. He said we then get a piece of legislation that says the city shall not. He said another issue then comes up and another representative from the General Assembly says he does not like that and tells the city they cannot do that either. He said there are a lot of people. He said we do have some that are looking at building inspections and those issues. He said there are certain members that are leading that but that is not the question you asked. He said on occasion we do see an anti-view of what we do in terms of regulating land use and development. He said if you want to blame anyone, blame the homebuilders and developers who provide contributions to members of the General Assembly.

PB Member Yercheck said he knows this but is just trying to figure out if he wanted to send an e-mail to somebody who has influence over everybody else that seems to be leading the charge. Mr. Shah-Khan said he does not know if it is fair to say that somebody is leading the charge but if you want to send a letter that has some impact, send it to members of our local delegation. He said some of them are involved and many of them have influence. He said some, not necessarily. He said you can also send the letter to all the members of the General Assembly.

Mr. Klepper said to add to what Mujeeb was saying, and he appreciates that perspective and information, you are not the only state that deals with this. He said there are many states out there that you cannot regulate one (1) or two (2) family dwellings. He said you cannot regulate architectural designs outside of the Historic District. He said there are certain states that say that, if you as a community do not process a specific application within this timeframe, it is deemed void [could not hear], whether or not it meets the code or not. He said Mujeeb is 110% correct. He said there is some interesting reading out there with various states.

Mr. Klepper presented the current zoning map. He said the gray area is the current R-20. He said the smaller tan area is along the northern extremes of the City. He said that is the R-40. He said as Lisa said, the areas that we have identified, as going from R-40 to the two (2) units per unit, are also areas that we have identified, because the Expressway was coming through at that time, as mixed-use activity centers. He said there are supposed to be a mix of uses and a higher density or intensity type of project. He said we really do not want a one (1) unit per acre right next to something like that. He said this is what is adopted as of today.

Lisa said all the gray is R-20 but it is residential. She said that is what is going to convert to RLD. She said a majority of the City zoning, as far as the RLD, is not changing. Mr. Klepper said he would get to Lisa the amount of acreage that is actually converting.

PB Member Morgan asked Mr. Klepper to explain the difference between R-10 and the RLD. Mr. Klepper said RLD is still two (2) dwellings per acre. He said R-10 is four (4) dwelling units per acre. He said if he is not mistaken, the R-10 went to RMD zoning. Lisa said that is correct.

Mr. Klepper said there were some handouts that went with the Zoning Map discussions. He said you will be able to see the comparisons of the densities as well as the development standards such as setbacks, height, etc. He said that is really a good piece of information for you to look at. Lisa said City Council and Planning Board should have these maps in their packets. She said they are also online.

Mr. Klepper said the maps will give you the before and after on the densities and design standards. He said R-10, which was defined as high-density, is now Residential Medium. He said what was RMF, which was the Residential Multi-Family, is now high-density. He said the densities are about the same.

PB Member Morgan said [could not understand]. Mr. Klepper said we are changing the color, but not changing the standards. He said the density is the same, the setbacks are the same, and we are just going from what was considered R-20 to a Residential Low, which is still two (2) dwellings per acre.

Mr. Nick Tosco said if you are worried about the density, there is going to be a conditional zoning process or planned district process. He said the City will still have a say. He said what this is referring to is the by-right zoning that is allowed and that is a different process. He said the chances of a huge developer coming in and developing a big subdivision by-right using R-20 is...he has not seen this very often. Mr. Shah-Khan said we have not seen this in the City.

Mr. Klepper asked Nick Tosco how many municipalities do you work with. Mr. Tosco said about [could not hear]. Mr. Klepper said most of the large-scale developers are a little more savvy and a little more adept at what they are doing. He said they will be looking more at that Conditional District. He said they are going to be looking at some of other differences because of the variations and things that they need. He said otherwise, they would be asking for a lot of variances to standards, whereas they can negotiate with the City for a Conditional District.

Mr. Klepper said the proposed Zoning Map looks very different and when you start comparing apples to apples, you will realize that there is not a big difference. He said for the most part it is the mixed-use areas that were called out by Forward Monroe and some of the changes in that. He said within the map series, we took the map and broke it out. He said in the graphics we have identified where the low-density is, where the medium-density is, etc. He said we wanted to make sure that the Concord Avenue Overlay [could not hear].

Mr. Klepper said the quadrant map was broken up so that it is a little easier to see and a little more detailed.

Mr. Klepper said we are hoping that we get a positive recommendation from the Planning Board so that City Council can hear this officially at its next meeting on September 14, 2021. He said we realize that there is probably a little more cleanup that we need to do so he will meet with the planning staff. He said we are asking for an approval recommendation while we modify minor terms and continue to move forward.

Lisa asked if there were any questions or comments about the proposed UDO or Zoning Map. Council Member James asked why the minimum lot sizes are so large for clustering. Lisa said for a cluster subdivision the minimum lot size is 5,000 square feet. She said that if a developer wants to do a development that is in a residential medium-density area, they can either develop it by-right and have 12,000 square foot lots at three (3) units per acre. She said if a developer wants to do a cluster subdivision where the lot sizes are a little smaller and they can preserve more open space, they can get an increased density of four (4) units per acre but the optional caveat is they do have to sign a waiver affidavit that they would adhere to our residential design standards. She said for by-right subdivisions, we can no longer require 1 – 2 family dwellings and do certain exterior materials. She said if they wanted to do the cluster option, then they can incentivize their project and do residential design standards. She said the cluster lot sizes are 5,000 square feet not 12,000 square feet.

Mr. Klepper asked Lisa if she was reading where it has to be a minimum of five (5) acres. Lisa said yes. Mr. Klepper said what we are saying is that in order to even do a cluster, it has to be at least five (5) acres.

PB Member Desio asked Lisa... [could not hear]. Lisa said each district has specific lot widths that are identified. She said for residential low-density, which converted the R-40 and R-20 to the residential low-density, has a minimum lot width of 100 feet. She said for the residential 10,000 square foot zoning district that is being proposed to go to the residential medium-density is a minimum of 75 feet lot width. She said this is for by-right subdivisions, so if the developer chooses to go through the Conditional District site-specific rezoning, he can request to deviate from these standards. She said we have very little of the residential high-density district, which converted our residential multi-family district. She said the minimum lot width is 70 feet.

Mr. Klepper said under the cluster, we proposed five (5) housing types. He said as part of a cluster you have to have at least three (3) of the five (5) housing types. He said you could not have all 50-foot wide lots. He said we also put in there to where it is three (3) housing types, whether it is 20,000 square feet or greater, 10, 20, 7500 or 5,000, and you have to have at least no more than 60% of any one housing type. He said if you are going to do the smallest lots, they cannot be more than 20% of total. He said we put in additional safeguards as far as clusters, but you still have to do these extra steps. He said that is part of the trade-off.

PB Member Desio asked if we had a minimum lot width in a cluster development. Mr. Klepper said it depends on the housing type. He said if you look at Section 4 of your code, page 9, under cluster, there is a table that talks about the cluster standards and the five (5) housing types are defined by lot size, lot width and any placement requirements. He said it talks about what size lots those are, what is the maximum percentage of a certain type, if they have to be internal or along the periphery. He said it also talks about additional buffering standards. He said from a clustering perspective, we tried to make sure that it is not just your clustering and all 50-foot wide lots.

Council Member Gordon said he had a discussion with Kelly and what he is telling you is this: the questions and concerns that you have on the Planning Board were addressed in 2018 and 2020. He said if we want to go back and make any changes to that now, we will not have this approved by January 1, 2022. He asked Mujeeb Shah-Khan if this is correct. Mr. Shah-Khan said yes.

Motion: Richard Yercheck made a motion to recommend the adoption of the Resolution Approving Land Development Compliance.
Second: Renee Hartis
Action: The motion to recommend approval of the Resolution Approving Land Development Compliance passed unanimously with the following votes:
AYES: MaryAnn Rasberry, Richard Yercheck, Richard Ali, Renee Hartis, Jennifer Smith, Margaret Desio, Ken Deal and Archie Morgan
NAYS: None

Motion: Richard Yercheck made a motion to recommend the adoption of the Ordinance Amending Chapter 157 – Establish New Unified Development Ordinance (UDO) and Official Zoning Map.
Second: Richard Ali
Action: The motion to recommend approval of the Ordinance amending Chapter 157 – Establish New Unified Development Ordinance (UDO) and Official Zoning Map passed unanimously with the following votes:

AYES: MaryAnn Rasberry, Richard Yercheck, Richard Ali, Renee Hartis,
Jennifer Smith, Margaret Desio, Ken Deal and Archie Morgan
NAYS: None

Item 4. **Adjournment**

Mayor Kilgore said he wanted to thank everyone for attending this meeting. He said he appreciates the Planning Board meeting with us also. He asked for a motion to adjourn.

Motion: MPT Marion Holloway made a motion to adjourn.
Second: CM Franco McGee
Action: The motion to adjourn passed unanimously with the following votes:

AYES: MPT Marion Holloway, CM Lynn Keziah, CM Surluta Anthony,
CM Freddie Gordon, CM Angelia James, CM Franco McGee, and
Mayor Bobby Kilgore
NAYS: None

Chair MaryAnn Rasberry asked for a motion to adjourn.

Motion: Richard Yercheck made a motion to adjourn.
Second: Richard Ali
Action: The motion to adjourn passed unanimously with the following votes:

AYES: MaryAnn Rasberry, Richard Yercheck, Richard Ali, Renee Hartis,
Jennifer Smith, Margaret Desio, Ken Deal and Archie Morgan
NAYS: None

The Special Joint Strategic Meeting with Planning Board and City Council adjourned at 5:20 p.m.

PB Special Mtg with CC on 8-10-2021
mab



August 10, 2021

Transform **M**onroe

City of Monroe Unified Development Ordinance (UDO)

AGENDA

- Introduce Transform Monroe
- Review entire UDO and Proposed Zoning Map
- Compare previous zoning districts to new zoning districts
- Recommendation for Approval





Introduction

- What is Transform Monroe?
- Significance of UDO
- Where Are We in the Process?

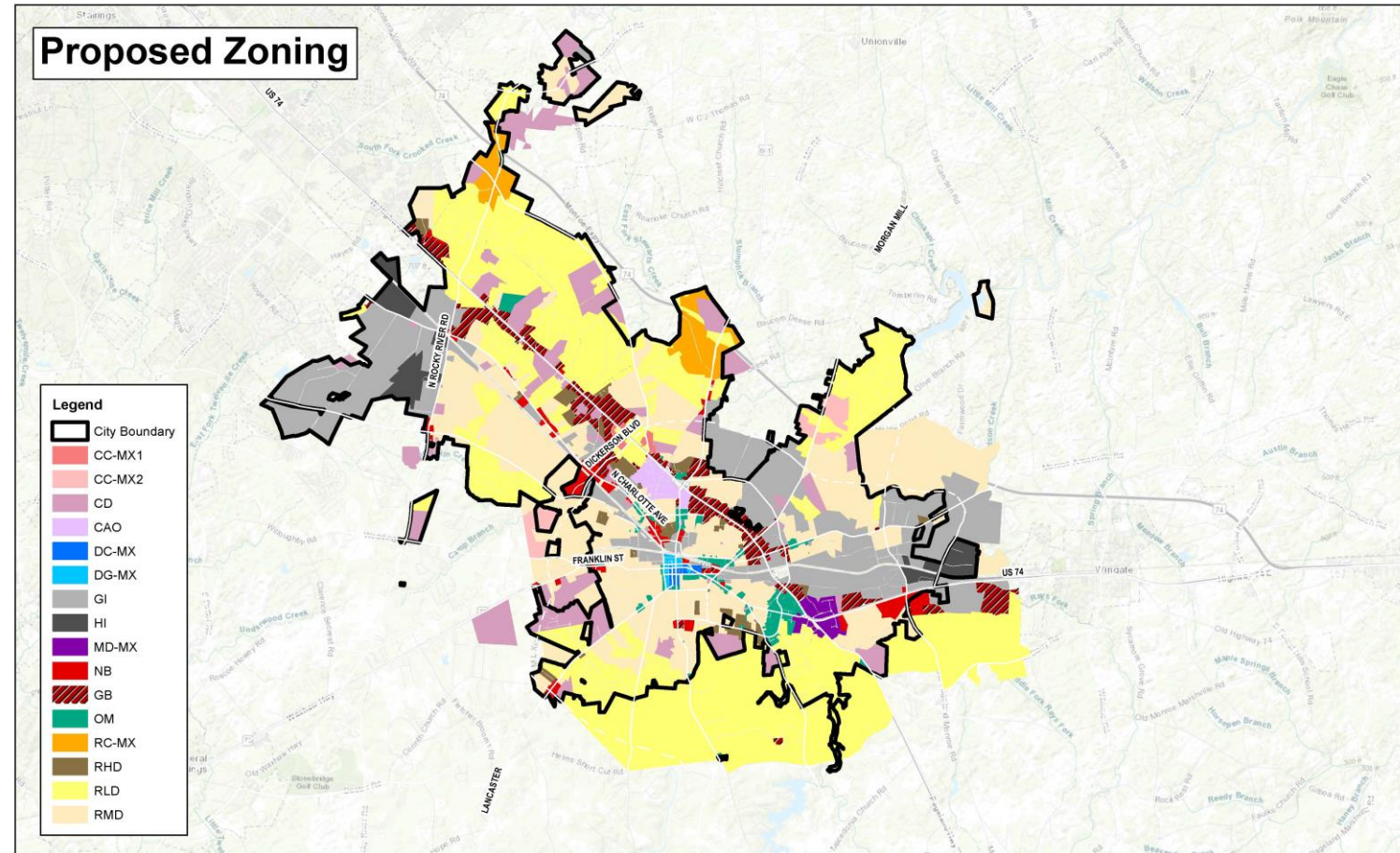
What Is Transform Monroe?

- In 2018, the City adopted *Forward Monroe* (long range planning and transportation plan).
- The plan recommended *Transform Monroe* as a priority.
- Transform Monroe is a new Unified Development Ordinance (UDO)
 - Provides consistency with *Forward Monroe*.
 - Result in a dynamic and progressive city that is a great place to live, work, and visit.
 - Provides a blueprint for how the city's physical environment will change over time.

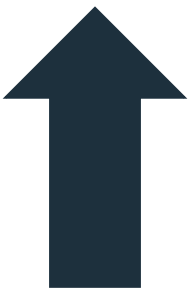


What is Zoning?

- Basic tool of land use
 - Zoning “Districts”
 - Land Uses
 - Permitted/Prohibited/Special Exception (By Permission)
 - Density/Intensity
 - Setbacks/Building Zones
 - Building Height
 - Parking
 - Signage
 - Landscape/Buffering
 - Design Standards
 - Other Conditions/Requirements



Where Are We in the Process?



**You Are
Here!**



Proposed UDO

Existing vs Proposed UDO Layout

Existing UDO

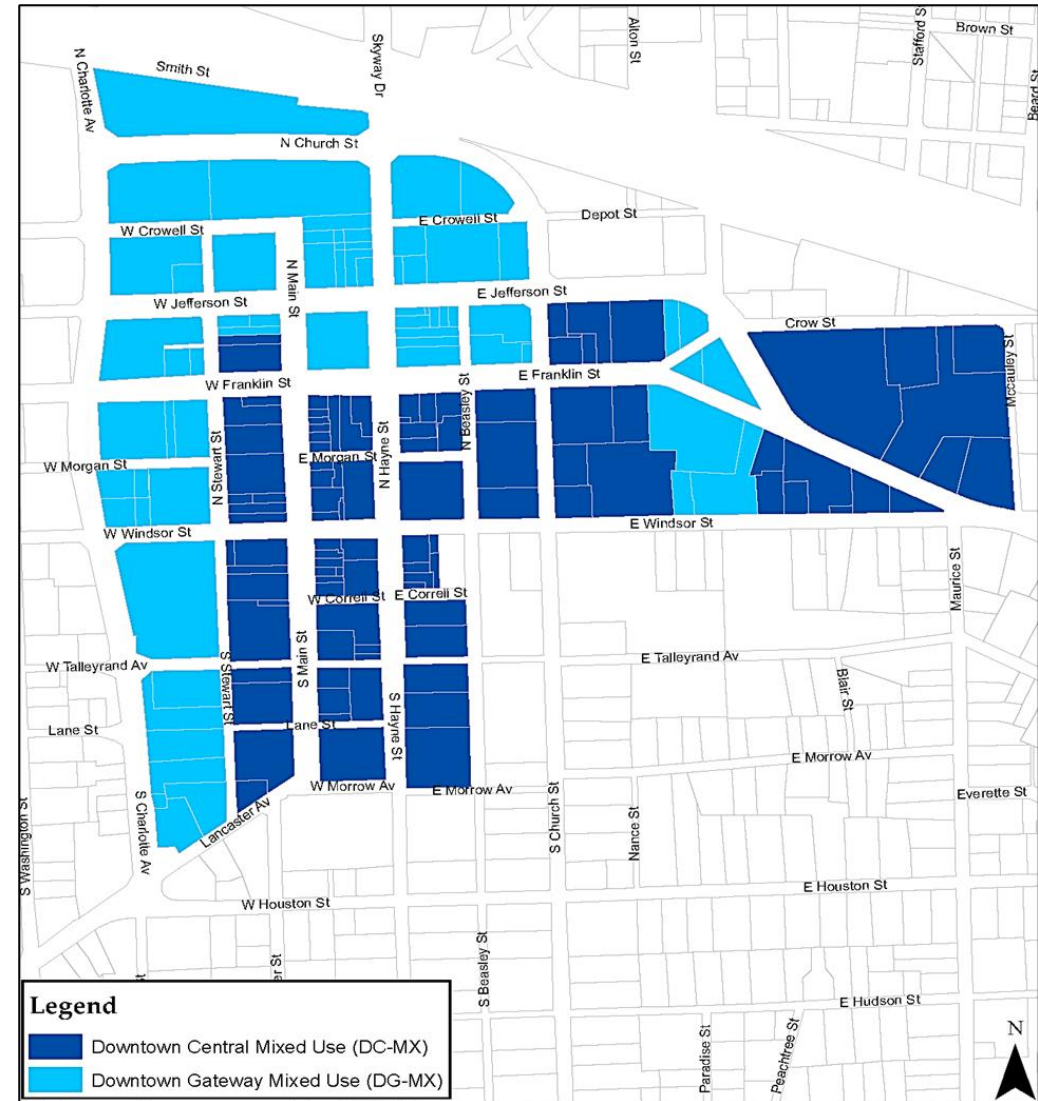
- Section 1 – General Provisions
- Section 2 – Basic Definitions and Interpretations
- Section 3 – Administrative Mechanisms
- Section 4 – Permits and Final Plat Approval
- Section 5 – Appeals, Variances, and Interpretations
- Section 6 – Hearing Procedures for Appeals and Applications
- Section 7 – Enforcement and Review
- Section 8 – Nonconforming Situations
- Section 9 – Zoning Districts and Zoning Map
- Section 10 – Permissible Uses
- Section 11 – Supplementary Use Regulations
- Section 12 - Density and Dimensional Regulations
- Section 13 – Recreational Facilities and Open Space
- Section 14 – Floodways, Floodplains, Drainage, and Erosion
- Section 15 – Parking
- Section 16 – Historic District Regulations
- Section 17 – Screening, Landscaping, and Tree Preservation
- Section 18 – Amendments

Proposed UDO

- Section 1 – Introduction
- Section 2 – Forward Monroe and Relationship to the UDO
- Section 3 – Administration (Review Process)
- Section 4 – Traditional Zoning Districts
- Section 5 – Mixed-Use Zoning Districts
- Section 6 – Overlays
- Section 7 – Permissible Uses and Standards
- Section 8 – Supplemental Regulations
- Section 9 – Wireless Telecommunication Facilities
- Section 10 – Nonconformities
- Section 11 – Definition of Terms

Major Changes/Additions

- Creation of Mixed-Use Districts
- Parking Standards
- Signage
- Non-Residential Design Standards
- Landscape & Buffer Standards
- “Use” Definitions
- *Chapter 160-D Compliance*





Chapter 160D

Chapter 160D

1. Eliminates Combined Conditional Use/Special Use
 - Cannot have district with “just” special uses
2. May use FBC or districts
3. Conditional Zoning requires “consent”
4. Administrative Approvals (minor amendments not variance)
5. Permit “Lengths”



Section 1

Introduction

Section 1 – Introduction

1.1 – Title, Intent and
Applicability

1.2 – Zoning Map

1.3 – Zoning Districts

1.4 – Transitional Provisions

Establishes authority and intent
of the UDO

Applicability

Official Zoning Map

Transitional Provisions





Section 2

Forward Monroe and
Relationship to the UDO

Section 2 – Forward Monroe and Relationship to the UDO

2.1 – Purpose of Forward Monroe

Forward Monroe is the City's blueprint for development and growth

2.2 – Purpose of the UDO

Adopted in April 2018

Guides future citywide plans

The UDO implements the policies and goals of Forward Monroe





Section 3

Administration

Section 3 – Administration

3.1 – Purpose

3.2 – Summary Development Process Table

3.3 – Review and Decision-Making Bodies

3.4 – Review Processes

3.5 – Regulatory Provisions

Establishes Development Review
Processes and Guidelines

Establishes Review Bodies:

- Planning and Development Director
- Technical Review Committee
- Board of Adjustment
- Planning Board
- Historic District Commission
- City Council



Section 4

Traditional Zoning Districts

Section 4 – Traditional Zoning Districts

4.1 – Introduction

4.2 – Residential Zoning Districts

4.3 – Commercial Zoning Districts

4.4 – Industrial Zoning Districts

4.5 – Planned Districts

4.6 – Conditional Zoning

Section 4 – Traditional Zoning Districts

- Establishes Traditional Zoning Districts and development standards including **"New" Districts**

Table 4.1 Traditional Zoning Districts		
Residential Zoning Districts		
RLD	Residential, Low Density	Section 4.2.1.
RMD	Residential, Medium Density	Section 4.2.2.
RHD	Residential, High Density	Section 4.2.3.
Commercial Zoning Districts		
OM	Office/Medical	Section 4.3.1.
NB	Neighborhood Business	Section 4.3.2.
GB	General Business	Section 4.3.3.
Industrial Zoning Districts		
GI	General Industrial	Section 4.4.1.
HI	Heavy Industrial	Section 4.4.2.
Planned Districts		
PCD	Planned Commerce Development	Section 4.5.1.
PUD	Planned Unit Development	Section 4.5.2.
Conditional Districts		
C-R	Conditional, Residential	Section 4.6.E.
C-O	Conditional, Office	Section 4.6.F.
C-C	Conditional, Commercial	Section 4.6.G.
C-I	Conditional, Industrial	Section 4.6.H.

Zoning District Transitions

Zoning District Transitions		
FORMER ZONING DISTRICTS		*NEW* ZONING DISTRICTS
Residential Districts		Residential Districts
R-40 (Residential Low Density)	→	RLD (Residential Low Density)
R-20 (Residential Low Density)	→	RLD (Residential Low Density)
R-10 (High Density)	→	RMD (Residential Medium Density)
R-MF (Residential, Multi Family)	→	RHD (Residential High Density)
R-MH (Residential, Manufactured Home)	→	RLD (Residential Low Density)
Commercial Districts		Commercial Districts
CBD (Commercial Business District)	→	OM (Office/Medical) and DC-MX, DG-MX
OT (Office/Transitional)	→	OM (Office/Medical)
GB (General Business)	→	NB (Neighborhood Business) and GB (General Business)
Industrial Districts		Industrial Districts
GI (General Industrial)	→	GI (General Industrial)
		HI (Heavy Industrial)
		New Planned Districts
		PCD (Planned Commerce Development)
		PUD (Planned Unit Development)
		New Mixed-Use Districts
		DC-MX (Downtown Central Mixed-Use)
		DG-MX (Downtown Gateway Mixed-Use)
		CC-MX1 (Community Corridor Mixed-Use 1)
		CC-MX2 (Community Corridor Mixed-Use 2)
		RC-MX (Regional Corridor Mixed-Use)
		MD-MX (Medical District Mixed-Use)

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Section 5

Mixed-Use Zoning Districts

Section 5 – Mixed-Use Zoning Districts

5.1 – Purpose and Intent

5.2 – Mixed-Use Zoning District Maps, District Development Standards, and Permissible Uses

5.3 – Mixed-Use Zoning District Development Standards of General Applicability

5.4 – Downtown Districts

5.5 – Community Corridor Mixed-Use 1 District (CC-MX1)

5.6 – Community Corridor Mixed-Use 2 District (CC-MX2)

5.7 – Regional Corridor Mixed-Use District (RC-MX)

5.8 – Medical District Mixed-Use (MD-MX)

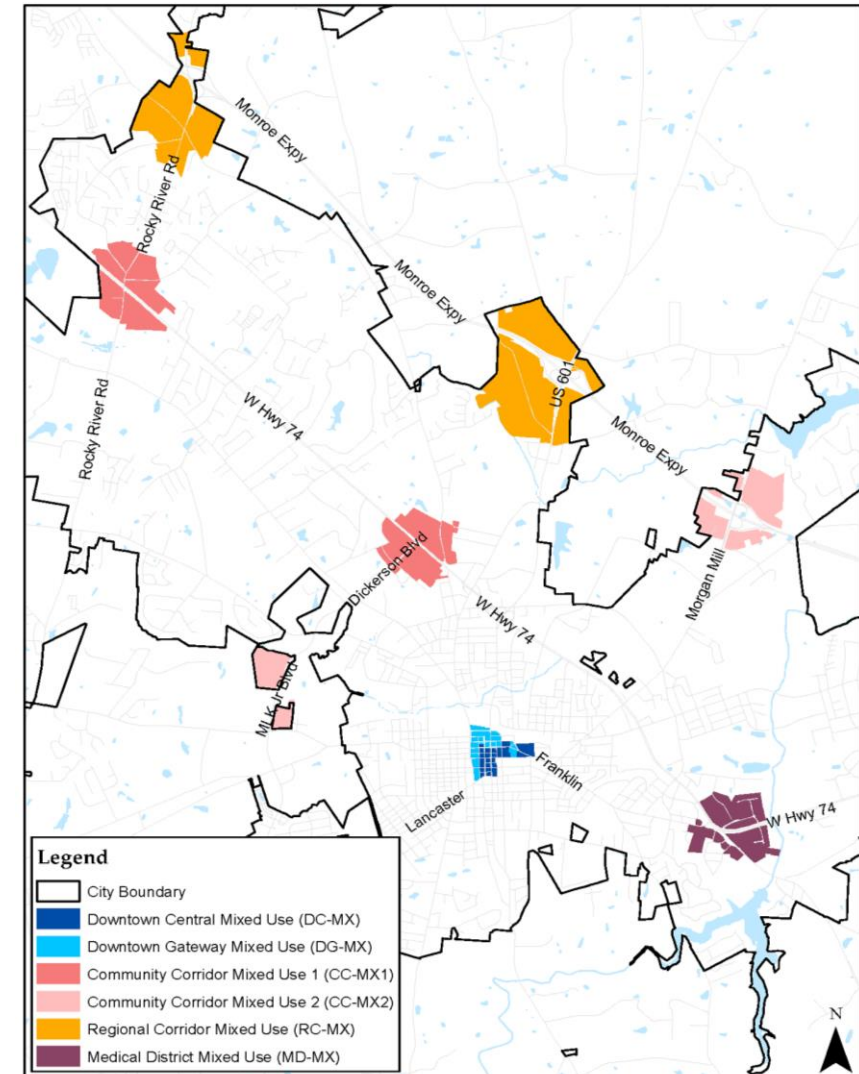
5.9 – Mixed-Use Zoning District Parking Standards

5.10 - Mixed-Use Zoning District Incentives

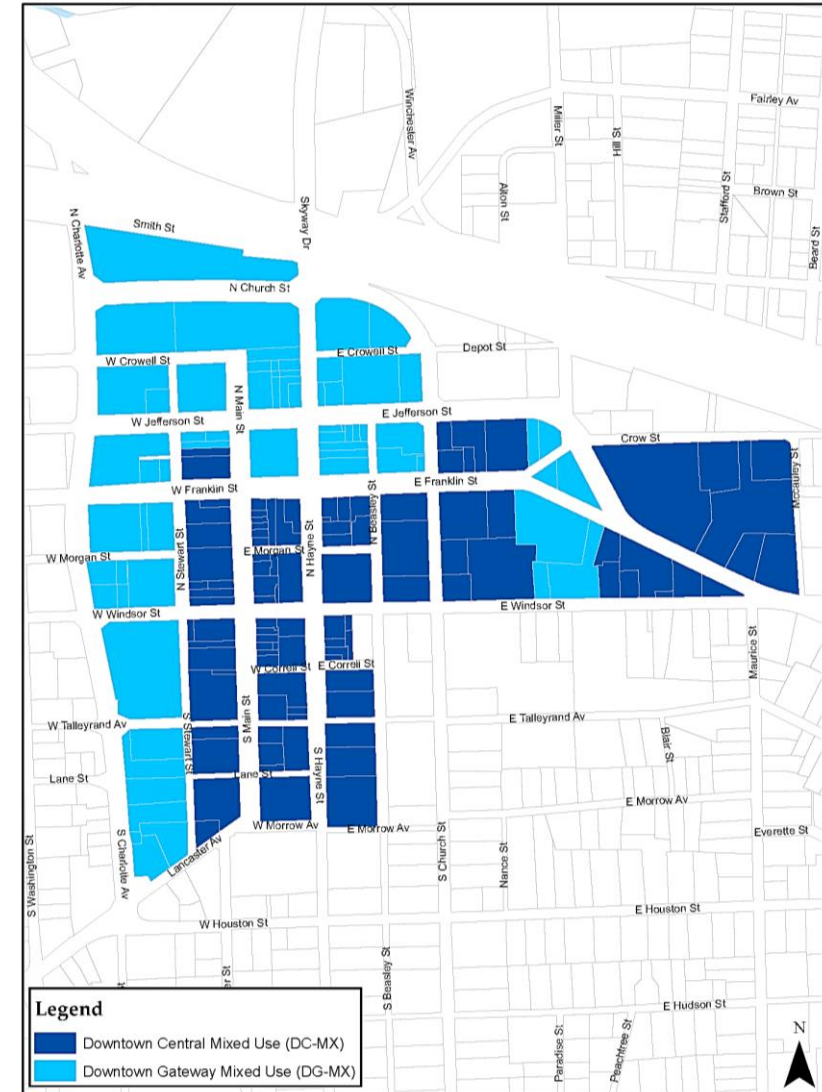
Section 5 – Mixed-Use Zoning Districts

- Establishes Mixed-Use Zoning Districts and development standards

Table 5.1 Mixed-Use Zoning Districts		
Character Areas (FLUM)	Implementing Mixed-Use Zoning District	UDO
Downtown	DC-MX - Downtown Central Mixed-Use	Sec. 5.4.
	DG-MX – Downtown Gateway Mixed-Use	Sec. 5.4.
Neighborhood Mixed Use Centers	CC-MX1 – Community Corridor Mixed-Use 1	Sec. 5.5.
	CC-MX2 – Community Corridor Mixed-Use 2	Sec. 5.6.
Regional Mixed-Use Centers	RC-MX – Regional Corridor Mixed-Use	Sec. 5.7.
Medical District	MD-MX Medical – Medical District Mixed-Use	Sec. 5.8.



Mixed-Use Zoning Districts (Downtown Districts)



Mixed-Use Zoning Districts (Downtown Districts)

- Downtown Central Mixed-Use (DC-MX)
 - Allows for urban, high-quality development that features a mixture of uses
- Downtown Gateway Mixed-Use (DG-MX)
 - Acts as a gateway to the downtown area
 - Allows for less intense mixture of uses

Downtown Mixed-Use Districts Development Standards			
		Downtown Central Mixed-Use (DC-MX)	Downtown Gateway Mixed-Use (DG-MX)
Building Height		Maximum 3 stories (By Right)	Maximum 3 stories (By Right)
		5 stories (Via Mixed-Use Incentives)	5 stories (Via Mixed-Use Incentives)
Density		10 Units/Acre (By Right)	10 Units/Acre (By Right)
		15 Units/Acre Maximum (See Section 5:10 for Incentives)	15 Units/Acre Maximum (See Section 5:10 for Incentives)
Building Placement (min/max)	Front/Street	0'/5' ¹	0'/20' ²
	Side ³	0'/5'	0'/10'
	Rear ⁴	0'/20'	0'/20'
Lot	Length (min)	25'	50'
	Width (min)	25'	50'
	Coverage (min/max)	75%/100%	50%/75%
Frontage	% Requirement	75%	75%
	Active Use Areas	Permitted	Permitted, but active use area shall not be physically adjacent to residentially zoned property
	Entrances	Front	Front
Parking	Placement	Rear	Side/Rear
	Shared Parking	Permitted (See Section 5.9)	Permitted (See Section 5.9)
	Accessory Parking Structure	Permitted if parking structure allows for a mixture of uses on ground floor	Permitted if parking structure allows for a mixture of uses on ground floor
Incentives Permitted		Yes (See Section 5.10)	Yes (See Section 5.10)
Open Space		See Section 8.8: Open Space	See Section 8.8: Open Space
Architectural Standards		See Section 8.7: Design Standards	See Section 8.7: Design Standards
		Minimum 50% transparency for ground floor, minimum 40% for upper floors	Minimum 50% transparency for ground floor, minimum 40% for upper floors
Notes:			

¹ Can be increased by a factor of 1.5 where an active use area is provided.

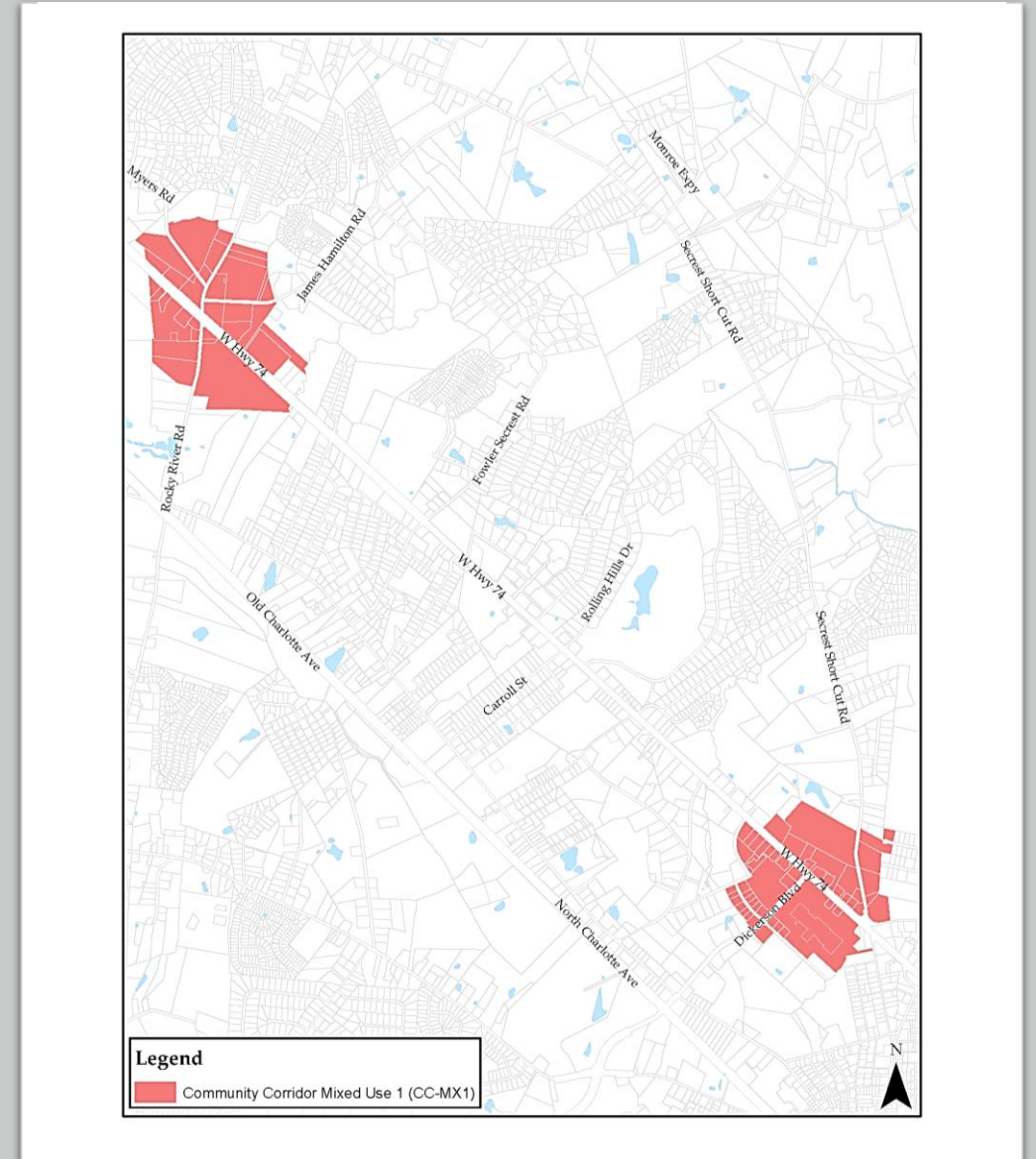
² Can be increased by a factor of 0.5 where an active use area is provided.

³ 25' may be permitted to accommodate those lots without access to an alley or shared driveway in order to accommodate a driveway where rear serving parking or loading is provided.

⁴ Except where served by rear parking, not to exceed 50' without a design alternative.

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Mixed-Use Zoning Districts (Community Corridor Mixed- Use 1 District)



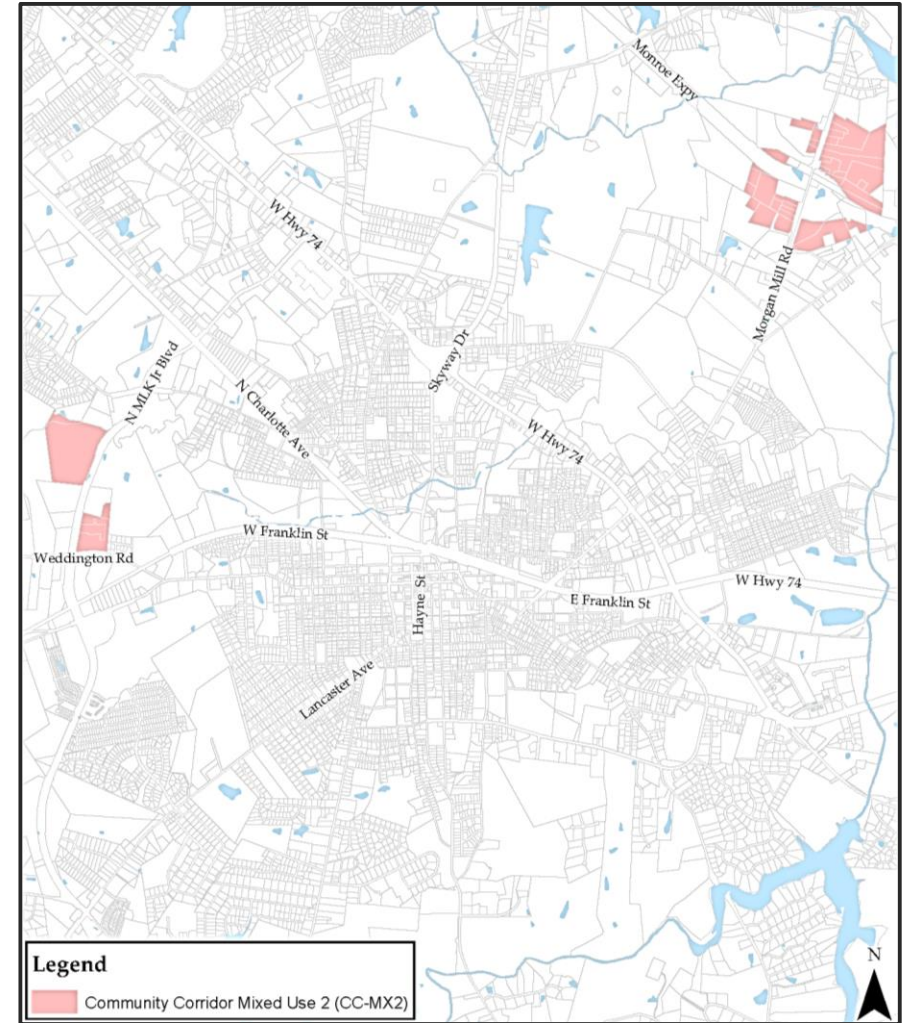
Mixed-Use Zoning Districts

(Community Corridor Mixed-Use 1 District)

- Community Corridor Mixed-Use 1 (CC-MX1)
 - Allows for community level retail for areas in greater radius than the immediate neighborhood
 - Vertical and horizontal mix of uses

CC-MX1 District Development Standards			
Building Height		Maximum 4 Stories Buildings above 3 stories shall be situated closer to US 74 where practicable	
Density		8 Units/Acre (By Right) 10 Units/Acre Maximum (See Section 5:10 for Incentives)	
Building Placement (min/max)	Front/Street ¹	15'/30'	
	Side ²	5'/25'	
	Rear ³	10'/50'	
Lot	Length (min)	100	
	Width (min)	50	
	Coverage (min/max)	50%/85%	
Frontage	% Requirement	75%	
	Active Use Areas	Permitted, but active use area shall not be physically adjacent to residentially zoned property	
	Entrances	Oriented to street	
Parking	Placement	Off-Street	
	Shared Parking	Permitted (See Section 5.9)	
	Accessory Parking Structure	Not Permitted	
Incentives Permitted		Yes (See Section 5.10)	
Open Space		See Section 8.8: Open Space	
Architectural Standards		See Section 8.7: Design Standards Minimum 40% transparency for each story of a building	
<u>Notes:</u> ¹ Can be increased by a factor of 1.5 where an active use area is provided. ² 44' may be permitted to accommodate those lots without access to an alley or shared driveway in order to accommodate a driveway where rear serving parking or loading is provided. ³ Except where served by rear parking, not to exceed 60' without a design alternative. Also accommodates required buffering.			

Mixed-Use Zoning Districts (Community Corridor Mixed- Use 2 District)



Mixed-Use Zoning Districts (Community Corridor Mixed-Use 2 District)

- Community Corridor Mixed-Use 2 (CC-MX2)
 - Allows for neighborhood-oriented commercial uses that are within a convenient traveling distance from the neighborhood in which they serve
 - Vertical and horizontal mix of uses

CC-MX2 District Development Standards		
Building Height		Maximum 3 Stories
Density		6 Units/Acre (By Right) 10 Units/Acre Maximum (See Section 5:10 for Incentives)
Building Placement (min/max)	Front/Street ¹	15'/30'
	Side ²	5'/25'
	Rear ³	10'/50'
Lot	Length (min)	100
	Width (min)	50
	Coverage (min/max)	50% / 75%
Frontage	% Requirement	60%
	Active Use Areas	Permitted, but active use area shall not be physically adjacent to residentially zoned property
	Entrances	Oriented to Street
Parking	Placement	Off-Street
	Shared Parking	Permitted (See Section 5.9)
	Accessory Parking Structure	Not Permitted
Incentives Permitted		Yes (See Section 5.10)
Open Space		See Section 8.8: Open Space
Architectural Standards		See Section 8.7: Design Standards Minimum 40% transparency for each story of a building

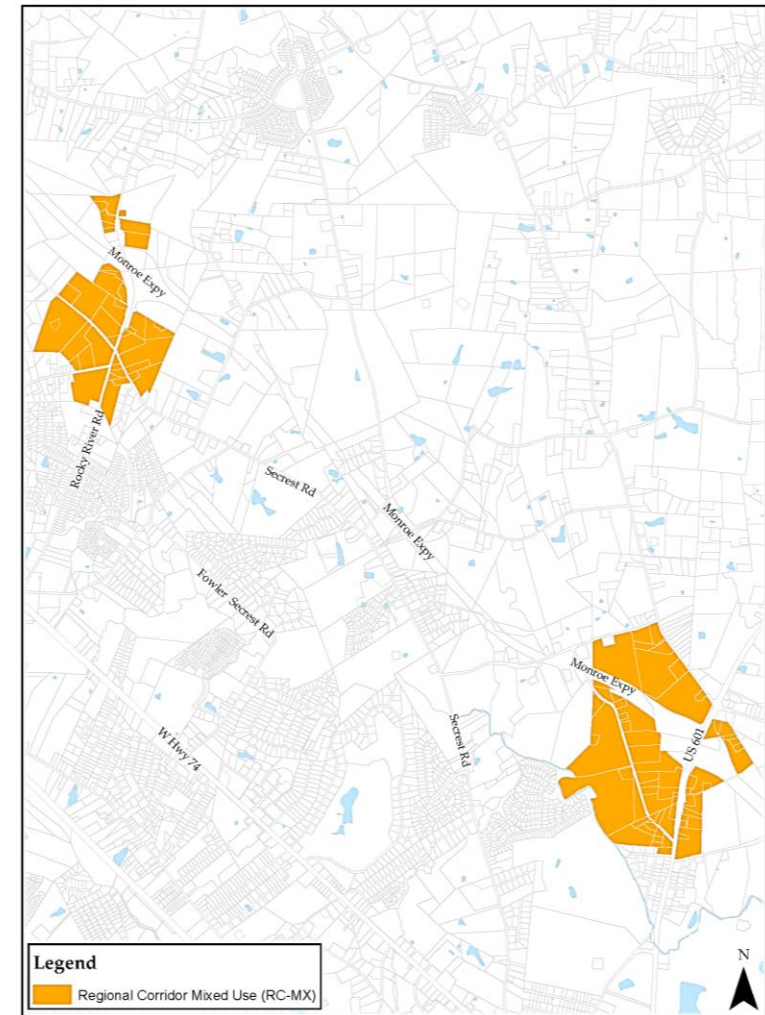
Notes:

¹ Can be increased by a factor of 1.0 where an active use area is provided.

² 44' may be permitted to accommodate those lots without access to an alley or shared driveway in order to accommodate a driveway where rear serving parking or loading is provided.

³ Except where served by rear parking, not to exceed 60' without a design alternative. Also accommodates required buffering.

Mixed-Use Zoning Districts (Regional Corridor Mixed-Use District)



Mixed-Use Zoning Districts (Regional Corridor Mixed-Use District)

- Regional Corridor Mixed-Use (RC-MX)
 - Allows for intense concentrations of retail, employment, and high-density residential uses through a mixed-use development
 - Vertical and horizontal mix of uses

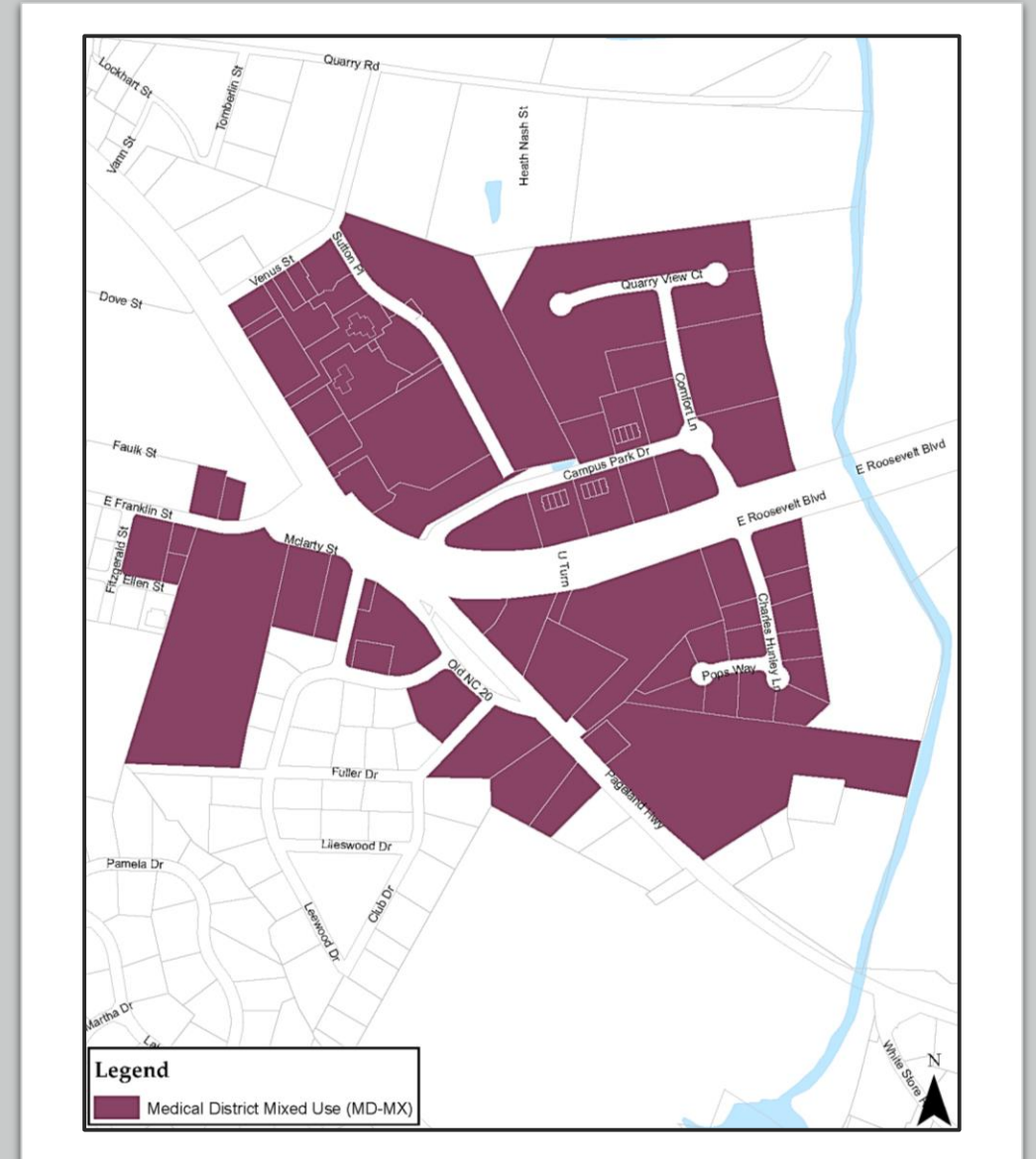
RC-MX District Development Standards		
Building Height		Maximum 5 stories Buildings above 3 stories shall be placed closer to Monroe Expressway where practicable and be placed 100' away from adjacent residential boundaries or provide twice the width of any standard landscape buffer requirement
Density		12 Units/Acre (By Right) 15 Units/Acre Maximum (See Section 5:10 for Incentives)
Building Placement (min/max)	Front/Street	15'/50'
	Side ¹	5'/25'
	Rear ²	10'/100'
Lot	Length (min)	100'
	Width (min)	25'
	Coverage (max)	75%
Frontage	% Requirement	65% Outparcel buildings may be used to meet frontage and entrance requirements. See Section 8.7: Design Standards
	Active Use Areas	Permitted, but active use area shall not be physically adjacent to residentially zoned property
	Entrances	Oriented to street
Parking	Placement	Off-street
	Shared Parking	Permitted (See Section 5.9)
	Parking Structures as an accessory	Permitted
Incentives Permitted		Yes (See Section 5.10)
Open Space		See Section 8.8: Open Space
Architectural Standards		See Section 8.7: Design Standards Minimum 40% transparency for each story of a building

Notes:

¹ 60' may be permitted to accommodate those lots without access to an alley or shared driveway in order to accommodate a driveway where rear serving parking or loading is provided or side yard parking/drive aisle

² Except where served by rear parking, not to exceed 128' without a design alternative.

Mixed-Use Zoning Districts (Medical District Mixed-Use)



Mixed-Use Zoning Districts (Medical District Mixed-Use)

- Medical District Mixed-Use (MD-MX)
 - Addresses the unique needs of a hospital
 - Allows for a mixture of uses, both vertical and horizontal, appropriate for a medical campus

MD-MX District Development Standards		
Building Height		Maximum 4 stories Buildings above 3 stories shall be placed 100' away from adjacent residential boundaries, or provide twice the width of any standard landscape buffer requirement
Density		8 Units/Acre (Residential Density Requires Conditional District) 10 Units/Acre (Special Use Permit and Incentives in Section 5:10)
Building Placement (min/max)	Front/Street ¹	0'/20'
	Side ²	0'/25'
	Rear ³	5'/50'
Lot	Length (min)	50
	Width (min)	50
	Coverage (min/max)	75%/85%
Frontage	% Requirement	85%
	Active Use Areas	Permitted
	Entrances	Oriented to Street
Parking	Placement	Off-street
	Shared Parking	Permitted (See Section 5.9)
	Accessory Parking Structure	Permitted
Incentives Permitted		Yes (See Section 5.10)
Open Space		See Section 8.8: Open Space
Architectural Standards		See Section 8.7: Design Standards
Notes:		
¹ Can be increased by a factor of 1.5 where an active use area is provided.		
² 60' may be permitted to accommodate those lots without access to an alley or shared driveway in order to accommodate a driveway where rear serving parking or loading is provided.		
³ Except where served by rear parking, not to exceed 120' without a design alternative.		



Section 6

Overlays

Section 6 – Overlays

6.1 – Floodplain and Floodway Districts

6.2 – Watershed Districts

6.3 – Neighborhood Overlay Districts

6.4 – Historic Districts

6.5 – Airport Overlay

Establishes Overlays in the City:

- Floodplain and Floodway Districts
- Watershed Districts
- Neighborhood Overlay Districts
- Historic Districts
- Airport Overlay

Unique standards for different development types



Section 7

Uses and Standards

Section 7 – Uses and Standards

7.1 – Tables of Permissible Uses (Traditional and Mixed-Use)

7.2 – Permissible Use Definitions and Standards

7.3 – Temporary Uses

7.4 – Home Occupation

7.5 – Accessory Uses and Accessory Structures

Section 7 – Uses and Standards

- Defines and classifies uses permissible or prohibited by the UDO
- Example Table of Permissible Uses

TABLE 7.1. - TABLE OF PERMISSIBLE USES																		
“P” = Permitted, “S” = Special Use Permit Required, “ ” (Blank Cell) = Prohibited																		
	Traditional Districts											Mixed-Use Districts						
Use Type	RR	RLD	RMD	RHD	OM	NB	GB	GI	HI	PUD	PCD	DC-MX	DG-MX	CC-MX1	CC-MX2	RC-MX	MD-MX	REFERENCE
Residential Uses																		
Single Family Detached	P	P	P	x	P	x	x	x	x	P	x	x	x	x	x	x	x	7.2.4.A
Townhouse/Attached Single Family	x	x	P	P	S	x	x	x	x	P	x	x	P	P	P	x	S	7.2.4.B
Duplex/Triplex/Quadplex	x	x	S	P	S	X	x	x	x	P	x	x	P	x	x	x	x	7.2.4.C
Multifamily	x	x	x	P	x	x	P	x	x	P	P	P	P	P	P	P	S	7.2.4.D
Upperstory Residential	x	X	x	S	x	x	x	x	x	P	x	P	P	P	P	P	P	7.2.4.E
Manufactured Home	x	S	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	7.2.4.F
Residential Care (ALF, ILF, CC)	x	x	x	P	P	P	P	x	x	P	P	x	x	P	P	x	P	7.2.4.G
Family Care Home	P	P	P	S	P	x	x	x	x	x	x	x	x	x	x	x	x	7.2.4.H
Board House/Rooming House	x	x	x	x	S	x	x	x	x	P	x	x	x	x	x	x	x	7.2.4.I



Section 8

Supplemental Regulations

Section 8 – Supplementary Regulations

- 8.1 – Subdivision Regulations
- 8.2 – Signs
- 8.3 – Landscaping, Buffering, Fences and Walls
- 8.4 – Parking and Loading
- 8.5 – Electronic Gaming Operations
- 8.6 – Adult Establishments
- 8.7 – Design Standards
- 8.8 – Open Space Standards
- 8.9 – Lighting
- 8.10 – Standards of Measurement



Section 8.1 – Subdivision Regulations

- Promotes functional, safe and aesthetically pleasing subdivision and development of property
- Establishes on standards for platting and developing subdivisions, including but not limited to:
 - Block design standards
 - Lot standards
 - Access standards
 - Connectivity standards
 - Utility standards
 - Conservation standards

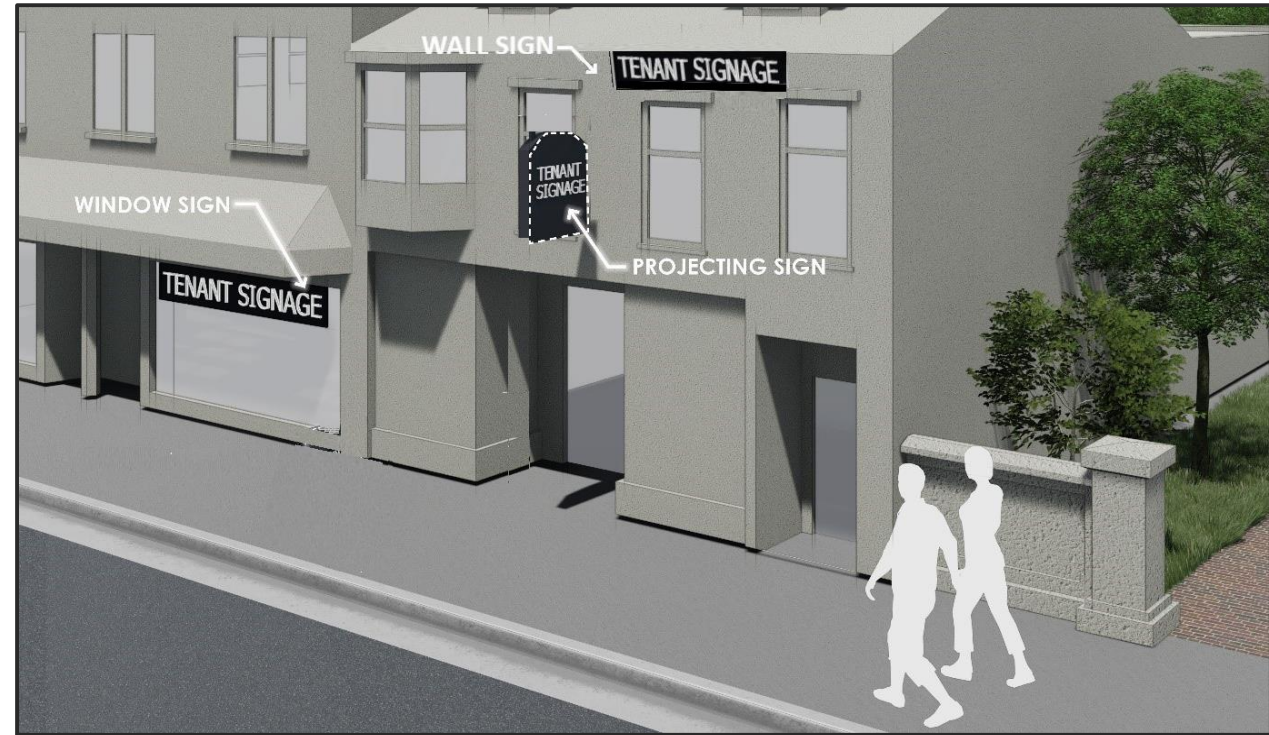
Section 8.2 - Signs

PERMITTED SIGN TYPES IN TRADITIONAL DISTRICTS	RESIDENTIAL				BUSINESS			INDUSTRIAL		PLANNED	
	RR	RLD	RMD	RHD	OM	NB	GB	GI	HI	PUD	PCD
BUILDING SIGNS											
Wall Signs	X	X	X	X	P	P	P	P	P	P	P
Window	X	X	X	X	P	P	P	X	X	P	P
Canopy/Awning	X	X	X	X	X	P	P	X	X	P	P
Projecting/Blade	X	X	X	X	X	P	P	X	X	P	P
FREE-STANDING SIGNS											
Monument/Community	X	X	X	X	P	P	P	P	P	P	P
Sidewalk	X	X	X	X	X	P	P	X	X	P	P
KEY: P = Permitted X = Not Permitted											

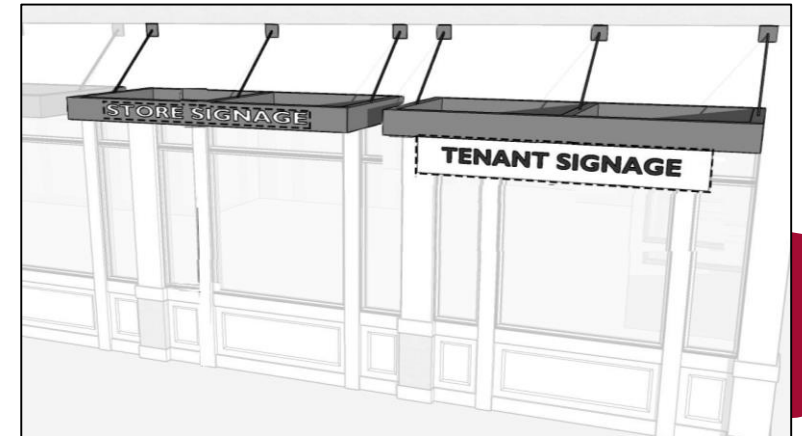
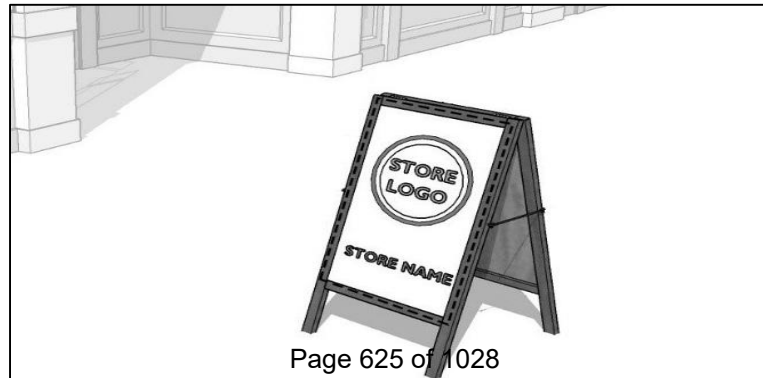
PERMITTED SIGN TYPES IN MIXED-USE DISTRICTS	MIXED-USE DISTRICTS				
	DC-MX	DG-MX	CC-MX	RC-MX	MD-MX
BUILDING SIGNS					
Wall Signs	P	P	P	P	P
Window	P	P	P	P	P
Canopy/Awning	P	P	P	P	P
Projecting/Blade	P	P	P	P	P
FREE-STANDING SIGNS					
Monument/Community	X	P	P	P	P
Sidewalk	P	P	P	P	P
KEY: P = Permitted X = Not Permitted					

Section 8.2 - Signs

- Updated signage code promoting consistent sizes and placements of signs
- Easy to read and understand with graphics
- Remove extra regulations and condense

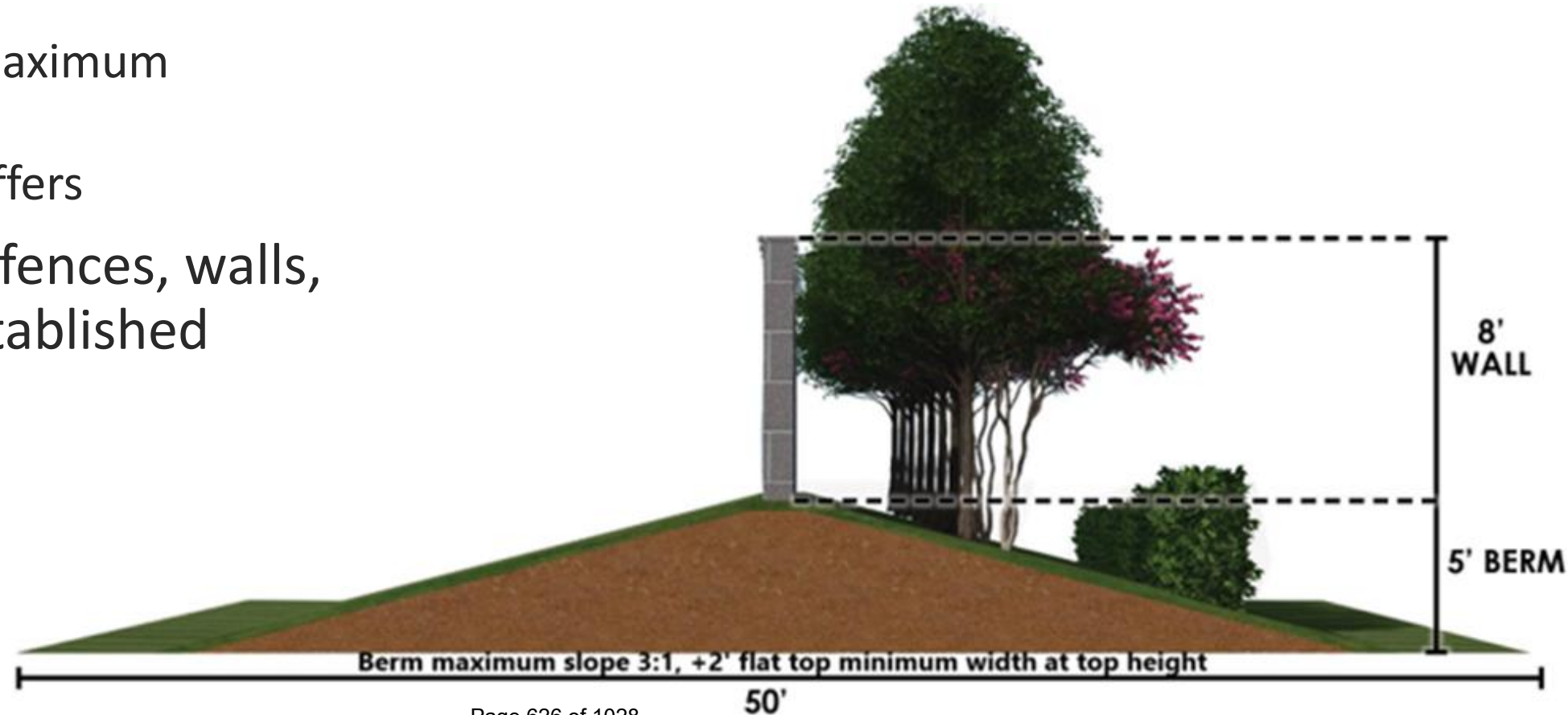


Section 8.2 - Signs



Section 8.3 – Landscaping, Buffering, Fences and Walls

- Landscaping standards established:
 - Minimum/maximum percentages
 - Required buffers
- Standards for fences, walls, and berms established



Section 8.3 – Landscaping, Buffering, Fences and Walls

PERIMETER BUFFER TYPES TABLE			
TYPE	OPTION 1	OPTION 2	OPTION 3
1	7.5' Width 2 Trees 30 Shrubs Per 100 LF	7.5' Width 3 Trees 20 Shrubs Per 100 LF	7.5 Width 4 Trees 10 Shrubs Per 100 LF
2	10' Width 3 Trees 40 Shrubs Per 100 LF 6' Fence	10' Width 4 Trees 30 Shrubs Per 100 LF 6' Fence	10' Width 5 Trees 15 Shrubs Per 100 LF 6' Fence
3	15' Width 3 Trees Per 100 LF 1 Understory Trees Per 100 LF 50 Shrubs Per 100 LF 6' Fence	15' Width 4 Trees Per 100 LF 2 Understory Trees Per 100 LF 30 Shrubs Per 100 LF 6' Fence	15' Width 4 Trees Per 100 LF 3 Understory Trees Per 100 LF 20 Shrubs Per 100 LF 6' Fence
4	25' Width 4 Trees Per 100 LF 2 Understory Trees Per 100 LF 60 Shrubs Per 100 LF 6' Wall	25' Width 5 Trees Per 100 LF 3 Understory Trees Per 100 LF 40 Shrubs Per 100 LF 6' Wall	25' Width 5 Trees Per 100 LF 4 Understory Trees Per 100 LF 25 Shrubs Per 100 LF 6' Wall
5	50' Width, 8 Trees Per 100 LF, 4 Understory Trees Per 100 LF, Continuous Hedge, 8' Wall, 5' High Berm		

Additional Standards:

Required plant material may not be clustered to achieve requirements. A maximum allowable 10’ gap may be permitted.

Minimum shrubs may be double staggered.

Required trees may be on both sides of a fence/wall as long as a minimum one half of required trees are in front.

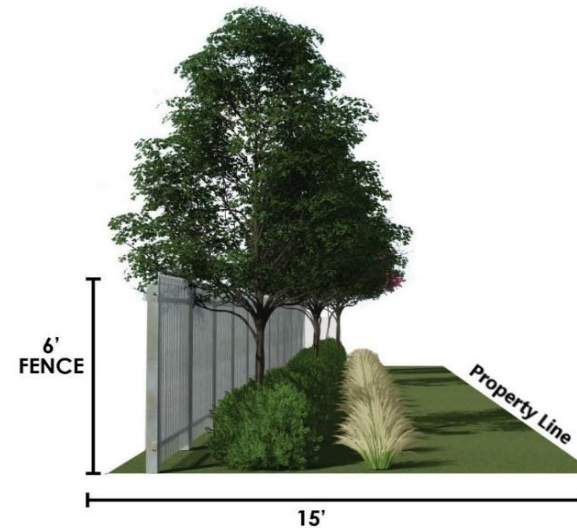
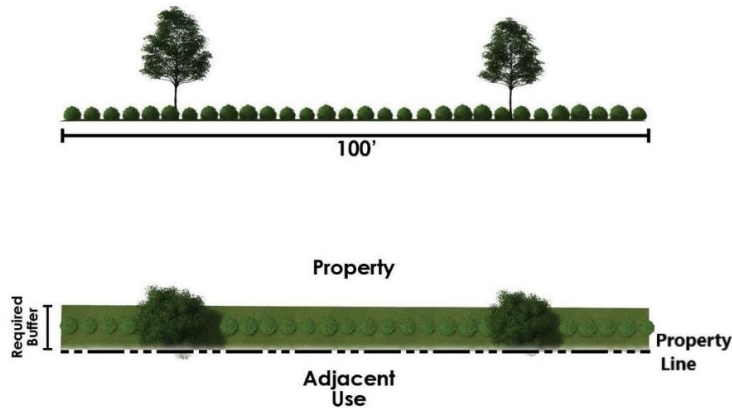
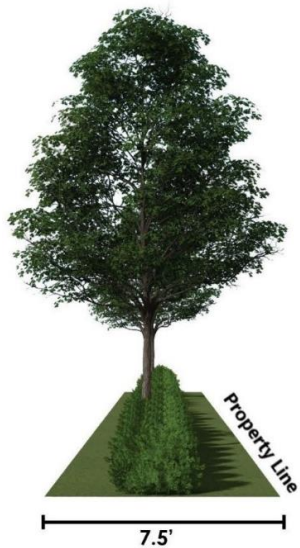
If perimeter buffer types are more intense than a required parking area buffer, the perimeter buffer will take precedent.

Section 8.3 – Landscaping, Buffering, Fences and Walls

- 5 buffer types ranging in width and intensity

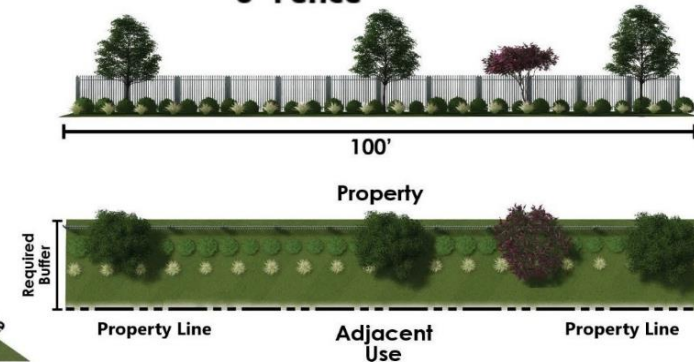
Buffer Type 1

- 7.5' Width
- 2 Trees Per 100 LF
- 30 Shrubs Per 100 LF



Buffer Type 3

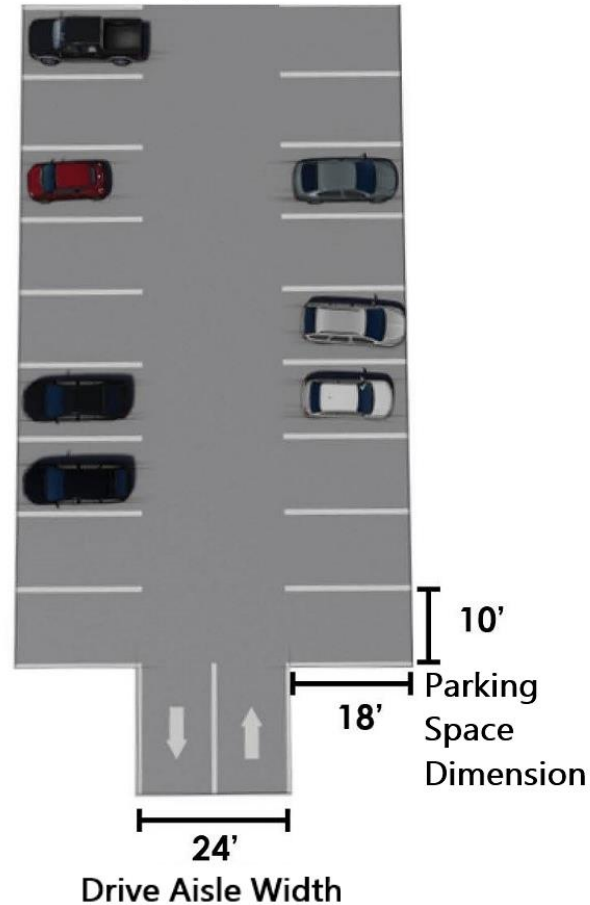
- 15' Width
- 3 Trees Per 100 LF
- 1 Understory Tree Per 100 LF
- 50 Shrubs Per 100 LF
- 6' Fence



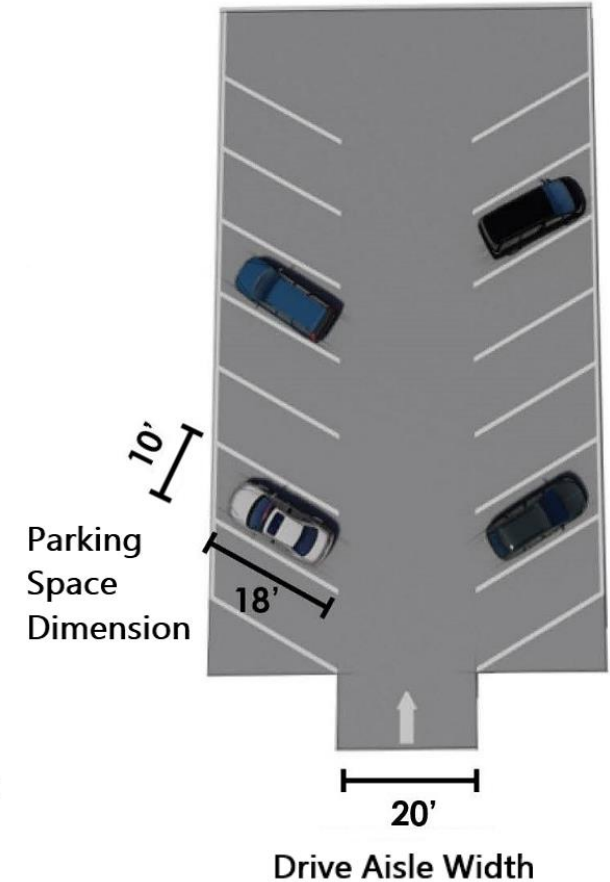
8.4 – Parking and Loading

- Establishes parking standards and requirements
- Minimum and maximum parking (range) to prevent excess parking but provided what is needed
- Parking area design
- Allow for shared parking and alternative parking plans (APP)

90 Degrees - Head-In Parking
Two-Way Drive Aisle



30 Degrees Parking
One-Way Drive Aisle



8.4 – Parking and Loading

(sample from UDO)

Table 8.4.1. Parking Requirements		
Land Use - Category/Specific Use	Minimum Required	Maximum Allowed
Residential Use Classification		
Residential, As Listed Below:	See Below	
<i>Single Family Detached</i>	2.0/Dwelling Unit	No Maximum
<i>Townhouse/Attached Single Family</i>	2.0/Dwelling Unit	No Maximum
<i>Duplex/Triplex/Quadplex</i>	1.5/Dwelling Unit	2.5/Dwelling Unit
<i>Multifamily</i>	1.5/Dwelling Unit	2.5/Dwelling Unit
<i>Upperstory Residential</i>	1.5/Dwelling Unit	2.5/Dwelling Unit
<i>Manufactured Home Park</i>	1.5/Dwelling Unit	2.5/Dwelling Unit
Residential Care (ALF, ILF, CC)	0.5/Bed	1.0/Bed
Family Care Home	2.0/Dwelling Unit	4.0/Dwelling Unit
Board House/Rooming House	2.0/Dwelling Unit	4.0/Dwelling Unit
Student Housing	1.5/Dwelling Unit	2.5/Dwelling Unit
Group Home – 24 Hour Service, Less Than 6 Persons	2.0/Dwelling Unit	4.0/Dwelling Unit
Group Home – 24 Hour Service, 6 Persons Or More	2.0/Dwelling Unit	4.0/Dwelling Unit

Section 8.7 – Design Standards

- Provide minimum requirements for the design and configuration of single family (optional), multifamily, nonresidential, industrial buildings, and developments.
- Standards include, but are not limited to:
 - Required Design Elements
 - Building Orientation and Placement
 - Façade Requirements
 - Transparency
 - Accessory Structures

Section 8.7 – Design Standards



Section 8.7 – Design Standards



A-D	Required Facade Design Elements
A	Vertical Mass
B	Roof Lines
C	Horizontal Mass
D	Wall Offsets

Section 8.8 – Open Space Standards

- Defines open space standards at varying scales
- Active and Passive features required

Active Features	Passive Features
Lawn Games and Concrete Gaming Tables	Walking Trails
Hard Courts (Pickleball, Tennis, Etc.)	Boardwalks
Playgrounds	Gardens
Swimming Pools and Splash Pads	Greens
Athletic Fields (Soccer, Baseball, Etc.)	Picnic Areas
Clubhouse, Pavilions, Amenity Centers	Lakes and Ponds
Exercise Facilities	Benches and Seating Areas
Plazas	Lawns and Natural Areas
	Greenways





Section 10

Nonconformities

Section 10 - Nonconformities

10.1 – General Applicability

10.2 – Nonconforming Lots

10.3 – Nonconforming Uses

10.4 – Nonconforming
Structures

Allow and regulate the continued
existence of nonconformities

Nonconforming structures, uses, and
lots (including parking)

Section 11

– Definition of Terms

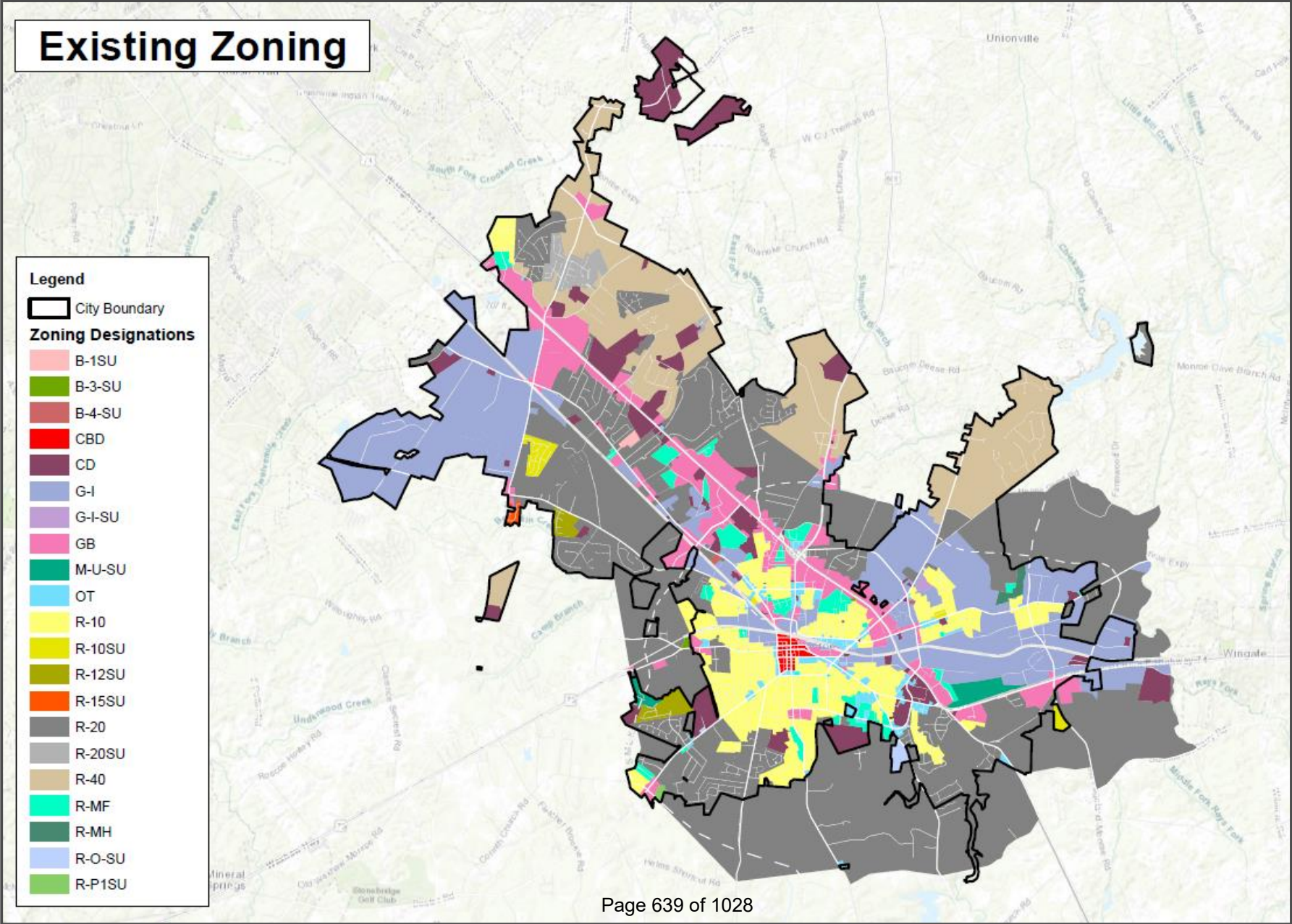
- General definitions used in the UDO
- Examples:
 - **ACCESS.** The right or ability of pedestrians and vehicles to enter and leave a lot or development.
 - **CANOPY.** A permanent structure attached to a building for the purpose of providing shelter or shade or as a decorative feature. A canopy is not completely enclosed.
 - **PARAPET.** A false front or wall extension above the roofline of a building.



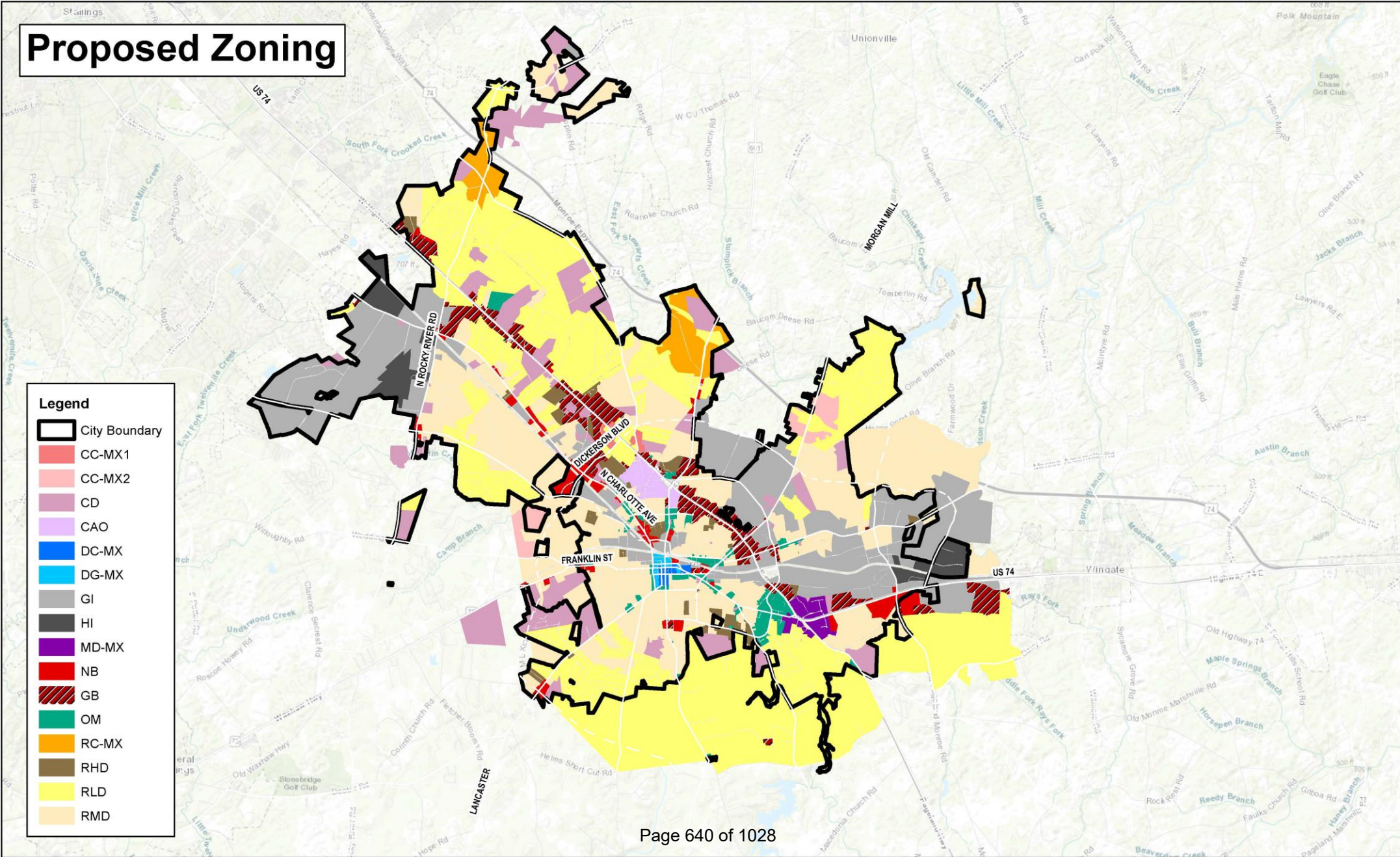
Proposed Zoning Map

Zoning District Changes

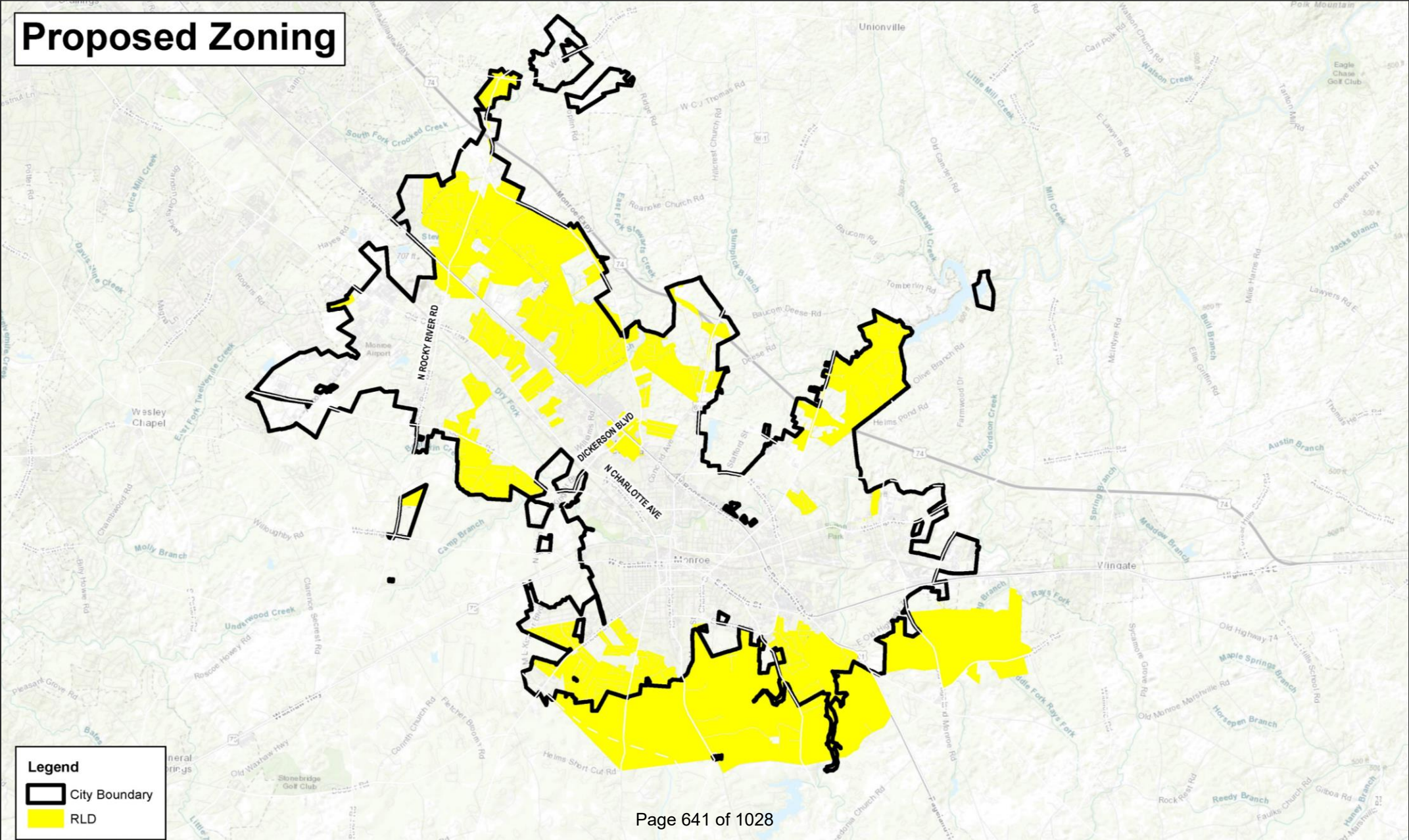
Existing Zoning Map



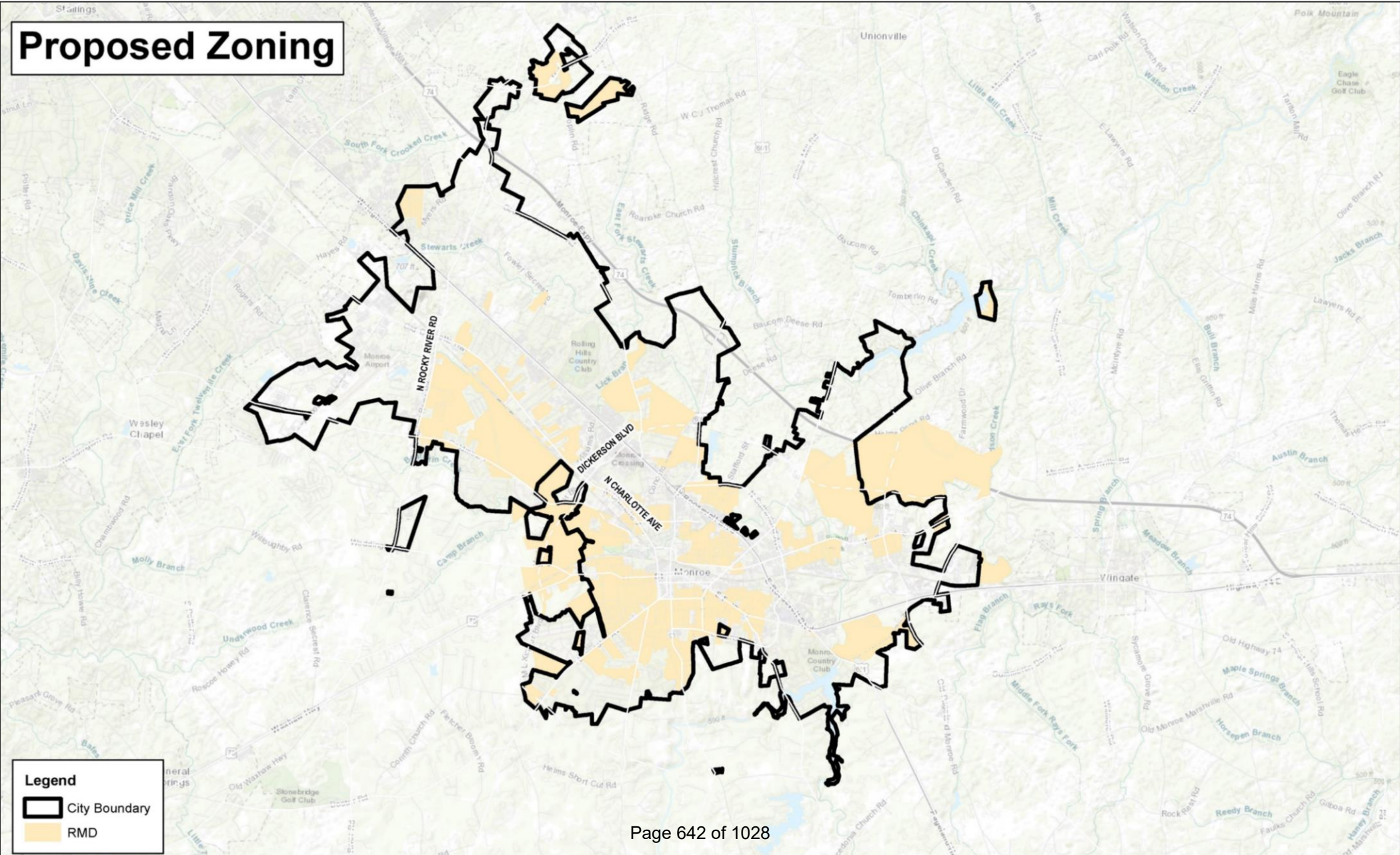
Proposed Zoning Map



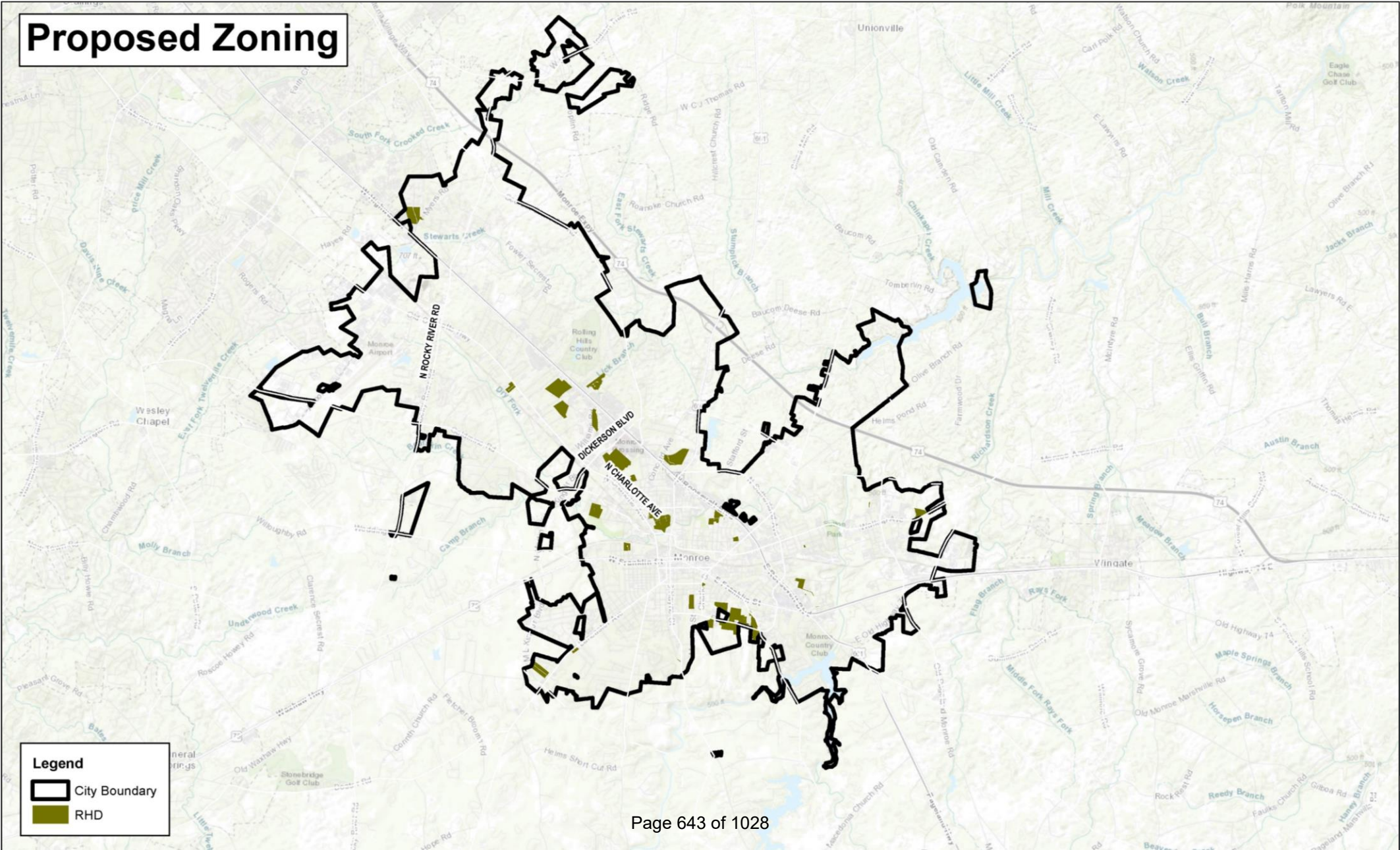
RLD (Residential Low Density) Map



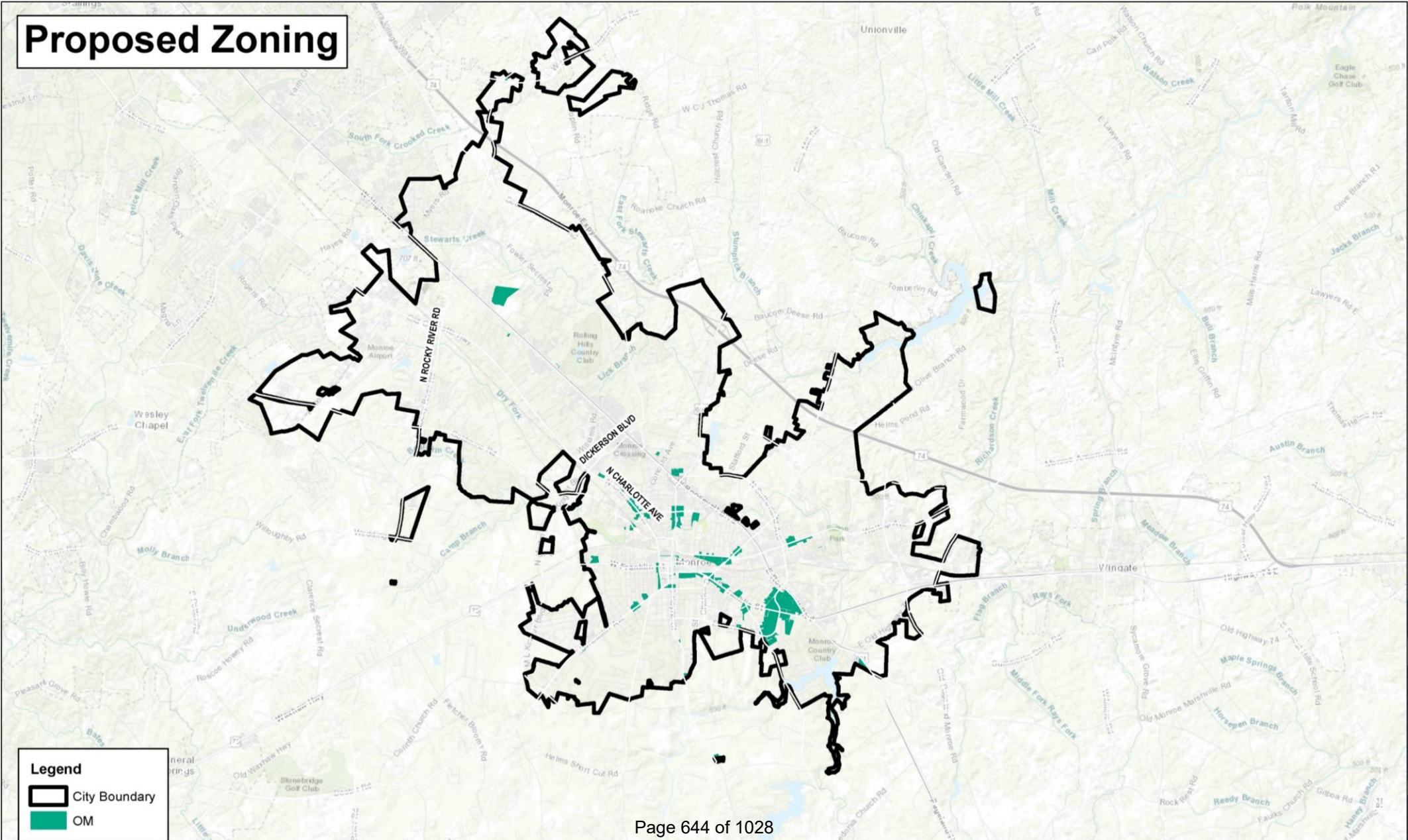
RMD (Residential Medium Density) Map



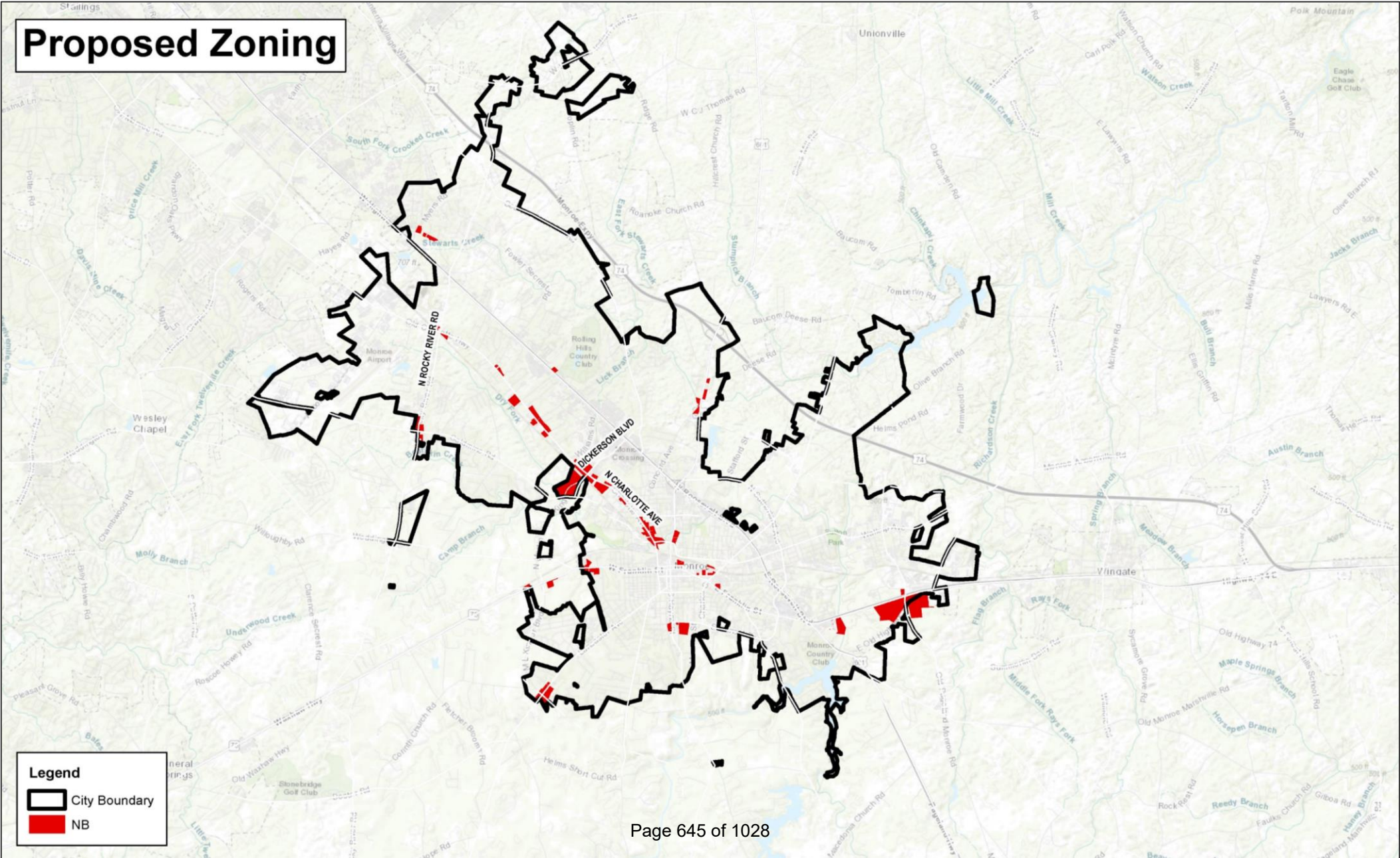
RHD (Residential High Density) Map



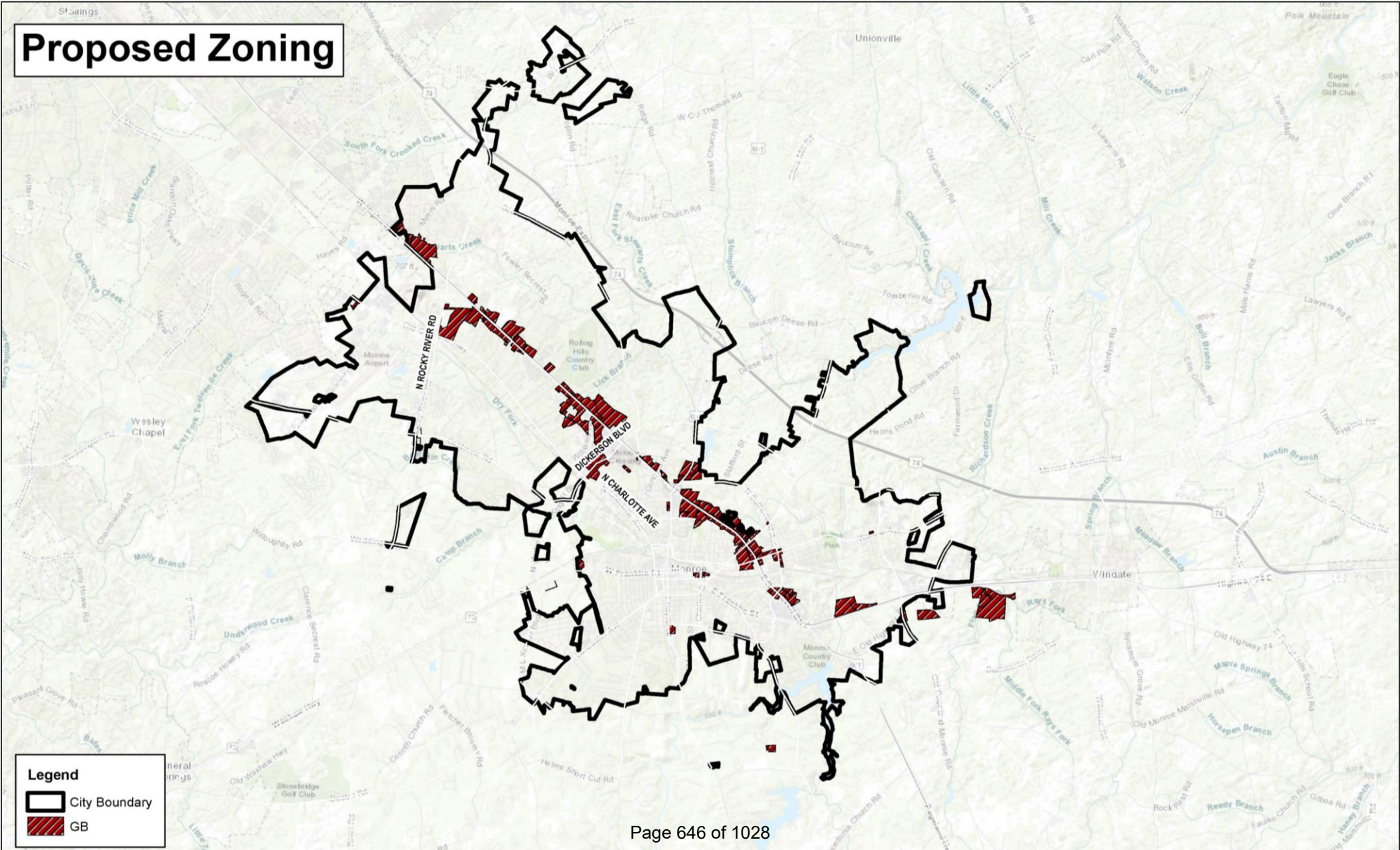
OM (Office/Medical) Map



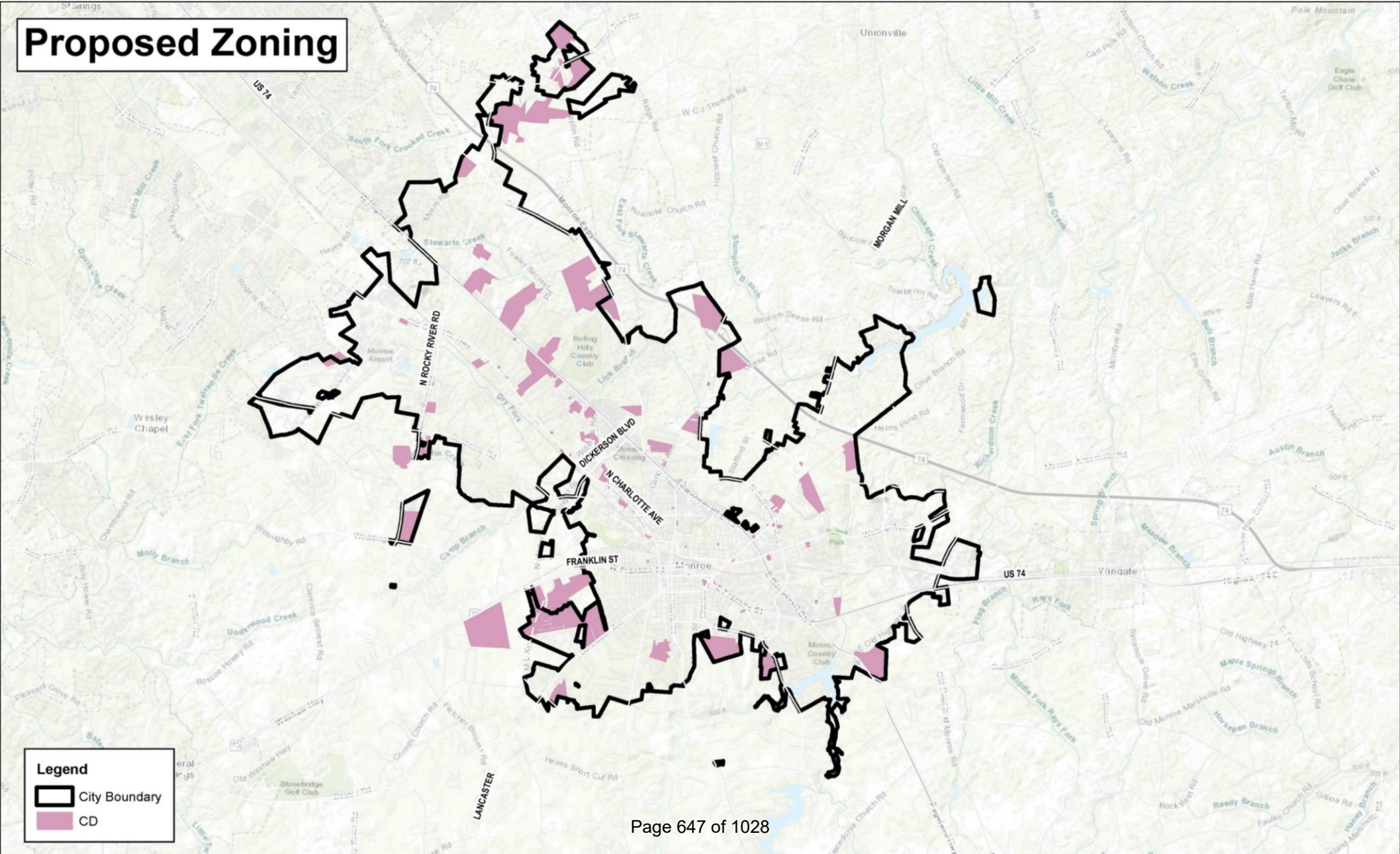
NB (Neighborhood Business) Map



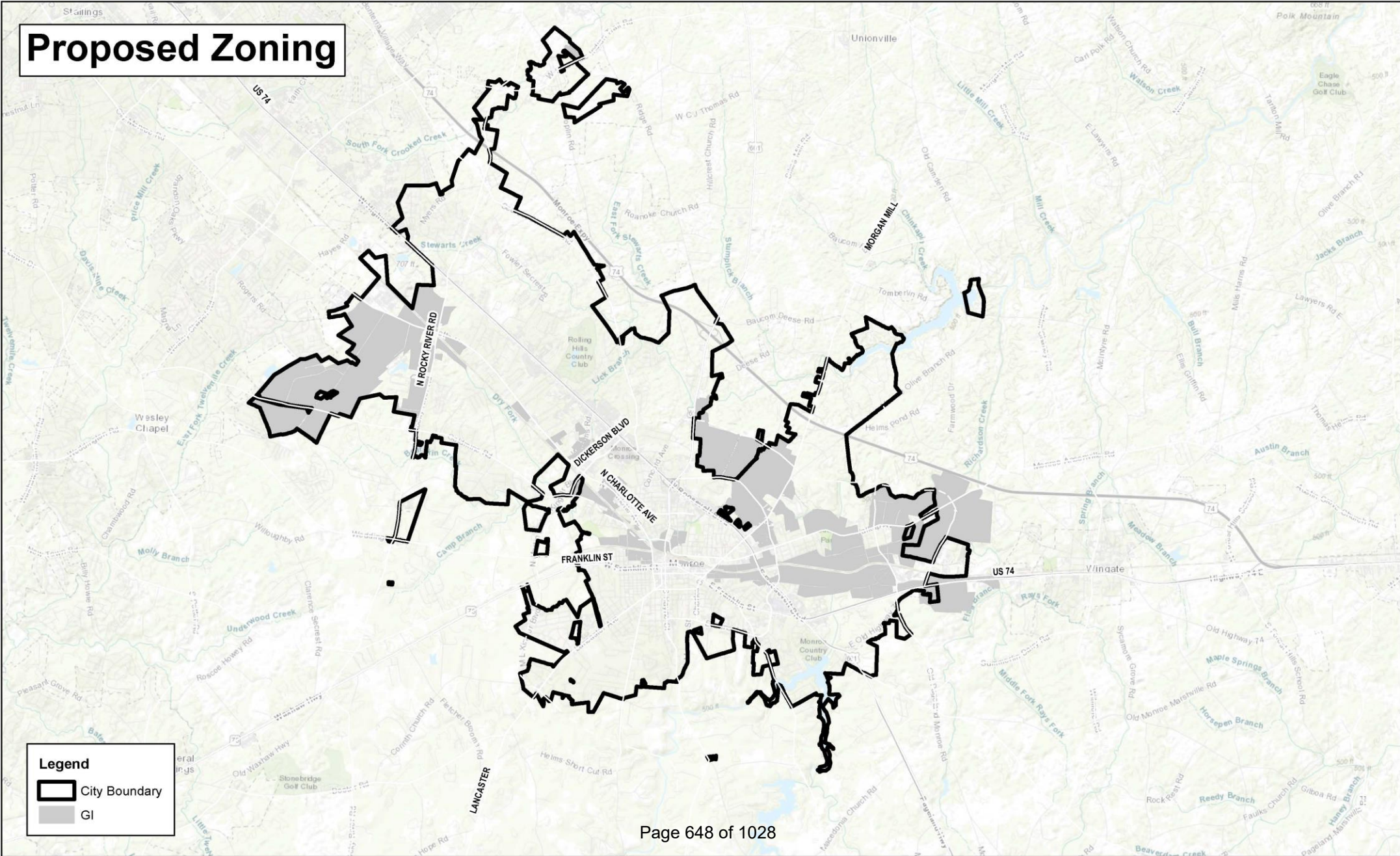
New GB (General Business) Map



CD () Map



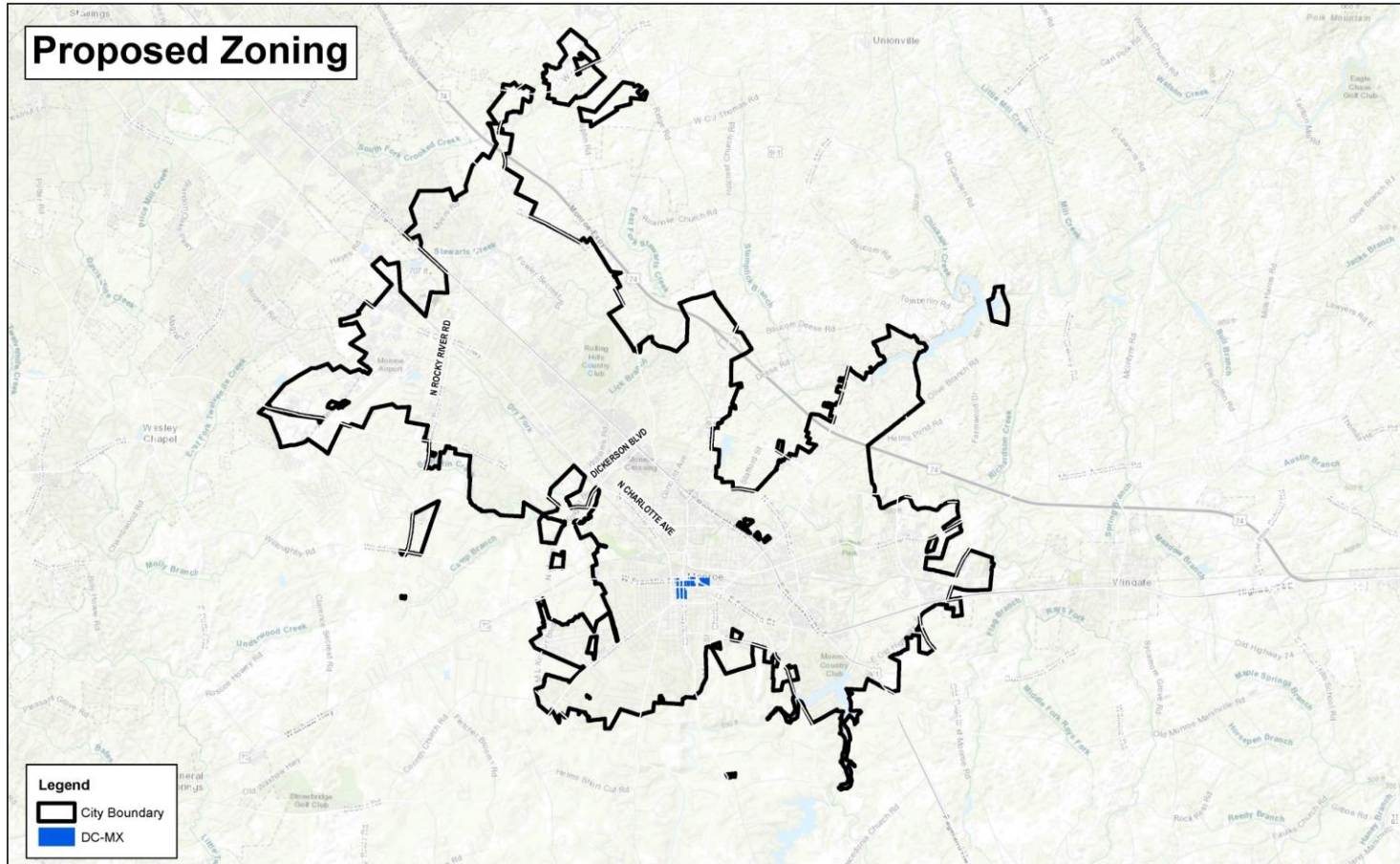
New GI (General Industrial) Map



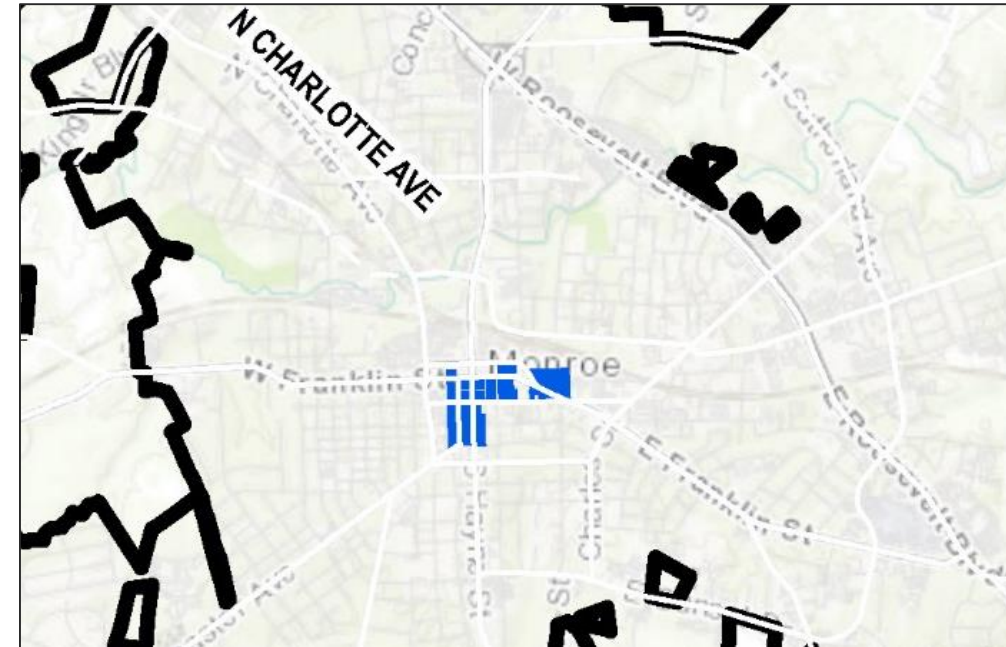


DC-MX (Downtown Central Mixed-Use)

Overview

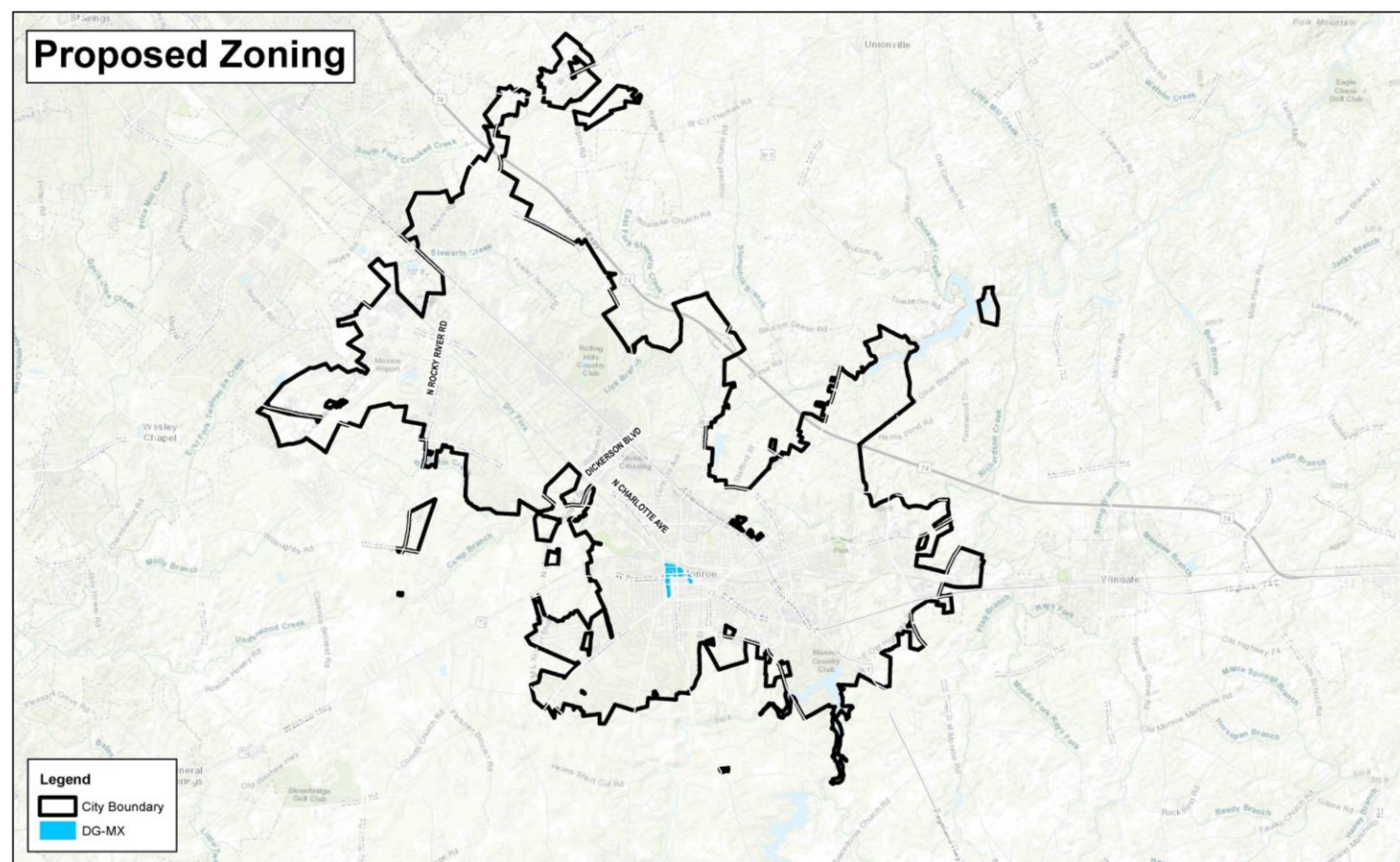


Zoomed In View



DG-MX (Downtown Gateway Mixed-Use)

Overview

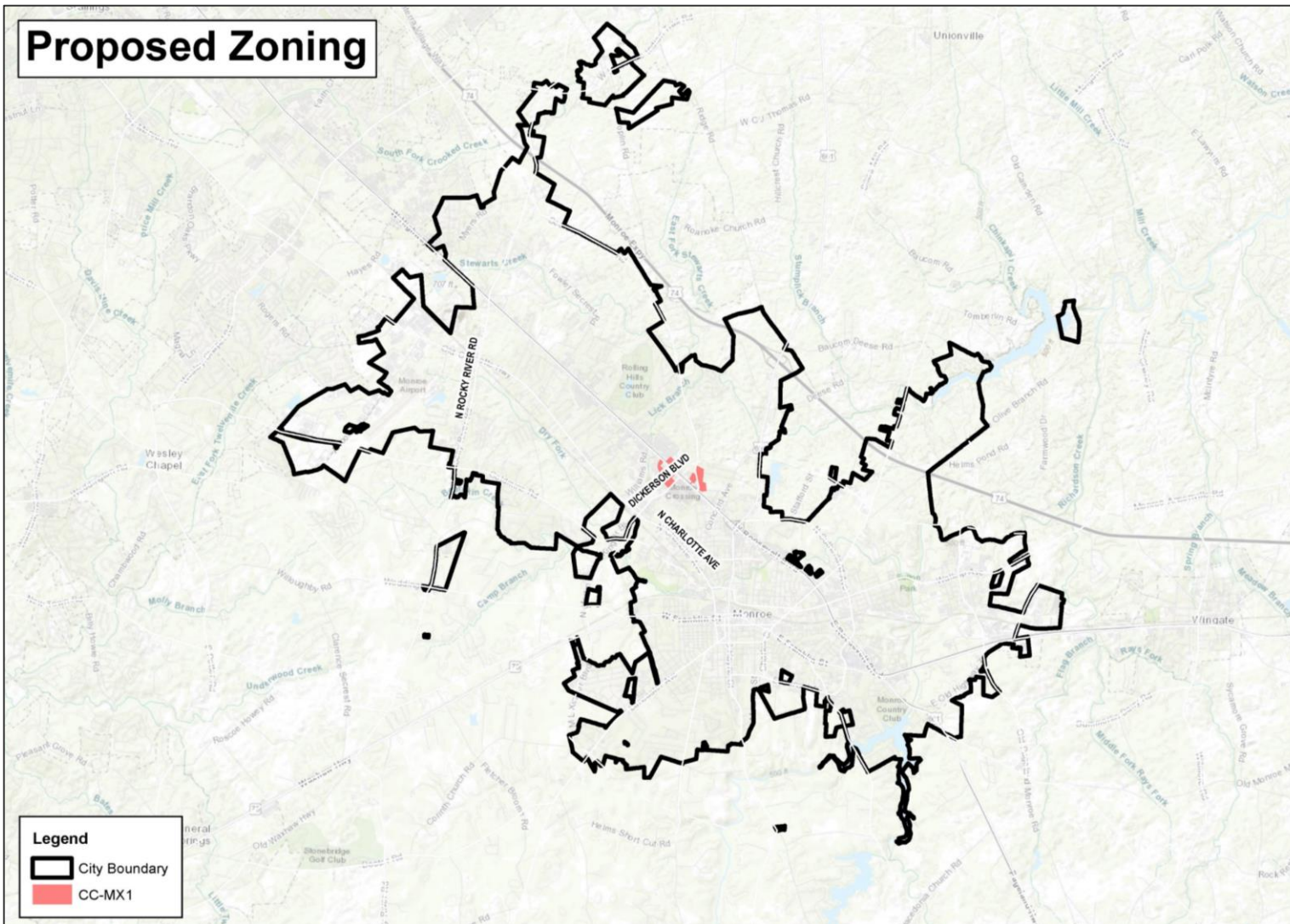


Zoomed In View

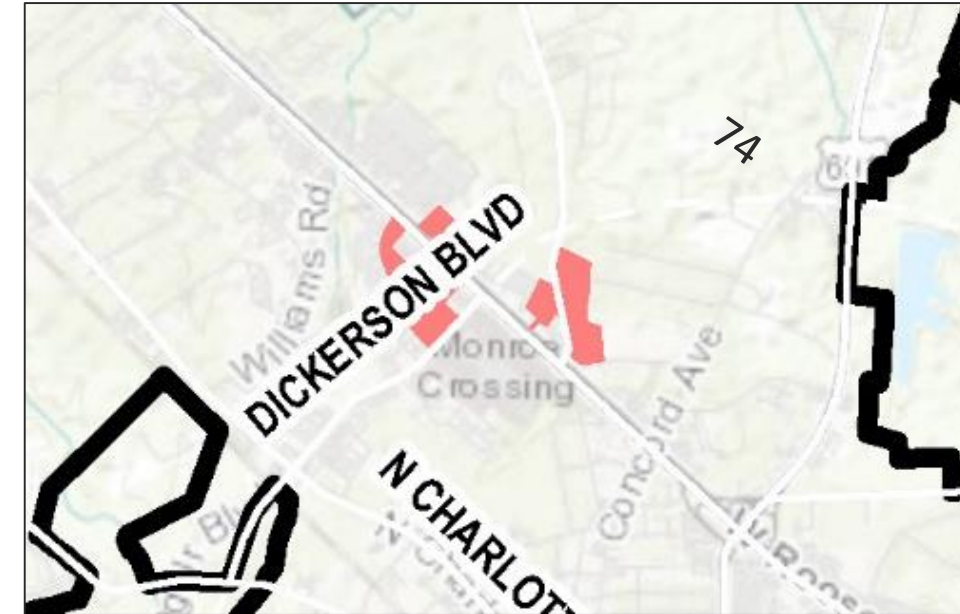


CC-MX1 (Community Corridor Mixed-Use 1)

Overview

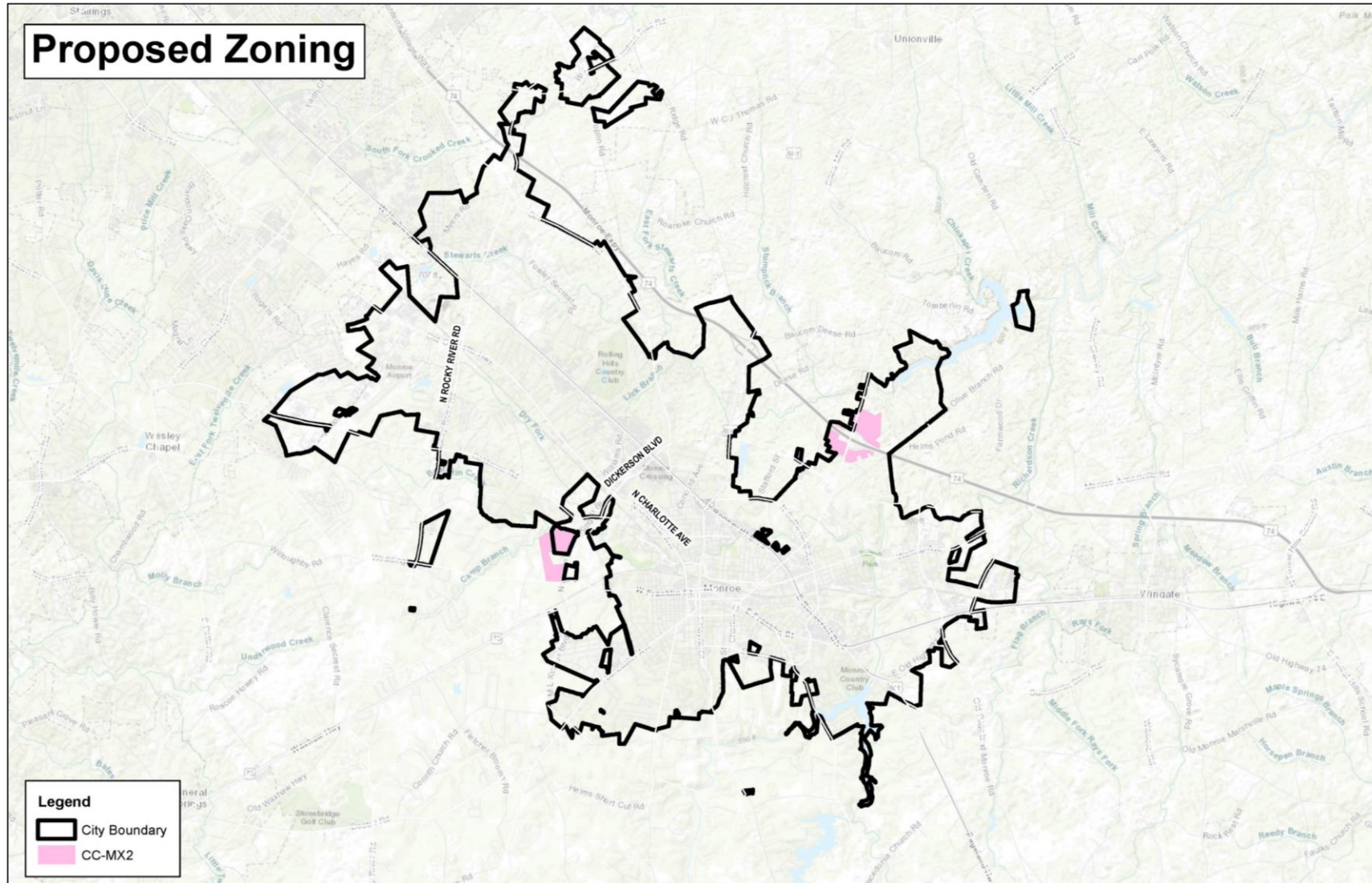


Zoomed In View

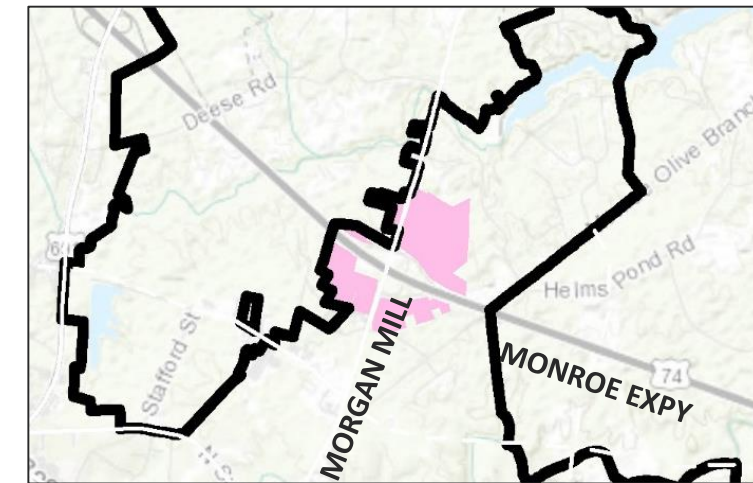
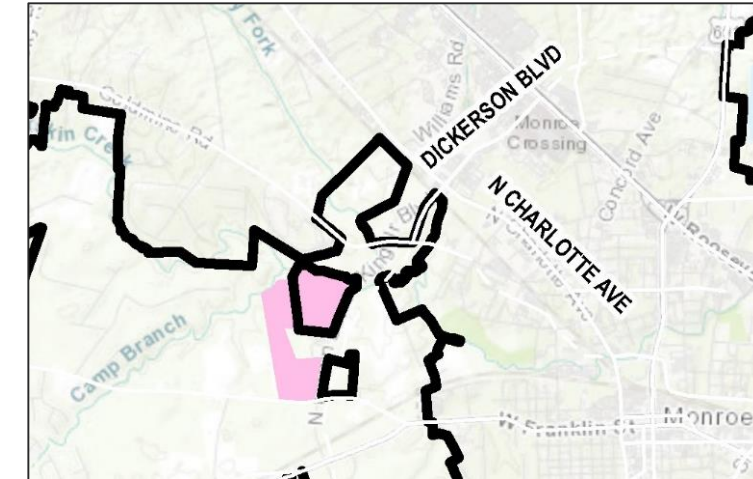


CC-MX2 (Community Corridor Mixed-Use 2)

Overview

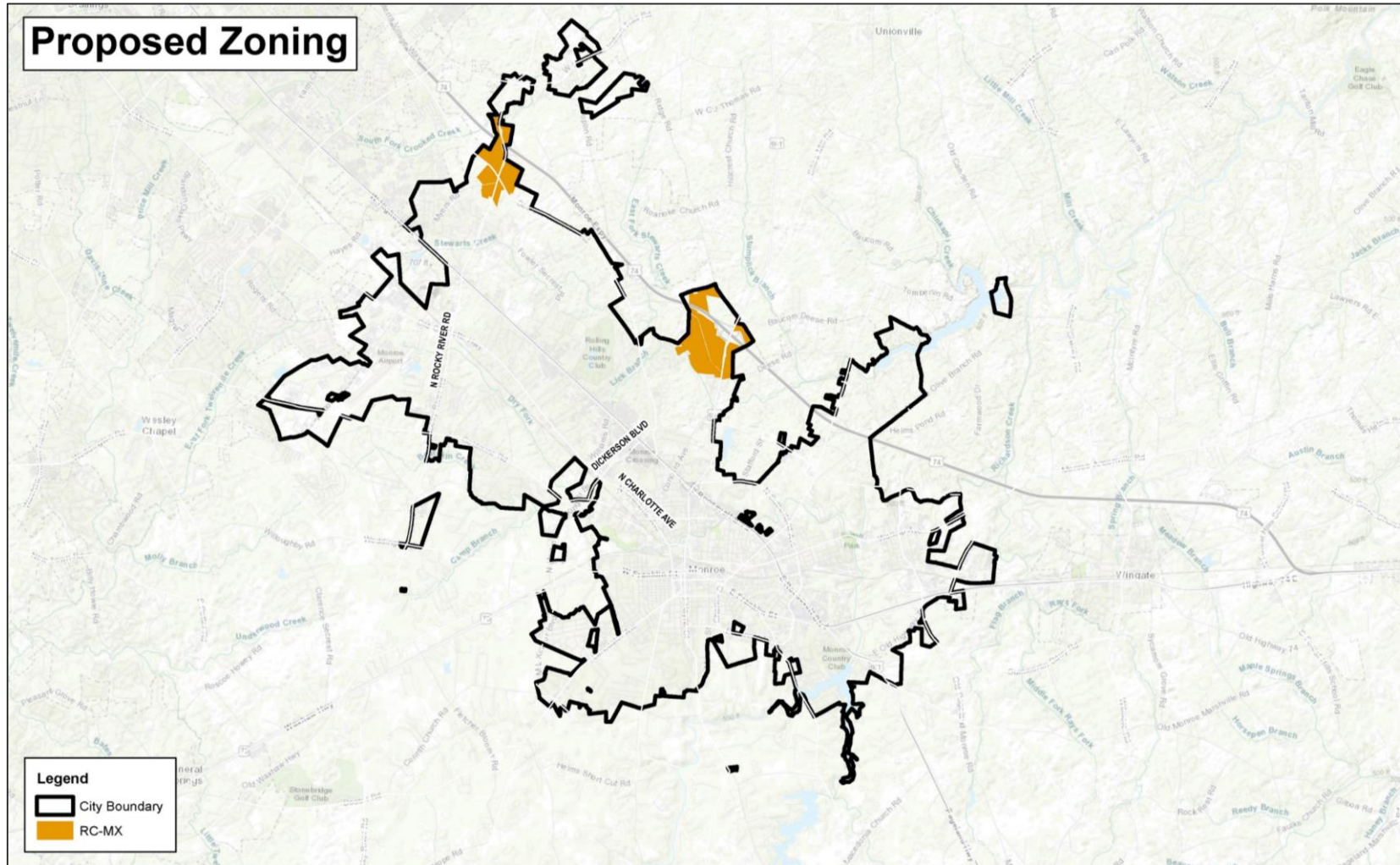


Zoomed In Views

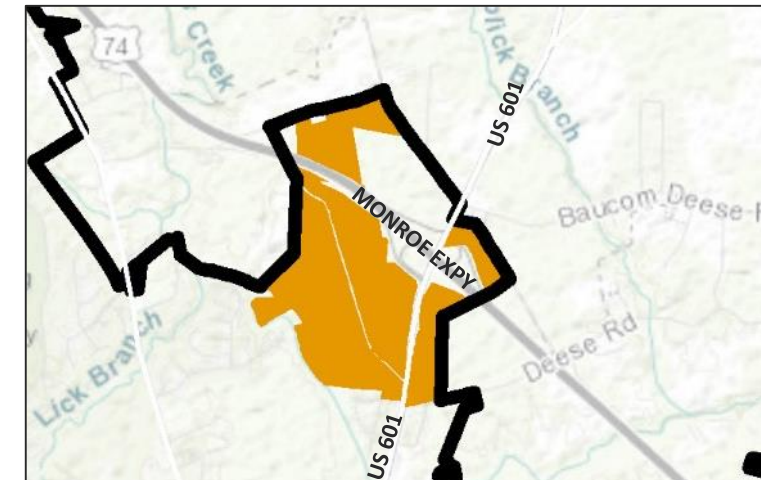
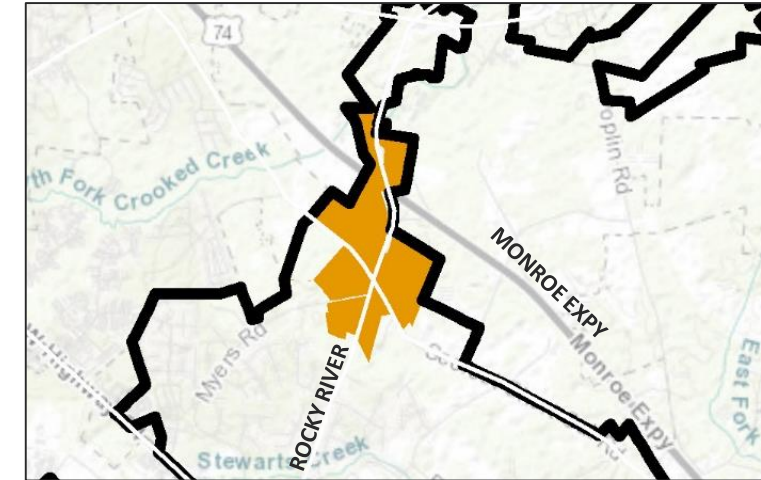


RC-MX (Regional Corridor Mixed-Use)

Overview

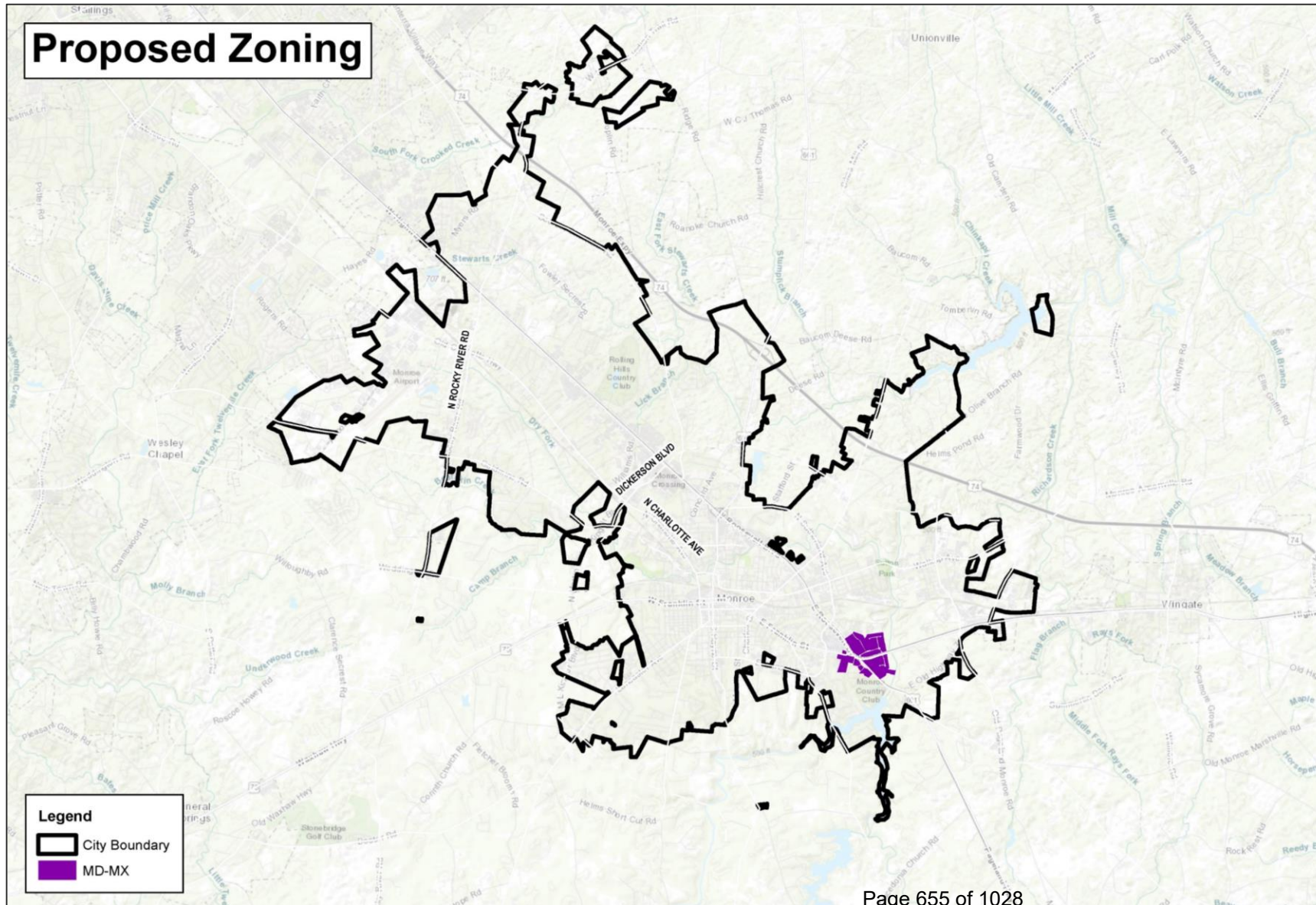


Zoomed In Views

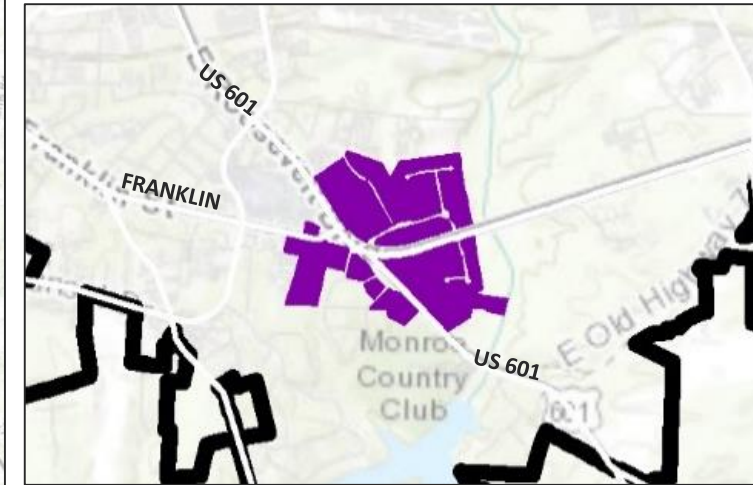


MD-MX (Medical District Mixed-Use)

Overview

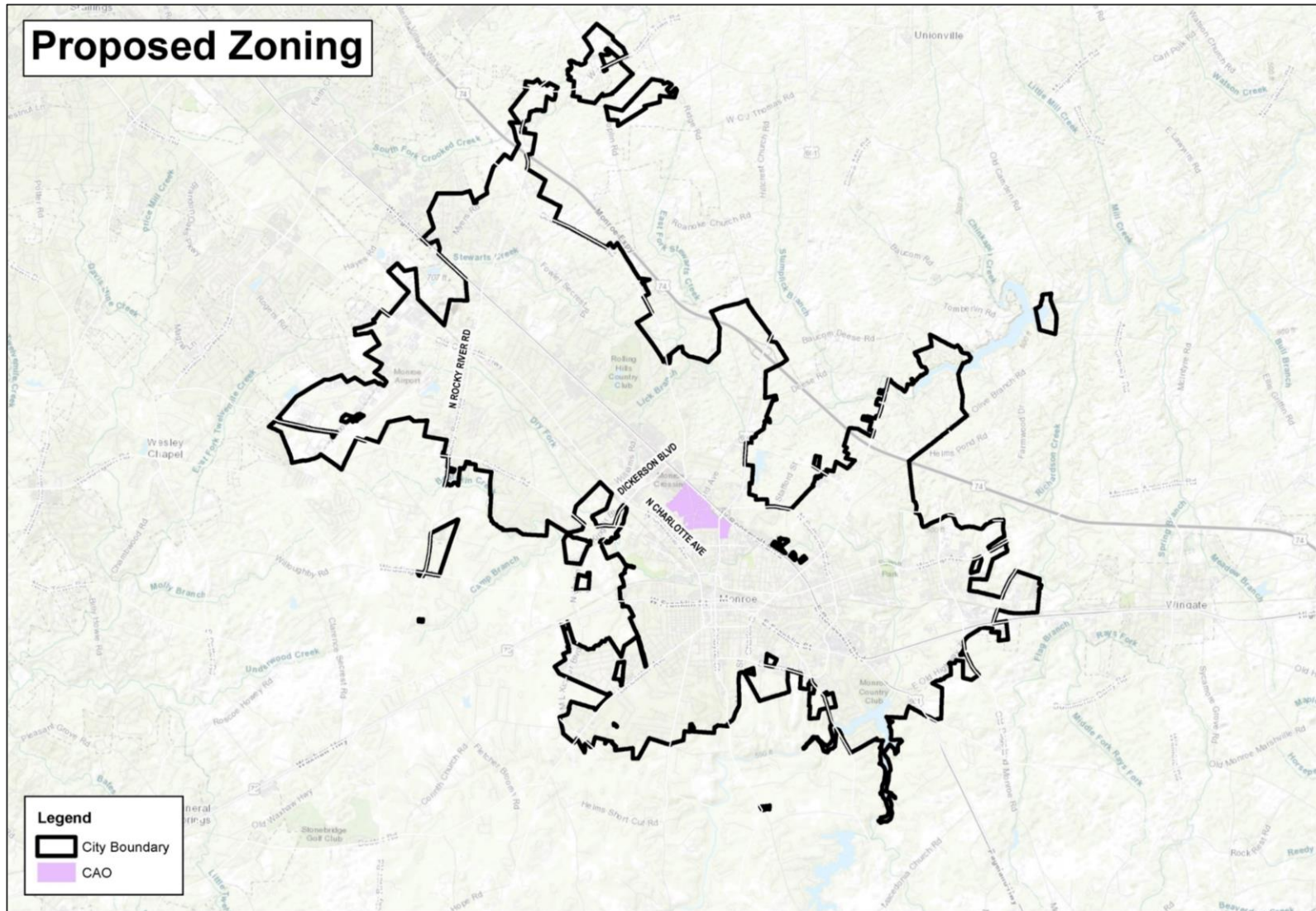


Zoomed In View

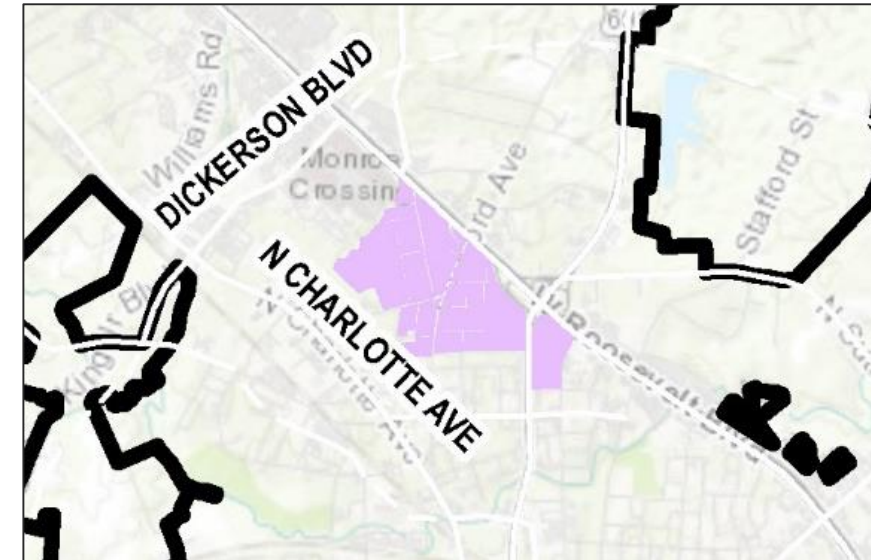


CAO ()

Overview



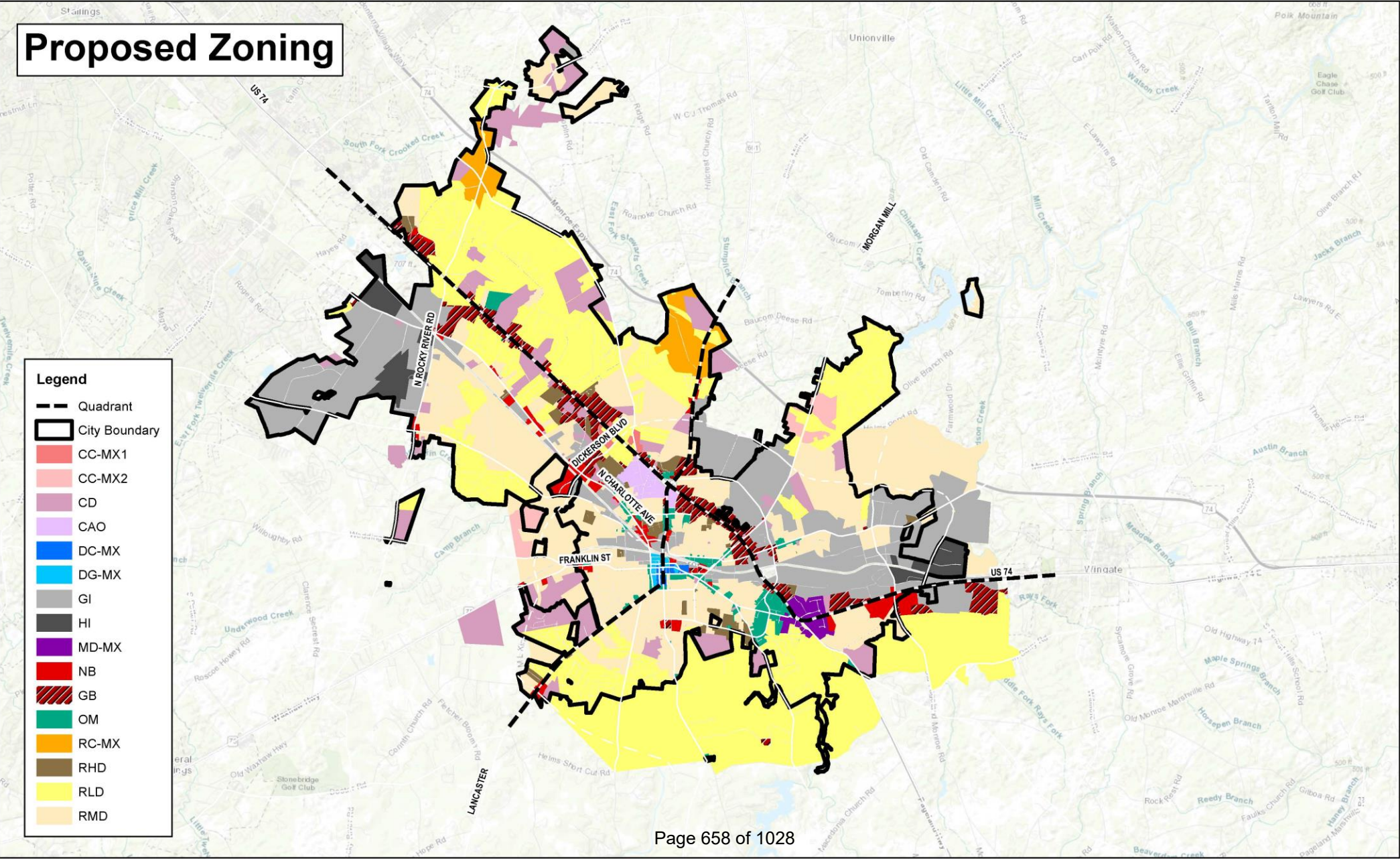
Zoomed In View



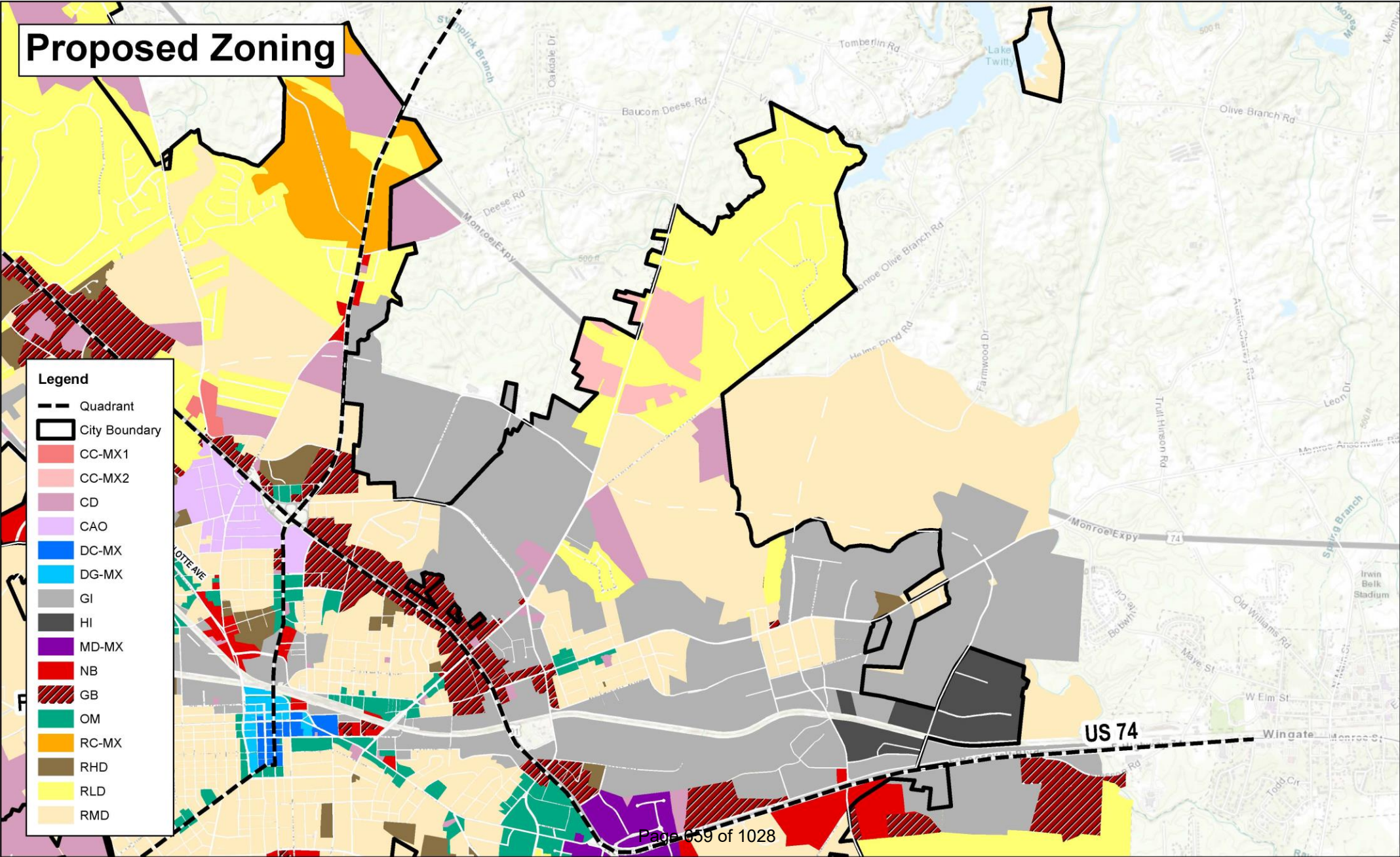


Quadrant Map

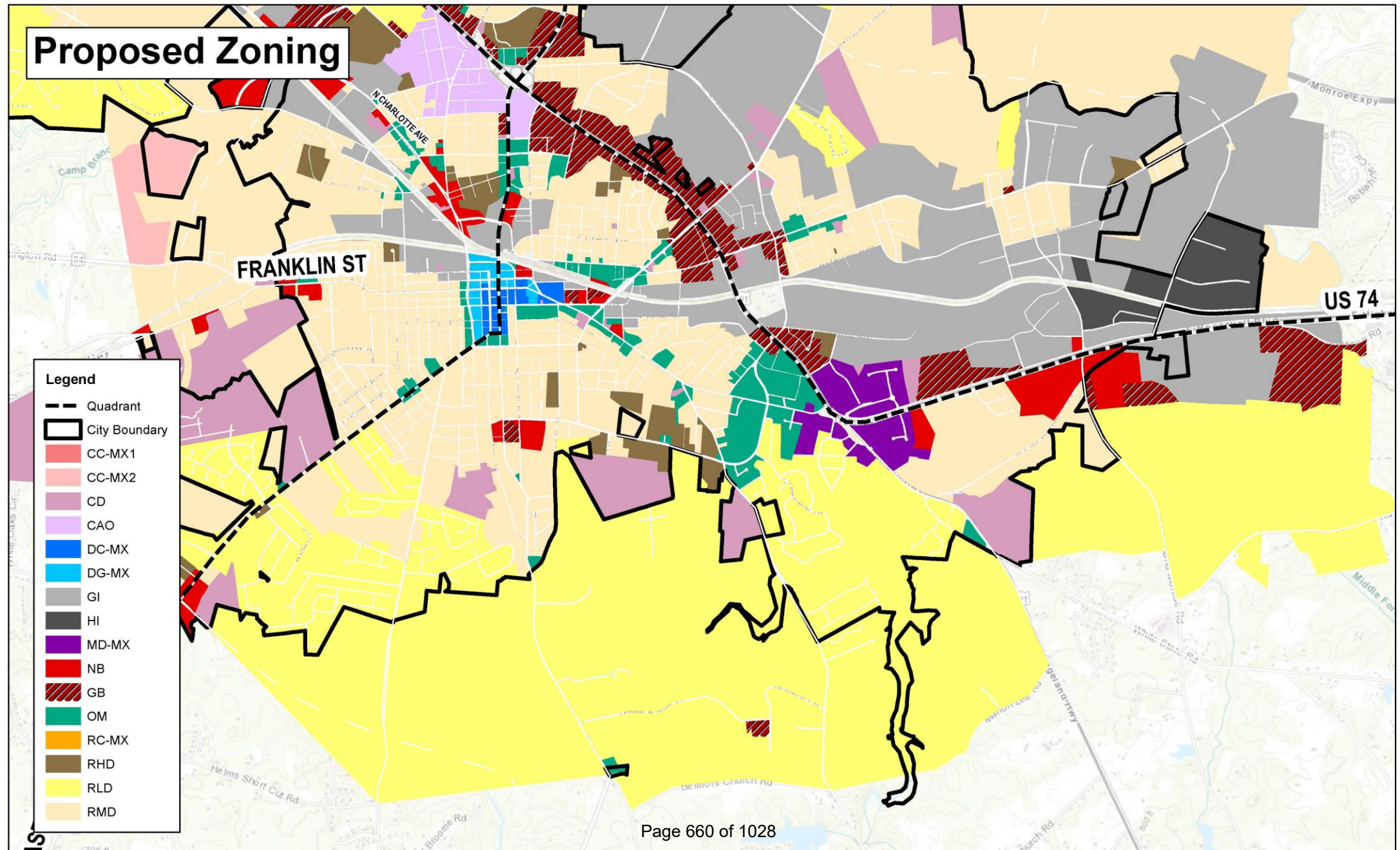
All Quadrants



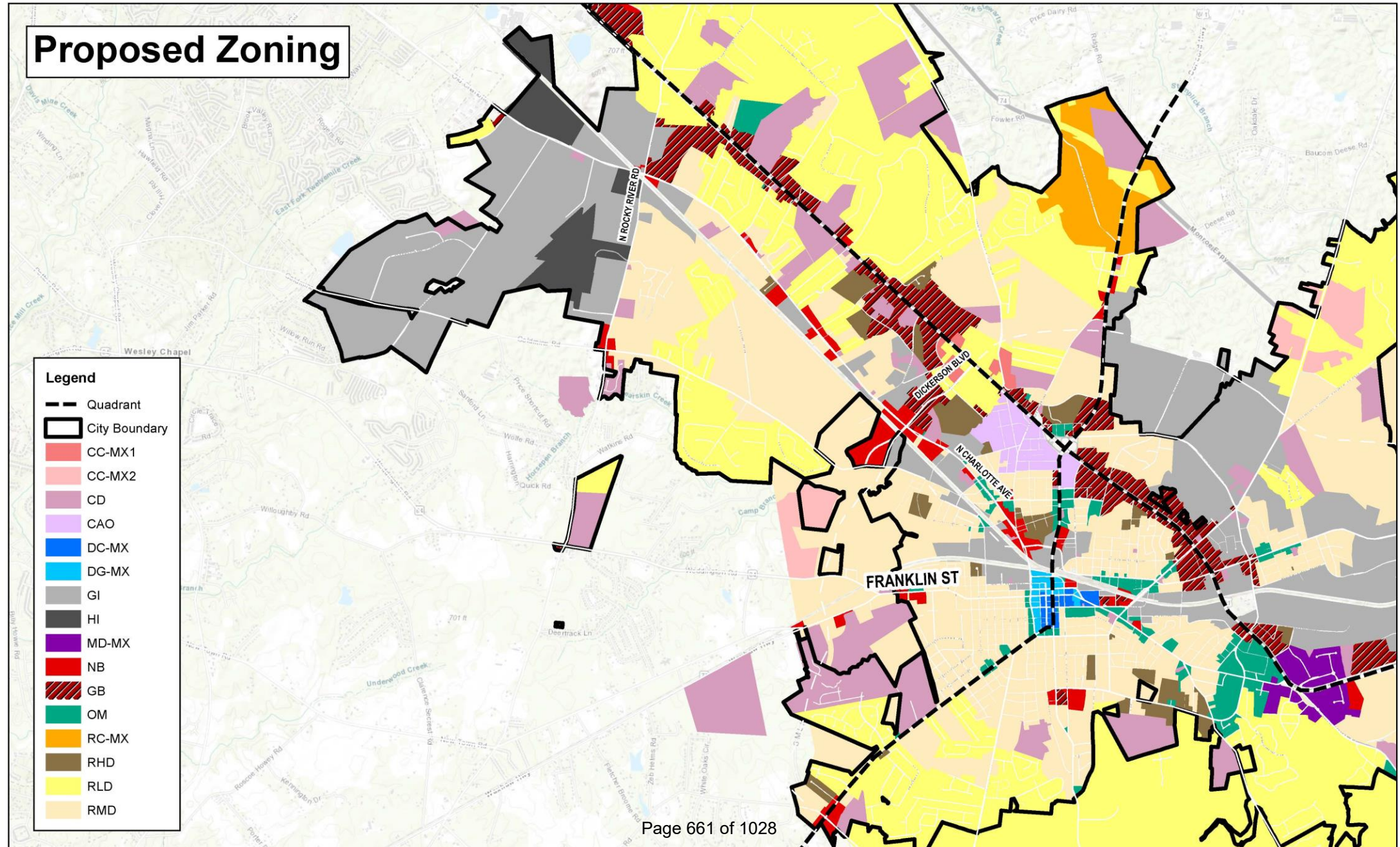
Quadrant 1



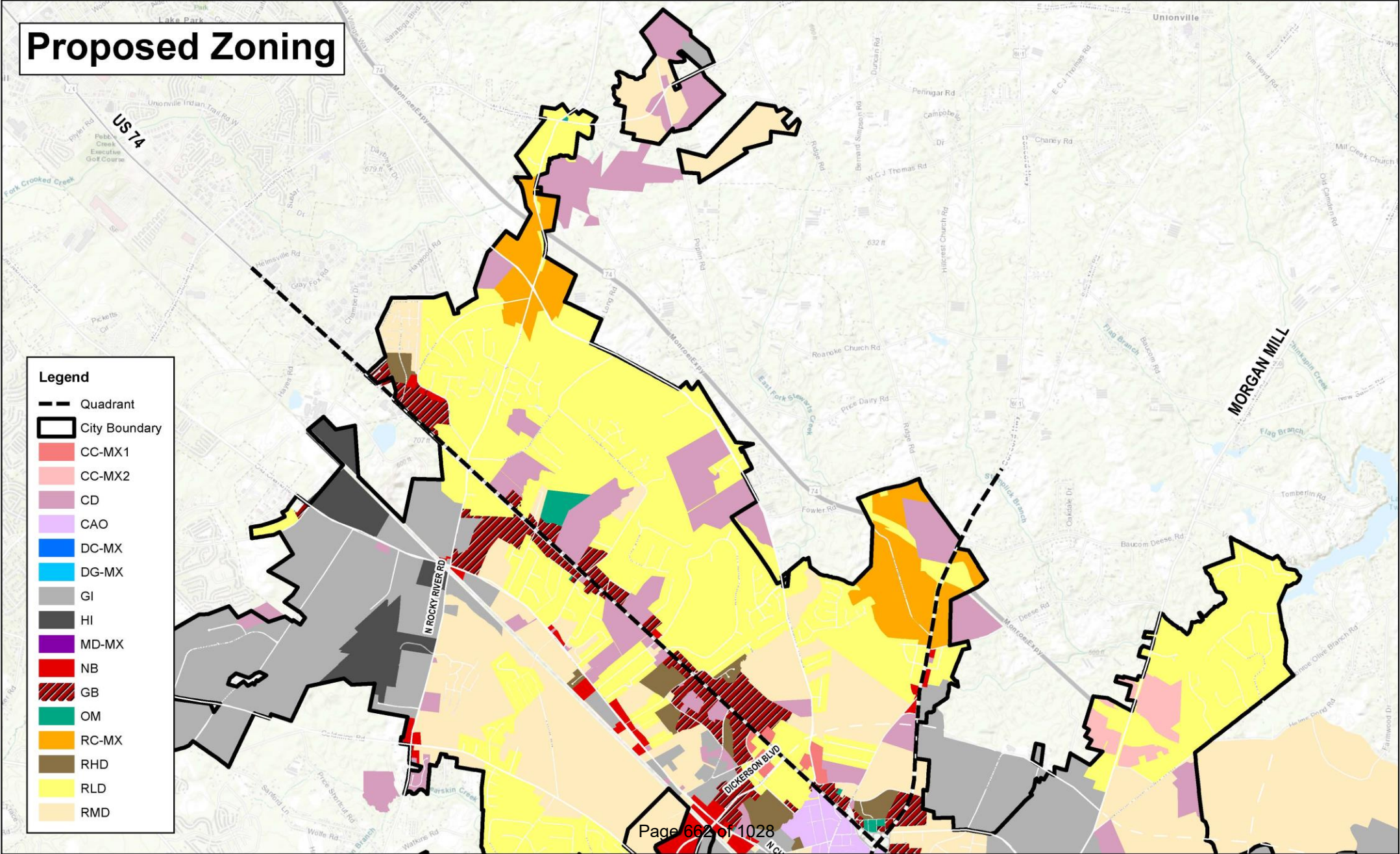
Quadrant 2



Quadrant 3



Quadrant 4





Next Steps

Adoption of UDO

- BOC adopts UDO and Zoning Map, September 14, 2021



Thank You!

Questions or Comments?



STAFF REPORT

TO: City Council

VIA: Brian J. Borne, Interim City Manager

DATE: September 28, 2021

FROM: Bridgette H. Robinson, City Clerk

PREPARED BY: Sherry K. Hicks, Deputy City Clerk

SUBJECT: Summary of Contracts Awarded, Change Orders Approved and City Manager's Settlement of Claims for August 2021

SUMMARY STATEMENT

To inform City Council of the award of contracts pursuant to Ordinance O-2001-17, Change Orders (CO) approved pursuant to Resolution R-2000-76 and Settlement Claims pursuant to Ordinance O-2018-50.

REVIEW

The following is a summary of contracts recently awarded and approved change orders for the month of August 2021.

Name	Purpose	Fiscal Impact	
		Fund	Amount
(10069) Labella Associates	(A.H) Annual Renewal to provide supplemental	(8025) Water and Sewer-Construction	\$18,000.00
(10535) GMSTEK	Cloud Based Management	(8620) Airport-Operations	7,280.65
(8025) Charles R Underwood	Annual Renewal Year 3 for maintenance and	(8010) Water and Sewer-Admin	15,000.00
(10333) Smoke Pit Monroe	FY22 Employee Appreciation Celebration on Sept. 1	(2510) Human Resources-HR	6,307.81

(75) Carolina Tractor & Equipment	Annual maintenance	(8010) Water and Sewer-Admin	10,000.00
(3241) Eagle Engineering	Annual engineering design	(8010) Water and Sewer-Admin	18,000.00
(10317) CivicPlus	Online software for Recreation Division	(7011) Parks & Recreation-Rec	*1,500.00
(2533) Smart, Inc.	PM & misc. repairs for fitness equipment	(7011) Parks & Recreation-Rec	*1,127.00
(1920) Virginia L Hargrave	Miscellaneous kiln repairs	(7011) Parks & Recreation-Rec	*800.00
(58) Forms And Supply	Planning Department office furniture	(4010) Planning and Development-Plan	14,724.08
(4503) Online Information Services	Residential & commercial credit checks	(2026) Finance-Customer Service	*4,452.00
(7840) Novant Medical Group Inc.	Employee Health Clinic for July 2021	(2510) Human Resources-HR	9,256.46
(601) Lawrence Associates, P A	On-Call survey service for stormwater projects	(8120) Stormwater-Maintenance	20,000.00
(4087) ESP Associates	On-Call engineering for Stormwater Project	(8120) Stormwater-Maintenance	30,000.00
(3826) W K Dickson and Company Inc.	Gap analysis of the Stormwater Program	(8120) Stormwater-Maintenance	39,885.00
(242) Johnson Controls Security Solutions	Video camera service Maintenance Plan - Sutton Park	(7011) Parks & Recreation-Rec	*296.00
(1308) Sunbelt Rentals	Misc/Emergency rental of equipment for P&R Maint.	(7012) Parks & Recreation-Parks Maint	*3,000.00
(242) Johnson Controls Security Solutions	Security & fire alarm monitoring @ Bazemore	(7011) Parks & Recreation-Rec	*720.00
(242) Johnson Controls Security Solutions	Video camera service Maintenance Plan – Bazemore	(7011) Parks & Recreation-Rec	*260.00
(242) Johnson Controls Security Solutions	Security and fire alarm monitoring - Sutton Park	(7011) Parks & Recreation-Rec	*1,440.00
(10469) Neogov	Automatic agreement renewal for 7/2021-6/2022	(2510) Human Resources-HR	13,757.26
(775) Chlorinator Sales & Service	Annual Renewal for WWTP	(8040) WR Waste Treatment Plant	5,000.00
(9811) A To Z Farms	Mowing and Landscaping Services	(8620) Airport-Ops	81,000.00
(2533) Smart Inc.	Monthly maintenance/repairs of fitness equipment	(7040) Parks & Recreation-MAFC	12,000.00

(9426) Robert Half International Inc.	Water Resources Temporary Staffing for FY22	(8010) Water and Sewer-Admin	5,925.00
(9408) Qt Petroleum On Demand	Cloud based access to Siteminder fuel mgmt..	(8620) Airport-Ops	*1,425.00
(242) Johnson Controls Security Solutions	Security alarm monitoring @ MCC Pro Shop	(7030) Parks & Recreation-Golf Course	*1,180.00
(242) Johnson Controls Security Solutions	Fire alarm monitoring – MCC Ballroom	(7031) Parks & Recreation-Ballroom	*4,451.00
(3175) Lefler Electronics	MAFC fire alarm system maintenance	(7040) Parks & Recreation-MAFC	*2,000.00
(376) Terminix Service	Terminix	(1620) City Facilities-Maint	34,610.00
(9402) Blended Ideas Group	Static billboard services advertising Downtown Monroe	(4520) Downtown Monroe-MuniServDist	7,000.00
(810) Randall Supply Inc.	Annual renewal	(8030) WR-Water Treatment Plant	*4,999.00
(9157) Anthony M Belk	Miscellaneous - Emergency Painting Needs	(7031) Parks & Recreation-Ballroom	*1,000.00
(9637) Certified Collision Services Inc.	For repairs to damage City of Monroe vehicles	(2515) Human Resources-Safety Health	20,000.00
(242) Johnson Controls Security Solutions	Video camera service/maintenance plan at Winchester Community Center	(7011) Parks & Recreation-Rec	*260.00
(1620) Utility Service Company Inc.	Annual Inspection and Maintenance Program	(8010) Water and Sewer-Admin	99,060.73
(1470) On-Spec Engineering	Materials Testing Services	(3025) Engineering-Powell Bill	10,000.00
(1432) Love Plumbing & Air	Relocation of customer's gas piping as needed	(8420) Natural Gas-Maintenance/Const	*4,999.99
(10454) Union County Economic Development	Host Hook & Slice Industry Appreciation Day Event	(5410) Monroe-Union Co Econ Dev-Admin	11,000.00
(10905) Debtbook	Debt & Lease Mgmt Software annual subscript	(2015) Finance-Administration	7,500.00
(1117) Dracor Inc.	Annual renewal for maintenance and repair	(8010) Water and Sewer-Admin	5,000.00
(8004) Amldeo, Inc.	Annual renewal for backflow	(8010) Water and Sewer-Admin	*4,999.00
(7029) Guardway Corporation	Annual renewal to provide traffic control	(8010) Water and Sewer-Admin	*4,999.00

(257) Duncan-Parnell Inc.	Contract with Duncan Parnell for the following:	(8010) Water and Sewer-Admin	14,150.00
(3870) Morris-Berg Architects Inc.	Building signage options for science center	(4610) Tourism Development	19,500.00
(11153) Union Diesel	Repair fuel truck pump	(8620) Airport-Ops	*299.97
(9157) Anthony M Belk	Painting at Parks & Rec Community Centers	(7011) Parks & Recreation-Rec	15,850.00
(3246) Epaggalea LLC	Refinish wood floors @ MCC & Winchester gym	(7011) Parks & Recreation-Rec	*4,039.00
(9910) Precision Painting LLC	Holiday poinsettias & starburst Installation	(4520) Downtown Monroe-MuniServDist	6,662.00
(10056) All Fire Services	Annual fire systems inspections for Science center	(4630) Tourism Dev-Monroe Science Center	*1,082.00
(11148) Olmstead, David	Narration and sound services for Air Show	(4610) Tourism Development	5,300.00
(10158) Atlantic Pinstriping Inc.	108 N. Main Street Window Graphics	(4520) Downtown Monroe – MuniServDist	*1,524.00
(8013) Thomas Allen Mullis	Annual renewal for fabrication and machining	(8040) WR Waste Treatment Plant	*4,999.00
(7149) Ideal Gas Measurement Inc.	Technical meter repairs	(8420) Natural Gas-Maintenance/Const	7,500.00
(11002) Sidney W Hinton	Engineering and design for Camp Sutton Substation	(8220) Electrical-Maintenance/Const	12,500.00
(8892) Hargett Electric Company Inc.	Additional needed wiring for connectivity and electrical access points	(7150) Parks & Recreation-Center Theatre	10,130.00
(11135) Baker Tilly Virchow Krause	Classification and compensation study	(2510) Human Resources-HR	57,000.00
(2819) Maximus Consulting Services Inc.	Second optional update to cost allocation study	(2015) Finance-Administration	*1,000.00
(10630) Blue Phoenix Entertainment Inc.	Employee Appreciation Celebration 9/14/2021	(2510) Human Resources-HR	* 762.00
(10595) Wind River Environmental LLC	Wash bay cleaning	(8120) Stormwater-Maintenance	10,000.00
(698) Cox Door Company	Bay Door Maintenance and Repair	(5510) Fire-Fire	7,500.00
(11131) Olympic Flame	Ice machine maintenance, service and repair	(5510) Fire-Fire	*4,000.00
(242) Johnson Controls Security Solutions	Security & Fire Alarm Monitoring – Senior Center	(7011) Parks & Recreation-Rec	*2,940.00

(242) Johnson Controls Security Solutions	Security & Fire Alarm Monitoring – J. Ray Shute	(7011) Parks & Recreation-Rec	*3,590.00
(11139) Addison Moore & Son Inc.	Painting of the Quonset Hangar roof	(8620) Airport-Ops	51,204.00
(242) Johnson Controls Security Solutions	Video camera service – Maint. Plan – J. Ray Shute	(7011) Parks & Recreation-Rec	*260.00
(242) Johnson Controls Security Solutions	Security & Fire Alarm Monitoring – Old Armory	(7011) Parks & Recreation-Rec	*3,038.00
(242) Johnson Controls Security Solutions	Video camera service – Maint Plan – Old Armory	(7011) Parks & Recreation-Rec	*260.00
(242) Johnson Controls Security Solutions	Video Camera Service – Maint. Plan – Dickerson	(7011) Parks & Recreation-Rec	*436.00
(75) Carolina Tractor & Equipment Inc.	Equipment rental	(8120) Stormwater-Maintenance	5,000.00
(10982) The Insight Consultants Inc.	Provide consulting and facilitation services	(2510) Human Resources-HR	6,000.00
(4175) Black & Veatch Corporation	CO #1 additional settle basin coatings project	(8030) WR-Water Treatment Plant	5,600.00
(5341) Reliable Equipment & Service Co.	Repair hydraulic tools	(8220) Electrical – Maintenance/Const.	*4,999.00
*Approved by Department Director		Total	\$808,301.95

No settlement claims to report.

RECOMMENDATION

No action required – for Council Information only.



STAFF REPORT

TO: City Council

VIA: Brian Borne, Interim City Manager

DATE: September 28, 2021

FROM: Lisa Stiwinter, Planning and Development Director

SUBJECT: Fee Schedule Amendment for Planning and Permitting.

SUMMARY STATEMENT

City Council is requested to consider an amendment to the City of Monroe fee schedule for planning and permitting fees.

REVIEW

At the May Strategic City Council meeting, City Council requested planning staff conduct research on fee schedules of municipalities similar in population size to the City of Monroe. Planning staff conducted research on eleven (11) different municipalities fee schedules and presented the research to City Council at their June 8th Strategic City Council meeting. Based on research conducted, planning staff provided the following recommendations:

Planning Fee Recommendation

FEE	CURRENT FEE	PROPOSED NEW FEE
Zoning Map Amendment (General)	\$150	\$250
Zoning Map Amendment (Conditional)	\$350	\$500
Annexation (Currently includes rezoning, which will be separated)	\$500	\$250
Special Use Permit	\$250	\$350
Variance	\$200	\$300
Lot Line & Lot Recombinations	\$75	\$100

Building Standards Fee Recommendation

Percentage Increase for R-SF Home Permits	R-SF Home Permit Sq. Foot Total	Additional Revenue (per %)	Increase in R-SF Home Permit Revenue
10% - (.4950)	1,082,606	\$48,717.27	\$535,889.97

City Council voted unanimously at their June 8th Strategic City Council meeting to approve the above fee schedule recommendations.

RECOMMENDATION

Planning staff recommends approval of an amendment to the City of Monroe fee schedule.

City Council will need to take action on the following items:

1. *Motion to recommend adoption of ordinance amending the City of Monroe fee schedule with the effective date of September 14, 2021.*

Attachments:

1. June 8th Strategic City council
2. O-2021-40-Fee Schedule

FEE SCHEDULE COMPARISON

CITY OF MONROE PLANNING DEPARTMENT

CONTENTS

1. Board of Adjustment & Rezoning Fee
2. Subdivision Plan & Plat Review
3. Major & Minor Fee Scenario
4. Comparison between Current and Proposed Planning Fees
5. Current Building Fees
6. Proposed Building Fee Increase
7. Planning Staff Recommendation

Board of Adjustment				Rezoning		
Jurisdiction	Population (2019)	Appeal of Zoning Decision	Special Use Permit Application Fee	Variance	Zoning Map Amendment (General Rezone)	Conditional District Rezoning Application
Holly Springs	36,385	\$250	\$500	\$350 or \$500	\$900 + \$10 per acre	N/A
Wake Forest	38,641	\$400	\$600	\$400	\$500 + \$10 per acre	\$750 + \$10 per acre
Matthews	31,071	\$150 or \$350	N/A	\$150 or \$350	\$600	\$1,000
Cornelius	32,144	\$250	\$500	\$350	\$1,000	\$1,250
Garner	32,213	\$400	\$400	\$400	\$450 + \$10 per acre	\$450 + \$10 per acre
Goldsboro	33,969	\$350	\$350	\$350	\$500	\$550
Indian Trail	39,829	\$400	\$350 or \$500	\$300 or \$450	\$500 or \$900	\$1,600
New Bern	30,010	\$268	\$321	\$268	N/A	\$375
Salisbury	34,959	\$300	\$500	\$300	\$600	\$750 or \$1000
Monroe	35,432	\$150	\$250	\$200	\$150	\$350
Waxhaw	14,722	\$330	\$400 - \$1500	\$330	\$300 - \$1000	\$400 - \$1500
Statesville	26,028	\$300	\$250	\$300	\$500	\$600
Mean	32,117	\$304	\$454	\$329	\$591	\$791
Median	33,091	\$300	\$425	\$340	\$600	\$750

Subdivision Plan and Plat Review

Jurisdiction	Major Subdivision: Preliminary Plan:	Major Subdvision: Final Plat Review	Minor Subdivision: Preliminary Plan	Minor Subdivision: Final Review	Lot Line Revisions, Lot Recombinations
Holly Springs	\$700 + \$5 per lot	\$300 + \$10 per lot	N/A	\$200	\$200
Wake Forest	\$500 + \$10 per lot	\$200 + \$10 per lot	N/A	\$400 + \$10 per lot	\$50
Matthews	\$400 + \$150	\$100	\$150	\$50	\$75
Cornelius	\$250	\$100	\$250	\$50	\$50
Garner	\$600 + \$10 per lot	\$300	N/A	\$150	\$100
Goldsboro	\$200 + \$5 per lot	\$150 + \$5 per lot	\$100	\$100	N/A
Indian Trail	\$2500 + \$325 per acre of site	\$275 + \$25 per lot	\$275	\$275 + \$25 per lot	\$125
New Bern	\$161 or \$11 per lot whichever is greater	\$214 or \$27 per lot whichever is greater	N/A	\$107	\$107
Salisbury	\$200 + \$10 per lot	\$500	N/A	\$30 per lot	\$50
Monroe	\$300 + \$50 per lot or \$500 + \$50 per lot	\$50 + \$5 per lot	N/A	\$150 per lot	\$75
Waxhaw	\$250 or \$500	\$55 per lot	N/A	\$55 per lot	\$200
Statesville	\$300 + \$1 per lot	\$100	\$100 + \$1 per lot	\$100	\$50
Mean	\$3,264	\$1,977	\$175	\$164	\$98
Median	\$1,614	\$890	\$150	\$109	\$75

Major Subdivision, 158 lots, 50 acres			Minor Subdivision, 2 lots		
Jurisdiction	Major Subdivision: Preliminary Plan:	Major Subdivision: Final Plat Review	Minor Subdivision: Preliminary Plan	Minor Subdivision: Final Review	Lot Line Revisions, Lot Recombinations
Holly Springs	\$1,490	\$1,880	N/A	\$200	\$200
Wake Forest	\$2,080	\$1,780	N/A	\$420	\$50
Matthews	\$550	\$100	\$150	\$50	\$75
Cornelius	\$250	\$100	\$250	\$50	\$50
Garner	\$2,180	\$300	N/A	\$150	\$100
Goldsboro	\$990	\$940	\$100	\$100	N/A
Indian Trail	\$18,750	\$4,225	\$275	\$325	\$125
New Bern	\$1,738	\$4,266	N/A	\$107	\$107
Salisbury	\$1,780	\$500	N/A	\$60	\$50
Monroe	\$8,400	\$840	N/A	\$300	\$75
Waxhaw	\$500	\$8,690	N/A	\$110	\$200
Statesville	\$458	\$100	\$102	\$100	\$50
Mean	\$3,264	\$1,977	\$175	\$164	\$98
Median	\$1,614	\$890	\$150	\$109	\$75

ZONING DATA:	FISCAL YR TO DATE	CURRENT FEE	REVENUE W/ CURRENT FEES	PROPOSED NEW FEE	REVENUE W/ PROPOSED FEES	DIFFERENCE BETWEEN CURRENT AND PROPOSED REVENUE
AMENDMENT DATA:						
Zoning Map Amendment (General)	1	\$150	\$150	\$250	\$250	\$100
Zoning Map Amendment (Conditional)	33	\$350	\$11,550	\$500	\$16,500	\$4,950
Annexations*	3	\$500	\$1,500	\$250	\$750	-\$750
BOARD OF ADJUSTMENT CASE DATA:						
Special Use Permits	5	\$250	\$1,250	\$350	\$1,750	\$500
Variances	9	\$200	\$1,800	\$300	\$2,700	\$900
Appeals	0	\$150	\$0	\$150	\$0	\$0
PLAN & PLAT REVIEW DATA:						
Major Subdivision 50 lots or less (Preliminary Plat Review)	6	\$300 + \$50 per lot (50 lots used for calculation-\$2800 per plat reviewed)	\$16,800.00	No Change	\$16,800.00	\$0.00
Major Subdivision more than 50 lots (Preliminary Plat Review)	6	\$500 + \$50 per lot (100 lots used for calculation- \$5500 per plat reviewed)	\$33,000.00	No Change	\$33,000.00	\$0.00
Major Subdivision (Final Plat Review)	8	\$50 + \$5 per lot (100 lots used for calculation- \$550 per each)	\$4,400.00	No Change	\$4,400.00	\$0.00
Minor Subdivisions (less than 4 lots created)	9	\$150 per lot (2 lots used for calculation-\$300 per each plat reviewed)	\$2,700.00	No Change	\$2,700.00	\$0.00
Lot Line & Lot Recombinations	8	\$75	\$600	\$100	\$800	\$200
Total	82	N/A	\$73,750		\$79,650	\$5,900

*Proposed Annexation fee charged in addition to zoning fee

COMPARISON OF SIMILAR MUNICIPALITIES AND COUNTIES RESIDENTIAL BUILDING FEE SCHEDULES

Note: Residential permits defined as single-family including new and additions (attached, heated, unheated and heated detached).

City/County	Population	Additional Base Fees	Charge Per Sq. Foot
Monroe	35,432	\$0.00	0.45
Waxhaw	19,099	\$0.00	0.5
Sanford	30,037	\$240.00	0.20
Holly Springs	36,385	\$450.00	0.30
Goldsboro	33,969	\$200.00	0.28
Garner	32,213	\$604.00	0.25
New Bern	30,010	\$17.00	0.21
Warrenton	19,522	\$25.00	0.20
Union County	239,859	\$0.00	0.53
Iredell County	181,806	\$900.00	0.64

			* Charges Per Construction Value
Mecklenburg County	1,110,356	\$1662.37 (plus) ->	\$5.05 per \$1000 over \$250,000 + \$125/Appliance

* Example for Calculating Mecklenburg County's Fee Schedule

Total Construction Cost	Fee
\$250,000 - \$1,000,000	\$1,662.37 plus \$5.05 per \$1000

For 1 and 2 family dwellings, the average cost of construction cost is determined by multiplying the sq. footage of the home by the cost per sq. ft. as recommended by ICC.

Example: Build a 2500 sq. ft. home		
a. Cost per the ICC Table is \$130.58 per sq. ft.		
b. Total Construction Cost: (2500 sq. ft. X \$130.58 sq. ft.) = \$326,450		
c. 326,450 (total construction cost)		
d. -250,001 (subtract amount over 250,000)		
e. 76,449 divided by 1,000 = 76.449		

Permit Fee Calculation: \$1662.37 + 386.07 (\$5.05 X 76.449) = \$2048.44 (plus \$125 per appliance)

Note: Totals based on **FY21 through May 2021**

Total R-SF Home Permits	R-SF Home Permit Sq. Foot Total	R-SF Home Permit Revenue	Total FY21 Revenue
352	1,082,606	\$487,172.70	\$818,947.09
Percentage Increase for R-SF Home Permits	R-SF Home Permit Sq. Foot Total	Additional Revenue (per %)	Increase in R-SF Home Permit Revenue
5% - (.4725)	1,082,606	\$24,358.63	\$511,531.33
10% - (.4950)	1,082,606	\$48,717.27	\$535,889.97
15% - (.5175)	1,082,606	\$73,075.90	\$560,248.60

STAFF RECOMMENDATION

Planning Fee Recommendation

FEE	CURRENT FEE	PROPOSED NEW FEE
Zoning Map Amendment (General)	\$150	\$250
Zoning Map Amendment (Conditional)	\$350	\$500
Annexation (Currently includes rezoning, which will be separated)	\$500	\$250
Special Use Permit	\$250	\$350
Variance	\$200	\$300
Lot Line & Lot Recombinations	\$75	\$100

Building Standards Fee Recommendation

Percentage Increase for R-SF Home Permits	R-SF Home Permit Sq. Foot Total	Additional Revenue (per %)	Increase in R-SF Home Permit Revenue
10% - (.4950)	1,082,606	\$48,717.27	\$535,889.97

**ORDINANCE TO AMEND
FISCAL YEAR 2021-2022 CITY OF MONROE FEES SCHEDULE
O-2021-40**

BE IT ORDAINED BY THE CITY OF MONROE COUNCIL THAT THE FISCAL YEAR 2021-2022 CITY OF MONROE FEES SCHEDULE IS HEREBY AMENDED TO ADD THE FOLLOWING:

Section 1. Amend Chapter II. Building Standards
Article A. Building Standards
Section 1. Residential

- Permits/new and additions (attached, heated, or unheated and heated detached): Permit fees for building, electrical, plumbing, and mechanical permits shall be determined by multiplying the total gross building floor area, (under roof) by a cost per square foot of \$0.495. Minimum permit fee is \$50.

Section 2. Amend Chapter II. Building Standards
Article A. Building Standards
Section 6. Schedule of Permit Fees

Description	Fee
Archive Research	\$30
ABC License Inspection	\$85
Temporary Certificate of Occupancy	30 day - \$85, 60 day - \$135, 90 day - \$185
Change of Occupancy Permit (Change of Use)	\$85
Commercial Plan Review 5000 sq. ft. or above	\$150 *Non-refundable
Commercial Renovations	[Square feet of renovated area times the fee of occupancy determined, (as per commercial table fee schedule) times 75%]
Day Care, Therapeutic Home and Group Home Inspections	\$85
Demolition Permit	1&2 Family Dwelling - \$60, Commercial - \$160
After Hours Inspection (when available)	\$250 per trip*
Homeowners Recovery Fund Charged N.C.G.S. 87-15.6(b)	\$10
Modular Home (Residential)	(75% of Res. Schedule)

Description	Fee
Mobile Home Setup	
Single	\$210
Double	\$260
Modular Units (Commercial)	[Square feet times fee of occupancy determined, (as per commercial table fee schedule) times 75%] Commercial trailers/modular classrooms (Commercial) Minimum trades as applicable
Refunds (including technology fee) On Permits (No Inspections Made)	Minimum Fee held on 1 & 2 Family Dwelling Minimum Fee held on Commercial
Re-inspection Fee	Residential - \$70 Commercial - \$110
Residential Renovations	[Square feet of existing Residence times .495 times 65%]
Returned Check	Maximum allowed by N.C.G.S. 25-3-506
Shell Building (Initial Permit)	[Square feet times fee of S-1 Occupancy, (as per commercial table fee schedule)] Minimum Commercial Fee per Trade
Signs	
Attached	\$60
Ground Supported	\$120
Small Cell Wireless	
First five in the same application	\$50 / each
Each additional unit in the same application listed above	\$25 / each
Dock or Pier	Residential Minimum Fee \$50 Commercial Minimum Fee \$85
Roof Covering – Replacement (shingles, rubber roof, etc.)	Residential Minimum Fee \$50 Commercial Minimum Fee \$85
Kiosk	Commercial Minimum Fee \$85
Cell Tower	Graduated Fee
3 rd Revision up to Issuance of Permit	\$150 / revision
Starting Work Without Permit	Double Permit Fee
Public & Private School Electrical Inspections – 2 required per year	\$125 each

* Trip equal 3 hours

Section 3. Amend Chapter XI. Planning and Zoning
Article A. Fee Schedule
Section 1. Charges and Fees

Description	Fee
Air Quality Letter	\$20
Zoning Text Amendment	\$250
Zoning Verification Letter	\$20
Annexation Applications	\$250
Board of Adjustment (BOA):	
Appeal of Zoning Officer's Decision	\$150
Special Use Permit Application Fee	\$350
Variance	\$300
Request for Special BOA Meeting	\$500
Historic District Commission:	
Certificate of Appropriateness	
Major Work – Commission Level	\$75
Minor Work – Staff Level	\$25
Historic Landmark Designation	\$75
Request for Special Historic Commission Meeting	\$500
Rezoning:	
Zoning Map Amendment (General Rezone)	\$250
Conditional District Rezoning Application	\$500
Plan and Plat Review:	
Major Subdivisions (Preliminary Plan Review)	
Up to 50 Lots	\$300 + \$50 per Lot
51 – 150 Lots	\$500 + \$50 per Lot
Major Subdivisions (Final Plat Review)	\$50 + \$5 per Lot
Minor Subdivisions (up to 4 lots created)	\$150 per Lot
Lot Line Revisions and Lot Re-combinations	\$100
Residential Permits:	
Zoning Permit, Site Plan Required (new	\$50
Zoning Permit, Site Plan Required (accessories,	\$25
Zoning Permit, No Site Plan Required (fences, driveways and home occupations)	\$25
Industrial/Commercial Permits:	
Zoning Permit, Change of Use (Non-Refundable)	\$25
Zoning Permit, Site Plan Required	
Less than one (1) acre	\$300
1 – 10 acres	\$500
10 + acres	\$700
Zoning Permit (fences, additions <1,000 sq. ft.,	\$100
Other Permits:	
Temporary Use Permit	\$75
Sign Permit (excludes temporary signs which are	\$35

Section 4. This Ordinance shall be effective upon adoption.

Adopted this 28th day of September, 2021.

Attest:

Bobby G. Kilgore, Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Brian Borne, Interim City Manager

DATE: September 28, 2021

FROM: J. Bryan Gilliard, Chief of Police

PREPARED BY: Angie Rangolan, Administrative Services Supervisor

SUBJECT: Police Department Body Worn Cameras

SUMMARY STATEMENT

City Council is requested to consider the renewal of the AXON Body Worn Camera multi-year contract.

REVIEW

Staff requests approval from City Council for the renewal of the multi-year AXON body worn camera and service contract through Sourcewell, a Cooperative Purchasing Program. Sourcewell is one of a number of cooperative purchasing programs that the City participates with. Participating vendors have an agreement with Sourcewell and Sourcewell competitively solicits and administers each contract. The purpose and advantage to utilizing these programs is that it saves time and expense of City staff to competitively solicit and award bids. With cooperative purchasing programs we can combine buying power of a multitude of government, education and nonprofit organizations thus saving the City time and money.

The vendor, AXON and Sourcewell have entered in an agreement to supply and service body worn cameras. Staff have reviewed and recommend award to AXON to supply and service body worn cameras through Sourcewell's Cooperative Purchasing Program in the amount of \$382,206. In accordance with North Carolina General Statute 143-129(a), City Council is required to authorize all equipment purchases exceeding \$90,000.

Staff presented this matter to the Public Safety Committee on August 16, 2021.

RECOMMENDATION

The Public Safety Committee and Staff recommend City Council approve the multi-year AXON body worn cameras and service contract in the amount of \$382,206, through Sourcewell, a Cooperative Purchasing Program and authorize the Interim City Manager to execute any and all necessary documents. There are sufficient funds in the budget for this contract.



Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic: (800) 978-2737
International: +1.800.978.2737

Q-330936-44420.962DG

Issued: 08/12/2021

Quote Expiration: 09/01/2021

Account Number: 107369

Payment Terms: N30

Delivery Method: Fedex - Ground

SHIP TO	BILL TO
Business;Delivery;Invoice;Other-218 E Franklin St 218 E Franklin St Monroe, NC 28112-4851 USA	Monroe Police Dept. - NC 218 E Franklin St Monroe, NC 28112-4851 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
David Gollobit Phone: +1 6023212774 Email: dgollobit@axon.com Fax:	Patrick Faulkenberry Phone: (704) 282-4700 Email: pfaulkenberry@monroenc.org Fax:

Program Length	61 Months
TOTAL COST	\$382,206.23
ESTIMATED TOTAL W/ TAX	\$382,206.23

Average Savings Per Year	\$31,241.98
TOTAL SAVINGS	\$158,813.39

PAYMENT PLAN		
PLAN NAME	INVOICE DATE	AMOUNT DUE
Year 1	Aug, 2021	\$76,441.25
Year 2	Aug, 2022	\$76,441.25
Year 3	Aug, 2023	\$76,441.25
Year 4	Aug, 2024	\$76,441.25
Year 5	Aug, 2025	\$76,441.25

RECURRING BILLING

Item	Description	QTY	Frequency	Amount Due
73840	EVIDENCE.COM BASIC LICENSE	8	Annual	\$7,237.40
73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	8	Annual	\$0.00
73746	PROFESSIONAL EVIDENCE.COM LICENSE (Formerly SKU 73746)	5	Annual	\$11,758.21
73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	15	Annual	\$0.00
80464	EXT WARRANTY, CAMERA (TAP)	64		\$35,395.60
73746	PROFESSIONAL EVIDENCE.COM LICENSE (Formerly SKU 73746)	64	Annual	\$118,288.63
80465	EXT WARRANTY, MULTI-BAY DOCK (TAP)	8		\$7,961.73
73689	MULTI-BAY BWC DOCK 1ST REFRESH	8		\$10,173.33
73309	AXON CAMERA REFRESH ONE	66		\$39,358.46
73688	MULTI-BAY BWC DOCK 2ND REFRESH	8		\$10,647.24
73686	EVIDENCE.COM UNLIMITED AXON DEVICE STORAGE	64	Annual	\$72,793.01
73310	AXON CAMERA REFRESH TWO	66		\$41,183.02
73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	256	Annual	\$4,852.87
80464	EXT WARRANTY, CAMERA (TAP)	2		\$1,106.11
73746	PROFESSIONAL EVIDENCE.COM LICENSE (Formerly SKU 73746)	64	Annual	\$0.00
73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	192	Annual	\$0.00
50045	INTERVIEW ROOM UNLIMITED EVIDENCE.COM STORAGE LICENSE	1	Annual	\$5,940.00
73840	EVIDENCE.COM BASIC LICENSE	1	Annual	\$900.00
85170	INTERVIEW ROOM, INSTALL AND SETUP	1		\$2,500.00
50448	EXT WARRANTY, INTERVIEW ROOM	1		\$1,059.38
50070	AXON CLIENT SOFTWARE (EACH CLIENT AND TOUCH PANEL)	1		\$1,500.00
50039	AXON CLIENT SW (EACH CLIENT AND TOUCH PANEL) MAINTENANCE	1	Annual	\$1,500.00
50041	AXON STREAMING SERVER LICENSE (PER SERVER)	2		\$3,500.00
50043	AXON STREAMING SERVER MAINTENANCE (PER SERVER)	2	Annual	\$3,558.74

Quote Details

Bundle Summary				
Item	Description	QTY	Average Cost Per Year	Cost Per User Per Month
Flex2C	Flex 2 Camera Bundle	66	\$0.00	\$0.00
Flex2MBD	Flex 2 Multi-Bay Dock Bundle	9	\$0.00	\$0.00
Flex2SBD	Flex 2 Single-Bay Dock Bundle	6	\$0.00	\$0.00
BasicLicense	Basic License Bundle	8	\$1,447.48	\$14.83
ProLicense	Pro License Bundle	5	\$2,351.64	\$38.55
BWCUwTAP	BWC Unlimited with TAP	64	\$68,352.00	\$87.54
ProLicense	Pro License Bundle	64	\$0.00	\$0.00
IR1CB	Interview Room 1 Camera Basic	1	\$4,091.62	\$335.38

Bundle: Flex 2 Camera Bundle Quantity: 66 Start: 9/15/2021 End: 9/14/2026 Total: 0 USD							
Category	Item	Description	QTY	List Unit Price	Discount	Net Unit Price	Total(USD)
Camera	11528	FLEX 2 CAMERA, (ONLINE)	66	\$470.00	100.00%	\$0.00	\$0.00
Components	11532	FLEX 2 CONTROLLER	66	\$262.00	100.00%	\$0.00	\$0.00
Camera Mounts	11707	OAKLEY FLAK 2.0 MOUNT, AXON FLEX 2	66	\$0.00	0.00%	\$0.00	\$0.00
Cables	74052	WEARABLE CABLE ASSEMBLY, 6 IN, BLACK, FLEX 2	66	\$0.00	0.00%	\$0.00	\$0.00
Spare Mounts	11707	OAKLEY FLAK 2.0 MOUNT, AXON FLEX 2	7	\$0.00	0.00%	\$0.00	\$0.00

Bundle: Flex 2 Multi-Bay Dock Bundle Quantity: 9 Start: 9/15/2021 End: 9/14/2026 Total: 0 USD							
Category	Item	Description	QTY	List Unit Price	Discount	Net Unit Price	Total(USD)
Dock	11537	DOCK, FLEX 2, 6-BAY + CORE	9	\$1,563.00	100.00%	\$0.00	\$0.00
Power Cord	71019	NORTH AMER POWER CORD FOR AB3 8-BAY, AB2 1-BAY / 6-BAY DOCK	9	\$0.00	0.00%	\$0.00	\$0.00

Bundle: Flex 2 Single-Bay Dock Bundle Quantity: 6 Start: 9/15/2021 End: 9/14/2026 Total: 0 USD							
Category	Item	Description	QTY	List Unit Price	Discount	Net Unit Price	Total(USD)
Dock	11536	DOCK, FLEX 2, 1-BAY + CORE	6	\$413.00	100.00%	\$0.00	\$0.00
Power Cord	71019	NORTH AMER POWER CORD FOR AB3 8-BAY, AB2 1-BAY / 6-BAY DOCK	6	\$0.00	0.00%	\$0.00	\$0.00

Bundle: Basic License Bundle Quantity: 8 Start: 9/15/2021 End: 9/14/2026 Total: 7237.4 USD							
Category	Item	Description	QTY	List Unit Price	Discount	Net Unit Price	Total(USD)
E.com License	73840	EVIDENCE.COM BASIC LICENSE	8	\$881.30	-0.52%	\$904.67	\$7,237.40
A La Carte Storage	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	8	\$23.50	100.00%	\$0.00	\$0.00

Bundle: Pro License Bundle Quantity: 5 Start: 9/15/2021 End: 9/14/2026 Total: 11758.21 USD							
Category	Item	Description	QTY	List Unit Price	Discount	Net Unit Price	Total(USD)
E.com License	73746	PROFESSIONAL EVIDENCE.COM LICENSE (Formerly SKU 73746)	5	\$2,281.79	-0.50%	\$2,351.64	\$11,758.21
A La Carte Storage	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	15	\$23.40	100.00%	\$0.00	\$0.00

Bundle: BWC Unlimited with TAP Quantity: 64 Start: 9/15/2021 End: 9/14/2026 Total: 341760 USD							
Category	Item	Description	QTY	List Unit Price	Discount	Net Unit Price	Total(USD)
Camera Warranty	80464	EXT WARRANTY, CAMERA (TAP)	64	\$553.06	21.02%	\$553.06	\$35,395.60
E.com License	73746	PROFESSIONAL EVIDENCE.COM LICENSE (Formerly SKU 73746)	64	\$1,848.26	21.02%	\$1,848.26	\$118,288.63
Warranty	80465	EXT WARRANTY, MULTI-BAY DOCK (TAP)	8	\$995.22	21.02%	\$995.22	\$7,961.73
Multi-bay Dock Refresh 1	73689	MULTI-BAY BWC DOCK 1ST REFRESH	8	\$1,271.67	21.02%	\$1,271.67	\$10,173.33
Camera Refresh 1 with Spares	73309	AXON CAMERA REFRESH ONE	66	\$596.34	21.02%	\$596.34	\$39,358.46
Multi-bay Dock Refresh 2	73688	MULTI-BAY BWC DOCK 2ND REFRESH	8	\$1,330.91	21.02%	\$1,330.91	\$10,647.24
Device Storage	73686	EVIDENCE.COM UNLIMITED AXON DEVICE STORAGE	64	\$1,137.39	21.02%	\$1,137.39	\$72,793.01
Camera Refresh 2 with Spares	73310	AXON CAMERA REFRESH TWO	66	\$623.99	21.02%	\$623.99	\$41,183.02
A La Carte Storage	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	256	\$18.96	21.02%	\$18.96	\$4,852.87
Spare Camera Warranty	80464	EXT WARRANTY, CAMERA (TAP)	2	\$553.06	21.02%	\$553.06	\$1,106.11

Bundle: Pro License Bundle Quantity: 64 Start: 8/15/2021 End: 9/14/2021 Total: 0 USD							
Category	Item	Description	QTY	List Unit Price	Discount	Net Unit Price	Total(USD)
E.com License	73746	PROFESSIONAL EVIDENCE.COM LICENSE (Formerly SKU 73746)	64	\$38.03	100.00%	\$0.00	\$0.00

A La Carte Storage	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	192	\$0.39	100.00%	\$0.00	\$0.00
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Bundle: Interview Room 1 Camera Basic Quantity: 1 Start: 9/15/2021 End: 9/14/2026 Total: 20458.12 USD							
Category	Item	Description	QTY	List Unit Price	Discount	Net Unit Price	Total(USD)
Storage	50045	INTERVIEW ROOM UNLIMITED EVIDENCE.COM STORAGE LICENSE	1	\$5,940.00	0.00%	\$5,940.00	\$5,940.00
Basic E.com License	73840	EVIDENCE.COM BASIC LICENSE	1	\$900.00	0.00%	\$900.00	\$900.00
Installation	85170	INTERVIEW ROOM, INSTALL AND SETUP	1	\$2,500.00	0.00%	\$2,500.00	\$2,500.00
Extended Warranty	50448	EXT WARRANTY, INTERVIEW ROOM	1	\$1,059.38	0.00%	\$1,059.38	\$1,059.38
Client Software	50070	AXON CLIENT SOFTWARE (EACH CLIENT AND TOUCH PANEL)	1	\$1,500.00	0.00%	\$1,500.00	\$1,500.00
Touch Panel Maintenance	50039	AXON CLIENT SW (EACH CLIENT AND TOUCH PANEL) MAINTENANCE	1	\$1,500.00	0.00%	\$1,500.00	\$1,500.00
License	50041	AXON STREAMING SERVER LICENSE (PER SERVER)	2	\$1,750.00	0.00%	\$1,750.00	\$3,500.00
Maintenance	50043	AXON STREAMING SERVER MAINTENANCE (PER SERVER)	2	\$1,779.37	0.00%	\$1,779.37	\$3,558.74

Individual Items USD							
Category	Item	Description	QTY	List Unit Price	Discount	Net Unit Price	Total(USD)
Other	50298	AXIS P3245-LV NETWORK CAMERA	1	\$796.00	0.00%	\$796.00	\$796.00
Other	50118	LOUROE MICROPHONE	1	\$196.50	0.00%	\$196.50	\$196.50

Hardware			
Requested Ship Date	Item	Description	QTY
08/15/2021	11528	FLEX 2 CAMERA, (ONLINE)	66
08/15/2021	50118	LOUROE MICROPHONE	1
08/15/2021	11707	OAKLEY FLAK 2.0 MOUNT, AXON FLEX 2	66
08/15/2021	74052	WEARABLE CABLE ASSEMBLY, 6 IN, BLACK, FLEX 2	66
08/15/2021	11707	OAKLEY FLAK 2.0 MOUNT, AXON FLEX 2	7
08/15/2021	11537	DOCK, FLEX 2, 6-BAY + CORE	9
08/15/2021	71019	NORTH AMER POWER CORD FOR AB3 8-BAY, AB2 1-BAY / 6-BAY DOCK	9
08/15/2021	11536	DOCK, FLEX 2, 1-BAY + CORE	6
08/15/2021	71019	NORTH AMER POWER CORD FOR AB3 8-BAY, AB2 1-BAY / 6-BAY DOCK	6
08/15/2021	80464	EXT WARRANTY, CAMERA (TAP)	64

08/15/2021	80465	EXT WARRANTY, MULTI-BAY DOCK (TAP)	8
08/15/2021	80464	EXT WARRANTY, CAMERA (TAP)	2
08/15/2021	50123	8 PORT POE SWITCH	0
08/15/2021	50448	EXT WARRANTY, INTERVIEW ROOM	1
08/15/2021	50298	AXIS P3245-LV NETWORK CAMERA	1
08/15/2021	11532	FLEX 2 CONTROLLER	66

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Contract Sourcewell Contract #010720-AXN is incorporated by reference into the terms and conditions of this Agreement. In the event of conflict the terms of Axon's Master Services and Purchasing Agreement shall govern.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at www.axon.com/legal/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature

Date Signed

8/12/2021

STATEMENT OF WORK & CONFIGURATION DOCUMENT

Axon Interview Recording Platform

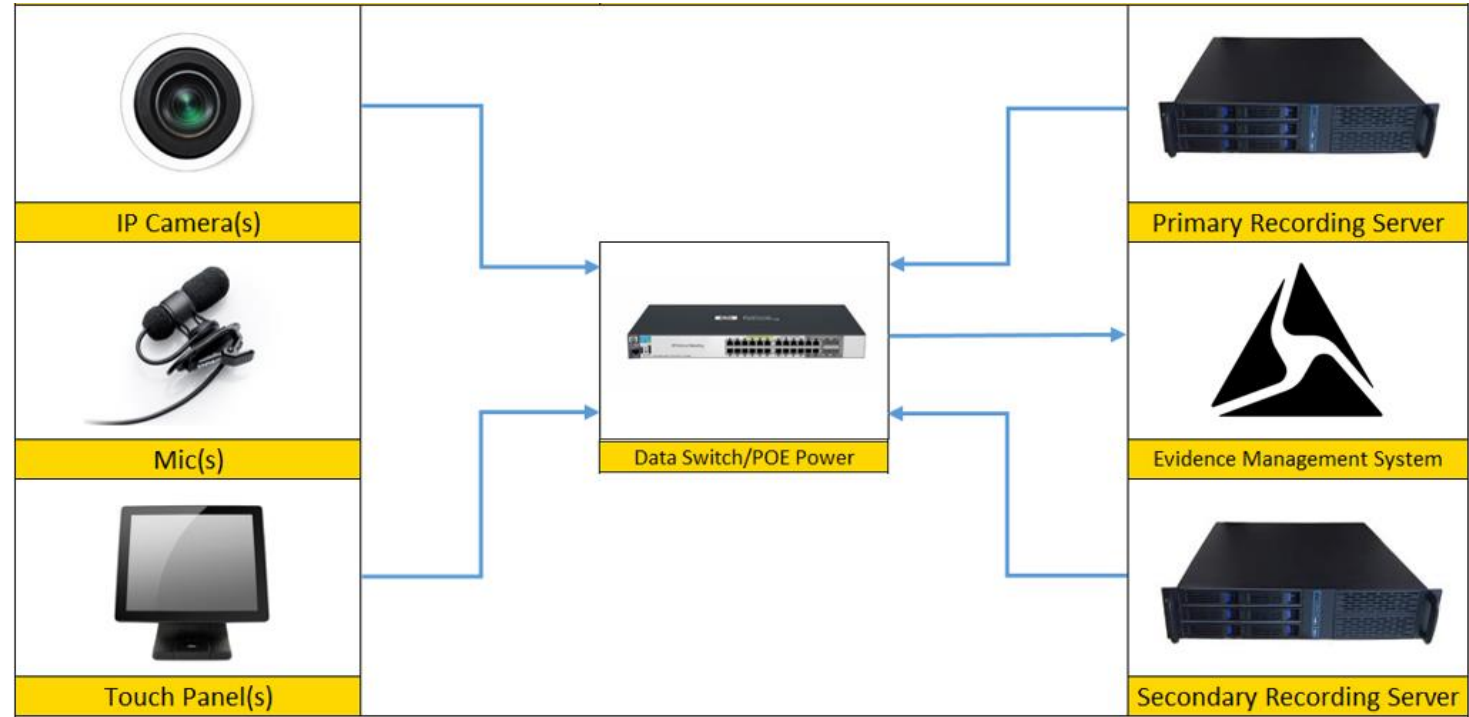
This document details a proposed system design

Agency Created For: Monroe Police Dept. - NC

Sold By:	David Gollobit
Designed By:	Blake Giles
Installed By:	Axon Professional Services
Customer Contact:	Patrick Faulkenberry
Target Install Date:	07/01/2021

AXON INTERVIEW RECORDING PLATFORM

This image is intended to be a general visual of how Interview Room is configured. Please read through the SOW for configuration specific to this deal.



AXON-PROVIDED HARDWARE SUMMARY

The following section offers a broad summary of the Axon-provided hardware needed to configure this order. With the exception of server quantities, QUANTITIES DO NOT REFLECT CUSTOMER-PROVIDED ITEMS.

Total Camera Configurations		
1	Camera(s)	
0	Covert Enclosure(s)	
1	Microphone(s)	
	Injector(s)	
Total Switches		
1	POE Switch(es)	
Total Servers		
2	Server(s) (customer-provided included)	
Total Touch Panels		
1	Touch Panel(s) (virtual not included)	
0	Wall Mount(s)	
Total Camera Configurations		
0	I/O Box(es)	

	Locations	# Rooms
	Main	1

INTERVIEW ROOM OVERVIEW

The following sections detail the configuration of the Axon Interview recording system at all locations.

Network Considerations

Network Requirements	Each IP Camera will be connected to a POE switch that provides the device with power and network connectivity.		
	Each Recording Server must be given a static IPv4 network address that is routable across the network.		
	Each IP Camera must be given a static IPv4 network address that is routable across the network.		
	Each touch panel/kiosk must be given a static IPv4 network address that is routable across the network.		
Network Addressing	Network Device	Static IPs	Total IPs
	Qty of IP Cameras	1	4
	Qty of Touch Panels	1	
	Qty of Recording Servers	2	
Data Switch Provisioning	This install will require POE data switches at each location.		
Virtual Kiosks	0 workstations will require virtual kiosk software to be installed.		
Customer Provided Items	Customer to provide all device IP addresses Customer to also provide: • Subnet Mask • Gateway IP • DNS/WINS IP • Time Server IP		
	Customer IT staff will configure all switches with proper network configuration.		

Metadata Tags

Metadata Tagging	The system will collect metadata information prior to, and after, the interview recording process (i.e. Interviewer Name, Interviewee Name, Case Number).
Metadata Tags	Information collected prior to recording: • Interviewee first and last name • Case number • Case type • Interviewee type Information collected post recording: • Interviewer name(s)
Customer Provided Items	Customer to provide preferred metadata fields.
Axon Provided Items	Axon to facilitate the creation of metadata fields.

NETWORK CONFIGURATION DETAILS

The following section offers a broad summary of the Axon-provided hardware needed to configure this order.

Network Configuration Details

Evidence Management System	Evidence.com
Application Features	Network Applications: • Remote monitoring application Evidence.com Application Features: • Secure Cloud Storage • Redaction • Download/Sharing • Audit Trail • Reporting

Training

Application Package	This solution will include on-site application training covering: • Touch panel overview • Initiating interview wizard • Entering metadata • Controlling the interview process • Closing an interview • Evidence.com functionality
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Additional General Deal Notes

Notes	One room, one overt camera, customer providing servers and switch (within 250 ft), touch panel. TP to be mounted in viewing room for now but customer may change this to be outside in the hallway, TBD.
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LOCATION DETAILS: Main

The following sections detail the configuration of the Axon Interview recording system at MAIN

Location Name	Main
---------------	------

Cable Considerations

Cabling Runs	Customer will install the networking cables using a Cat6e Cable.	
	5	cable runs are required for this installation.
	6	110v power outlets are required for this installation (Customer Responsibility).
Cabling Requirements	All Devices: Network cabling must be provided for the following devices: • Axis IP Camera • Server • Touch Panel or PC running a virtual Touch Panel • POE Switch	

Servers, Switches, Touch Panels

Servers	Customer will provide physical server	Quantity:	1
	Customer will provide server		1
Redundancy	This system includes recording redundancy		
Data Switch/POE Power	Customer will provide data switch	Quantity:	1
Touch Panels	POS-X Touch Panel		
Touch Panel Location	Wall mounted in observation room		
Number of I/O Boxes Required	0		

Additional Location Notes

Notes	
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ROOM DETAILS: Room 1

The following sections detail the configurations specific to ROOM 1

Location Name	Main
Room Name	Room 1

Camera Configuration

Camera 1	Camera 1 will be a(n) : Axis P3245-LV Overt Dome Camera Mic: Louroe Tamper Proof Mic
Recording Activation	Recording will be triggered via IR Client
External Recording-In-Progress Visual	N/A
Wall Configuration	Drywall
Ceiling Configuration	Standard Tile

Additional Location Notes

Notes	
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Axon International, Inc's Sales Terms and Conditions for Direct Sales to End User Purchasers

This Statement of Work is bound to the applicable signed quote. Upon confirmation of the installation dates, to be confirmed in writing, the agency will give no less than a 2-week advanced notice of cancellation or change from the date of the scheduled installation. In the event the Agency cancels 2 weeks or less from the date of the scheduled installation, the agency will be responsible for all travel booked, and resource costs associated with the cancelled installation. Rescheduling of the installation will be at the discretion of Axon Professional Services based on available dates within the installation schedule calendar.

Changes to the scope of this SOW must be documented and agreed upon by the Parties in a change order. If the changes cause an increase or decrease in any charges or cause a scheduling change from that originally agreed upon, an equitable adjustment in the charges or schedule will be agreed upon by the Parties and included in the change order, signed by both Parties.

Tax is subject to change at order processing with valid exemption.

Axon's Sales Terms and Conditions

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at www.axon.com/legal/sales-terms-and-conditions) and the Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. **The Axon Customer Experience Improvement Program Appendix ONLY applies to Customers in the USA.** In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it contemplates the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix. Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature:	_____	Date:	_____
Name (Print):	_____	Title:	_____
PO# (Or write N/A):	_____		

Please sign and email to David Gollobit at dgollobit@axon.com or fax to

Thank you for being a valued Axon customer. For your convenience on your next order, please check out our online store buy.axon.com

The trademarks referenced above are the property of their respective owners.

Axon Internal Use Only

		SFDC Contract #:
		Order Type:
		RMA #:
		Address Used:
		SO #:
Review 1	Review 2	
Comments:		



STAFF REPORT

TO: City Council

VIA: Brian J. Borne, Interim City Manager

DATE: September 28, 2021

FROM: Brian J. Borne, Interim City Manager

PREPARED BY: Brian J. Borne, Interim City Manager

SUBJECT: Shining Light Baptist Church property, Parcel ID #09-301-226B (lake parcel), #09-301-225B and #09-301-225C, 2007 Pinedell Avenue.

SUMMARY STATEMENT

Discuss donation of property: Tax Parcel ID #09-301-226B (lake parcel), #09-301-225B and #09-301-225C, 2007 Pinedell Avenue.

REVIEW

Staff was approached by Pastor Tim Cruse, Shining Light Baptist Church if there was an interest in the possible donation of property at 2007 Pinedell Avenue; Tax Parcel ID #09-301-226B (lake parcel), #09-301-225B and #09-301-225C.

The property at 2007 Pinedell Avenue, owned by Shining Light Baptist Church, has been offered to the City of Monroe as a potential donation if used for public benefit. Monroe Parks and Recreation is considering this property for future recreation use, specifically, as programmed day camp activities, not open for daily use. Potential programming and facilities for the above parcel could include fishing, team building challenge courses, picnicking, and other day camp activities. Benesh has completed a site inventory and assessment to determine the opportunities and any constraints towards providing the above potential programming venues. Items studied in this assessment include: soil and terrain, vegetation, hydrology, access, surrounding land use, man made improvements and previous planning studies.

The Benesh site assessment, environmental assessment and survey determined that the property is suitable for the use(s) outlined above.

Shining Light requests the City consider the following:

- Placing a permanent marker in easy to see place on the property (see sample below) to recognize the gift

Permanent marker to state something to this effect:

Lake Minnehaha
"Lake of Many Laughs"
Built in 19?? By Mr. O.V. McGee

Donated to the Residents
of the City of Monroe
North Carolina

By Your Friends at
Shining Light Baptist
Church and Academy
(Date)

"In God We Trust"

- Keep the water wheel in place as a landmark (as long as in good repair)
- Remove the non-established house

RECOMMENDATION

General Services Committee and Staff recommend Council accept the donation of property, with the requests listed above and the Interim City Manager be authorized to execute any and all documents as required to execute this transaction.

Attachment(s):
Agreement of Donation
R-2021-54
Phase 1 ESA/Asbestos Report(s)
Survey Map
Parcel ID #09-301-226B (lake parcel), #09-301-225B and #09-301-225C

AGREEMENT OF DONATION

THIS AGREEMENT, executed as of the ^{28 (88)}14th day of September, 2021, by and between Shining Light Baptist Church ("Donor") and the City of Monroe, North Carolina, a North Carolina municipal corporation ("Donee"):

WITNESSETH:

WHEREAS, Donee desires to accept from Donor, and Donor desires to donate to Donee, certain real property of Donor described herein on the terms and subject to the conditions set forth herein:

NOW, THEREFORE, for good and valuable consideration received to the full satisfaction of each of them, the parties agree as follows:

1. **Agreement to Accept and Donate.** Donor agrees to donate and convey to Donee, and Donee agrees to accept and take from Donor, under the terms and conditions set forth below, all of Donor's right, title, estate and interest in a portion of the real property owned by Donor having a main address of 2007 Pinedell Avenue, Monroe, Union County, NC, which is more particularly described in Paragraph 2 and Exhibit A attached hereto and made a part hereof.

2. **Appurtenances.** The parties agree that the property being donated to Donee hereunder shall include the real property described in Exhibit A hereof, consisting of approximately ~~8.62~~ acres of land (the "Land") and all of Donor's right, title, estate and interest therein; all appurtenant rights, easements privileges; together with buildings and fixtures therein or thereon, all in their present "as is" condition (all of the foregoing are hereinafter collectively called the "Property"). The Tax Assessor's Identification Numbers for the Parcels are #09-301-225B, #09-301-225C and #09-301-226B.

3. **Consideration and Payment.** This property is being donated to Donee for the purchase price (the "Purchase Price") of One Dollar (\$ 1.00) and other good and valuable consideration, receipt of which is hereby acknowledged.

4. **Title Insurance.**

(a) Donee may at its sole expense for the use of Donee obtain an owner's policy of title insurance from the title company of its choice (the "Title Company"), insuring in Donee good and marketable title in fee simple absolute to the Property, subject only to the Permitted Exceptions (as hereinafter defined) (the "Owner's Title Policy"). Permitted exceptions shall include the following:

- (i) zoning and building ordinances and regulations in effect on the Closing Date;

- (ii) real estate taxes and assessments, general and special, which are a lien but are not due and payable at the Closing Date, adjusted as provided herein;
- (iii) easements, covenants, conditions, reservations and restrictions of record, if any; and
- (iv) matters which would be disclosed by an accurate survey of the Property, unless Donee elects to order a survey as hereinafter provided, in which case matters actually disclosed by such survey (collectively, the "Permitted Exceptions").

(b) If any exception to title appears which is not a Permitted Exception, Donor shall have 15 days after receipt of written notice from Donee to remove any such exception; however, that the parties may mutually agree in writing to extend Donor's period of time in which to remove such exception as reasonably necessary. If within said 15-day period, or any mutually agreed upon extension thereof, any such exception is not removed or satisfied to Donee's reasonable satisfaction, then, at the expiration of said 15-day period (or any mutually agreed upon extension thereof), Donee may, at Donee's sole option, to be exercised by notice to Donor prior to the expiration of the foregoing 15-day period (or any mutually agreed upon extension thereof), (i) accept the status of title, (ii) terminate this Agreement, or (iii) attempt to cure such title defect at Donee's sole cost and expense. Upon such termination, neither party hereto shall thereafter be under any further liability to the other party hereto, and Donee shall pay all costs of the title examination and Title Commitment, if any.

5. **Representations and Warranties of Donor.** Donor represents and warrants to Donee that:

(a) Donor has all necessary power and authority to enter into this Agreement, that all actions required to be taken to approve or authorize the execution of this Agreement and consummation of these transactions have been taken, that the persons executing this Agreement on behalf of Donor are duly authorized to do so, and that the execution of this Agreement and the consummation of the transactions contemplated hereby constitutes the valid and binding obligation of Donor in accordance with its terms.

(b) Donor is and will be on the Closing Date duly authorized to execute this agreement, and all requisite action has been taken by Donor to authorize the execution and delivery of this Agreement and the consummation of the transactions contemplated hereby.

(c) Neither the execution of this Agreement nor the consummation of the transactions contemplated hereby will constitute a violation of or be in conflict with or constitute a default under any term or provision of any agreement or lease to which Donor is a party.

(d) To the best of Donor's knowledge, the Property is free and clear of leases and claims of occupancy by any party.

(e) Donor agrees to satisfy and cancel or release this Property from all liens, including any outstanding deeds of trust and judgments, before the Closing Date.

(f) DONOR MAKES NO REPRESENTATIONS, WARRANTIES OR STATEMENTS CONCERNING THE CONDITION OF THE PROPERTY, THE VALUE OF THE SAME, THE IMPROVEMENTS THEREON, THE USE THAT CAN BE MADE OF THE PROPERTY OR ANYTHING CONCERNING THE SAME OTHER THAN WHAT IS SPECIFICALLY INCLUDED IN THIS AGREEMENT. THE PROPERTY IS BEING SOLD "AS IS", "WHERE IS" AND "WITH ALL FAULTS" AS OF CLOSING, WITHOUT ANY REPRESENTATION OR WARRANTY WHATSOEVER AS TO ITS CONDITION, FITNESS FOR ANY PARTICULAR PURPOSE, FREEDOM FROM CONTAMINATION BY HAZARDOUS SUBSTANCES, COMPLIANCE WITH ZONING OR OTHER LEGAL REQUIREMENTS OF ALL OR ANY PART OF THE PROPERTY, MERCHANTABILITY OR ANY OTHER WARRANTY, EXPRESS OR IMPLIED. DONOR REPRESENTS AND DONEE ACKNOWLEDGES DONOR'S REPRESENTATION THAT DONOR HAS ONLY LIMITED KNOWLEDGE OF THE CONDITION OF THE PROPERTY. DONEE ACKNOWLEDGES THAT DONEE IS PURCHASING THE PROPERTY BASED SOLELY ON DONEE'S OWN INDEPENDENT INVESTIGATIONS AND FINDINGS AND NOT IN RELIANCE ON ANY INFORMATION PROVIDED BY DONOR OR DONOR'S AGENTS OR CONTRACTORS. DONOR HAS MADE NO AGREEMENT TO ALTER, REPAIR OR IMPROVE ANY OF THE PROPERTY EXCEPT AS EXPRESSLY PROVIDED HEREIN.

All of the representations and warranties set forth in this Paragraph shall be deemed renewed by Donor on the Closing Date as if made at such time and shall survive the closing of this transactions.

6. **Representations and Warranties of Donee.** Donee represents and warrants to Donor that:

(a) Donee has all necessary power and authority to enter into this Agreement and the execution of this Agreement and the consummation of the transactions contemplated hereby constitutes the valid and binding obligation of Donee in accordance with its terms.

(b) Neither the execution of this Agreement nor the consummation of the transactions contemplated hereby will constitute a violation of or be in conflict with or constitute a default under any term or provision of any agreement or lease to which Donee is a party.

(c) Donee is and will be on the Closing Date an entity duly organized and validly existing under the laws of the state of its incorporation and has and will have on the Closing Date the power and authority to carry on the business for which it has been organized. The persons executing this Agreement on behalf of Donee are duly authorized to do so and all requisite action has been taken by Donee to authorize the execution and delivery of this Agreement and the consummation of the transactions contemplated hereby.

All of the representations and warranties set forth in this Paragraph shall be deemed renewed by Donee on the Closing Date as if made at such time and shall survive the closing of this transaction.

7. **Disclaimer of Warranties.** EXCEPT AS SPECIFICALLY SET FORTH IN THIS AGREEMENT, DONOR SPECIFICALLY DISCLAIMS ANY WARRANTY, GUARANTY OR REPRESENTATION, ORAL OR WRITTEN, PAST OR PRESENT, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTY OR REPRESENTATIONS AS TO THE CONDITION, QUALITY, SAFETY, FREEDOM FROM DEFECTS (WHETHER OR NOT DETECTABLE BY INSPECTION), MERCHANTABILITY, FITNESS FOR DONEE'S INTENDED USE OR ANY OTHER PARTICULAR PURPOSES OR AS TO THE AVAILABILITY OR EXISTENCE OF ANY UTILITY OR OTHER GOVERNMENTAL OR PRIVATE SERVICES OR AS TO THE AMOUNT OF TAXES ASSESSED TO THE PROPERTY. DONEE ACKNOWLEDGES THAT DONEE HAS HAD AN OPPORTUNITY TO EXAMINE THE PROPERTY AND IS PURCHASING THE PROPERTY BASED SOLELY ON ITS OWN INDEPENDENT INVESTIGATIONS AND FINDINGS AND NOT IN RELIANCE ON ANY INFORMATION PROVIDED BY DONOR.

8. **Environmental Inspection.** Donee and its agents shall have the right, but not the obligation, to enter the Property to perform environmental studies which are permitted hereunder, all at Donee's expense.

Donee shall have the right, but not the obligation, to obtain a Phase I Environmental Study (the "Phase I"). In the event that prior to the Closing Date, Donee notifies Donor that the Phase I is unacceptable, Donee may terminate this Agreement by written notice to Donor, and each party shall thereafter be relieved of further liability to the other. If Donee terminates this Agreement as provided herein, Donor may request a copy of the Phase I from Donee, which Donee will provide.

In no event shall Donee conduct any environmental investigations on the Property beyond a Phase I Environmental survey without obtaining Donor's prior written consent with respect to the scope of such investigations, which consent may be withheld in Donor's sole discretion. In the event that Donee elects to conduct further environmental investigations on the Property, Donee shall submit to Donor in sufficient detail a description of such further environmental investigations and the cost thereof. In the event that Donor agrees to permit further environmental investigations on the Property, no such investigation shall be conducted unless Donor and/or Donor's representative has an opportunity to accompany Donee's representative. If accompanying, Donor covenants and agrees that it shall make its representative available at all reasonable times upon reasonable notice by Donee so as not to delay or impede Donee's initial or further environmental investigations. In the event Donor does not agree to permit further environmental investigations on the Property, or the results of such further testing are unacceptable to Donee, Donee shall have the right to terminate this Agreement by written notice to Donor, and each party shall thereafter be relieved of further liability to the other. If Donee terminates this Agreement as provided herein, Donor may request a copy of such further studies from Donee, which Donee will provide.

In the event that, based on the result of Donee's investigations, Donee notifies Donor in writing that the present condition of the Property is unsuitable for Donee's proposed use and delivers to Donor a copy of such environmental reports, then either party shall have the right, but not the obligation, to cure and/or remediate such objectionable condition within thirty (30) days of Donee's notice. Any proposed remediation plan, including the use of consultants and contractors must be acceptable to Donee and Donor, and Donor's and Donee's representatives shall have the opportunity to be present at all times during any remediation process. In the event that neither party is willing or able to cure such condition, or if Donor and Donee cannot agree on an acceptable remediation plan, either party shall have the right to terminate this Agreement and all funds and documents deposited in escrow, if any, prior thereto shall be returned to the appropriate party and each party shall thereafter be relieved of further liability to the other.

From and after the execution of this Agreement until the Closing Date, Donee shall have all reasonable access to the Property at all times for all legal purposes; provided, however, that Donee's access shall remain subject to all of the terms and conditions hereof.

9. **Donee's Conditions to Closing.**

(a) Donee's obligations under this Agreement are expressly conditioned upon the occurrence of the following events:

(i) If obtained at Donee's election, the Title Company shall be ready, willing and able to issue the Owner's Title Policy in the form required by Paragraph 4 on the Closing Date.

(ii) Donor shall be ready, willing and able to deliver to Donee on the Closing Date the fully executed Deed, in form acceptable to Donee, as described in Paragraph 12.

(iii) The representations and warranties of Donor set forth in Paragraph 5 shall have been true and correct when made and as of the Closing Date in all material aspects.

(iv) Donor shall have cancelled or caused this Property to be released from any outstanding deeds of trust, judgments, and other liens prior to acceptance of the Property by Donee.

(v) Donee shall not have exercised its option under Paragraph 16 to terminate this Agreement as a result of condemnation of the Property.

(vi) Donee shall not have exercised its option to terminate this Agreement under Paragraph 8 as a result of the Environmental Inspection.

(vii) Donee shall not have exercised its option to terminate this Agreement under Paragraph 4 as a result of an exception to title.

(b) In the event that any of the preceding conditions shall not have been timely satisfied as and when required hereunder, Donee shall have the option to (i) waive such condition and thereupon remain obligated to perform this Agreement; or (ii) terminate this Agreement and receive any documents previously deposited in escrow. Except as otherwise herein specifically provided, upon termination of this Agreement by Donee pursuant to this Paragraph, neither party shall thereafter be under any further liability to the other and Donee shall pay all costs of title examination, Title Commitment.

10. **Donor's Conditions to Closing.**

- (a) Donor's obligations under this Agreement are expressly conditioned upon the occurrence of the representations and warranties of Donee set forth in Paragraph 6, which shall have been true and correct when made and as of the Closing Date in all material respects.
- (b) Donor's approval of this agreement is conditioned on Donee's acceptance of the following conditions: placement of a permanent marker in a visible location on the property (the location of which to be determined by Donee) recognizing the donation from Donor; retention of the water wheel as a landmark, as long as it is in good repair and feasible to do so, at the sole discretion of Donee; and removal of the non-established house.
- (c) In the event that any of the preceding conditions shall not have been timely satisfied as and when required hereunder, Donor shall have the option to (i) waive such condition and thereupon remain obligated to perform this Agreement; or (ii) terminate this Agreement and receive any documents previously deposited in escrow by Donor. Except as otherwise herein specifically provided, upon termination of this Agreement by Donor pursuant to this Paragraph, neither party shall thereafter be under any further liability to the other and Donee shall pay all costs of title examination, Title Commitment .

11. **Deliveries at and Prior to Closing.**

(a) Donee shall draft and Donor shall execute and deliver to Donee on the Closing Date a good and sufficient Warranty Deed (the "Deed"), conveying good and marketable fee simple title to the Property to Donee, free and clear of all liens, restrictions and encumbrances whatsoever, except for matters of record and the Permitted Exceptions.

12. **Closing Date and Possession.** Unless the parties otherwise agree in writing, this transaction shall be closed around **October 2021** (the "Closing Date"). Unless otherwise designated in separate instructions of Donee, upon recordation of the Deed, title shall vest as

follows: City of Monroe. Full possession of the Property shall be delivered to Donee on the Closing Date.

13. **Prorations and Charges.** Ad valorem real estate taxes shall be calculated for the Property, and those shall not be prorated between the parties, and the Donee agrees to assume and pay all ad valorem real estate taxes owing on the property for the tax year 2021.

14. **Closing Charges.** Upon consummation of the transaction contemplated hereby, Donor shall be charged the following: None

Donee shall be charged the following:

- (a) cost of recording the Deed and plat;
- (b) the cost of title examination, the Title Commitment and the Owner's Title Policy if obtained by the Donee,
- (c) in the event that Donee elects to be issued an ALTA extended coverage Owner's Policy of Title Insurance rather than a CLTA Owner's Policy of Title Insurance, Donee shall be charged for all additional costs in excess of those associated with the issuance of a CLTA Owner's Policy of Title Insurance.

15. **Closing Deliveries.** Upon consummation of the transaction contemplated hereby, the parties shall receive the following:

- (a) To Donor:
 - (i) one copy of the closing statement; and
 - (ii) one copy of the recorded Deed;
- (b) To Donee:
 - (i) one copy of the closing statement;
 - (ii) one copy of the recorded Deed;
 - (iii) a lien waiver;
 - (iv) a certificate of nonforeign status of transferor; and
 - (v) the original Owner's Title Policy, if title insurance is obtained.

16. **Condemnation and Eminent Domain.** If, prior to the Closing Date, the Property shall be subjected to a taking, either total or partial, by eminent domain, or inverse condemnation, or for any public or quasi-public use, or if any notice of intent of taking or sale in lieu of taking is received by Donor or Donee, Donee shall have the right either to (a) terminate this Agreement by giving written notice of termination to Donor, in which event any documents previously delivered shall be returned to the depositing party. Donee shall pay all costs incurred by the Title Company as of the date this Agreement is terminated by Donee, and thereafter Donee and Donor shall be relieved of all rights and obligations hereunder and this Agreement shall be null and void and of no force or effect, or (b) proceed to close this transaction, in which event Donee shall be entitled to receive all of the proceeds of such taking. Donor and Donee each agree to promptly forward to the other any notice of intent received pertaining to a taking of all or a portion of the Property by way of condemnation, eminent domain or similar procedure for a taking of the Property in connection with any public or quasi-public use.

17. **Donor's Right to Terminate.** If the closing of this transaction fails to occur because of the default of Donee, then Donee shall be solely responsible for the costs of the title examination, Title Commitment whereupon this Agreement shall be null and void and of no further force or effect.

18. **Brokers and Finders.** Donor and Donee each represents and warrants to the other that no commissions are to be paid to a broker as a result of closing.

19. **Condition of Property.** Donee recognizes and agrees that this Property is being donated "AS-IS" including all environmental conditions of the property.

20. **Miscellaneous.**

(a) This Agreement shall be deemed to contain all of the terms and conditions agreed upon, it being understood that there are no outside representations or oral agreements.

(b) Unless otherwise expressly required or permitted by the terms of this Agreement, any notice required or permitted to be given hereunder by the parties shall be in writing and personally delivered or sent by United States mail, certified or registered mail postage prepaid, return receipt requested, or by electronic facsimile transmissions, or sent by Federal Express or similar nationally recognized overnight courier service, and addressed as follows, and shall be deemed to have been given upon the date of delivery (or refusal to accept delivery) at the address specified below as indicated on the return receipt or air bill:

As to Donor:

Tim Cruse, Pastor
Shining Light Baptist Church
2541 Old Charlotte Hwy
Monroe, NC 28110

As to Donee:

E. L. Faison, City Manager
City of Monroe
P.O. Box 69
Monroe, North Carolina 28111

(c) This Agreement shall be governed by, and construed and enforced in accordance with the laws of the State of North Carolina.

(d) EACH PARTY TO THIS AGREEMENT HEREBY EXPRESSLY WAIVES ANY RIGHT TO TRIAL BY JURY OR ANY CLAIM, DEMAND, ACTION OR CAUSE OF ACTION (a) ARISING UNDER THIS AGREEMENT, INCLUDING, WITHOUT LIMITATION, ANY PRESENT OR FUTURE MODIFICATION THEREOF, OR (b) IN ANY WAY CONNECTED WITH OR RELATED OR INCIDENTAL TO THE DEALINGS OF THE PARTIES HERETO OR ANY OF THEM WITH RESPECT TO THIS AGREEMENT (AS NOW OR HEREAFTER MODIFIED) OR ANY OTHER INSTRUMENT, DOCUMENT OR AGREEMENT EXECUTED OR DELIVERED IN CONNECTION HERewith, OR THE TRANSACTIONS RELATED HERETO OR THERETO, IN EACH CASE WHETHER SUCH CLAIM, DEMAND, ACTION OR CAUSE OF ACTION IS NOW EXISTING OR HEREAFTER ARISING, AND WHETHER SOUNDING IN CONTRACT OR TORT OR OTHERWISE; AND EACH PARTY HEREBY AGREES AND CONSENTS THAT ANY SUCH CLAIM, DEMAND OR CAUSE OF ACTION SHALL BE DECIDED BY COURT TRIAL WITHOUT A JURY, AND THAT ANY PARTY TO THIS AGREEMENT MAY FILE AN ORIGINAL COUNTERPART OR A COPY OF THIS SECTION WITH ANY COURT AS WRITTEN EVIDENCE OF THE CONSENT OF THE PARTIES HERETO TO THE WAIVER OF ANY RIGHT THEY MIGHT OTHERWISE HAVE TO TRIAL BY JURY.

(e) This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

(f) This Agreement may be executed in counterparts, each of which when executed and delivered shall be deemed to be an original and all such counterparts together, shall constitute one and the same instrument.

(g) **E-Verify Requirement:** Donor shall comply with the requirements of Article 2 of Chapter 64 of the General Statutes. Further, if Donor utilizes a subcontractor, Donor shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the General Statutes.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement as of the date set forth above.

DONOR:

SHINING LIGHT BAPTIST CHURCH

By: Tim Cruse
Tim Cruse

Date: 8/4/21

Its Pastor

DONEE:

CITY OF MONROE

By: Brian J. Borne
Brian J. Borne

Date: 09/28/2021

Its Interim City Manager



EXHIBIT A

Description of the Property

All of that certain real estate located in the City of Monroe, Union County, State of North Carolina, consisting of approximately ~~7.79~~^{7.79} acres, more or less, and being identified as Parcel Numbers #09-301-225B, #09-301-225C, and #09-301-226B, Union Public Registry; along with any easements, tenements, hereditaments, privileges and appurtenances belonging thereto. A map is attached for further reference.

**RESOLUTION TO ACQUIRE PORTION OF REAL PROPERTY
LOCATED AT 2007 PINEDELL AVENUE
ALONG WITH RIGHT-OF-WAY
R-2021-54**

WHEREAS, the City of Monroe has identified the need to acquire a portion of real property located at 2007 Pinedell Avenue containing approximately 8.62 acres and being further identified as a portion of Tax Parcel #s 09-301-225B, 09-301-225C and 09-301-226B owned by Shining Light Baptist Church for the purpose of fostering community place, neighborhood revitalization, economic vitality, and transportation; and

WHEREAS, City Staff negotiated with the owners and their agent regarding an Agreement of Donation Agreement to acquire this property; and

WHEREAS, City Staff and the owners have reached an agreement subject, to Council approval, whereby the owners will donate the property to the City subject to the terms and conditions in the Agreement of Donation.

NOW, THEREFORE, BE IT RESOLVED, that 8.62 acres, along with the right-of-way, owned by Shining Light Baptist Church located at 2007 Pinedell Avenue and being further identified as a portion of Tax Parcel #s 09-301-225B, 09-301-225C and 09-301-226B be acquired for good and valuable consideration as contained in the Agreement of Donation. The Interim City Manager and City Staff are hereby authorized to take any and all action necessary to acquire said property including the execution of all documents on behalf of the City to complete the transaction.

Adopted this the 28th day of September, 2021.

Attest:

Bobby G. Kilgore, Mayor

Bridgette H. Robinson, City Clerk



April 12, 2021

Mr. Brian Borne
City of Monroe
Assistant City Manager/Downtown Director
300 West Crowell Street
Monroe, NC 28112

Via Email: bborne@monroenc.org

Re: Phase I Environmental Site Assessment
Pinedell Avenue Property ("Site")
Monroe, North Carolina
Union County Parcel ID: 09-301-225B (0.1869-ac), 09-301-225C (1.322-ac) &
09-301-226B (6.286-ac)
Project No. 5623

Dear Mr. Borne:

Attached for your review is the Phase I Environmental Site Assessment Report for the above referenced property located in Monroe, North Carolina. The report is presented in accordance with ASTM Standard Practice E1527-13.

We appreciate the opportunity to provide these services to you. If you require additional information, please contact the undersigned at (704) 289-5881.

Sincerely,

Laura Minor
Project Manager

cc: file

500 Devonport Drive, Matthews, NC 28104
(704) 289-5881 resolve@carolina.rr.com

**PHASE I ENVIRONMENTAL SITE ASSESSMENT REPORT
PINEDELL AVENUE PROPERTY
MONROE, NORTH CAROLINA
UNION COUNTY
PROJECT NUMBER 5623**



Prepared For:

Mr. Brian Borne
City of Monroe
Assistant City Manager/Downtown Director
300 West Crowell Street
Monroe, NC 28112

Prepared By:

Resolve Environmental services, PLLC
500 Devonport Drive
Matthews, North Carolina 28104

April 12, 2021

**Phase I Environmental Site Assessment
Pinedell Avenue Property
Monroe, North Carolina
Job No. 5623**

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**Phase I Environmental Site Assessment
Pinedell Avenue Property
Monroe, North Carolina**

Executive Summary

Resolve Environmental Services, PLLC (Resolve) has completed a Phase I Environmental Site Assessment (ESA) in conformance with the scope and limitations of the American Society for Testing and Material (ASTM) Practice E 1527-13 at approximately 7.79-acres of land located on Pinedell Avenue, Monroe, Union County, North Carolina (subject site). Any exceptions to, or deletions from, this practice are described in this report. A brief summary of the current and former uses of the site and nearby area is provided below:

Subject Site

- The subject site consists of three (3) parcels totaling 7.79 acres. The parcels are identified as Union County Parcel Identification Numbers 09-301-225B (0.1869-ac), 09-301-225C (1.322-ac) and 09-301-226B (6.286-ac).
- The earliest records reviewed indicate that the subject site was initially developed for residential and/or recreational purposes circa the 1950's/1960's. Both structures located on the property have been abandoned and are dilapidated.

Nearby Area

Residential development began to appear to the east and south dating back to the early 1950's and increased in more recent decades. Commercial activities have primarily operated out of the properties to the north. The west has remained undeveloped. The area remains a mixed use area of Monroe.

Report Section #		No Further Action	REC	CREC	HREC	Comments
1.3	Limitations and Exceptions of Assessment	X				
1.5	Data Gaps	X				
2.0	Current On-site Operations	X				
2.4	Adjoining Properties	X				
4.0	Records Review	X				
4.4	Historical On-site Operations	X				
5.1	Hazardous Waste Generation	X				
5.2	Storage Tanks	X				
5.4	Electrical Transformers / PCBs	X				
5.7	Soil Vapor Encroachment	X				

REC – Recognized Environmental Condition

CREC – Controlled Recognized Environmental Condition

HREC – Historical Recognized Environmental Condition

Resolve has performed a Phase I Environmental Site Assessment in conformance with the scope and limitations of ASTM Practice 1527-13 of the subject site. Any exceptions to, or deletions from, this practice are described in **Section 1.3** of this report. This assessment has not revealed any RECs associated with the subject site.

Recommendations

Based on the historical use of the subject site and lack of RECs, no further assessment is recommended.

1.0 Introduction

This report presents the results of a Phase I ESA conducted at a 7.79-acre partially developed property located on Pinedell Avenue in Monroe, Union County, North Carolina. Resolve conducted this assessment for Mr. Brian Borne of the City of Monroe, in accordance with our authorized scope of work.

1.1 Purpose and Scope of Services

The purpose of this assessment was to identify, to the extent feasible pursuant to the processes prescribed herein, RECs, controlled RECs (CRECs), or historical RECs (HRECs) in connection with the property. RECs are the presence or likely presence of any hazardous substances or petroleum products in, on, or at the property: (1) due to any release to the environment; (2) under conditions indicative of a release to the environment; or (3) under conditions that pose a material threat of a future release to the environment. The term is not intended to include *de minimis* conditions that generally do not present a threat to human health or the environment and that generally would not be the subject of an enforcement action if brought to the attention of appropriate governmental agencies. Conditions determined to be *de minimis* conditions are not RECs or CRECs. 'Release' shall have the same meaning as the definition of 'release' as defined in Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) 42 U.S.C. § 9601(22) and 'environment' shall have the same meaning as the definition of 'environment' as defined in CERCLA 42 U.S.C. § 9601(8). In this assessment, 'migrate' and 'migration' refers to the movement of hazardous substances or petroleum products in any form, including, for example, solid and liquid at the surface or subsurface, and vapor in the subsurface.

CRECs are recognized environmental conditions resulting from a past release of hazardous substances or petroleum products that has been addressed to the satisfaction of the applicable regulatory authority, with hazardous substances or petroleum products allowed to remain in

place subject to the implementation of required controls. A CREC is also considered a REC per Section 3.2.18 of ASTM Practice E 1527-13.

HRECs are defined as a past release of any hazardous substances or petroleum products that has occurred in connection with the property and has been addressed to the satisfaction of the applicable regulatory authority or meeting unrestricted use criteria established by a regulatory authority, without subjecting the property to any required controls.

This ESA is intended to satisfy one of the requirements for the innocent landowner defense to CERCLA liability: that is, the practices that constitute “all appropriate inquiry into the previous ownership and uses of the Site consistent with good customary practice,” as defined in 42 U.S. Code Section 9601 (35)(B). The information contained in this report is intended to assist interested parties in deciding whether additional investigation or remediation of the site is required. The contents of this report should not be construed as a recommendation by Resolve for or against purchase, sale, financing, or redevelopment of the site.

1.2 Methodology

Resolve performed this Phase I ESA in general conformance with current ASTM Standard E 1527-13, *Standard Practice for ESAs: Phase I Environmental Site Assessment Process*. The Phase I ESA is also compliant with the statutory criteria for all appropriate inquiries currently accepted by the United States Environmental Protection Agency. The scope of services for the Phase I ESA includes the following tasks:

- records review – obtain and review records that will help identify RECs in connection with the property (e.g., review of environmental databases, provided records, etc.)
- site reconnaissance
- interviews – present and past owners, operators, and occupants of the property and local government officials
- reporting – data analysis and reporting

1.3 Limitations and Exceptions of Assessment

This Phase I ESA meets the requirements of the ASTM E1527-13 standard. The ASTM E1527-13 standard includes Non-scope Considerations that are not part of the required ASTM Phase I scope of work, such as:

- radon and indoor air testing
- asbestos, mold, or lead-based paint survey
- cultural, historical, and archaeological sites survey
- responsibilities of the User of this Phase I ESA to meet all appropriate inquiry as defined in ASTM E1527-13
- drinking water testing
- rare and endangered species survey
- wetlands verification/delineation

1.4 Special Terms and Conditions

The conclusions presented in this report are professional opinions, based solely upon visual observations of the site and vicinity and our interpretation of the available historical information, documents reviewed and analytical results as described in this report. They are intended exclusively for the purpose outlined herein and at the site location and the project indicated.

This report is intended for the sole use of the City of Monroe. The report may not be relied upon by other parties without the express written consent of Resolve and the City of Monroe. The scope of services performed in execution of this investigation may not be appropriate to satisfy the needs of other users, and any use or re-use of this document or the findings, conclusions, or recommendations presented herein is at the sole risk of said user.

It should be recognized that this study was not intended to be a definitive investigation of contamination at the subject property. It is possible that currently unrecognized contamination may exist at the site. Opinions and recommendations presented herein apply to site conditions existing at the time of our investigation and those reasonably foreseeable. They necessarily cannot apply to site changes of which Resolve is unaware and has not had the opportunity to evaluate.

1.5 Data Gaps and Limitations

A data gap is a lack of or inability to obtain information required by the ASTM standard, despite good faith efforts to do so. Data gaps may result from incompleteness in any activity required by the ASTM standard. Resolve's inquiry to the local fire department was not completed due to lack of response from the fire department; however, based on the known history of the site, this is considered an insignificant data gap and does not affect the outcome of the report.

2.0 Site and Area Description

2.1 Site Description and Use

Site Description: partially developed

Site Address: 3023 Old Charlotte Highway (aka 2007 Pinedell Avenue), Monroe, NC

Parcel Size: 7.79 acres

A site location map is provided as **Figure 1** and a site map is provided as **Figure 2**.

2.2 Site Structures and Improvements

Buildings: two

Other Improvements: utilities

Utilities: water – City of Monroe
sewer – City of Monroe
electricity – Duke Energy
natural gas – City of Monroe

2.3 Property Owner and Occupants

Based upon our site visit and a review of the Union County tax records, Resolve identified the following property owner and site occupant associated with the subject property:

Property Owner: Shining Light Baptist Church

Parcel ID #: 09-301-225B, 09-301-225C & 09-301-226B
(Union County, see **Appendix A**)

Occupant: Shining Light Baptist Church (former recreational/gathering area for parishioners)

2.4 Vicinity Characteristics

The table below summarizes properties that surround subject property.

Location	Property Description
North	Construction stockyard: occupied
East	Residential: occupied
South	Residential: occupied
West	Wooded (vacant)/Rail Line

2.5 Physical Setting

2.5.1 Topography

<i>7.5-Minute Topographic Map:</i>	Monroe, 2013
<i>Site Elevation:</i>	643 feet above mean sea level
<i>Topographic Gradient:</i>	southwest

A copy of the USGS topographic quadrangle map is provided as **Figure 1**.

2.5.2 Geologic Setting

According to the 1985 Geologic Map of North Carolina, the site is located in the Carolina Slate Belt of metamorphic rocks. The underlying rock at the site is phyllite and schist.

2.5.3 Hydrogeology

Ground water in the area moves through fractures and cleavage planes within the metamorphic rock and the overlying regolith.

2.5.4 Storm Water and Flood Information

Storm Water

Storm water at the site generally flows toward the onsite water body, Lake Minehaha. Resolve observed no obvious environmental release concerns with regard to storm water on the subject site.

Flood Information

Resolve reviewed FEMA Flood Insurance Rate Map Number 3710542600J dated October 16, 2008. The map indicates that the subject site is not located within the 100-year or 500-year flood plain.

3.0 User Provided Information

This section describes the information provided by the User, as defined in ASTM E 1527-13. The User of this Phase I ESA is Mr. Brian Borne of the City of Monroe.

3.1 Title Records

As detailed in ASTM E 1527-13 Section 6.2, *Review Title and Judicial Records for Environmental Liens or Activity and Use Limitations* (AULs), land title records should be reviewed in order to determine if environmental liens or activity and use limitations have been recorded against the property. In accordance with the agreement between Resolve and the User, title records were not reviewed as a part of this assessment.

3.2 Environmental Liens or Activity and Use Limitations

In accordance with the agreement between Resolve and the User, environmental liens and activity and use limitations were not reviewed as a part of this assessment.

3.3 Specialized Knowledge

The user of this Phase I ESA has certain responsibilities to meet all appropriate inquiry as defined in ASTM E1527-13. A User Questionnaire was provided to Mr. Brian Borne of the City of Monroe, the user of the Phase I ESA, to complete. The questionnaire was completed and is included as **Appendix B**.

3.4 Commonly Known or Reasonably Ascertainable Information

The User is unaware of the historical use(s) of the property as well as the likelihood of potential environmental issues at the site.

3.5 Valuation Reduction for Environmental Issues

The property is being considered as a land donation to the City of Monroe; therefore, details of a property transaction are irrelevant.

3.6 Owner, Property Manager, and Occupant Information

According to Pastor Tim Cruse, representative for Shining Light Baptist Church, the church has owned the subject site for approximately 15 years but have not been used in recent years by the parishioners of the church.

3.7 Reason for Performing Phase I ESA

The User intends to demolish the onsite structures and utilize the site for recreational activities for residents of Monroe. A Phase I ESA was required prior to acceptance of the land donation to the City of Monroe. This Phase I ESA is intended to permit the User to satisfy one of the requirements to qualify for the innocent landowner, contiguous property owner, or bona fide prospective purchaser limitations on CERCLA liability.

4.0 Review of Records

4.1 Standard Environmental Record Sources – Federal, State and Local

Resolve utilized EDR, an environmental database search service, for a cursory review of Federal and State regulatory database files regarding regulated sites within the ASTM-specified search radii. Federal, state, local, tribal, and EDR proprietary and historical databases were searched by EDR between February 22-April 7, 2021. The EDR reports are included as **Appendix C**.

Upon review of the EDR report, Resolve identified and summarized the following information pertaining to the subject site, off-site properties, and unmappable orphan properties.

Subject Site

The subject site was not listed in any of the databases searched by EDR.

Off-Site Properties

Due to proximity or lack of incident, no off-site facilities listed in the Federal, State, Local, Tribal, and/or EDR Proprietary databases are considered RECs to the subject site.

Orphan Sites

Due to proximity, no orphan sites are considered RECs to the subject site.

4.2 Regulatory Agency File and Records Review

Regulatory Agency Files

Based on the lack of incident and/or proximity to off-site listings, no additional regulatory research was conducted as part of the assessment.

Fire Department

Resolve contacted the City of Monroe Fire Department via e-mail on April 7, 2021, in order to obtain information regarding any responses to the site for fires or hazardous releases. To date, a response has not been received by the fire department. A copy of the e-mail correspondence is included as **Appendix D**.

4.3 Interviews

Property Owner

The current property owner, Shining Light Baptist Church (c/o Pastor Tim Cruse), completed an Owner Questionnaire about the subject site. Pastor Cruse has worked at the church for 31 years and stated that the church has always tended to the on-site lake with the appropriate treatments and chemicals, etc. He stated that an adjacent property to the north was historically used to repair personal vehicles but it was not open to the public. A copy of the questionnaire is included as **Appendix E**.

4.4 Historical Use Information

Aerial Photographs

Resolve utilized the EDR Aerial Photo Decade Package to review aerial photographs of the subject site and the surrounding properties. All listed scales are considered to be approximate. Copies of the EDR Aerial Photo Decade Package photographs are included in **Appendix C**. A summary of the findings of the aerial photograph review is provided in the table below:

Summary of Aerial Photograph Review

Year	Scale	Site Property	Surrounding Property
1951	1" = 500'	1 structure visible in northern corner; remaining area partially cleared with trees in central portion	N/NE – structures E – wooded SE – structures S/SW & W – rail line & agricultural

Year	Scale	Site Property	Surrounding Property
1964	1" = 500'	Lake visible in central portion of site (majority of trees removed); structure added on northwest edge of lake	N – structure removed S/SE – structures added remaining areas similar to 1951 aerial
1969	1" = 500'	similar to 1964 aerial photo	E/NE – new structures visible remaining areas similar to 1964 aerial
1976	1" = 500'	similar to 1969 aerial photo	N – trailer park visible remaining areas similar to 1969 aerial
1983	1" = 500'	similar to 1976 aerial photo	N – new structures visible E/SE – new structures visible remaining areas similar to 1976 aerial
1993	1" = 500'	Parked trailers/trucks on northern portion of property	similar to 1983 aerial photo
1998	1" = 500'	similar to 1993 aerial photo	similar to 1993 aerial photo
2006	1" = 500'	Majority of parked trailers/trucks parked on northern property line removed	similar to 1998 aerial photo
2009	1" = 500'	similar to 2006 aerial photo	similar to 2006 aerial photo
2012	1" = 500'	similar to 2009 aerial photo	similar to 2009 aerial photo
2016	1" = 500'	similar to 2012 aerial photo	similar to 2012 aerial photo

Historical Topographic Maps

Resolve utilized EDR to conduct a review of historical topographic maps for the subject property and surrounding area. A summary of the historical topographic maps information presented below in chronological order. Copies of the historical topographic maps have been included as **Appendix C**.

Year	Scale	Site Property	Surrounding Property
1941	1:125,000	Structure visible (northern portion)	N – structure visible E/NE – structure visible S – no structures visible W – no structures visible
1971	1:24,000	Lake visible	N, E/NE, SE – structures visible W, NW – no structures visible
1983	1:24,000	Similar to 1971 topo map	Similar to 1971 topo map

1987,1988	1:24,000	Similar to 1983 topo map	N/NE – additional structures Remaining areas similar to 1983 topo map
2013	1:24,000	Indiscernible	Indiscernible

City Directories

Resolve reviewed city directories as provided by EDR for select years between 1992 and 2017. The results of the review are provided in the table and in the EDR City Directory Image Report is included in **Appendix C**.

Location	Address	City Directory Listing (Year)
Subject Site	3023 Old Charlotte Highway	Unlisted (1992, 1995, 2000, 2005, 2010, 2014, 2017)
North	3019 Old Charlotte Highway	Jesse E Galloway (1992, 2005) Galloway Trucking Inc, Occupant Unknown (1995) Galloway Trucking Incorporated (2000) Dan Galloway (2010) Jairo Arango (2014) Megan Chittum (2017)
South	N/A	Residential
East	N/A	Residential
West	N/A	No physical address

Fire Insurance Maps

Fire insurance maps were not available for the subject site or immediate area. The EDR Certified Sanborn® Map Report is included in **Appendix C**.

Historical Use Summary

The earliest records reviewed indicate that the subject site was initially developed for residential and/or recreational purposes circa the 1950's/1960's. Both structures located on the property have been abandoned and are dilapidated.

Residential development began to appear to the east and south dating back to the early 1950's and increased in more recent decades. Commercial activities have primarily operated out of

the properties to the north. The west has remained undeveloped. The area remains a mixed use area of Monroe.

5.0 Site Reconnaissance

Mr. Scott Ball of Resolve conducted a visual reconnaissance of the subject site on February 27, 2021. The weather condition at the time of the site visit was cloudy with temperatures in the mid-50s °F. Environmental Screening Inspection Forms are included as **Appendix E**. General images of the subject property are included in **Appendix F**.

5.1 Hazardous Substances

Hazardous Substances: none observed

5.2 Storage Tanks, Sumps/Drains, Oil Water Separators, Parts Washers, Hydraulic Lifts

During the site visit, Resolve personnel visually assessed the subject site for evidence of storage tanks, sumps/drains, oil water separators, parts washers, and hydraulic lifts as described below.

5.2.1 Storage Tanks

Underground Storage Tanks (USTs): none observed

Aboveground Storage Tanks (ASTs): none observed

5.2.2 Sumps and Drains

Sumps: none observed

Drains: none observed

5.2.3 Oil Water Separators

Oil Water Separator (OWS): none observed

5.2.4 Parts Washers and Hydraulic Lifts

Parts Washers: none observed

Hydraulic Lifts: none observed

5.3 Water and Wastewater Issues

Water

Water: City of Monroe

Water Supply Wells: none observed

Wastewater

Sanitary Sewage: City of Monroe

Septic System: none observed

5.4 Indications of PCBs

Polychlorinated biphenyls (PCBs) are sometimes found in mineral oils used in electrical equipment including transformers or in older hydraulic oils. PCBs are a potential environmental contaminant.

Transformers: observed

One pole-mounted electrical transformer was identified on the north central portion of Parcel 09-301-226B. This is not considered a REC.

5.5 Indications of Waste Disposal

Waste Containers: none observed

Debris Piles: observed

Random debris was noted on the subject site (used tires, general rubbish and building materials). This is considered de minimus and not a REC.

5.6 Surface Conditions

Interior Surface Conditions: concrete and wood subfloors covered with vinyl floor tile, linoleum and carpet

Exterior Surface Conditions: lake/dam, grass, trees

5.7 Soil Vapor Encroachment Concerns

Resolve completed an initial vapor encroachment screen to determine if a vapor encroachment condition (VEC) exists in the subsurface below any existing structures at the site from hazardous substances, petroleum, and petroleum products that can include volatile organic compounds (VOC), semi-VOCs (SVOC), and inorganic volatile compounds. The Tier 1, non-invasive vapor encroachment screen was performed for the chemicals of concern (COC) and the approximate recommended minimum search distances (MSA) included in ASTM E 2600-10, *Standard Guide for Vapor Encroachment Screening on Sites Involved in Real Estate Transactions*. The following MSDs are outlined in ASTM E 2600-10.

Area of Concern Approximate Minimum Search Distances Surrounding the Site (miles)		
Standard Environmental Record Sources (where available)	Chemicals of Concern	Petroleum Hydrocarbon Chemicals of Concern
Federal NPL	0.33	0.1
Federal CERCLIS	0.33	0.1
Federal RCRA CORRACTS	0.33	0.1
Federal RCRA non-CORRACTS TSD	0.33	0.1
Federal RCRA Generators	Site Only	Site Only

Area of Concern Approximate Minimum Search Distances Surrounding the Site (miles)		
Federal Institutional Control/Engineering Control	Site Only	Site Only
Federal ERNS	Site Only	Site Only
State and Tribal-equivalent NPL	0.33	0.1
State and Tribal-equivalent CERCLIS	0.33	0.1
State and Tribal Landfill or Solid Waste Disposal Sites	0.33	0.1
State and Tribal LUST	0.33	0.1
State and Tribal UST	Site Only	Site Only
State and Tribal Institutional Control/Engineering Control	Site Only	Site Only
State and Tribal Voluntary Cleanup	0.33	0.1
State and Tribal Brownfield	0.33	0.1

Based on the lack of open incident and proximity to nearby state, tribal and/or federal site(s), no immediate concern for vapor encroachment exists at the site.

6.0 Signatures of Environmental Professionals

I declare that, to the best of my professional knowledge and belief, I meet the definition of Environmental Professional as defined in Section 312.10 of 40 CFR 312, and have the specific qualifications based on education, training, and experience to assess a property of the nature, history, and setting of the subject Site. I have developed and performed all appropriate inquiries in conformance with the standards and practices set forth for the environmental professional in 40 CFR Part 312.

Environmental Professional:



Laura Minor
Project Manager

Reviewed by:



W. Scott Ball
Senior Project Manager

7.0 Qualifications of Environmental Professionals Conducting the Phase I ESA

Laura Minor, Project Manager, has over 18 years of experience in environmental site assessments as well as soil and ground water investigations.

W. Scott Ball, Senior Project Manager, has over 28 years of experience in conducting environmental site assessments, soil and ground water investigations and remediation across the United States.

Curriculum vitae for each individual are included in **Appendix G**.

8.0 References

Designation: E 1527-13 Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process.

EDR Radius Map™ Report with GeoCheck® – Pinedell Project, 3023 Old Charlotte Highway, Monroe, NC 28110, Inquiry No. 6376208.2s, February 22, 2021.

EDR Aerial Photo Decade Package – Pinedell Project, 3023 Old Charlotte Highway, Monroe, NC 28110, Inquiry No. 6376208.8, February 23, 2021.

EDR Historical Topographic Map Report with Quadmatch™ – Pinedell Project, 3023 Old Charlotte Highway, Monroe, NC 28110, Inquiry No. 6376208.4, February 22, 2021.

EDR City Directory Image Report – Pinedell Project, 3023 Old Charlotte Highway, Monroe, NC 28110, Inquiry No. 6376208.5, February 24, 2021.

EDR Certified Sanborn® Map Report – Pinedell Project, 3023 Old Charlotte Highway, Monroe, NC 28110, Inquiry No. 6376208.3, February 22, 2021.

EDR Vapor Encroachment Screen – Pinedell Project, 3023 Old Charlotte Highway, Monroe, NC 28110, Inquiry No. 6376208.2s, April 7, 2021.

FEMA National Flood Map 3710542600J dated October 16, 2008.

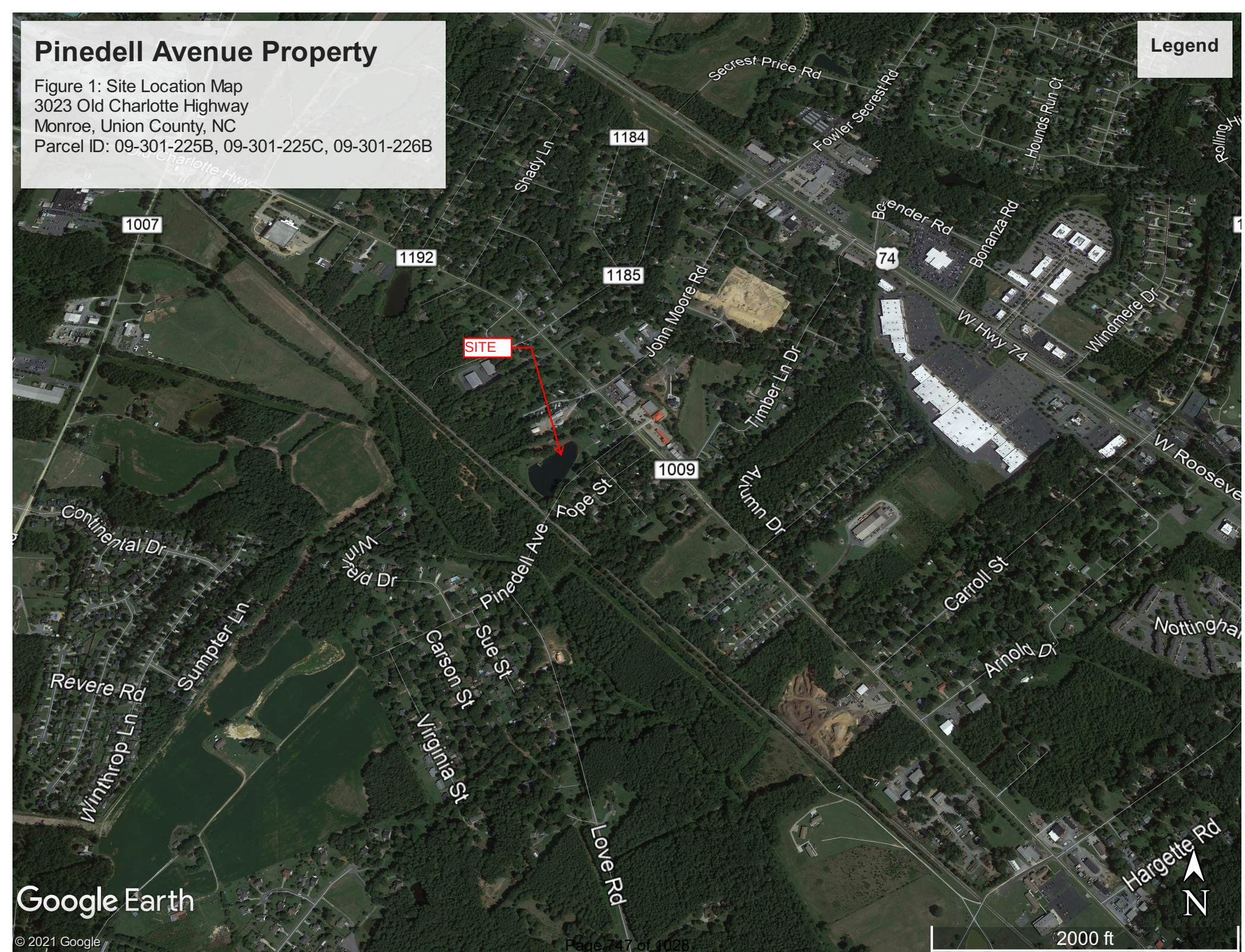
Union County, NC online GIS system: <http://www.co.union.nc.us/Divisions/GISMaps.aspx>

Figures

Pinedell Avenue Property

Figure 1: Site Location Map
3023 Old Charlotte Highway
Monroe, Union County, NC
Parcel ID: 09-301-225B, 09-301-225C, 09-301-226B

Legend



Google Earth

© 2021 Google

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2000 ft

Pinedell Avenue Property

Figure 2: Site Map
3023 Old Charlotte Highway
Monroe, Union County, NC
Parcel ID: 09-301-225B, 09-301-225C, 09-301-226B

Legend



Google Earth

© 2021 Google

400 ft



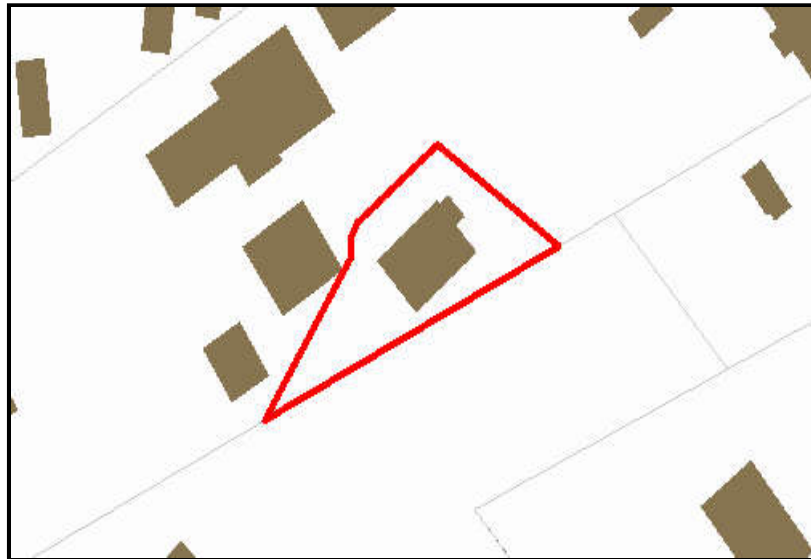
Appendices

Appendix A

Union County Tax Record

Parcel Number

09301225B

OwnerSHINING
LIGHT
BAPTIST
CHURCH**Mailing Address**2541 OLD CHARLOTTE HWY
MONROE
NC , 28110**Account Information**

Land Value \$1,300.00
 Building Value \$0.00
 Total Value \$1,300.00
 Acreage 0.1869

Description OLD CHARLOTTE HWY
 Situs Address 0 OLD CHARLOTTE HWY
 Property Class UNBUILDABLE

Sales Information

Sale Date	Sale Amount	Book & Page	Grantor
11/23/2004	\$0.00	3620 453	GALLOWAY JESSIE EDWARD

Location Information

Municipal Administration	Monroe	12 Mile Service Area	No
County Zoning Code	CITY	School	School Assignment Information
Zoning Administration	Monroe	Census Tract Number	204.03
ETJ		FEMA Panel	5426
Fire District	Monroe City	FEMA Zone	
Soils	BuB,CnB		

Building Information

Total Living Area	0	Improvement Type
Year Build	0	

District Voting Assignments (Jurisdictions)

Polling Place	Monroe Fire Station 4	School District	3	Congressional District	9
Precinct District	#5	State House	69	Senate District	35

Parcel Number

09301225C

OwnerSHINING
LIGHT
BAPTIST
CHURCH**Mailing Address**2541 OLD CHARLOTTE HWY
MONROE
NC , 28110**Account Information**

Land Value	\$25,300.00
Building Value	\$0.00
Total Value	\$25,300.00
Acreage	1.3220

Description	OLD HWY 74
Situs Address	0 OLD CHARLOTTE HWY
Property Class	RESIDENTIAL

Sales Information

Sale Date	Sale Amount	Book & Page	Grantor
07/29/2005	\$0.00	3861 028	GALLOWAY JESSIE EDWARD

Location Information

Municipal Administration	Monroe	12 Mile Service Area	No
County Zoning Code	CITY	School	School Assignment Information
Zoning Administration	Monroe	Census Tract Number	204.03
ETJ		FEMA Panel	5426
Fire District	Monroe City	FEMA Zone	
Soils	CmB,BuB		

Building Information

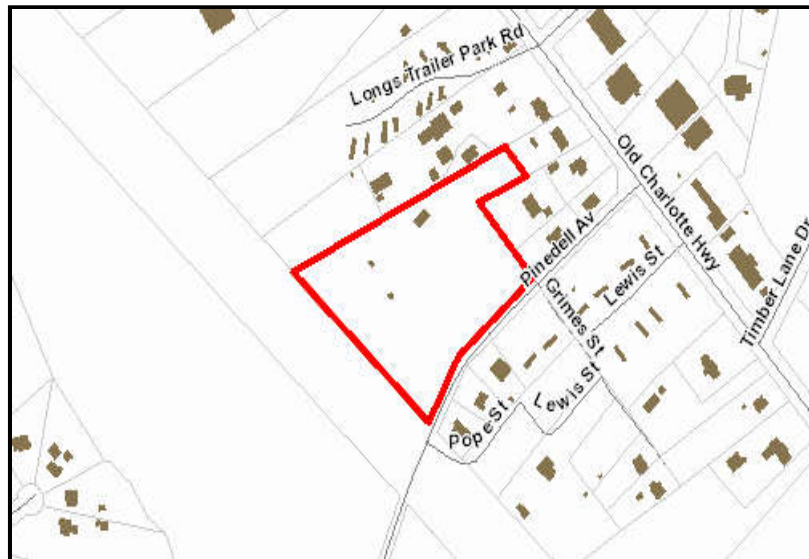
Total Living Area	0	Improvement Type
Year Build	0	

District Voting Assignments (Jurisdictions)

Polling Place	Monroe Fire Station 4	School District	3	Congressional District	9
Precinct District	#5	State House	69	Senate District	35

Parcel Number

09301226B

OwnerSHINING
LIGHT
BAPTIST
CHURCH**Mailing Address**2541 OLD CHARLOTTE HWY
MONROE
NC , 28110**Account Information**

Land Value	\$50,200.00	Description	OLD CHARLOTTE HWY OPCL725
Building Value	\$0.00	Situs Address	0 OLD CHARLOTTE HWY
Total Value	\$50,200.00	Property Class	GOVERNMENT/SCHOOL/CHURCH
Acreage	6.2860		

Sales Information

Sale Date	Sale Amount	Book & Page	Grantor
-----------	-------------	-------------	---------

Location Information

Municipal Administration	Monroe	12 Mile Service Area	No
County Zoning Code	CITY	School	School Assignment Information
Zoning Administration	Monroe	Census Tract Number	204.03
ETJ		FEMA Panel	5426
Fire District	Monroe City	FEMA Zone	
Soils	W,CmB,ChA,BuB,CnB,BdB2		

Building Information

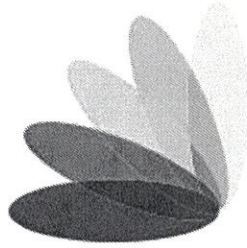
Total Living Area	0	Improvement Type	
Year Build	0		

District Voting Assignments (Jurisdictions)

Polling Place	Monroe Fire Station 4	School District	3	Congressional District	9
Precinct District	#5	State House	69	Senate District	35

Appendix B

User Questionnaire



Resolve Environmental Services, PLLC

March 31, 2021

Mr. Brian Borne
City of Monroe
P.O. Box 69
Monroe, NC 28111-0069

Re: Phase I Environmental Site Assessment
E 1527-13 User Questionnaire
Pinedell Project
Parcel ID: 09-301-225B, 09-301-225C & 09-301-226B
Monroe, Union County, NC

Dear Mr. Borne:

As required under the ASTM Standard E1527-13, please complete and sign the following User Questionnaire and return to me, by email at resolve@carolina.rr.com:

In order to qualify for one of the *Landowner Liability Protections (LLPs)* offered by the Small Business Liability Relief and Brownfields Revitalization Act of 2001 (the "*Brownfields Amendments*"), the *user* must conduct the following inquiries required by 40 CFR 312.25, 312.28, 312.29, 312.30, and 312.31. These inquiries must also be conducted by EPA Brownfield Assessment and Characterization grantees. The user should provide the following information to the *environmental professional*. Failure to conduct these inquiries could result in a determination that "*all appropriate inquiries*" (*AAI*) is not complete.

Instructions: Circle responses to questions and complete User Information at bottom of page.

Questions	User Response	
1. Environmental liens that are filed or recorded against the <i>property</i> (40 CFR 312.25). Did a search of recorded land title records (or judicial records where appropriate) identify any environmental liens filed or recorded against the property under federal, tribal, state or local law?	Yes	No ☒
2. Activity and use limitations that are in place on the <i>property</i> or that have been filed or recorded against the <i>property</i> (40 CFR 312.26(a)(1)(v) and (vi)). Did a search of recorded land title records (or judicial records where appropriate) identify any Activity and Use Limitations (AULs), such as engineering controls, land use restrictions or institutional controls that are in place at the property and/or have been filed or recorded against the property under federal, tribal, state or local law? <i>one parcel is unbuildable.</i>	Yes	No ☒
3. Specialized knowledge or experience of the person seeking to qualify for the LLP (40 CFR 312.28). Do you have any specialized knowledge or experience related to the <i>property</i> or nearby properties? For example, are you involved in the same line of business as the current or former <i>occupants</i> of the <i>property</i> or an <i>adjoining property</i> so that you would have specialized knowledge of the chemicals and processes used by this type of business?	Yes	No ☒

Questions

4. Relationship of the purchase price to the fair market value of the *property* if it were not contaminated (40 CFR 312.29).

Does the purchase price being paid for this property reasonably reflect the fair market value of the property?

Yes ☒ No

If you conclude that, there is a difference, have you considered whether the lower purchase price is because contamination is known or believed to be present at the property?

Yes ☒ No

DONATION

5. Commonly known or *reasonably ascertainable* information about the *property* (40 CFR 312.30).

Are you aware of commonly known or *reasonably ascertainable information* about the *property* that would help the *environmental professional* to identify conditions indicative of releases or threatened releases? For example,

Yes ☐ No

(a.) Do you know the past uses of the *property*?

Yes ☒ No

(b.) Do you know of specific chemicals that are present or once were present at the property?

Yes ☒ No

(c.) Do you know of spills or other chemical releases that have taken place at the *property*?

Yes ☒ No

(d.) Do you know of any environmental cleanups that have taken place at the property?

Yes ☒ No

6. The degree of obviousness of the presence or likely presence of contamination at the *property*, and the ability to detect the contamination by appropriate investigation (40 CFR 312.31).

Based on your knowledge and experience related to the *property* are there any *obvious* indicators that point to the presence or likely presence of releases at the *property*?

Yes ☐ No ☒

USER INFORMATION

User Name:

BRIAN J. BORNE

Signature:



Company/Affiliation:

CITY OF MONROE, ASSISTANT CITY MANAGER

Address:

PO BOX 69, MONROE 70111

Phone:

704-292-1705

Date:

APRIL 7, 2021

OPTION TO DECLINE

User declines to complete the above inquiries with knowledge that failure to conduct these inquiries could result in a determination that "all appropriate inquiries" is not complete.

Name:

Signature:

Company/Affiliation:

Address:

Phone:

Date:

Appendix C

Environmental Database Reports

- EDR Radius Map™ Report with GeoCheck®
- EDR Aerial Photo Decade Package
- EDR Historical Topo Map with Quadmatch™ Report
- EDR City Directory Image Report
- EDR Certified Sanborn® Map Report
- EDR Vapor Encroachment Screen

Pinedell Project

3023 Old Charlotte Highway
Monroe, NC 28110

Inquiry Number: 6376208.2s
February 22, 2021

The EDR Radius Map™ Report with GeoCheck®



6 Armstrong Road, 4th floor
Shelton, CT 06484
Toll Free: 800.352.0050
www.edrnet.com

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Thank you for your business.
Please contact EDR at 1-800-352-0050
with any questions or comments.

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EXECUTIVE SUMMARY

A search of available environmental records was conducted by Environmental Data Resources, Inc (EDR). The report was designed to assist parties seeking to meet the search requirements of EPA's Standards and Practices for All Appropriate Inquiries (40 CFR Part 312), the ASTM Standard Practice for Environmental Site Assessments (E 1527-13), the ASTM Standard Practice for Environmental Site Assessments for Forestland or Rural Property (E 2247-16), the ASTM Standard Practice for Limited Environmental Due Diligence: Transaction Screen Process (E 1528-14) or custom requirements developed for the evaluation of environmental risk associated with a parcel of real estate.

TARGET PROPERTY INFORMATION

ADDRESS

3023 OLD CHARLOTTE HIGHWAY
MONROE, NC 28110

COORDINATES

Latitude (North):	35.0191640 - 35° 1' 8.99"
Longitude (West):	80.5924640 - 80° 35' 32.87"
Universal Transverse Mercator:	Zone 17
UTM X (Meters):	537180.6
UTM Y (Meters):	3875046.5
Elevation:	650 ft. above sea level

USGS TOPOGRAPHIC MAP ASSOCIATED WITH TARGET PROPERTY

Target Property Map:	5947220 BAKERS, NC
Version Date:	2013

AERIAL PHOTOGRAPHY IN THIS REPORT

Portions of Photo from:	20140517
Source:	USDA

MAPPED SITES SUMMARY

Target Property Address:
3023 OLD CHARLOTTE HIGHWAY
MONROE, NC 28110

Click on Map ID to see full detail.

MAP ID	SITE NAME	ADDRESS	DATABASE ACRONYMS	RELATIVE ELEVATION	DIST (ft. & mi.) DIRECTION
A1	PETRO EXPRESS #72	3006 OLD CHARLOTTE H	LUST TRUST, INST CONTROL	Higher	567, 0.107, East
A2	CIRCLE K 2723985	3006 OLD CHARLOTTE H	LUST, UST, IMD, Financial Assurance	Higher	567, 0.107, East
3	OLD CHARLOTTE HWY PC	3600 BLOCK OLD CHARL	SHWS	Higher	3710, 0.703, NW
4	2743 W. ROOSEVLET BL	2743 W. ROOSEVELT BL	SHWS, LUST, IMD	Lower	4316, 0.817, East

EXECUTIVE SUMMARY

TARGET PROPERTY SEARCH RESULTS

The target property was not listed in any of the databases searched by EDR.

DATABASES WITH NO MAPPED SITES

No mapped sites were found in EDR's search of available ("reasonably ascertainable ") government records either on the target property or within the search radius around the target property for the following databases:

STANDARD ENVIRONMENTAL RECORDS

Federal NPL site list

NPL..... National Priority List
Proposed NPL..... Proposed National Priority List Sites
NPL LIENS..... Federal Superfund Liens

Federal Delisted NPL site list

Delisted NPL..... National Priority List Deletions

Federal CERCLIS list

FEDERAL FACILITY..... Federal Facility Site Information listing
SEMS..... Superfund Enterprise Management System

Federal CERCLIS NFRAP site list

SEMS-ARCHIVE..... Superfund Enterprise Management System Archive

Federal RCRA CORRACTS facilities list

CORRACTS..... Corrective Action Report

Federal RCRA non-CORRACTS TSD facilities list

RCRA-TSDF..... RCRA - Treatment, Storage and Disposal

Federal RCRA generators list

RCRA-LQG..... RCRA - Large Quantity Generators
RCRA-SQG..... RCRA - Small Quantity Generators
RCRA-VSQG..... RCRA - Very Small Quantity Generators (Formerly Conditionally Exempt Small Quantity Generators)

Federal institutional controls / engineering controls registries

LUCIS..... Land Use Control Information System

EXECUTIVE SUMMARY

US ENG CONTROLS..... Engineering Controls Sites List
US INST CONTROLS..... Institutional Controls Sites List

Federal ERNS list

ERNS..... Emergency Response Notification System

State- and tribal - equivalent NPL

NC HSDS..... Hazardous Substance Disposal Site

State and tribal landfill and/or solid waste disposal site lists

SWF/LF..... List of Solid Waste Facilities
DEBRIS..... Solid Waste Active Disaster Debris Sites Listing
OLI..... Old Landfill Inventory
LCID..... Land-Clearing and Inert Debris (LCID) Landfill Notifications

State and tribal leaking storage tank lists

LAST..... Leaking Aboveground Storage Tanks
INDIAN LUST..... Leaking Underground Storage Tanks on Indian Land

State and tribal registered storage tank lists

FEMA UST..... Underground Storage Tank Listing
AST..... AST Database
INDIAN UST..... Underground Storage Tanks on Indian Land

State and tribal voluntary cleanup sites

INDIAN VCP..... Voluntary Cleanup Priority Listing
VCP..... Responsible Party Voluntary Action Sites

State and tribal Brownfields sites

BROWNFIELDS..... Brownfields Projects Inventory

ADDITIONAL ENVIRONMENTAL RECORDS

Local Brownfield lists

US BROWNFIELDS..... A Listing of Brownfields Sites

Local Lists of Landfill / Solid Waste Disposal Sites

HIST LF..... Solid Waste Facility Listing
SWRCY..... Recycling Center Listing
INDIAN ODI..... Report on the Status of Open Dumps on Indian Lands
DEBRIS REGION 9..... Torres Martinez Reservation Illegal Dump Site Locations
ODI..... Open Dump Inventory
IHS OPEN DUMPS..... Open Dumps on Indian Land

Local Lists of Hazardous waste / Contaminated Sites

US HIST CDL..... Delisted National Clandestine Laboratory Register

EXECUTIVE SUMMARY

US CDL..... National Clandestine Laboratory Register

Local Land Records

LIENS 2..... CERCLA Lien Information

Records of Emergency Release Reports

HMIRS..... Hazardous Materials Information Reporting System

SPILLS..... Spills Incident Listing

SPILLS 90..... SPILLS 90 data from FirstSearch

SPILLS 80..... SPILLS 80 data from FirstSearch

Other Ascertainable Records

RCRA NonGen / NLR..... RCRA - Non Generators / No Longer Regulated

FUDS..... Formerly Used Defense Sites

DOD..... Department of Defense Sites

SCRD DRYCLEANERS..... State Coalition for Remediation of Drycleaners Listing

US FIN ASSUR..... Financial Assurance Information

EPA WATCH LIST..... EPA WATCH LIST

2020 COR ACTION..... 2020 Corrective Action Program List

TSCA..... Toxic Substances Control Act

TRIS..... Toxic Chemical Release Inventory System

SSTS..... Section 7 Tracking Systems

ROD..... Records Of Decision

RMP..... Risk Management Plans

RAATS..... RCRA Administrative Action Tracking System

PRP..... Potentially Responsible Parties

PADS..... PCB Activity Database System

ICIS..... Integrated Compliance Information System

FTTS..... FIFRA/ TSCA Tracking System - FIFRA (Federal Insecticide, Fungicide, & Rodenticide Act)/TSCA (Toxic Substances Control Act)

MLTS..... Material Licensing Tracking System

COAL ASH DOE..... Steam-Electric Plant Operation Data

COAL ASH EPA..... Coal Combustion Residues Surface Impoundments List

PCB TRANSFORMER..... PCB Transformer Registration Database

RADINFO..... Radiation Information Database

HIST FTTS..... FIFRA/TSCA Tracking System Administrative Case Listing

DOT OPS..... Incident and Accident Data

CONSENT..... Superfund (CERCLA) Consent Decrees

INDIAN RESERV..... Indian Reservations

FUSRAP..... Formerly Utilized Sites Remedial Action Program

UMTRA..... Uranium Mill Tailings Sites

LEAD SMELTERS..... Lead Smelter Sites

US AIRS..... Aerometric Information Retrieval System Facility Subsystem

US MINES..... Mines Master Index File

ABANDONED MINES..... Abandoned Mines

FINDS..... Facility Index System/Facility Registry System

UXO..... Unexploded Ordnance Sites

ECHO..... Enforcement & Compliance History Information

DOCKET HWC..... Hazardous Waste Compliance Docket Listing

FUELS PROGRAM..... EPA Fuels Program Registered Listing

AIRS..... Air Quality Permit Listing

ASBESTOS..... ASBESTOS

EXECUTIVE SUMMARY

COAL ASH.....	Coal Ash Disposal Sites
DRYCLEANERS.....	Drycleaning Sites
Financial Assurance.....	Financial Assurance Information Listing
NPDES.....	NPDES Facility Location Listing
UIC.....	Underground Injection Wells Listing
AOP.....	Animal Operation Permits Listing
SEPT HAULERS.....	Permitted Septage Haulers Listing
MINES MRDS.....	Mineral Resources Data System
CCB.....	Coal Ash Structural Fills (CCB) Listing
PCSRP.....	Petroleum-Contaminated Soil Remediation Permits

EDR HIGH RISK HISTORICAL RECORDS

EDR Exclusive Records

EDR MGP.....	EDR Proprietary Manufactured Gas Plants
EDR Hist Auto.....	EDR Exclusive Historical Auto Stations
EDR Hist Cleaner.....	EDR Exclusive Historical Cleaners

EDR RECOVERED GOVERNMENT ARCHIVES

Exclusive Recovered Govt. Archives

RGA HWS.....	Recovered Government Archive State Hazardous Waste Facilities List
RGA LF.....	Recovered Government Archive Solid Waste Facilities List
RGA LUST.....	Recovered Government Archive Leaking Underground Storage Tank

SURROUNDING SITES: SEARCH RESULTS

Surrounding sites were identified in the following databases.

Elevations have been determined from the USGS Digital Elevation Model and should be evaluated on a relative (not an absolute) basis. Relative elevation information between sites of close proximity should be field verified. Sites with an elevation equal to or higher than the target property have been differentiated below from sites with an elevation lower than the target property.

Page numbers and map identification numbers refer to the EDR Radius Map report where detailed data on individual sites can be reviewed.

Sites listed in ***bold italics*** are in multiple databases.

Unmappable (orphan) sites are not considered in the foregoing analysis.

STANDARD ENVIRONMENTAL RECORDS

State- and tribal - equivalent CERCLIS

SHWS: The State Hazardous Waste Sites records are the states' equivalent to CERCLIS. These sites may or may not already be listed on the federal CERCLIS list. Priority sites planned for cleanup using state funds (state equivalent of Superfund) are identified along with sites where cleanup will be paid for by potentially responsible parties. The data come from the Department of Environment & Natural Resources' Inactive Hazardous Sites Program.

A review of the SHWS list, as provided by EDR, and dated 09/04/2020 has revealed that there are 2

EXECUTIVE SUMMARY

SHWS sites within approximately 1 mile of the target property.

<u>Equal/Higher Elevation</u>	<u>Address</u>	<u>Direction / Distance</u>	<u>Map ID</u>	<u>Page</u>
OLD CHARLOTTE HWY PC Facility Id: NONCD0003020	3600 BLOCK OLD CHARL	NW 1/2 - 1 (0.703 mi.)	3	14
<u>Lower Elevation</u>	<u>Address</u>	<u>Direction / Distance</u>	<u>Map ID</u>	<u>Page</u>
2743 W. ROOSEVLET BL Facility Id: NONCD0001717	2743 W. ROOSEVELT BL	E 1/2 - 1 (0.817 mi.)	4	14

State and tribal leaking storage tank lists

LUST: The Leaking Underground Storage Tank Incidents Management Database contains an inventory of reported leaking underground storage tank incidents. The data come from the Department of Environment, & Natural Resources' Incidents by Address.

A review of the LUST list, as provided by EDR, and dated 10/30/2020 has revealed that there is 1 LUST site within approximately 0.5 miles of the target property.

<u>Equal/Higher Elevation</u>	<u>Address</u>	<u>Direction / Distance</u>	<u>Map ID</u>	<u>Page</u>
CIRCLE K 2723985 Incident Phase: Closed Out Product Type: PETROLEUM Incident Number: 36244 Current Status: File Located in Archives	3006 OLD CHARLOTTE H	E 0 - 1/8 (0.107 mi.)	A2	9

LUST TRUST: This database contains information about claims against the State Trust Funds for reimbursements for expenses incurred while remediating Leaking USTs.

A review of the LUST TRUST list, as provided by EDR, and dated 10/02/2020 has revealed that there is 1 LUST TRUST site within approximately 0.5 miles of the target property.

<u>Equal/Higher Elevation</u>	<u>Address</u>	<u>Direction / Distance</u>	<u>Map ID</u>	<u>Page</u>
PETRO EXPRESS #72 Facility Id: 0-036629 Site ID: 36244	3006 OLD CHARLOTTE H	E 0 - 1/8 (0.107 mi.)	A1	8

State and tribal registered storage tank lists

UST: The Underground Storage Tank database contains registered USTs. USTs are regulated under Subtitle I of the Resource Conservation and Recovery Act (RCRA). The data come from the Department of Environment & Natural Resources' Petroleum Underground Storage Tank Database.

A review of the UST list, as provided by EDR, and dated 10/30/2020 has revealed that there is 1 UST site within approximately 0.25 miles of the target property.

<u>Equal/Higher Elevation</u>	<u>Address</u>	<u>Direction / Distance</u>	<u>Map ID</u>	<u>Page</u>
CIRCLE K 2723985	3006 OLD CHARLOTTE H	E 0 - 1/8 (0.107 mi.)	A2	9

EXECUTIVE SUMMARY

Tank Status: Current
Facility Id: 00-0-0000036629

State and tribal institutional control / engineering control registries

INST CONTROL: No Further Action Sites With Land Use Restrictions Monitoring.

A review of the INST CONTROL list, as provided by EDR, and dated 09/04/2020 has revealed that there is 1 INST CONTROL site within approximately 0.5 miles of the target property.

<u>Equal/Higher Elevation</u>	<u>Address</u>	<u>Direction / Distance</u>	<u>Map ID</u>	<u>Page</u>
PETRO EXPRESS #72	3006 OLD CHARLOTTE H	E 0 - 1/8 (0.107 mi.)	A1	8

ADDITIONAL ENVIRONMENTAL RECORDS

Records of Emergency Release Reports

IMD: Incident Management Database.

A review of the IMD list, as provided by EDR, and dated 10/30/2020 has revealed that there is 1 IMD site within approximately 0.5 miles of the target property.

<u>Equal/Higher Elevation</u>	<u>Address</u>	<u>Direction / Distance</u>	<u>Map ID</u>	<u>Page</u>
CIRCLE K 2723985 Facility Id: 36244	3006 OLD CHARLOTTE H	E 0 - 1/8 (0.107 mi.)	A2	9

EXECUTIVE SUMMARY

Due to poor or inadequate address information, the following sites were not mapped. Count: 4 records.

<u>Site Name</u>	<u>Database(s)</u>
ANN MAGNUM RESIDENCE	LAST
GENCORP PRINTWORLD INC	SHWS
MONEY'S DRY CLEANERS	DRYCLEANERS
BIRKDALE CLEANERS	DRYCLEANERS

OVERVIEW MAP - 6376208.2S



Target Property

Sites at elevations higher than or equal to the target property

Sites at elevations lower than the target property

Manufactured Gas Plants

National Priority List Sites

Dept. Defense Sites

Indian Reservations BIA

Power transmission lines

Special Flood Hazard Area (1%)

0.2% Annual Chance Flood Hazard

National Wetland Inventory

State Wetlands

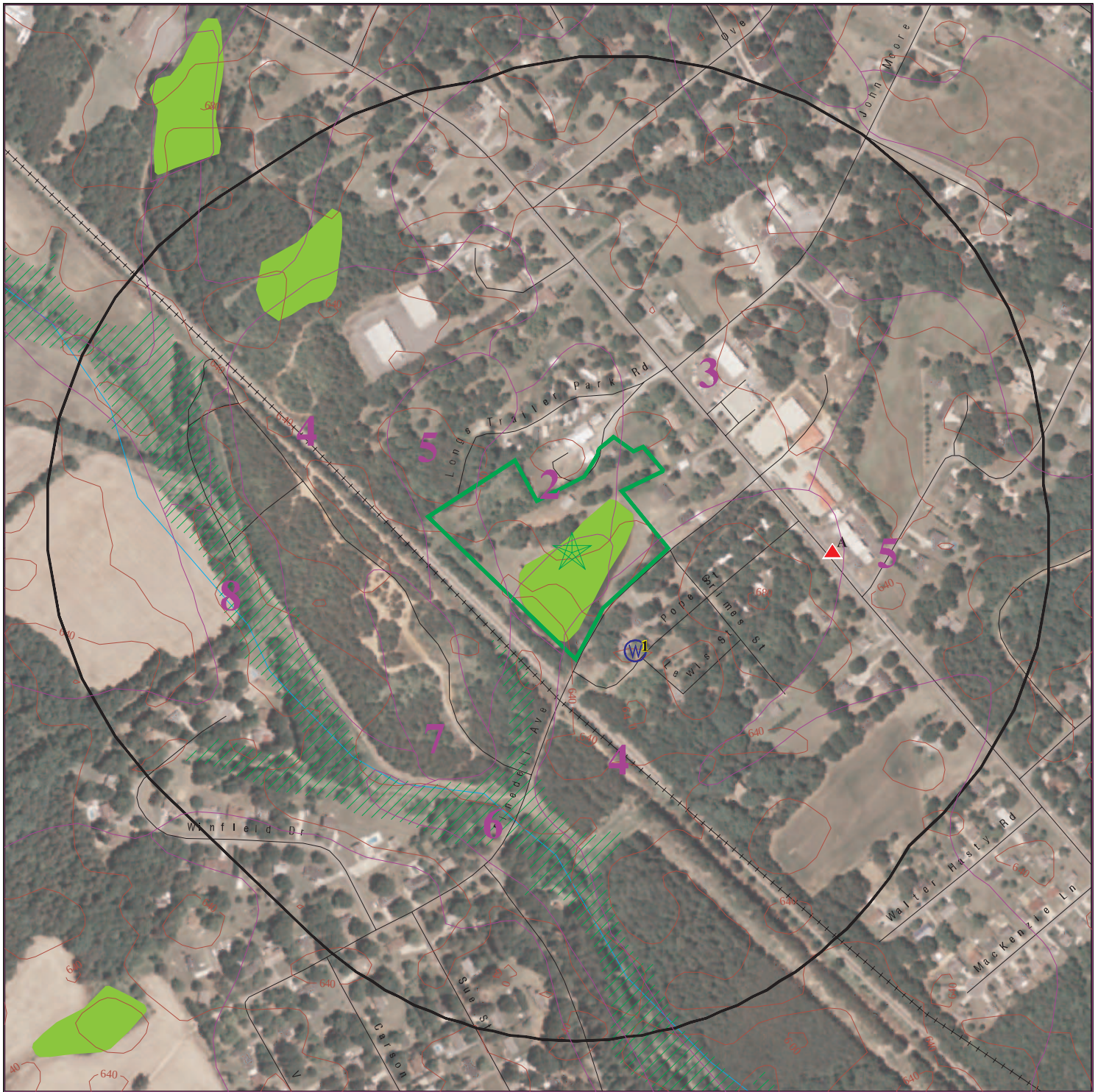
Hazardous Substance Disposal Sites

This report includes Interactive Map Layers to display and/or hide map information. The legend includes only those icons for the default map view.

SITE NAME: Pinedell Project
ADDRESS: 3023 Old Charlotte Highway
Monroe NC 28110
LAT/LONG: 35.019164 / 80.592464

CLIENT: Resolve Environmental Services
CONTACT: Laura Minor
INQUIRY #: 6376208.2s
DATE: February 22, 2021 1:51 pm

DETAIL MAP - 6376208.2S



Target Property

Sites at elevations higher than or equal to the target property

Sites at elevations lower than the target property

Manufactured Gas Plants

Sensitive Receptors

National Priority List Sites

Dept. Defense Sites

Indian Reservations BIA

Special Flood Hazard Area (1%)

0.2% Annual Chance Flood Hazard

National Wetland Inventory

State Wetlands

Hazardous Substance Disposal Sites

This report includes Interactive Map Layers to display and/or hide map information. The legend includes only those icons for the default map view.

SITE NAME: Pinedell Project
ADDRESS: 3023 Old Charlotte Highway
Monroe NC 28110
LAT/LONG: 35.019164 / 80.592464

CLIENT: Resolve Environmental Services
CONTACT: Laura Minor
INQUIRY #: 6376208.2s
DATE: February 22, 2021 1:54 pm

MAP FINDINGS SUMMARY

Database	Search Distance (Miles)	Target Property	< 1/8	1/8 - 1/4	1/4 - 1/2	1/2 - 1	> 1	Total Plotted
STANDARD ENVIRONMENTAL RECORDS								
<i>Federal NPL site list</i>								
NPL	1.000		0	0	0	0	NR	0
Proposed NPL	1.000		0	0	0	0	NR	0
NPL LIENS	1.000		0	0	0	0	NR	0
<i>Federal Delisted NPL site list</i>								
Delisted NPL	1.000		0	0	0	0	NR	0
<i>Federal CERCLIS list</i>								
FEDERAL FACILITY	0.500		0	0	0	NR	NR	0
SEMS	0.500		0	0	0	NR	NR	0
<i>Federal CERCLIS NFRAP site list</i>								
SEMS-ARCHIVE	0.500		0	0	0	NR	NR	0
<i>Federal RCRA CORRACTS facilities list</i>								
CORRACTS	1.000		0	0	0	0	NR	0
<i>Federal RCRA non-CORRACTS TSD facilities list</i>								
RCRA-TSDF	0.500		0	0	0	NR	NR	0
<i>Federal RCRA generators list</i>								
RCRA-LQG	0.250		0	0	NR	NR	NR	0
RCRA-SQG	0.250		0	0	NR	NR	NR	0
RCRA-VSQG	0.250		0	0	NR	NR	NR	0
<i>Federal institutional controls / engineering controls registries</i>								
LUCIS	0.500		0	0	0	NR	NR	0
US ENG CONTROLS	0.500		0	0	0	NR	NR	0
US INST CONTROLS	0.500		0	0	0	NR	NR	0
<i>Federal ERNS list</i>								
ERNS	0.001		0	NR	NR	NR	NR	0
<i>State- and tribal - equivalent NPL</i>								
NC HSDS	1.000		0	0	0	0	NR	0
<i>State- and tribal - equivalent CERCLIS</i>								
SHWS	1.000		0	0	0	2	NR	2
<i>State and tribal landfill and/or solid waste disposal site lists</i>								
SWF/LF	0.500		0	0	0	NR	NR	0
DEBRIS	0.500		0	0	0	NR	NR	0
OLI	0.500		0	0	0	NR	NR	0
LCID	0.500		0	0	0	NR	NR	0

MAP FINDINGS SUMMARY

Database	Search Distance (Miles)	Target Property	< 1/8	1/8 - 1/4	1/4 - 1/2	1/2 - 1	> 1	Total Plotted
State and tribal leaking storage tank lists								
LAST	0.500		0	0	0	NR	NR	0
LUST	0.500		1	0	0	NR	NR	1
INDIAN LUST	0.500		0	0	0	NR	NR	0
LUST TRUST	0.500		1	0	0	NR	NR	1
State and tribal registered storage tank lists								
FEMA UST	0.250		0	0	NR	NR	NR	0
UST	0.250		1	0	NR	NR	NR	1
AST	0.250		0	0	NR	NR	NR	0
INDIAN UST	0.250		0	0	NR	NR	NR	0
State and tribal institutional control / engineering control registries								
INST CONTROL	0.500		1	0	0	NR	NR	1
State and tribal voluntary cleanup sites								
INDIAN VCP	0.500		0	0	0	NR	NR	0
VCP	0.500		0	0	0	NR	NR	0
State and tribal Brownfields sites								
BROWNFIELDS	0.500		0	0	0	NR	NR	0
ADDITIONAL ENVIRONMENTAL RECORDS								
Local Brownfield lists								
US BROWNFIELDS	0.500		0	0	0	NR	NR	0
Local Lists of Landfill / Solid Waste Disposal Sites								
HIST LF	0.500		0	0	0	NR	NR	0
SWRCY	0.500		0	0	0	NR	NR	0
INDIAN ODI	0.500		0	0	0	NR	NR	0
DEBRIS REGION 9	0.500		0	0	0	NR	NR	0
ODI	0.500		0	0	0	NR	NR	0
IHS OPEN DUMPS	0.500		0	0	0	NR	NR	0
Local Lists of Hazardous waste / Contaminated Sites								
US HIST CDL	0.001		0	NR	NR	NR	NR	0
US CDL	0.001		0	NR	NR	NR	NR	0
Local Land Records								
LIENS 2	0.001		0	NR	NR	NR	NR	0
Records of Emergency Release Reports								
HMIRS	0.001		0	NR	NR	NR	NR	0
SPILLS	0.001		0	NR	NR	NR	NR	0
IMD	0.500		1	0	0	NR	NR	1

MAP FINDINGS SUMMARY

Database	Search Distance (Miles)	Target Property	< 1/8	1/8 - 1/4	1/4 - 1/2	1/2 - 1	> 1	Total Plotted
SPILLS 90	0.001		0	NR	NR	NR	NR	0
SPILLS 80	0.001		0	NR	NR	NR	NR	0
Other Ascertainable Records								
RCRA NonGen / NLR	0.250		0	0	NR	NR	NR	0
FUDS	1.000		0	0	0	0	NR	0
DOD	1.000		0	0	0	0	NR	0
SCRD DRYCLEANERS	0.500		0	0	0	NR	NR	0
US FIN ASSUR	0.001		0	NR	NR	NR	NR	0
EPA WATCH LIST	0.001		0	NR	NR	NR	NR	0
2020 COR ACTION	0.250		0	0	NR	NR	NR	0
TSCA	0.001		0	NR	NR	NR	NR	0
TRIS	0.001		0	NR	NR	NR	NR	0
SSTS	0.001		0	NR	NR	NR	NR	0
ROD	1.000		0	0	0	0	NR	0
RMP	0.001		0	NR	NR	NR	NR	0
RAATS	0.001		0	NR	NR	NR	NR	0
PRP	0.001		0	NR	NR	NR	NR	0
PADS	0.001		0	NR	NR	NR	NR	0
ICIS	0.001		0	NR	NR	NR	NR	0
FTTS	0.001		0	NR	NR	NR	NR	0
MLTS	0.001		0	NR	NR	NR	NR	0
COAL ASH DOE	0.001		0	NR	NR	NR	NR	0
COAL ASH EPA	0.500		0	0	0	NR	NR	0
PCB TRANSFORMER	0.001		0	NR	NR	NR	NR	0
RADINFO	0.001		0	NR	NR	NR	NR	0
HIST FTTS	0.001		0	NR	NR	NR	NR	0
DOT OPS	0.001		0	NR	NR	NR	NR	0
CONSENT	1.000		0	0	0	0	NR	0
INDIAN RESERV	1.000		0	0	0	0	NR	0
FUSRAP	1.000		0	0	0	0	NR	0
UMTRA	0.500		0	0	0	NR	NR	0
LEAD SMELTERS	0.001		0	NR	NR	NR	NR	0
US AIRS	0.001		0	NR	NR	NR	NR	0
US MINES	0.250		0	0	NR	NR	NR	0
ABANDONED MINES	0.250		0	0	NR	NR	NR	0
FINDS	0.001		0	NR	NR	NR	NR	0
UXO	1.000		0	0	0	0	NR	0
ECHO	0.001		0	NR	NR	NR	NR	0
DOCKET HWC	0.001		0	NR	NR	NR	NR	0
FUELS PROGRAM	0.250		0	0	NR	NR	NR	0
AIRS	0.001		0	NR	NR	NR	NR	0
ASBESTOS	0.001		0	NR	NR	NR	NR	0
COAL ASH	0.500		0	0	0	NR	NR	0
DRYCLEANERS	0.250		0	0	NR	NR	NR	0
Financial Assurance	0.001		0	NR	NR	NR	NR	0
NPDES	0.001		0	NR	NR	NR	NR	0
UIC	0.001		0	NR	NR	NR	NR	0
AOP	0.001		0	NR	NR	NR	NR	0
SEPT HAULERS	0.001		0	NR	NR	NR	NR	0
MINES MRDS	0.001		0	NR	NR	NR	NR	0

MAP FINDINGS SUMMARY

Database	Search Distance (Miles)	Target Property	< 1/8	1/8 - 1/4	1/4 - 1/2	1/2 - 1	> 1	Total Plotted
CCB	0.500		0	0	0	NR	NR	0
PCSRP	0.500		0	0	0	NR	NR	0

EDR HIGH RISK HISTORICAL RECORDS

EDR Exclusive Records

EDR MGP	1.000		0	0	0	0	NR	0
EDR Hist Auto	0.125		0	NR	NR	NR	NR	0
EDR Hist Cleaner	0.125		0	NR	NR	NR	NR	0

EDR RECOVERED GOVERNMENT ARCHIVES

Exclusive Recovered Govt. Archives

RGA HWS	0.001		0	NR	NR	NR	NR	0
RGA LF	0.001		0	NR	NR	NR	NR	0
RGA LUST	0.001		0	NR	NR	NR	NR	0

- Totals --		0	5	0	0	2	0	7
-------------	--	---	---	---	---	---	---	---

NOTES:

TP = Target Property

NR = Not Requested at this Search Distance

Sites may be listed in more than one database

Map ID
Direction
Distance
Elevation

MAP FINDINGS

EDR ID Number
EPA ID Number

A1
East
< 1/8
0.107 mi.
567 ft.

PETRO EXPRESS #72
3006 OLD CHARLOTTE HWY
MONROE, NC

LUST TRUST
INST CONTROL

S108493061
N/A

Site 1 of 2 in cluster A

Relative:
Higher

LUST TRUST:

Actual:
658 ft.

Name: PETRO EXPRESS #72
Address: 3006 OLD CHARLOTTE HWY
City,State,Zip: MONROE, NC
Facility ID: 0-036629
Site ID: 36244
Site Note: Commercial; \$20,000 deductible; 100% eligible for costs that exceed the \$20,000 deductible.[CGS 11/10/10]
Site Eligible?: True
Commercial Find: 100% Commercial
Priority Rank: Not reported
Deductable Amount: 20000
3rd Party Deductable Amt: 0
Sum 3rd Party Amt Applied: 0

INST CONTROL:

Name: PETRO EXPRESS #72
Address: 3006 OLD CHARLOTTE HWY
City,State,Zip: MONROE, NC
Project Number: MO-7608
Object ID: 5390
DWM Contact: Mooresville Regional Office (704) 663-1699
DWM Program: Underground Storage Tank Section
Project Status: No Further Action
COC: Multi COC
Contamination Source: UST System
Received Date: 4/18/2007
Restricted Media: Multi-Media
Allowed Use: Media Restrictions Only
Certification: None
Plant Reception Date: Not reported
Instrument Status: Effective
Deed BK: Not reported
Deed PG: Not reported
Plat BK: Not reported
Plat PG: Not reported
Instrument: Notice and Restriction
Deed: Not reported
Deed Date: Recorded 4-18-2007
Plat: Not reported
Plat Date: Not reported
X Coord: 1524231.3194
Y Coord: 465687.31193

Map ID
Direction
Distance
Elevation

MAP FINDINGS

Site

Database(s)

EDR ID Number
EPA ID Number

A2
East
< 1/8
0.107 mi.
567 ft.
CIRCLE K 2723985
3006 OLD CHARLOTTE HWY
MONROE, NC 28110
Site 2 of 2 in cluster A

LUST
UST
IMD
Financial Assurance
U003943173
N/A

Relative:
Higher
Actual:
658 ft.

LUST:
Name: PETRO EXPRESS #72
Address: 3006 OLD CHARLOTTE HWY
City,State,Zip: MONROE, NC 28110
Facility ID: 00-0-000
UST Number: MO-7608
Incident Number: 36244
Contamination Type: Groundwater/Both
Source Type: Leak-underground
Product Type: PETROLEUM
Date Reported: 04/02/2007
Date Occur: 03/13/2007
Cleanup: 04/19/2007
Closure Request: Not reported
Close Out: 12/23/2013
Level Of Soil Cleanup Achieved: Soil to Groundwater
Tank Regulated Status: REGULATED
Of Supply Wells: 0
Commercial/NonCommercial UST Site: COMMERCIAL
Risk Classification: H
Risk Class Based On Review: L
Corrective Action Plan Type: Not reported
NOV Issue Date: Not reported
NORR Issue Date: Not reported
Site Priority: Not reported
Phase Of LSA Req: 1
Site Risk Reason: Not reported
Land Use: Residential
MTBE: No
MTBE1: No
Flag: No
Flag1: No
LUR Filed: 04/19/2007
Release Detection: 0
Current Status: File Located in Archives
RBCA GW: Cleanups to alternate standards
PETOPT: 3
RPL: False
CD Num: 590
Reel Num: 0
RPOW: False
RPOP: True
Error Flag: 0
Error Code: N
Valid: True
Lat/Long Decimal: 35.0190 -80.5891
Testlat: Not reported
Regional Officer Project Mgr: EGL
Region: MOR
Company: PETRO EXPRESS, INC.
Contact Person: KENNETH D. SHAVER, JR.
Telephone: 7045254850
RP Address: P O BOX 240606

Map ID
Direction
Distance
Elevation

MAP FINDINGS

Site

Database(s)

EDR ID Number
EPA ID Number

CIRCLE K 2723985 (Continued)

U003943173

RP City,St,Zip: CHARLOTTE, NC 28224
RP County: Not reported
Comments: GW > 2L for B 1.1 and 1,2-DCA 0.58 S< S-GW. NRP 4.19.07. PN 2.20.14
5 Min Quad: Not reported

PIRF:

Facility Id: 36244
Date Occurred: 3/13/2007
Date Reported: 4/2/2007
Description Of Incident: GW contamination detected during an ESA N 24.3 (21 2L)
Owner/Operator: Not reported
Ownership: 4
Operation Type: 6
Type: 3
Location: 1
Site Priority: Not reported
Priority Update: Not reported
Wells Affected Y/N: N
Samples Include: Not reported
7#5 Minute Quad: Y
5 Minute Quad: Not reported
Pirf/Min Soil: Not reported
Release Code: Not reported
Source Code: Not reported
Err Type: 3
Cause: Not reported
Source: Not reported
Ust Number: P

Last Modified: 12/23/2013
Incident Phase: Closed Out
NOV Issued: Not reported
NORR Issued: Not reported
45 Day Report: Not reported
Public Meeting Held: Not reported
Corrective Action Planned: Not reported
SOC Signed: Not reported
Reclassification Report: Not reported
RS Designation: Not reported
Closure Request Date: Not reported
Close-out Report: Not reported

[Click here to access the North Carolina DEQ records for this facility:](#)

UST:

Name: CIRCLE K 2723985
Address: 3006 OLD CHARLOTTE HWY
City,State,Zip: MONROE, NC 28110
Facility Id: 00-0-0000036629
Contact: CIRCLE K STORES INC.
Contact Address1: 2550 W. TYVOLA ROAD, SUITE 200
Contact Address2: Not reported
Contact City/State/Zip: CHARLOTTE, NC 28217-4579
FIPS County Desc: Union
Latitude: 35.01951
Longitude: -80.58927

Map ID
Direction
Distance
Elevation

MAP FINDINGS

Site

Database(s)

EDR ID Number
EPA ID Number

CIRCLE K 2723985 (Continued)

U003943173

Tank Id: 1
Tank Status: Current
Installed Date: 02/01/2004
Perm Close Date: Not reported
Product Name: Gasoline, Gas Mix
Tank Capacity: 30000
Root Tank Id: Not reported
Main Tank: No
Compartment Tank: No
Manifold Tank: 0
Commercial: Yes
Regulated: Yes
Other CP Tank: Not reported
Overfill Protection Name: Overfill Alarm
Spill Protection Name: Catchment Basin
Leak Detection Name: Not reported
Decode for TCONS_KEY: Single Wall Steel/FRP
Decode for PCONS_KEY: Other
Decode for PSYS_KEY: Pressurized System

[Click here to access the North Carolina DEQ records for this facility:](#)

Tank Id: 2
Tank Status: Current
Installed Date: 02/01/2004
Perm Close Date: Not reported
Product Name: Gasoline, Gas Mix
Tank Capacity: 6000
Root Tank Id: Not reported
Main Tank: No
Compartment Tank: No
Manifold Tank: 0
Commercial: Yes
Regulated: Yes
Other CP Tank: Not reported
Overfill Protection Name: Overfill Alarm
Spill Protection Name: Catchment Basin
Leak Detection Name: Not reported
Decode for TCONS_KEY: Single Wall Steel/FRP
Decode for PCONS_KEY: Other
Decode for PSYS_KEY: Pressurized System

[Click here to access the North Carolina DEQ records for this facility:](#)

Tank Id: 3A
Tank Status: Current
Installed Date: 02/01/2004
Perm Close Date: Not reported
Product Name: Diesel
Tank Capacity: 9000
Root Tank Id: 248281
Main Tank: Yes
Compartment Tank: Yes
Manifold Tank: 0
Commercial: Yes

Map ID
Direction
Distance
Elevation

MAP FINDINGS

Site

Database(s)

EDR ID Number
EPA ID Number

CIRCLE K 2723985 (Continued)

U003943173

Regulated: Yes
Other CP Tank: Not reported
Overfill Protection Name: Ball Float Valve
Spill Protection Name: Catchment Basin
Leak Detection Name: Not reported
Decode for TCONS_KEY: Single Wall Steel/FRP
Decode for PCONS_KEY: Other
Decode for PSYS_KEY: Pressurized System

[Click here to access the North Carolina DEQ records for this facility:](#)

Tank Id: 3B
Tank Status: Current
Installed Date: 02/01/2004
Perm Close Date: Not reported
Product Name: Diesel
Tank Capacity: 3000
Root Tank Id: 248281
Main Tank: No
Compartment Tank: Yes
Manifold Tank: 0
Commercial: Yes
Regulated: Yes
Other CP Tank: Not reported
Overfill Protection Name: Overfill Alarm
Spill Protection Name: Catchment Basin
Leak Detection Name: Not reported
Decode for TCONS_KEY: Single Wall Steel/FRP
Decode for PCONS_KEY: Other
Decode for PSYS_KEY: Pressurized System

[Click here to access the North Carolina DEQ records for this facility:](#)

Tank Id: 3C
Tank Status: Current
Installed Date: 02/01/2004
Perm Close Date: Not reported
Product Name: Kerosene, Kero Mix
Tank Capacity: 3000
Root Tank Id: 248281
Main Tank: No
Compartment Tank: Yes
Manifold Tank: 0
Commercial: Yes
Regulated: Yes
Other CP Tank: Not reported
Overfill Protection Name: Overfill Alarm
Spill Protection Name: Catchment Basin
Leak Detection Name: Not reported
Decode for TCONS_KEY: Single Wall Steel/FRP
Decode for PCONS_KEY: Other
Decode for PSYS_KEY: Pressurized System

Map ID
Direction
Distance
Elevation

MAP FINDINGS

Site

Database(s)

EDR ID Number
EPA ID Number

CIRCLE K 2723985 (Continued)

U003943173

[Click here to access the North Carolina DEQ records for this facility:](#)

IMD:

Name: PETRO EXPRESS #72
Address: 3006 OLD CHARLOTTE HWY
City: MONROE
Region: Not reported
Facility ID: 36244
Date Occurred: 2007-03-13 00:00:00
Submit Date: 2007-04-02 00:00:00
GW Contam: Not reported
Soil Contam: Not reported
Incident Desc: GW contamination detected during an ESA N 24.3 (21 2L)
Operator: Not reported
Contact Phone: Not reported
Owner Company: Not reported
Operator Address: Not reported
Operator City: Not reported
Oper City,St,Zip: Not reported
Ownership: Private
Operation: Commercial
Material: Not reported
Qty Lost 1: Not reported
Qty Recovered 1: Not reported
Source: Not reported
Type: Gasoline/diesel
Location: Facility
Setting: Not reported
Risk Site: Not reported
Site Priority: Not reported
Priority Code: Not reported
Priority Update: Not reported
Dem Contact: Not reported
Wells Affected: No
Num Affected: Not reported
Wells Contam: Not reported
Sampled By: Y
Samples Include: Not reported
7.5 Min Quad: Not reported
5 Min Quad: Not reported
Latitude: 35.019097000000002
Longitude: -80.589162999999999
Latitude Number: Not reported
Longitude Number: Not reported
Latitude Decimal: Not reported
Longitude Decimal: Not reported
GPS: Not reported
Agency: Not reported
Facility ID: 36244
Last Modified: 2013-12-23 00:00:00
Incident Phase: Closed Out
NOV Issued: Not reported
NORR Issued: Not reported
45 Day Report: Not reported
Public Meeting Held: Not reported
Corrective Action Planned: Not reported
SOC Sighned: Not reported

Map ID
Direction
Distance
Elevation

MAP FINDINGS

Site

Database(s)

EDR ID Number
EPA ID Number

CIRCLE K 2723985 (Continued)

U003943173

Reclassification Report: Not reported
RS Designation: Not reported
Closure Request Date: Not reported
Close-out Report: Not reported

NC Financial Assurance 1:

Name: CIRCLE K 2723985
Address: 3006 OLD CHARLOTTE HWY
City,State,Zip: MONROE, NC 28110
Facility ID: 00-0-0000036629
Region: 1
Financial Responsibility Desc: Letter of Credit
Financial Responsibility Name: Wells Fargo Bank, N.A.
Started Date: 03/10/2013
Ended Date: 03/10/2014

3
NW
1/2-1
0.703 mi.
3710 ft.

OLD CHARLOTTE HWY PCE 3600 BLOCK
3600 BLOCK OLD CHARLOTTE HWY
MONROE, NC

SHWS S122371325
N/A

Relative:
Higher
Actual:
666 ft.

SHWS:
Name: OLD CHARLOTTE HWY PCE 3600 BLOCK
Address: 3600 BLOCK OLD CHARLOTTE HWY
City,State,Zip: MONROE, NC
EPAID: NONCD0003020
Lat/Longitude: 35.027 / -80.6025
Geolocation Method: On Screen Placement On Georeferenced Map

[Click here to access the North Carolina DEQ records for this facility:](#)

4
East
1/2-1
0.817 mi.
4316 ft.

2743 W. ROOSEVLET BLVD. PROPERTY
2743 W. ROOSEVELT BLVD.
MONROE, NC 28110

SHWS S107998556
LUST N/A
IMD

Relative:
Lower
Actual:
615 ft.

SHWS:
Name: FIRST CITIZENS BANK
Address: 2743 W. ROOSEVELT BLVD
City,State,Zip: MONROE, NC
EPAID: NONCD0001717
Lat/Longitude: 35.019078 / -80.577
Geolocation Method: On Screen Placement On Georeferenced Map

[Click here to access the North Carolina DEQ records for this facility:](#)

LUST:

Name: 2743 W. ROOSEVLET BLVD. PROPERTY
Address: 2743 W. ROOSEVELT BLVD.
City,State,Zip: MONROE, NC 28110
Facility ID: Not reported
UST Number: MO-7349

Map ID
Direction
Distance
Elevation

MAP FINDINGS

Site

Database(s)

EDR ID Number
EPA ID Number

2743 W. ROOSEVLET BLVD. PROPERTY (Continued)

S107998556

Incident Number: 36008
Contamination Type: Soil
Source Type: Leak-underground
Product Type: PETROLEUM
Date Reported: 12/30/2005
Date Occur: 09/22/2005
Cleanup: 09/13/2005
Closure Request: Not reported
Close Out: 03/22/2006
Level Of Soil Cleanup Achieved: Soil to Groundwater
Tank Regulated Status: NON REGULATED
Of Supply Wells: 0
Commercial/NonCommercial UST Site: NON COMMERCIAL
Risk Classification: H
Risk Class Based On Review: L
Corrective Action Plan Type: Not reported
NOV Issue Date: Not reported
NORR Issue Date: Not reported
Site Priority: Not reported
Phase Of LSA Req: 1
Site Risk Reason: Not reported
Land Use: Residential
MTBE: No
MTBE1: Unknown
Flag: No
Flag1: No
LUR Filed: Not reported
Release Detection: 0
Current Status: File Located in Archives
RBCA GW: Cleanups to 2L.0202 standards
PETOPT: 4
RPL: True
CD Num: 287
Reel Num: 0
RPOW: True
RPOP: False
Error Flag: 0
Error Code: N
Valid: True
Lat/Long Decimal: 35.0192 -80.5773
Testlat: Not reported
Regional Officer Project Mgr: EGL
Region: MOR
Company: FIRST CITIZENS BANK
Contact Person: TOM MORRIS
Telephone: Not reported
RP Address: P O BOX 27131
RP City,St,Zip: RALEIGH, NC 276117131
RP County: Not reported
Comments: 2100 ppm TPH by 3550 found beneath H.O. tank upon removal. Not over-excavated or conducted according to task 2.500. LSA addendum allowed UST incident to be closed. Soil < S-GW. GW BDL for petroleum. GW contamination by TCE. Referred to APS 3/21/06. (no previous coord)
5 Min Quad: Not reported
PIRF:
Facility Id: 36008
Date Occurred: Not reported

Map ID
Direction
Distance
Elevation

MAP FINDINGS

Site

Database(s)

EDR ID Number
EPA ID Number

2743 W. ROOSEVLET BLVD. PROPERTY (Continued)

S107998556

Date Reported:	12/30/2005
Description Of Incident:	Soil Contamination to 2100 ppm TPH by 3550 discovered below H.O. tank during removal.
Owner/Operator:	Not reported
Ownership:	4
Operation Type:	3
Type:	4
Location:	7
Site Priority:	Not reported
Priority Update:	Not reported
Wells Affected Y/N:	N
Samples Include:	Not reported
7#5 Minute Quad:	N
5 Minute Quad:	Not reported
Pirf/Min Soil:	Not reported
Release Code:	Not reported
Source Code:	Not reported
Err Type:	2
Cause:	Not reported
Source:	Not reported
Ust Number:	P
Last Modified:	3/22/2006
Incident Phase:	Closed Out
NOV Issued:	Not reported
NORR Issued:	Not reported
45 Day Report:	Not reported
Public Meeting Held:	Not reported
Corrective Action Planned:	Not reported
SOC Signed:	Not reported
Reclassification Report:	Not reported
RS Designation:	Not reported
Closure Request Date:	Not reported
Close-out Report:	Not reported

[Click here to access the North Carolina DEQ records for this facility:](#)

IMD:

Name:	FIRST CITIZENS BANK
Address:	2743 W. ROOSEVELT BLVD
City:	MONROE
Region:	MOR
Facility ID:	87748
Date Occurred:	3/23/2006
Submit Date:	5/22/2006
GW Contam:	Yes, Groundwater Contamination has been detected
Soil Contam:	Not reported
Incident Desc:	PERC discovered during UST closure. One potable well (WL Dickens) located across the highway. May 2006 sampling for VOCs was ND
Operator:	Morris, Tom
Contact Phone:	Not reported
Owner Company:	First Citizens Bank
Operator Address:	POB 27131
Operator City:	Raleigh
Oper City,St,Zip:	Raleigh, NC
Ownership:	Federal
Operation:	8

Map ID
Direction
Distance
Elevation

MAP FINDINGS

Site

Database(s)

EDR ID Number
EPA ID Number

2743 W. ROOSEVLET BLVD. PROPERTY (Continued)

S107998556

Material: Not reported
Qty Lost 1: Not reported
Qty Recovered 1: Not reported
Source: Unknown
Type: Other inorganics
Location: Not reported
Setting: Not reported
Risk Site: Not reported
Site Priority: Not reported
Priority Code: B
Priority Update: Not reported
Dem Contact: MAF
Wells Affected: No
Num Affected: Not reported
Wells Contam: Not reported
Sampled By: Not reported
Samples Include: Not reported
7.5 Min Quad: Not reported
5 Min Quad: Not reported
Latitude: 35.0115
Longitude: -80.5966
Latitude Number: 0
Longitude Number: 0
Latitude Decimal: 0
Longitude Decimal: 0
GPS: NOD
Agency: DWQ
Facility ID: Not reported
Last Modified: Not reported
Incident Phase: Not reported
NOV Issued: Not reported
NORR Issued: Not reported
45 Day Report: Not reported
Public Meeting Held: Not reported
Corrective Action Planned: Not reported
SOC Signed: Not reported
Reclassification Report: Not reported
RS Designation: Not reported
Closure Request Date: Not reported
Close-out Report: Not reported

Count: 4 records.

ORPHAN SUMMARY

City	EDR ID	Site Name	Site Address	Zip	Database(s)
MONROE	S125087948	MONEY'S DRY CLEANERS	BOX 437 OLD STATESVILLE ROAD (		DRYCLEANERS
MONROE	S123800841	ANN MAGNUM RESIDENCE	1206 OLD PAGELAND HWY	28110	LAST
MONROE	S121290765	GENCORP PRINTWORLD INC	2011 ROCKY RIVER ROAD		SHWS
UNION COUNTY	S126477238	BIRKDALE CLEANERS	4413-A OLD MONROE RD.		DRYCLEANERS

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

To maintain currency of the following federal and state databases, EDR contacts the appropriate governmental agency on a monthly or quarterly basis, as required.

Number of Days to Update: Provides confirmation that EDR is reporting records that have been updated within 90 days from the date the government agency made the information available to the public.

STANDARD ENVIRONMENTAL RECORDS

Federal NPL site list

NPL: National Priority List

National Priorities List (Superfund). The NPL is a subset of CERCLIS and identifies over 1,200 sites for priority cleanup under the Superfund Program. NPL sites may encompass relatively large areas. As such, EDR provides polygon coverage for over 1,000 NPL site boundaries produced by EPA's Environmental Photographic Interpretation Center (EPIC) and regional EPA offices.

Date of Government Version: 12/30/2020	Source: EPA
Date Data Arrived at EDR: 01/14/2021	Telephone: N/A
Date Made Active in Reports: 02/09/2021	Last EDR Contact: 01/14/2021
Number of Days to Update: 26	Next Scheduled EDR Contact: 04/12/2021
	Data Release Frequency: Quarterly

NPL Site Boundaries

Sources:

EPA's Environmental Photographic Interpretation Center (EPIC)
Telephone: 202-564-7333

EPA Region 1
Telephone 617-918-1143

EPA Region 6
Telephone: 214-655-6659

EPA Region 3
Telephone 215-814-5418

EPA Region 7
Telephone: 913-551-7247

EPA Region 4
Telephone 404-562-8033

EPA Region 8
Telephone: 303-312-6774

EPA Region 5
Telephone 312-886-6686

EPA Region 9
Telephone: 415-947-4246

EPA Region 10
Telephone 206-553-8665

Proposed NPL: Proposed National Priority List Sites

A site that has been proposed for listing on the National Priorities List through the issuance of a proposed rule in the Federal Register. EPA then accepts public comments on the site, responds to the comments, and places on the NPL those sites that continue to meet the requirements for listing.

Date of Government Version: 12/30/2020	Source: EPA
Date Data Arrived at EDR: 01/14/2021	Telephone: N/A
Date Made Active in Reports: 02/09/2021	Last EDR Contact: 01/14/2021
Number of Days to Update: 26	Next Scheduled EDR Contact: 04/12/2021
	Data Release Frequency: Quarterly

NPL LIENS: Federal Superfund Liens

Federal Superfund Liens. Under the authority granted the USEPA by CERCLA of 1980, the USEPA has the authority to file liens against real property in order to recover remedial action expenditures or when the property owner received notification of potential liability. USEPA compiles a listing of filed notices of Superfund Liens.

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

Date of Government Version: 10/15/1991
Date Data Arrived at EDR: 02/02/1994
Date Made Active in Reports: 03/30/1994
Number of Days to Update: 56

Source: EPA
Telephone: 202-564-4267
Last EDR Contact: 08/15/2011
Next Scheduled EDR Contact: 11/28/2011
Data Release Frequency: No Update Planned

Federal Delisted NPL site list

Delisted NPL: National Priority List Deletions

The National Oil and Hazardous Substances Pollution Contingency Plan (NCP) establishes the criteria that the EPA uses to delete sites from the NPL. In accordance with 40 CFR 300.425.(e), sites may be deleted from the NPL where no further response is appropriate.

Date of Government Version: 12/30/2020
Date Data Arrived at EDR: 01/14/2021
Date Made Active in Reports: 02/09/2021
Number of Days to Update: 26

Source: EPA
Telephone: N/A
Last EDR Contact: 01/14/2021
Next Scheduled EDR Contact: 04/12/2021
Data Release Frequency: Quarterly

Federal CERCLIS list

FEDERAL FACILITY: Federal Facility Site Information listing

A listing of National Priority List (NPL) and Base Realignment and Closure (BRAC) sites found in the Comprehensive Environmental Response, Compensation and Liability Information System (CERCLIS) Database where EPA Federal Facilities Restoration and Reuse Office is involved in cleanup activities.

Date of Government Version: 04/03/2019
Date Data Arrived at EDR: 04/05/2019
Date Made Active in Reports: 05/14/2019
Number of Days to Update: 39

Source: Environmental Protection Agency
Telephone: 703-603-8704
Last EDR Contact: 12/23/2020
Next Scheduled EDR Contact: 04/12/2021
Data Release Frequency: Varies

SEMS: Superfund Enterprise Management System

SEMS (Superfund Enterprise Management System) tracks hazardous waste sites, potentially hazardous waste sites, and remedial activities performed in support of EPA's Superfund Program across the United States. The list was formerly known as CERCLIS, renamed to SEMS by the EPA in 2015. The list contains data on potentially hazardous waste sites that have been reported to the USEPA by states, municipalities, private companies and private persons, pursuant to Section 103 of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). This dataset also contains sites which are either proposed to or on the National Priorities List (NPL) and the sites which are in the screening and assessment phase for possible inclusion on the NPL.

Date of Government Version: 12/30/2020
Date Data Arrived at EDR: 01/14/2021
Date Made Active in Reports: 02/18/2021
Number of Days to Update: 35

Source: EPA
Telephone: 800-424-9346
Last EDR Contact: 01/14/2021
Next Scheduled EDR Contact: 04/26/2021
Data Release Frequency: Quarterly

Federal CERCLIS NFRAP site list

SEMS-ARCHIVE: Superfund Enterprise Management System Archive

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

SEMS-ARCHIVE (Superfund Enterprise Management System Archive) tracks sites that have no further interest under the Federal Superfund Program based on available information. The list was formerly known as the CERCLIS-NFRAP, renamed to SEMS ARCHIVE by the EPA in 2015. EPA may perform a minimal level of assessment work at a site while it is archived if site conditions change and/or new information becomes available. Archived sites have been removed and archived from the inventory of SEMS sites. Archived status indicates that, to the best of EPA's knowledge, assessment at a site has been completed and that EPA has determined no further steps will be taken to list the site on the National Priorities List (NPL), unless information indicates this decision was not appropriate or other considerations require a recommendation for listing at a later time. The decision does not necessarily mean that there is no hazard associated with a given site; it only means that, based upon available information, the location is not judged to be potential NPL site.

Date of Government Version: 12/30/2020	Source: EPA
Date Data Arrived at EDR: 01/14/2021	Telephone: 800-424-9346
Date Made Active in Reports: 02/18/2021	Last EDR Contact: 01/14/2021
Number of Days to Update: 35	Next Scheduled EDR Contact: 04/26/2021
	Data Release Frequency: Quarterly

Federal RCRA CORRACTS facilities list

CORRACTS: Corrective Action Report

CORRACTS identifies hazardous waste handlers with RCRA corrective action activity.

Date of Government Version: 12/14/2020	Source: EPA
Date Data Arrived at EDR: 12/17/2020	Telephone: 800-424-9346
Date Made Active in Reports: 12/22/2020	Last EDR Contact: 12/17/2020
Number of Days to Update: 5	Next Scheduled EDR Contact: 04/05/2021
	Data Release Frequency: Quarterly

Federal RCRA non-CORRACTS TSD facilities list

RCRA-TSDF: RCRA - Treatment, Storage and Disposal

RCRAInfo is EPA's comprehensive information system, providing access to data supporting the Resource Conservation and Recovery Act (RCRA) of 1976 and the Hazardous and Solid Waste Amendments (HSWA) of 1984. The database includes selective information on sites which generate, transport, store, treat and/or dispose of hazardous waste as defined by the Resource Conservation and Recovery Act (RCRA). Transporters are individuals or entities that move hazardous waste from the generator offsite to a facility that can recycle, treat, store, or dispose of the waste. TSDFs treat, store, or dispose of the waste.

Date of Government Version: 12/14/2020	Source: Environmental Protection Agency
Date Data Arrived at EDR: 12/17/2020	Telephone: (404) 562-8651
Date Made Active in Reports: 12/22/2020	Last EDR Contact: 12/17/2020
Number of Days to Update: 5	Next Scheduled EDR Contact: 04/05/2021
	Data Release Frequency: Quarterly

Federal RCRA generators list

RCRA-LQG: RCRA - Large Quantity Generators

RCRAInfo is EPA's comprehensive information system, providing access to data supporting the Resource Conservation and Recovery Act (RCRA) of 1976 and the Hazardous and Solid Waste Amendments (HSWA) of 1984. The database includes selective information on sites which generate, transport, store, treat and/or dispose of hazardous waste as defined by the Resource Conservation and Recovery Act (RCRA). Large quantity generators (LQGs) generate over 1,000 kilograms (kg) of hazardous waste, or over 1 kg of acutely hazardous waste per month.

Date of Government Version: 12/14/2020	Source: Environmental Protection Agency
Date Data Arrived at EDR: 12/17/2020	Telephone: (404) 562-8651
Date Made Active in Reports: 12/22/2020	Last EDR Contact: 12/17/2020
Number of Days to Update: 5	Next Scheduled EDR Contact: 04/05/2021
	Data Release Frequency: Quarterly

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

RCRA-SQG: RCRA - Small Quantity Generators

RCRAInfo is EPA's comprehensive information system, providing access to data supporting the Resource Conservation and Recovery Act (RCRA) of 1976 and the Hazardous and Solid Waste Amendments (HSWA) of 1984. The database includes selective information on sites which generate, transport, store, treat and/or dispose of hazardous waste as defined by the Resource Conservation and Recovery Act (RCRA). Small quantity generators (SQGs) generate between 100 kg and 1,000 kg of hazardous waste per month.

Date of Government Version: 12/14/2020	Source: Environmental Protection Agency
Date Data Arrived at EDR: 12/17/2020	Telephone: (404) 562-8651
Date Made Active in Reports: 12/22/2020	Last EDR Contact: 12/17/2020
Number of Days to Update: 5	Next Scheduled EDR Contact: 04/05/2021
	Data Release Frequency: Quarterly

RCRA-VSQG: RCRA - Very Small Quantity Generators (Formerly Conditionally Exempt Small Quantity Generators)

RCRAInfo is EPA's comprehensive information system, providing access to data supporting the Resource Conservation and Recovery Act (RCRA) of 1976 and the Hazardous and Solid Waste Amendments (HSWA) of 1984. The database includes selective information on sites which generate, transport, store, treat and/or dispose of hazardous waste as defined by the Resource Conservation and Recovery Act (RCRA). Very small quantity generators (VSQGs) generate less than 100 kg of hazardous waste, or less than 1 kg of acutely hazardous waste per month.

Date of Government Version: 12/14/2020	Source: Environmental Protection Agency
Date Data Arrived at EDR: 12/17/2020	Telephone: (404) 562-8651
Date Made Active in Reports: 12/22/2020	Last EDR Contact: 12/17/2020
Number of Days to Update: 5	Next Scheduled EDR Contact: 04/05/2021
	Data Release Frequency: Quarterly

Federal institutional controls / engineering controls registries

LUCIS: Land Use Control Information System

LUCIS contains records of land use control information pertaining to the former Navy Base Realignment and Closure properties.

Date of Government Version: 11/11/2020	Source: Department of the Navy
Date Data Arrived at EDR: 11/17/2020	Telephone: 843-820-7326
Date Made Active in Reports: 02/09/2021	Last EDR Contact: 02/08/2021
Number of Days to Update: 84	Next Scheduled EDR Contact: 05/24/2021
	Data Release Frequency: Varies

US ENG CONTROLS: Engineering Controls Sites List

A listing of sites with engineering controls in place. Engineering controls include various forms of caps, building foundations, liners, and treatment methods to create pathway elimination for regulated substances to enter environmental media or effect human health.

Date of Government Version: 10/28/2020	Source: Environmental Protection Agency
Date Data Arrived at EDR: 11/05/2020	Telephone: 703-603-0695
Date Made Active in Reports: 11/18/2020	Last EDR Contact: 11/05/2020
Number of Days to Update: 13	Next Scheduled EDR Contact: 03/08/2021
	Data Release Frequency: Varies

US INST CONTROLS: Institutional Controls Sites List

A listing of sites with institutional controls in place. Institutional controls include administrative measures, such as groundwater use restrictions, construction restrictions, property use restrictions, and post remediation care requirements intended to prevent exposure to contaminants remaining on site. Deed restrictions are generally required as part of the institutional controls.

Date of Government Version: 10/28/2020	Source: Environmental Protection Agency
Date Data Arrived at EDR: 11/05/2020	Telephone: 703-603-0695
Date Made Active in Reports: 11/18/2020	Last EDR Contact: 11/05/2020
Number of Days to Update: 13	Next Scheduled EDR Contact: 03/08/2021
	Data Release Frequency: Varies

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

Federal ERNS list

ERNS: Emergency Response Notification System

Emergency Response Notification System. ERNS records and stores information on reported releases of oil and hazardous substances.

Date of Government Version: 12/14/2020

Date Data Arrived at EDR: 12/15/2020

Date Made Active in Reports: 12/22/2020

Number of Days to Update: 7

Source: National Response Center, United States Coast Guard

Telephone: 202-267-2180

Last EDR Contact: 12/15/2020

Next Scheduled EDR Contact: 04/05/2021

Data Release Frequency: Quarterly

State- and tribal - equivalent NPL

HSDS: Hazardous Substance Disposal Site

Locations of uncontrolled and unregulated hazardous waste sites. The file includes sites on the National Priority List as well as those on the state priority list.

Date of Government Version: 08/09/2011

Date Data Arrived at EDR: 11/08/2011

Date Made Active in Reports: 12/05/2011

Number of Days to Update: 27

Source: North Carolina Center for Geographic Information and Analysis

Telephone: 919-754-6580

Last EDR Contact: 01/19/2021

Next Scheduled EDR Contact: 05/03/2021

Data Release Frequency: No Update Planned

State- and tribal - equivalent CERCLIS

SHWS: Inactive Hazardous Sites Inventory

State Hazardous Waste Sites. State hazardous waste site records are the states' equivalent to CERCLIS. These sites may or may not already be listed on the federal CERCLIS list. Priority sites planned for cleanup using state funds (state equivalent of Superfund) are identified along with sites where cleanup will be paid for by potentially responsible parties. Available information varies by state.

Date of Government Version: 09/04/2020

Date Data Arrived at EDR: 09/09/2020

Date Made Active in Reports: 12/03/2020

Number of Days to Update: 85

Source: Department of Environment, Health and Natural Resources

Telephone: 919-508-8400

Last EDR Contact: 12/08/2020

Next Scheduled EDR Contact: 03/22/2021

Data Release Frequency: Quarterly

State and tribal landfill and/or solid waste disposal site lists

SWF/LF: List of Solid Waste Facilities

Solid Waste Facilities/Landfill Sites. SWF/LF type records typically contain an inventory of solid waste disposal facilities or landfills in a particular state. Depending on the state, these may be active or inactive facilities or open dumps that failed to meet RCRA Subtitle D Section 4004 criteria for solid waste landfills or disposal sites.

Date of Government Version: 09/10/2020

Date Data Arrived at EDR: 09/23/2020

Date Made Active in Reports: 12/14/2020

Number of Days to Update: 82

Source: Department of Environment and Natural Resources

Telephone: 919-733-0692

Last EDR Contact: 12/23/2020

Next Scheduled EDR Contact: 04/05/2021

Data Release Frequency: Varies

DEBRIS: Solid Waste Active Disaster Debris Sites Listing

NCDEQ Division of Waste Management Solid Waste Section Temporary Disaster Debris Staging Site (TDDSS) Locations which are available to be activated in a disaster or emergency.. Disaster Debris Sites can only be used for temporary disaster debris storage if the site's responsible party activates the site for use by notifying the NCDEQ DWM Solid Waste Section staff during an emergency

Date of Government Version: 09/02/2020

Date Data Arrived at EDR: 09/16/2020

Date Made Active in Reports: 12/08/2020

Number of Days to Update: 83

Source: Department of Environmental Quality

Telephone: 919-707-8247

Last EDR Contact: 12/14/2020

Next Scheduled EDR Contact: 03/29/2021

Data Release Frequency: Varies

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

OLI: Old Landfill Inventory

Old landfill inventory location information. (Does not include no further action sites and other agency lead sites).

Date of Government Version: 09/11/2020
Date Data Arrived at EDR: 10/09/2020
Date Made Active in Reports: 12/30/2020
Number of Days to Update: 82

Source: Department of Environment & Natural Resources
Telephone: 919-733-4996
Last EDR Contact: 01/08/2021
Next Scheduled EDR Contact: 04/19/2021
Data Release Frequency: Varies

LCID: Land-Clearing and Inert Debris (LCID) Landfill Notifications

A list all of the Land-Clearing and Inert Debris (LCID) Landfill Notification facilities (under 2 acres in size) in North Carolina.

Date of Government Version: 04/30/2020
Date Data Arrived at EDR: 07/09/2020
Date Made Active in Reports: 09/23/2020
Number of Days to Update: 76

Source: Department of Environmental Quality
Telephone: 919-707-8248
Last EDR Contact: 01/08/2021
Next Scheduled EDR Contact: 04/19/2021
Data Release Frequency: Varies

State and tribal leaking storage tank lists

LAST: Leaking Aboveground Storage Tanks

A listing of leaking aboveground storage tank site locations.

Date of Government Version: 10/30/2020
Date Data Arrived at EDR: 11/03/2020
Date Made Active in Reports: 01/22/2021
Number of Days to Update: 80

Source: Department of Environment & Natural Resources
Telephone: 877-623-6748
Last EDR Contact: 02/03/2021
Next Scheduled EDR Contact: 05/17/2021
Data Release Frequency: Quarterly

LUST: Regional UST Database

This database contains information obtained from the Regional Offices. It provides a more detailed explanation of current and historic activity for individual sites, as well as what was previously found in the Incident Management Database. Sites in this database with Incident Numbers are considered LUSTs.

Date of Government Version: 10/30/2020
Date Data Arrived at EDR: 11/03/2020
Date Made Active in Reports: 11/18/2020
Number of Days to Update: 15

Source: Department of Environment and Natural Resources
Telephone: 919-707-8200
Last EDR Contact: 02/03/2021
Next Scheduled EDR Contact: 05/17/2021
Data Release Frequency: Quarterly

INDIAN LUST R10: Leaking Underground Storage Tanks on Indian Land

LUSTs on Indian land in Alaska, Idaho, Oregon and Washington.

Date of Government Version: 04/14/2020
Date Data Arrived at EDR: 05/20/2020
Date Made Active in Reports: 08/12/2020
Number of Days to Update: 84

Source: EPA Region 10
Telephone: 206-553-2857
Last EDR Contact: 12/16/2020
Next Scheduled EDR Contact: 05/03/2021
Data Release Frequency: Varies

INDIAN LUST R4: Leaking Underground Storage Tanks on Indian Land

LUSTs on Indian land in Florida, Mississippi and North Carolina.

Date of Government Version: 04/14/2020
Date Data Arrived at EDR: 05/26/2020
Date Made Active in Reports: 08/12/2020
Number of Days to Update: 78

Source: EPA Region 4
Telephone: 404-562-8677
Last EDR Contact: 12/16/2020
Next Scheduled EDR Contact: 05/03/2021
Data Release Frequency: Varies

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

INDIAN LUST R5: Leaking Underground Storage Tanks on Indian Land

Leaking underground storage tanks located on Indian Land in Michigan, Minnesota and Wisconsin.

Date of Government Version: 04/14/2020	Source: EPA, Region 5
Date Data Arrived at EDR: 05/20/2020	Telephone: 312-886-7439
Date Made Active in Reports: 08/12/2020	Last EDR Contact: 12/16/2020
Number of Days to Update: 84	Next Scheduled EDR Contact: 05/03/2021
	Data Release Frequency: Varies

INDIAN LUST R7: Leaking Underground Storage Tanks on Indian Land

LUSTs on Indian land in Iowa, Kansas, and Nebraska

Date of Government Version: 04/15/2020	Source: EPA Region 7
Date Data Arrived at EDR: 05/20/2020	Telephone: 913-551-7003
Date Made Active in Reports: 08/12/2020	Last EDR Contact: 12/16/2020
Number of Days to Update: 84	Next Scheduled EDR Contact: 05/03/2021
	Data Release Frequency: Varies

INDIAN LUST R1: Leaking Underground Storage Tanks on Indian Land

A listing of leaking underground storage tank locations on Indian Land.

Date of Government Version: 04/29/2020	Source: EPA Region 1
Date Data Arrived at EDR: 05/20/2020	Telephone: 617-918-1313
Date Made Active in Reports: 08/12/2020	Last EDR Contact: 12/16/2020
Number of Days to Update: 84	Next Scheduled EDR Contact: 05/03/2021
	Data Release Frequency: Varies

INDIAN LUST R6: Leaking Underground Storage Tanks on Indian Land

LUSTs on Indian land in New Mexico and Oklahoma.

Date of Government Version: 04/08/2020	Source: EPA Region 6
Date Data Arrived at EDR: 05/20/2020	Telephone: 214-665-6597
Date Made Active in Reports: 08/12/2020	Last EDR Contact: 12/16/2020
Number of Days to Update: 84	Next Scheduled EDR Contact: 05/03/2021
	Data Release Frequency: Varies

INDIAN LUST R8: Leaking Underground Storage Tanks on Indian Land

LUSTs on Indian land in Colorado, Montana, North Dakota, South Dakota, Utah and Wyoming.

Date of Government Version: 04/14/2020	Source: EPA Region 8
Date Data Arrived at EDR: 05/20/2020	Telephone: 303-312-6271
Date Made Active in Reports: 08/12/2020	Last EDR Contact: 12/16/2020
Number of Days to Update: 84	Next Scheduled EDR Contact: 05/03/2021
	Data Release Frequency: Varies

INDIAN LUST R9: Leaking Underground Storage Tanks on Indian Land

LUSTs on Indian land in Arizona, California, New Mexico and Nevada

Date of Government Version: 04/08/2020	Source: Environmental Protection Agency
Date Data Arrived at EDR: 05/20/2020	Telephone: 415-972-3372
Date Made Active in Reports: 08/12/2020	Last EDR Contact: 12/16/2020
Number of Days to Update: 84	Next Scheduled EDR Contact: 05/03/2021
	Data Release Frequency: Varies

LUST TRUST: State Trust Fund Database

This database contains information about claims against the State Trust Funds for reimbursements for expenses incurred while remediating Leaking USTs.

Date of Government Version: 10/02/2020	Source: Department of Environment and Natural Resources
Date Data Arrived at EDR: 10/07/2020	Telephone: 919-733-1315
Date Made Active in Reports: 12/31/2020	Last EDR Contact: 01/06/2021
Number of Days to Update: 85	Next Scheduled EDR Contact: 04/19/2021
	Data Release Frequency: Quarterly

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

State and tribal registered storage tank lists

FEMA UST: Underground Storage Tank Listing

A listing of all FEMA owned underground storage tanks.

Date of Government Version: 07/21/2020	Source: FEMA
Date Data Arrived at EDR: 09/03/2020	Telephone: 202-646-5797
Date Made Active in Reports: 11/25/2020	Last EDR Contact: 01/04/2021
Number of Days to Update: 83	Next Scheduled EDR Contact: 04/19/2021
	Data Release Frequency: Varies

UST: Petroleum Underground Storage Tank Database

Registered Underground Storage Tanks. UST's are regulated under Subtitle I of the Resource Conservation and Recovery Act (RCRA) and must be registered with the state department responsible for administering the UST program. Available information varies by state program.

Date of Government Version: 10/30/2020	Source: Department of Environment and Natural Resources
Date Data Arrived at EDR: 11/04/2020	Telephone: 919-733-1308
Date Made Active in Reports: 12/31/2020	Last EDR Contact: 02/03/2021
Number of Days to Update: 57	Next Scheduled EDR Contact: 05/17/2021
	Data Release Frequency: Quarterly

AST: AST Database

Facilities with aboveground storage tanks that have a capacity greater than 21,000 gallons.

Date of Government Version: 08/12/2020	Source: Department of Environment and Natural Resources
Date Data Arrived at EDR: 09/15/2020	Telephone: 919-715-6183
Date Made Active in Reports: 12/07/2020	Last EDR Contact: 12/09/2020
Number of Days to Update: 83	Next Scheduled EDR Contact: 03/29/2021
	Data Release Frequency: Semi-Annually

INDIAN UST R10: Underground Storage Tanks on Indian Land

The Indian Underground Storage Tank (UST) database provides information about underground storage tanks on Indian land in EPA Region 10 (Alaska, Idaho, Oregon, Washington, and Tribal Nations).

Date of Government Version: 04/14/2020	Source: EPA Region 10
Date Data Arrived at EDR: 05/20/2020	Telephone: 206-553-2857
Date Made Active in Reports: 08/12/2020	Last EDR Contact: 12/15/2020
Number of Days to Update: 84	Next Scheduled EDR Contact: 05/03/2021
	Data Release Frequency: Varies

INDIAN UST R6: Underground Storage Tanks on Indian Land

The Indian Underground Storage Tank (UST) database provides information about underground storage tanks on Indian land in EPA Region 6 (Louisiana, Arkansas, Oklahoma, New Mexico, Texas and 65 Tribes).

Date of Government Version: 04/08/2020	Source: EPA Region 6
Date Data Arrived at EDR: 05/20/2020	Telephone: 214-665-7591
Date Made Active in Reports: 08/12/2020	Last EDR Contact: 12/16/2020
Number of Days to Update: 84	Next Scheduled EDR Contact: 05/03/2021
	Data Release Frequency: Varies

INDIAN UST R7: Underground Storage Tanks on Indian Land

The Indian Underground Storage Tank (UST) database provides information about underground storage tanks on Indian land in EPA Region 7 (Iowa, Kansas, Missouri, Nebraska, and 9 Tribal Nations).

Date of Government Version: 04/03/2020	Source: EPA Region 7
Date Data Arrived at EDR: 05/20/2020	Telephone: 913-551-7003
Date Made Active in Reports: 08/12/2020	Last EDR Contact: 12/16/2020
Number of Days to Update: 84	Next Scheduled EDR Contact: 05/03/2021
	Data Release Frequency: Varies

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

INDIAN UST R1: Underground Storage Tanks on Indian Land

The Indian Underground Storage Tank (UST) database provides information about underground storage tanks on Indian land in EPA Region 1 (Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont and ten Tribal Nations).

Date of Government Version: 04/29/2020	Source: EPA, Region 1
Date Data Arrived at EDR: 05/20/2020	Telephone: 617-918-1313
Date Made Active in Reports: 08/12/2020	Last EDR Contact: 12/16/2020
Number of Days to Update: 84	Next Scheduled EDR Contact: 05/03/2021
	Data Release Frequency: Varies

INDIAN UST R8: Underground Storage Tanks on Indian Land

The Indian Underground Storage Tank (UST) database provides information about underground storage tanks on Indian land in EPA Region 8 (Colorado, Montana, North Dakota, South Dakota, Utah, Wyoming and 27 Tribal Nations).

Date of Government Version: 04/14/2020	Source: EPA Region 8
Date Data Arrived at EDR: 05/20/2020	Telephone: 303-312-6137
Date Made Active in Reports: 08/13/2020	Last EDR Contact: 12/16/2020
Number of Days to Update: 85	Next Scheduled EDR Contact: 05/03/2021
	Data Release Frequency: Varies

INDIAN UST R9: Underground Storage Tanks on Indian Land

The Indian Underground Storage Tank (UST) database provides information about underground storage tanks on Indian land in EPA Region 9 (Arizona, California, Hawaii, Nevada, the Pacific Islands, and Tribal Nations).

Date of Government Version: 04/08/2020	Source: EPA Region 9
Date Data Arrived at EDR: 05/20/2020	Telephone: 415-972-3368
Date Made Active in Reports: 08/12/2020	Last EDR Contact: 12/16/2020
Number of Days to Update: 84	Next Scheduled EDR Contact: 05/03/2021
	Data Release Frequency: Varies

INDIAN UST R4: Underground Storage Tanks on Indian Land

The Indian Underground Storage Tank (UST) database provides information about underground storage tanks on Indian land in EPA Region 4 (Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee and Tribal Nations)

Date of Government Version: 04/14/2020	Source: EPA Region 4
Date Data Arrived at EDR: 05/26/2020	Telephone: 404-562-9424
Date Made Active in Reports: 08/12/2020	Last EDR Contact: 12/16/2020
Number of Days to Update: 78	Next Scheduled EDR Contact: 05/03/2021
	Data Release Frequency: Varies

INDIAN UST R5: Underground Storage Tanks on Indian Land

The Indian Underground Storage Tank (UST) database provides information about underground storage tanks on Indian land in EPA Region 5 (Michigan, Minnesota and Wisconsin and Tribal Nations).

Date of Government Version: 04/14/2020	Source: EPA Region 5
Date Data Arrived at EDR: 05/20/2020	Telephone: 312-886-6136
Date Made Active in Reports: 08/12/2020	Last EDR Contact: 12/16/2020
Number of Days to Update: 84	Next Scheduled EDR Contact: 05/03/2021
	Data Release Frequency: Varies

State and tribal institutional control / engineering control registries

INST CONTROL: No Further Action Sites With Land Use Restrictions Monitoring

A land use restricted site is a property where there are limits or requirements on future use of the property due to varying levels of cleanup possible, practical, or necessary at the site.

Date of Government Version: 09/04/2020	Source: Department of Environmental Quality
Date Data Arrived at EDR: 09/09/2020	Telephone: 919-508-8400
Date Made Active in Reports: 12/03/2020	Last EDR Contact: 12/11/2020
Number of Days to Update: 85	Next Scheduled EDR Contact: 03/22/2021
	Data Release Frequency: Quarterly

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

State and tribal voluntary cleanup sites

INDIAN VCP R7: Voluntary Cleanup Priority Listing

A listing of voluntary cleanup priority sites located on Indian Land located in Region 7.

Date of Government Version: 03/20/2008	Source: EPA, Region 7
Date Data Arrived at EDR: 04/22/2008	Telephone: 913-551-7365
Date Made Active in Reports: 05/19/2008	Last EDR Contact: 04/20/2009
Number of Days to Update: 27	Next Scheduled EDR Contact: 07/20/2009
	Data Release Frequency: Varies

INDIAN VCP R1: Voluntary Cleanup Priority Listing

A listing of voluntary cleanup priority sites located on Indian Land located in Region 1.

Date of Government Version: 07/27/2015	Source: EPA, Region 1
Date Data Arrived at EDR: 09/29/2015	Telephone: 617-918-1102
Date Made Active in Reports: 02/18/2016	Last EDR Contact: 12/15/2020
Number of Days to Update: 142	Next Scheduled EDR Contact: 04/05/2021
	Data Release Frequency: Varies

VCP: Responsible Party Voluntary Action Sites

Responsible Party Voluntary Action site locations.

Date of Government Version: 09/04/2020	Source: Department of Environment and Natural Resources
Date Data Arrived at EDR: 09/09/2020	Telephone: 919-508-8400
Date Made Active in Reports: 12/03/2020	Last EDR Contact: 12/08/2020
Number of Days to Update: 85	Next Scheduled EDR Contact: 03/22/2021
	Data Release Frequency: Quarterly

State and tribal Brownfields sites

BROWNFIELDS: Brownfields Projects Inventory

A brownfield site is an abandoned, idled, or underused property where the threat of environmental contamination has hindered its redevelopment. All of the sites in the inventory are working toward a brownfield agreement for cleanup and liability control.

Date of Government Version: 12/01/2020	Source: Department of Environment and Natural Resources
Date Data Arrived at EDR: 12/08/2020	Telephone: 919-733-4996
Date Made Active in Reports: 12/09/2020	Last EDR Contact: 12/08/2020
Number of Days to Update: 1	Next Scheduled EDR Contact: 04/12/2021
	Data Release Frequency: Quarterly

ADDITIONAL ENVIRONMENTAL RECORDS

Local Brownfield lists

US BROWNFIELDS: A Listing of Brownfields Sites

Brownfields are real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. Cleaning up and reinvesting in these properties takes development pressures off of undeveloped, open land, and both improves and protects the environment. Assessment, Cleanup and Redevelopment Exchange System (ACRES) stores information reported by EPA Brownfields grant recipients on brownfields properties assessed or cleaned up with grant funding as well as information on Targeted Brownfields Assessments performed by EPA Regions. A listing of ACRES Brownfield sites is obtained from Cleanups in My Community. Cleanups in My Community provides information on Brownfields properties for which information is reported back to EPA, as well as areas served by Brownfields grant programs.

Date of Government Version: 09/14/2020	Source: Environmental Protection Agency
Date Data Arrived at EDR: 09/15/2020	Telephone: 202-566-2777
Date Made Active in Reports: 12/10/2020	Last EDR Contact: 12/11/2020
Number of Days to Update: 86	Next Scheduled EDR Contact: 03/29/2021
	Data Release Frequency: Semi-Annually

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

Local Lists of Landfill / Solid Waste Disposal Sites

HIST LF: Solid Waste Facility Listing

A listing of solid waste facilities.

Date of Government Version: 11/06/2006
Date Data Arrived at EDR: 02/13/2007
Date Made Active in Reports: 03/02/2007
Number of Days to Update: 17

Source: Department of Environment & Natural Resources
Telephone: 919-733-0692
Last EDR Contact: 01/19/2009
Next Scheduled EDR Contact: N/A
Data Release Frequency: No Update Planned

SWRCY: Recycling Center Listing

A listing of recycling center locations.

Date of Government Version: 09/16/2020
Date Data Arrived at EDR: 09/17/2020
Date Made Active in Reports: 12/09/2020
Number of Days to Update: 83

Source: Department of Environment & Natural Resources
Telephone: 919-707-8137
Last EDR Contact: 01/25/2021
Next Scheduled EDR Contact: 05/10/2021
Data Release Frequency: Varies

INDIAN ODI: Report on the Status of Open Dumps on Indian Lands

Location of open dumps on Indian land.

Date of Government Version: 12/31/1998
Date Data Arrived at EDR: 12/03/2007
Date Made Active in Reports: 01/24/2008
Number of Days to Update: 52

Source: Environmental Protection Agency
Telephone: 703-308-8245
Last EDR Contact: 01/25/2021
Next Scheduled EDR Contact: 05/10/2021
Data Release Frequency: Varies

DEBRIS REGION 9: Torres Martinez Reservation Illegal Dump Site Locations

A listing of illegal dump sites location on the Torres Martinez Indian Reservation located in eastern Riverside County and northern Imperial County, California.

Date of Government Version: 01/12/2009
Date Data Arrived at EDR: 05/07/2009
Date Made Active in Reports: 09/21/2009
Number of Days to Update: 137

Source: EPA, Region 9
Telephone: 415-947-4219
Last EDR Contact: 01/19/2021
Next Scheduled EDR Contact: 05/03/2021
Data Release Frequency: No Update Planned

ODI: Open Dump Inventory

An open dump is defined as a disposal facility that does not comply with one or more of the Part 257 or Part 258 Subtitle D Criteria.

Date of Government Version: 06/30/1985
Date Data Arrived at EDR: 08/09/2004
Date Made Active in Reports: 09/17/2004
Number of Days to Update: 39

Source: Environmental Protection Agency
Telephone: 800-424-9346
Last EDR Contact: 06/09/2004
Next Scheduled EDR Contact: N/A
Data Release Frequency: No Update Planned

IHS OPEN DUMPS: Open Dumps on Indian Land

A listing of all open dumps located on Indian Land in the United States.

Date of Government Version: 04/01/2014
Date Data Arrived at EDR: 08/06/2014
Date Made Active in Reports: 01/29/2015
Number of Days to Update: 176

Source: Department of Health & Human Services, Indian Health Service
Telephone: 301-443-1452
Last EDR Contact: 01/29/2021
Next Scheduled EDR Contact: 05/10/2021
Data Release Frequency: Varies

Local Lists of Hazardous waste / Contaminated Sites

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

US HIST CDL: National Clandestine Laboratory Register

A listing of clandestine drug lab locations that have been removed from the DEAs National Clandestine Laboratory Register.

Date of Government Version: 03/18/2020
Date Data Arrived at EDR: 03/19/2020
Date Made Active in Reports: 06/09/2020
Number of Days to Update: 82

Source: Drug Enforcement Administration
Telephone: 202-307-1000
Last EDR Contact: 11/16/2020
Next Scheduled EDR Contact: 03/08/2021
Data Release Frequency: No Update Planned

US CDL: Clandestine Drug Labs

A listing of clandestine drug lab locations. The U.S. Department of Justice ("the Department") provides this web site as a public service. It contains addresses of some locations where law enforcement agencies reported they found chemicals or other items that indicated the presence of either clandestine drug laboratories or dumpsites. In most cases, the source of the entries is not the Department, and the Department has not verified the entry and does not guarantee its accuracy. Members of the public must verify the accuracy of all entries by, for example, contacting local law enforcement and local health departments.

Date of Government Version: 03/18/2020
Date Data Arrived at EDR: 03/19/2020
Date Made Active in Reports: 06/09/2020
Number of Days to Update: 82

Source: Drug Enforcement Administration
Telephone: 202-307-1000
Last EDR Contact: 11/16/2020
Next Scheduled EDR Contact: 03/08/2021
Data Release Frequency: Quarterly

Local Land Records

LIENS 2: CERCLA Lien Information

A Federal CERCLA ("Superfund") lien can exist by operation of law at any site or property at which EPA has spent Superfund monies. These monies are spent to investigate and address releases and threatened releases of contamination. CERCLIS provides information as to the identity of these sites and properties.

Date of Government Version: 12/30/2020
Date Data Arrived at EDR: 01/14/2021
Date Made Active in Reports: 02/18/2021
Number of Days to Update: 35

Source: Environmental Protection Agency
Telephone: 202-564-6023
Last EDR Contact: 01/14/2021
Next Scheduled EDR Contact: 04/12/2021
Data Release Frequency: Semi-Annually

Records of Emergency Release Reports

HMIRS: Hazardous Materials Information Reporting System

Hazardous Materials Incident Report System. HMIRS contains hazardous material spill incidents reported to DOT.

Date of Government Version: 09/20/2020
Date Data Arrived at EDR: 09/22/2020
Date Made Active in Reports: 12/14/2020
Number of Days to Update: 83

Source: U.S. Department of Transportation
Telephone: 202-366-4555
Last EDR Contact: 12/17/2020
Next Scheduled EDR Contact: 04/05/2021
Data Release Frequency: Quarterly

SPILLS: Spills Incident Listing

A listing spills, hazardous material releases, sanitary sewer overflows, wastewater treatment plant bypasses and upsets, citizen complaints, and any other environmental emergency calls reported to the agency.

Date of Government Version: 10/09/2020
Date Data Arrived at EDR: 10/22/2020
Date Made Active in Reports: 01/14/2021
Number of Days to Update: 84

Source: Department of Environment & Natural Resources
Telephone: 919-807-6308
Last EDR Contact: 01/11/2021
Next Scheduled EDR Contact: 03/22/2021
Data Release Frequency: Quarterly

IMD: Incident Management Database

Groundwater and/or soil contamination incidents

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

Date of Government Version: 10/30/2020
Date Data Arrived at EDR: 11/03/2020
Date Made Active in Reports: 01/21/2021
Number of Days to Update: 79

Source: Department of Environment and Natural Resources
Telephone: 877-623-6748
Last EDR Contact: 02/03/2021
Next Scheduled EDR Contact: 05/17/2021
Data Release Frequency: No Update Planned

SPILLS 90: SPILLS90 data from FirstSearch

Spills 90 includes those spill and release records available exclusively from FirstSearch databases. Typically, they may include chemical, oil and/or hazardous substance spills recorded after 1990. Duplicate records that are already included in EDR incident and release records are not included in Spills 90.

Date of Government Version: 09/27/2012
Date Data Arrived at EDR: 01/03/2013
Date Made Active in Reports: 03/06/2013
Number of Days to Update: 62

Source: FirstSearch
Telephone: N/A
Last EDR Contact: 01/03/2013
Next Scheduled EDR Contact: N/A
Data Release Frequency: No Update Planned

SPILLS 80: SPILLS80 data from FirstSearch

Spills 80 includes those spill and release records available from FirstSearch databases prior to 1990. Typically, they may include chemical, oil and/or hazardous substance spills recorded before 1990. Duplicate records that are already included in EDR incident and release records are not included in Spills 80.

Date of Government Version: 06/14/2001
Date Data Arrived at EDR: 01/03/2013
Date Made Active in Reports: 03/06/2013
Number of Days to Update: 62

Source: FirstSearch
Telephone: N/A
Last EDR Contact: 01/03/2013
Next Scheduled EDR Contact: N/A
Data Release Frequency: No Update Planned

Other Ascertainable Records

RCRA NonGen / NLR: RCRA - Non Generators / No Longer Regulated

RCRAInfo is EPA's comprehensive information system, providing access to data supporting the Resource Conservation and Recovery Act (RCRA) of 1976 and the Hazardous and Solid Waste Amendments (HSWA) of 1984. The database includes selective information on sites which generate, transport, store, treat and/or dispose of hazardous waste as defined by the Resource Conservation and Recovery Act (RCRA). Non-Generators do not presently generate hazardous waste.

Date of Government Version: 12/14/2020
Date Data Arrived at EDR: 12/17/2020
Date Made Active in Reports: 12/22/2020
Number of Days to Update: 5

Source: Environmental Protection Agency
Telephone: (404) 562-8651
Last EDR Contact: 12/17/2020
Next Scheduled EDR Contact: 04/05/2021
Data Release Frequency: Quarterly

FUDS: Formerly Used Defense Sites

The listing includes locations of Formerly Used Defense Sites properties where the US Army Corps of Engineers is actively working or will take necessary cleanup actions.

Date of Government Version: 09/29/2020
Date Data Arrived at EDR: 11/17/2020
Date Made Active in Reports: 01/25/2021
Number of Days to Update: 69

Source: U.S. Army Corps of Engineers
Telephone: 202-528-4285
Last EDR Contact: 02/17/2021
Next Scheduled EDR Contact: 05/31/2021
Data Release Frequency: Varies

DOD: Department of Defense Sites

This data set consists of federally owned or administered lands, administered by the Department of Defense, that have any area equal to or greater than 640 acres of the United States, Puerto Rico, and the U.S. Virgin Islands.

Date of Government Version: 12/31/2005
Date Data Arrived at EDR: 11/10/2006
Date Made Active in Reports: 01/11/2007
Number of Days to Update: 62

Source: USGS
Telephone: 888-275-8747
Last EDR Contact: 01/15/2021
Next Scheduled EDR Contact: 04/26/2021
Data Release Frequency: Semi-Annually

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

FEDLAND: Federal and Indian Lands

Federally and Indian administrated lands of the United States. Lands included are administrated by: Army Corps of Engineers, Bureau of Reclamation, National Wild and Scenic River, National Wildlife Refuge, Public Domain Land, Wilderness, Wilderness Study Area, Wildlife Management Area, Bureau of Indian Affairs, Bureau of Land Management, Department of Justice, Forest Service, Fish and Wildlife Service, National Park Service.

Date of Government Version: 04/02/2018	Source: U.S. Geological Survey
Date Data Arrived at EDR: 04/11/2018	Telephone: 888-275-8747
Date Made Active in Reports: 11/06/2019	Last EDR Contact: 01/07/2021
Number of Days to Update: 574	Next Scheduled EDR Contact: 04/19/2021
	Data Release Frequency: N/A

SCRD DRYCLEANERS: State Coalition for Remediation of Drycleaners Listing

The State Coalition for Remediation of Drycleaners was established in 1998, with support from the U.S. EPA Office of Superfund Remediation and Technology Innovation. It is comprised of representatives of states with established drycleaner remediation programs. Currently the member states are Alabama, Connecticut, Florida, Illinois, Kansas, Minnesota, Missouri, North Carolina, Oregon, South Carolina, Tennessee, Texas, and Wisconsin.

Date of Government Version: 01/01/2017	Source: Environmental Protection Agency
Date Data Arrived at EDR: 02/03/2017	Telephone: 615-532-8599
Date Made Active in Reports: 04/07/2017	Last EDR Contact: 02/09/2021
Number of Days to Update: 63	Next Scheduled EDR Contact: 05/24/2021
	Data Release Frequency: Varies

US FIN ASSUR: Financial Assurance Information

All owners and operators of facilities that treat, store, or dispose of hazardous waste are required to provide proof that they will have sufficient funds to pay for the clean up, closure, and post-closure care of their facilities.

Date of Government Version: 09/21/2020	Source: Environmental Protection Agency
Date Data Arrived at EDR: 09/22/2020	Telephone: 202-566-1917
Date Made Active in Reports: 12/14/2020	Last EDR Contact: 12/17/2020
Number of Days to Update: 83	Next Scheduled EDR Contact: 04/05/2021
	Data Release Frequency: Quarterly

EPA WATCH LIST: EPA WATCH LIST

EPA maintains a "Watch List" to facilitate dialogue between EPA, state and local environmental agencies on enforcement matters relating to facilities with alleged violations identified as either significant or high priority. Being on the Watch List does not mean that the facility has actually violated the law only that an investigation by EPA or a state or local environmental agency has led those organizations to allege that an unproven violation has in fact occurred. Being on the Watch List does not represent a higher level of concern regarding the alleged violations that were detected, but instead indicates cases requiring additional dialogue between EPA, state and local agencies - primarily because of the length of time the alleged violation has gone unaddressed or unresolved.

Date of Government Version: 08/30/2013	Source: Environmental Protection Agency
Date Data Arrived at EDR: 03/21/2014	Telephone: 617-520-3000
Date Made Active in Reports: 06/17/2014	Last EDR Contact: 02/02/2021
Number of Days to Update: 88	Next Scheduled EDR Contact: 05/17/2021
	Data Release Frequency: Quarterly

2020 COR ACTION: 2020 Corrective Action Program List

The EPA has set ambitious goals for the RCRA Corrective Action program by creating the 2020 Corrective Action Universe. This RCRA cleanup baseline includes facilities expected to need corrective action. The 2020 universe contains a wide variety of sites. Some properties are heavily contaminated while others were contaminated but have since been cleaned up. Still others have not been fully investigated yet, and may require little or no remediation. Inclusion in the 2020 Universe does not necessarily imply failure on the part of a facility to meet its RCRA obligations.

Date of Government Version: 09/30/2017	Source: Environmental Protection Agency
Date Data Arrived at EDR: 05/08/2018	Telephone: 703-308-4044
Date Made Active in Reports: 07/20/2018	Last EDR Contact: 02/05/2021
Number of Days to Update: 73	Next Scheduled EDR Contact: 05/17/2021
	Data Release Frequency: Varies

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

TSCA: Toxic Substances Control Act

Toxic Substances Control Act. TSCA identifies manufacturers and importers of chemical substances included on the TSCA Chemical Substance Inventory list. It includes data on the production volume of these substances by plant site.

Date of Government Version: 12/31/2016	Source: EPA
Date Data Arrived at EDR: 06/17/2020	Telephone: 202-260-5521
Date Made Active in Reports: 09/10/2020	Last EDR Contact: 12/18/2020
Number of Days to Update: 85	Next Scheduled EDR Contact: 03/29/2021
	Data Release Frequency: Every 4 Years

TRIS: Toxic Chemical Release Inventory System

Toxic Release Inventory System. TRIS identifies facilities which release toxic chemicals to the air, water and land in reportable quantities under SARA Title III Section 313.

Date of Government Version: 12/31/2018	Source: EPA
Date Data Arrived at EDR: 08/14/2020	Telephone: 202-566-0250
Date Made Active in Reports: 11/04/2020	Last EDR Contact: 02/02/2021
Number of Days to Update: 82	Next Scheduled EDR Contact: 05/31/2021
	Data Release Frequency: Annually

SSTS: Section 7 Tracking Systems

Section 7 of the Federal Insecticide, Fungicide and Rodenticide Act, as amended (92 Stat. 829) requires all registered pesticide-producing establishments to submit a report to the Environmental Protection Agency by March 1st each year. Each establishment must report the types and amounts of pesticides, active ingredients and devices being produced, and those having been produced and sold or distributed in the past year.

Date of Government Version: 10/19/2020	Source: EPA
Date Data Arrived at EDR: 10/19/2020	Telephone: 202-564-4203
Date Made Active in Reports: 01/04/2021	Last EDR Contact: 01/21/2021
Number of Days to Update: 77	Next Scheduled EDR Contact: 05/03/2021
	Data Release Frequency: Annually

ROD: Records Of Decision

Record of Decision. ROD documents mandate a permanent remedy at an NPL (Superfund) site containing technical and health information to aid in the cleanup.

Date of Government Version: 12/30/2020	Source: EPA
Date Data Arrived at EDR: 01/14/2021	Telephone: 703-416-0223
Date Made Active in Reports: 02/18/2021	Last EDR Contact: 01/14/2021
Number of Days to Update: 35	Next Scheduled EDR Contact: 03/15/2021
	Data Release Frequency: Annually

RMP: Risk Management Plans

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

When Congress passed the Clean Air Act Amendments of 1990, it required EPA to publish regulations and guidance for chemical accident prevention at facilities using extremely hazardous substances. The Risk Management Program Rule (RMP Rule) was written to implement Section 112(r) of these amendments. The rule, which built upon existing industry codes and standards, requires companies of all sizes that use certain flammable and toxic substances to develop a Risk Management Program, which includes a(n): Hazard assessment that details the potential effects of an accidental release, an accident history of the last five years, and an evaluation of worst-case and alternative accidental releases; Prevention program that includes safety precautions and maintenance, monitoring, and employee training measures; and Emergency response program that spells out emergency health care, employee training measures and procedures for informing the public and response agencies (e.g the fire department) should an accident occur.

Date of Government Version: 11/02/2020	Source: Environmental Protection Agency
Date Data Arrived at EDR: 11/12/2020	Telephone: 202-564-8600
Date Made Active in Reports: 01/25/2021	Last EDR Contact: 01/19/2021
Number of Days to Update: 74	Next Scheduled EDR Contact: 05/03/2021
	Data Release Frequency: Varies

RAATS: RCRA Administrative Action Tracking System

RCRA Administration Action Tracking System. RAATS contains records based on enforcement actions issued under RCRA pertaining to major violators and includes administrative and civil actions brought by the EPA. For administration actions after September 30, 1995, data entry in the RAATS database was discontinued. EPA will retain a copy of the database for historical records. It was necessary to terminate RAATS because a decrease in agency resources made it impossible to continue to update the information contained in the database.

Date of Government Version: 04/17/1995	Source: EPA
Date Data Arrived at EDR: 07/03/1995	Telephone: 202-564-4104
Date Made Active in Reports: 08/07/1995	Last EDR Contact: 06/02/2008
Number of Days to Update: 35	Next Scheduled EDR Contact: 09/01/2008
	Data Release Frequency: No Update Planned

PRP: Potentially Responsible Parties

A listing of verified Potentially Responsible Parties

Date of Government Version: 04/27/2020	Source: EPA
Date Data Arrived at EDR: 05/06/2020	Telephone: 202-564-6023
Date Made Active in Reports: 06/09/2020	Last EDR Contact: 01/14/2021
Number of Days to Update: 34	Next Scheduled EDR Contact: 05/17/2021
	Data Release Frequency: Quarterly

PADS: PCB Activity Database System

PCB Activity Database. PADS Identifies generators, transporters, commercial storers and/or brokers and disposers of PCB's who are required to notify the EPA of such activities.

Date of Government Version: 10/09/2019	Source: EPA
Date Data Arrived at EDR: 10/11/2019	Telephone: 202-566-0500
Date Made Active in Reports: 12/20/2019	Last EDR Contact: 01/08/2021
Number of Days to Update: 70	Next Scheduled EDR Contact: 04/19/2021
	Data Release Frequency: Annually

ICIS: Integrated Compliance Information System

The Integrated Compliance Information System (ICIS) supports the information needs of the national enforcement and compliance program as well as the unique needs of the National Pollutant Discharge Elimination System (NPDES) program.

Date of Government Version: 11/18/2016	Source: Environmental Protection Agency
Date Data Arrived at EDR: 11/23/2016	Telephone: 202-564-2501
Date Made Active in Reports: 02/10/2017	Last EDR Contact: 12/30/2020
Number of Days to Update: 79	Next Scheduled EDR Contact: 04/19/2021
	Data Release Frequency: Quarterly

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

FTTS: FIFRA/ TSCA Tracking System - FIFRA (Federal Insecticide, Fungicide, & Rodenticide Act)/TSCA (Toxic Substances Control Act)

FTTS tracks administrative cases and pesticide enforcement actions and compliance activities related to FIFRA, TSCA and EPCRA (Emergency Planning and Community Right-to-Know Act). To maintain currency, EDR contacts the Agency on a quarterly basis.

Date of Government Version: 04/09/2009
Date Data Arrived at EDR: 04/16/2009
Date Made Active in Reports: 05/11/2009
Number of Days to Update: 25

Source: EPA/Office of Prevention, Pesticides and Toxic Substances
Telephone: 202-566-1667
Last EDR Contact: 08/18/2017
Next Scheduled EDR Contact: 12/04/2017
Data Release Frequency: No Update Planned

FTTS INSP: FIFRA/ TSCA Tracking System - FIFRA (Federal Insecticide, Fungicide, & Rodenticide Act)/TSCA (Toxic Substances Control Act)

A listing of FIFRA/TSCA Tracking System (FTTS) inspections and enforcements.

Date of Government Version: 04/09/2009
Date Data Arrived at EDR: 04/16/2009
Date Made Active in Reports: 05/11/2009
Number of Days to Update: 25

Source: EPA
Telephone: 202-566-1667
Last EDR Contact: 08/18/2017
Next Scheduled EDR Contact: 12/04/2017
Data Release Frequency: No Update Planned

MLTS: Material Licensing Tracking System

MLTS is maintained by the Nuclear Regulatory Commission and contains a list of approximately 8,100 sites which possess or use radioactive materials and which are subject to NRC licensing requirements. To maintain currency, EDR contacts the Agency on a quarterly basis.

Date of Government Version: 08/05/2020
Date Data Arrived at EDR: 08/10/2020
Date Made Active in Reports: 10/08/2020
Number of Days to Update: 59

Source: Nuclear Regulatory Commission
Telephone: 301-415-7169
Last EDR Contact: 01/19/2021
Next Scheduled EDR Contact: 05/03/2021
Data Release Frequency: Quarterly

COAL ASH DOE: Steam-Electric Plant Operation Data

A listing of power plants that store ash in surface ponds.

Date of Government Version: 12/31/2019
Date Data Arrived at EDR: 12/01/2020
Date Made Active in Reports: 02/09/2021
Number of Days to Update: 70

Source: Department of Energy
Telephone: 202-586-8719
Last EDR Contact: 12/01/2020
Next Scheduled EDR Contact: 03/15/2021
Data Release Frequency: Varies

COAL ASH EPA: Coal Combustion Residues Surface Impoundments List

A listing of coal combustion residues surface impoundments with high hazard potential ratings.

Date of Government Version: 01/12/2017
Date Data Arrived at EDR: 03/05/2019
Date Made Active in Reports: 11/11/2019
Number of Days to Update: 251

Source: Environmental Protection Agency
Telephone: N/A
Last EDR Contact: 11/30/2020
Next Scheduled EDR Contact: 03/15/2021
Data Release Frequency: Varies

PCB TRANSFORMER: PCB Transformer Registration Database

The database of PCB transformer registrations that includes all PCB registration submittals.

Date of Government Version: 09/13/2019
Date Data Arrived at EDR: 11/06/2019
Date Made Active in Reports: 02/10/2020
Number of Days to Update: 96

Source: Environmental Protection Agency
Telephone: 202-566-0517
Last EDR Contact: 02/05/2021
Next Scheduled EDR Contact: 05/17/2021
Data Release Frequency: Varies

RADINFO: Radiation Information Database

The Radiation Information Database (RADINFO) contains information about facilities that are regulated by U.S. Environmental Protection Agency (EPA) regulations for radiation and radioactivity.

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

Date of Government Version: 07/01/2019
Date Data Arrived at EDR: 07/01/2019
Date Made Active in Reports: 09/23/2019
Number of Days to Update: 84

Source: Environmental Protection Agency
Telephone: 202-343-9775
Last EDR Contact: 01/08/2021
Next Scheduled EDR Contact: 04/12/2021
Data Release Frequency: Quarterly

HIST FTTS: FIFRA/TSCA Tracking System Administrative Case Listing

A complete administrative case listing from the FIFRA/TSCA Tracking System (FTTS) for all ten EPA regions. The information was obtained from the National Compliance Database (NCDB). NCDB supports the implementation of FIFRA (Federal Insecticide, Fungicide, and Rodenticide Act) and TSCA (Toxic Substances Control Act). Some EPA regions are now closing out records. Because of that, and the fact that some EPA regions are not providing EPA Headquarters with updated records, it was decided to create a HIST FTTS database. It included records that may not be included in the newer FTTS database updates. This database is no longer updated.

Date of Government Version: 10/19/2006
Date Data Arrived at EDR: 03/01/2007
Date Made Active in Reports: 04/10/2007
Number of Days to Update: 40

Source: Environmental Protection Agency
Telephone: 202-564-2501
Last EDR Contact: 12/17/2007
Next Scheduled EDR Contact: 03/17/2008
Data Release Frequency: No Update Planned

HIST FTTS INSP: FIFRA/TSCA Tracking System Inspection & Enforcement Case Listing

A complete inspection and enforcement case listing from the FIFRA/TSCA Tracking System (FTTS) for all ten EPA regions. The information was obtained from the National Compliance Database (NCDB). NCDB supports the implementation of FIFRA (Federal Insecticide, Fungicide, and Rodenticide Act) and TSCA (Toxic Substances Control Act). Some EPA regions are now closing out records. Because of that, and the fact that some EPA regions are not providing EPA Headquarters with updated records, it was decided to create a HIST FTTS database. It included records that may not be included in the newer FTTS database updates. This database is no longer updated.

Date of Government Version: 10/19/2006
Date Data Arrived at EDR: 03/01/2007
Date Made Active in Reports: 04/10/2007
Number of Days to Update: 40

Source: Environmental Protection Agency
Telephone: 202-564-2501
Last EDR Contact: 12/17/2008
Next Scheduled EDR Contact: 03/17/2008
Data Release Frequency: No Update Planned

DOT OPS: Incident and Accident Data

Department of Transportation, Office of Pipeline Safety Incident and Accident data.

Date of Government Version: 01/02/2020
Date Data Arrived at EDR: 01/28/2020
Date Made Active in Reports: 04/17/2020
Number of Days to Update: 80

Source: Department of Transportation, Office of Pipeline Safety
Telephone: 202-366-4595
Last EDR Contact: 01/27/2021
Next Scheduled EDR Contact: 05/10/2021
Data Release Frequency: Quarterly

CONSENT: Superfund (CERCLA) Consent Decrees

Major legal settlements that establish responsibility and standards for cleanup at NPL (Superfund) sites. Released periodically by United States District Courts after settlement by parties to litigation matters.

Date of Government Version: 09/30/2020
Date Data Arrived at EDR: 10/08/2020
Date Made Active in Reports: 01/04/2021
Number of Days to Update: 88

Source: Department of Justice, Consent Decree Library
Telephone: Varies
Last EDR Contact: 01/04/2021
Next Scheduled EDR Contact: 04/19/2021
Data Release Frequency: Varies

BRS: Biennial Reporting System

The Biennial Reporting System is a national system administered by the EPA that collects data on the generation and management of hazardous waste. BRS captures detailed data from two groups: Large Quantity Generators (LQG) and Treatment, Storage, and Disposal Facilities.

Date of Government Version: 12/31/2017
Date Data Arrived at EDR: 06/22/2020
Date Made Active in Reports: 11/20/2020
Number of Days to Update: 151

Source: EPA/NTIS
Telephone: 800-424-9346
Last EDR Contact: 12/23/2020
Next Scheduled EDR Contact: 04/05/2021
Data Release Frequency: Biennially

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

INDIAN RESERV: Indian Reservations

This map layer portrays Indian administered lands of the United States that have any area equal to or greater than 640 acres.

Date of Government Version: 12/31/2014
Date Data Arrived at EDR: 07/14/2015
Date Made Active in Reports: 01/10/2017
Number of Days to Update: 546

Source: USGS
Telephone: 202-208-3710
Last EDR Contact: 01/08/2021
Next Scheduled EDR Contact: 04/19/2021
Data Release Frequency: Semi-Annually

FUSRAP: Formerly Utilized Sites Remedial Action Program

DOE established the Formerly Utilized Sites Remedial Action Program (FUSRAP) in 1974 to remediate sites where radioactive contamination remained from Manhattan Project and early U.S. Atomic Energy Commission (AEC) operations.

Date of Government Version: 08/08/2017
Date Data Arrived at EDR: 09/11/2018
Date Made Active in Reports: 09/14/2018
Number of Days to Update: 3

Source: Department of Energy
Telephone: 202-586-3559
Last EDR Contact: 02/02/2021
Next Scheduled EDR Contact: 05/17/2021
Data Release Frequency: Varies

UMTRA: Uranium Mill Tailings Sites

Uranium ore was mined by private companies for federal government use in national defense programs. When the mills shut down, large piles of the sand-like material (mill tailings) remain after uranium has been extracted from the ore. Levels of human exposure to radioactive materials from the piles are low; however, in some cases tailings were used as construction materials before the potential health hazards of the tailings were recognized.

Date of Government Version: 08/30/2019
Date Data Arrived at EDR: 11/15/2019
Date Made Active in Reports: 01/28/2020
Number of Days to Update: 74

Source: Department of Energy
Telephone: 505-845-0011
Last EDR Contact: 02/18/2021
Next Scheduled EDR Contact: 05/31/2021
Data Release Frequency: Varies

LEAD SMELTER 1: Lead Smelter Sites

A listing of former lead smelter site locations.

Date of Government Version: 12/30/2020
Date Data Arrived at EDR: 01/14/2021
Date Made Active in Reports: 02/09/2021
Number of Days to Update: 26

Source: Environmental Protection Agency
Telephone: 703-603-8787
Last EDR Contact: 01/14/2021
Next Scheduled EDR Contact: 04/12/2021
Data Release Frequency: Varies

LEAD SMELTER 2: Lead Smelter Sites

A list of several hundred sites in the U.S. where secondary lead smelting was done from 1931 and 1964. These sites may pose a threat to public health through ingestion or inhalation of contaminated soil or dust

Date of Government Version: 04/05/2001
Date Data Arrived at EDR: 10/27/2010
Date Made Active in Reports: 12/02/2010
Number of Days to Update: 36

Source: American Journal of Public Health
Telephone: 703-305-6451
Last EDR Contact: 12/02/2009
Next Scheduled EDR Contact: N/A
Data Release Frequency: No Update Planned

US AIRS (AFS): Aerometric Information Retrieval System Facility Subsystem (AFS)

The database is a sub-system of Aerometric Information Retrieval System (AIRS). AFS contains compliance data on air pollution point sources regulated by the U.S. EPA and/or state and local air regulatory agencies. This information comes from source reports by various stationary sources of air pollution, such as electric power plants, steel mills, factories, and universities, and provides information about the air pollutants they produce. Action, air program, air program pollutant, and general level plant data. It is used to track emissions and compliance data from industrial plants.

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

Date of Government Version: 10/12/2016
Date Data Arrived at EDR: 10/26/2016
Date Made Active in Reports: 02/03/2017
Number of Days to Update: 100

Source: EPA
Telephone: 202-564-2496
Last EDR Contact: 09/26/2017
Next Scheduled EDR Contact: 01/08/2018
Data Release Frequency: Annually

US AIRS MINOR: Air Facility System Data

A listing of minor source facilities.

Date of Government Version: 10/12/2016
Date Data Arrived at EDR: 10/26/2016
Date Made Active in Reports: 02/03/2017
Number of Days to Update: 100

Source: EPA
Telephone: 202-564-2496
Last EDR Contact: 09/26/2017
Next Scheduled EDR Contact: 01/08/2018
Data Release Frequency: Annually

MINES VIOLATIONS: MSHA Violation Assessment Data

Mines violation and assessment information. Department of Labor, Mine Safety & Health Administration.

Date of Government Version: 11/24/2020
Date Data Arrived at EDR: 11/30/2020
Date Made Active in Reports: 01/25/2021
Number of Days to Update: 56

Source: DOL, Mine Safety & Health Admini
Telephone: 202-693-9424
Last EDR Contact: 11/24/2020
Next Scheduled EDR Contact: 03/15/2021
Data Release Frequency: Quarterly

US MINES: Mines Master Index File

Contains all mine identification numbers issued for mines active or opened since 1971. The data also includes violation information.

Date of Government Version: 11/03/2020
Date Data Arrived at EDR: 11/23/2020
Date Made Active in Reports: 01/25/2021
Number of Days to Update: 63

Source: Department of Labor, Mine Safety and Health Administration
Telephone: 303-231-5959
Last EDR Contact: 11/23/2020
Next Scheduled EDR Contact: 03/08/2021
Data Release Frequency: Semi-Annually

US MINES 2: Ferrous and Nonferrous Metal Mines Database Listing

This map layer includes ferrous (ferrous metal mines are facilities that extract ferrous metals, such as iron ore or molybdenum) and nonferrous (Nonferrous metal mines are facilities that extract nonferrous metals, such as gold, silver, copper, zinc, and lead) metal mines in the United States.

Date of Government Version: 05/06/2020
Date Data Arrived at EDR: 05/27/2020
Date Made Active in Reports: 08/13/2020
Number of Days to Update: 78

Source: USGS
Telephone: 703-648-7709
Last EDR Contact: 11/25/2020
Next Scheduled EDR Contact: 03/08/2021
Data Release Frequency: Varies

US MINES 3: Active Mines & Mineral Plants Database Listing

Active Mines and Mineral Processing Plant operations for commodities monitored by the Minerals Information Team of the USGS.

Date of Government Version: 04/14/2011
Date Data Arrived at EDR: 06/08/2011
Date Made Active in Reports: 09/13/2011
Number of Days to Update: 97

Source: USGS
Telephone: 703-648-7709
Last EDR Contact: 11/25/2020
Next Scheduled EDR Contact: 03/08/2021
Data Release Frequency: Varies

ABANDONED MINES: Abandoned Mines

An inventory of land and water impacted by past mining (primarily coal mining) is maintained by OSMRE to provide information needed to implement the Surface Mining Control and Reclamation Act of 1977 (SMCRA). The inventory contains information on the location, type, and extent of AML impacts, as well as, information on the cost associated with the reclamation of those problems. The inventory is based upon field surveys by State, Tribal, and OSMRE program officials. It is dynamic to the extent that it is modified as new problems are identified and existing problems are reclaimed.

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

Date of Government Version: 09/16/2020
Date Data Arrived at EDR: 09/17/2020
Date Made Active in Reports: 12/10/2020
Number of Days to Update: 84

Source: Department of Interior
Telephone: 202-208-2609
Last EDR Contact: 12/10/2020
Next Scheduled EDR Contact: 03/22/2021
Data Release Frequency: Quarterly

FINDS: Facility Index System/Facility Registry System

Facility Index System. FINDS contains both facility information and 'pointers' to other sources that contain more detail. EDR includes the following FINDS databases in this report: PCS (Permit Compliance System), AIRS (Aerometric Information Retrieval System), DOCKET (Enforcement Docket used to manage and track information on civil judicial enforcement cases for all environmental statutes), FURS (Federal Underground Injection Control), C-DOCKET (Criminal Docket System used to track criminal enforcement actions for all environmental statutes), FFIS (Federal Facilities Information System), STATE (State Environmental Laws and Statutes), and PADS (PCB Activity Data System).

Date of Government Version: 11/04/2020
Date Data Arrived at EDR: 12/01/2020
Date Made Active in Reports: 01/25/2021
Number of Days to Update: 55

Source: EPA
Telephone: (404) 562-9900
Last EDR Contact: 12/01/2020
Next Scheduled EDR Contact: 03/15/2021
Data Release Frequency: Quarterly

DOCKET HWC: Hazardous Waste Compliance Docket Listing

A complete list of the Federal Agency Hazardous Waste Compliance Docket Facilities.

Date of Government Version: 11/03/2020
Date Data Arrived at EDR: 11/17/2020
Date Made Active in Reports: 02/09/2021
Number of Days to Update: 84

Source: Environmental Protection Agency
Telephone: 202-564-0527
Last EDR Contact: 11/17/2020
Next Scheduled EDR Contact: 03/08/2021
Data Release Frequency: Varies

ECHO: Enforcement & Compliance History Information

ECHO provides integrated compliance and enforcement information for about 800,000 regulated facilities nationwide.

Date of Government Version: 10/03/2020
Date Data Arrived at EDR: 10/06/2020
Date Made Active in Reports: 01/04/2021
Number of Days to Update: 90

Source: Environmental Protection Agency
Telephone: 202-564-2280
Last EDR Contact: 01/08/2021
Next Scheduled EDR Contact: 04/19/2021
Data Release Frequency: Quarterly

UXO: Unexploded Ordnance Sites

A listing of unexploded ordnance site locations

Date of Government Version: 12/31/2018
Date Data Arrived at EDR: 07/02/2020
Date Made Active in Reports: 09/17/2020
Number of Days to Update: 77

Source: Department of Defense
Telephone: 703-704-1564
Last EDR Contact: 01/15/2021
Next Scheduled EDR Contact: 04/26/2021
Data Release Frequency: Varies

FUELS PROGRAM: EPA Fuels Program Registered Listing

This listing includes facilities that are registered under the Part 80 (Code of Federal Regulations) EPA Fuels Programs. All companies now are required to submit new and updated registrations.

Date of Government Version: 11/13/2020
Date Data Arrived at EDR: 11/13/2020
Date Made Active in Reports: 01/25/2021
Number of Days to Update: 73

Source: EPA
Telephone: 800-385-6164
Last EDR Contact: 02/17/2021
Next Scheduled EDR Contact: 05/31/2021
Data Release Frequency: Quarterly

AIRS: Air Quality Permit Listing

A listing of facilities with air quality permits.

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

Date of Government Version: 09/08/2020
Date Data Arrived at EDR: 09/09/2020
Date Made Active in Reports: 12/03/2020
Number of Days to Update: 85

Source: Department of Environmental Quality
Telephone: 919-707-8726
Last EDR Contact: 12/08/2020
Next Scheduled EDR Contact: 03/22/2021
Data Release Frequency: Varies

ASBESTOS: ASBESTOS

Asbestos notification sites

Date of Government Version: 10/30/2020
Date Data Arrived at EDR: 11/23/2020
Date Made Active in Reports: 02/08/2021
Number of Days to Update: 77

Source: Department of Health & Human Services
Telephone: 919-707-5973
Last EDR Contact: 01/19/2021
Next Scheduled EDR Contact: 05/03/2021
Data Release Frequency: Varies

COAL ASH: Coal Ash Disposal Sites

A listing of coal combustion products distribution permits issued by the Division for the treatment, storage, transportation, use and disposal of coal combustion products.

Date of Government Version: 09/10/2020
Date Data Arrived at EDR: 09/23/2020
Date Made Active in Reports: 12/14/2020
Number of Days to Update: 82

Source: Department of Environment & Natural Resources
Telephone: 919-807-6359
Last EDR Contact: 12/23/2020
Next Scheduled EDR Contact: 04/05/2021
Data Release Frequency: Varies

DRYCLEANERS: Drycleaning Sites

Potential and known drycleaning sites, active and abandoned, that the Drycleaning Solvent Cleanup Program has knowledge of and entered into this database.

Date of Government Version: 09/08/2020
Date Data Arrived at EDR: 09/16/2020
Date Made Active in Reports: 12/08/2020
Number of Days to Update: 83

Source: Department of Environment & Natural Resources
Telephone: 919-508-8400
Last EDR Contact: 12/18/2020
Next Scheduled EDR Contact: 03/29/2021
Data Release Frequency: Varies

Financial Assurance 1: Financial Assurance Information Listing

A listing of financial assurance information for underground storage tank facilities. Financial assurance is intended to ensure that resources are available to pay for the cost of closure, post-closure care, and corrective measures if the owner or operator of a regulated facility is unable or unwilling to pay.

Date of Government Version: 10/30/2020
Date Data Arrived at EDR: 11/04/2020
Date Made Active in Reports: 12/31/2020
Number of Days to Update: 57

Source: Department of Environment & Natural Resources
Telephone: 919-733-1322
Last EDR Contact: 02/03/2021
Next Scheduled EDR Contact: 05/17/2021
Data Release Frequency: Quarterly

Financial Assurance 2: Financial Assurance Information Listing

Information for solid waste facilities. Financial assurance is intended to ensure that resources are available to pay for the cost of closure, post-closure care, and corrective measures if the owner or operator of a regulated facility is unable or unwilling to pay.

Date of Government Version: 10/02/2012
Date Data Arrived at EDR: 10/03/2012
Date Made Active in Reports: 10/26/2012
Number of Days to Update: 23

Source: Department of Environmental & Natural Resources
Telephone: 919-508-8496
Last EDR Contact: 12/16/2020
Next Scheduled EDR Contact: 04/05/2021
Data Release Frequency: Varies

Financial Assurance 3: Financial Assurance Information

Hazardous waste financial assurance information.

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

Date of Government Version: 12/02/2020
Date Data Arrived at EDR: 12/03/2020
Date Made Active in Reports: 02/18/2021
Number of Days to Update: 77

Source: Department of Environment & Natural Resources
Telephone: 919-707-8222
Last EDR Contact: 12/02/2020
Next Scheduled EDR Contact: 03/22/2021
Data Release Frequency: Varies

NPDES: NPDES Facility Location Listing

General information regarding NPDES(National Pollutant Discharge Elimination System) permits.

Date of Government Version: 10/01/2020
Date Data Arrived at EDR: 10/27/2020
Date Made Active in Reports: 01/15/2021
Number of Days to Update: 80

Source: Department of Environment & Natural Resources
Telephone: 919-733-7015
Last EDR Contact: 01/27/2021
Next Scheduled EDR Contact: 05/10/2021
Data Release Frequency: Varies

UIC: Underground Injection Wells Listing

A listing of uncerground injection wells locations.

Date of Government Version: 10/26/2020
Date Data Arrived at EDR: 11/30/2020
Date Made Active in Reports: 12/07/2020
Number of Days to Update: 7

Source: Department of Environment & Natural Resources
Telephone: 919-807-6412
Last EDR Contact: 11/25/2020
Next Scheduled EDR Contact: 03/15/2021
Data Release Frequency: Quarterly

AOP: Animal Operation Permits Listing

This listing includes animal operations that are required to be permitted by the state.

Date of Government Version: 04/01/2020
Date Data Arrived at EDR: 05/26/2020
Date Made Active in Reports: 05/27/2020
Number of Days to Update: 1

Source: Department of Environmental Quality
Telephone: 919-707-9129
Last EDR Contact: 12/11/2020
Next Scheduled EDR Contact: 03/22/2021
Data Release Frequency: Varies

CCB: Coal Ash Structural Fills (CCB) Listing

These are not permitted Coal Ash landfills A list all of the now closed Coal Ash Structural Fills (CCB) in North Carolina, in point data form. The purpose is to provide the public and other government entities a visual overview of coal ash structural fills throughout the state and increase public awareness of their current locations.

Date of Government Version: 02/27/2020
Date Data Arrived at EDR: 07/07/2020
Date Made Active in Reports: 09/23/2020
Number of Days to Update: 78

Source: Department of Environmental Quality
Telephone: 919-707-8248
Last EDR Contact: 01/08/2021
Next Scheduled EDR Contact: 04/19/2021
Data Release Frequency: Varies

MINES MRDS: Mineral Resources Data System

Mineral Resources Data System

Date of Government Version: 04/06/2018
Date Data Arrived at EDR: 10/21/2019
Date Made Active in Reports: 10/24/2019
Number of Days to Update: 3

Source: USGS
Telephone: 703-648-6533
Last EDR Contact: 11/25/2020
Next Scheduled EDR Contact: 03/08/2021
Data Release Frequency: Varies

SEPT HAULERS: Permitted Septage Haulers Listing

This list of all active and permitted Septage Land Application Site (SLAS) and Septage Detention and Treatment Facility (SDTF) sites in North Carolina. The purpose of this map is to provide the public and government entities a visual overview of the businesses that manage septage and septage facilities throughout the state.

Date of Government Version: 05/13/2020
Date Data Arrived at EDR: 07/07/2020
Date Made Active in Reports: 09/23/2020
Number of Days to Update: 78

Source: Department of Environmental Quality
Telephone: 919-707-8248
Last EDR Contact: 01/08/2021
Next Scheduled EDR Contact: 04/19/2021
Data Release Frequency: Varies

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

PCSRP: Petroleum-Contaminated Soil Remediation Permits

To treat petroleum-contaminated soil in order to protect North Carolina's environment and the health of the citizens of North Carolina.

Date of Government Version: 07/06/2020
Date Data Arrived at EDR: 07/07/2020
Date Made Active in Reports: 09/23/2020
Number of Days to Update: 78

Source: Department of Environmental Quality
Telephone: 919-707-8248
Last EDR Contact: 12/30/2020
Next Scheduled EDR Contact: 04/18/2021
Data Release Frequency: Varies

PCS: Permit Compliance System

PCS is a computerized management information system that contains data on National Pollutant Discharge Elimination System (NPDES) permit holding facilities. PCS tracks the permit, compliance, and enforcement status of NPDES facilities.

Date of Government Version: 07/14/2011
Date Data Arrived at EDR: 08/05/2011
Date Made Active in Reports: 09/29/2011
Number of Days to Update: 55

Source: EPA, Office of Water
Telephone: 202-564-2496
Last EDR Contact: 01/04/2021
Next Scheduled EDR Contact: 04/19/2021
Data Release Frequency: Semi-Annually

PCS INACTIVE: Listing of Inactive PCS Permits

An inactive permit is a facility that has shut down or is no longer discharging.

Date of Government Version: 11/05/2014
Date Data Arrived at EDR: 01/06/2015
Date Made Active in Reports: 05/06/2015
Number of Days to Update: 120

Source: EPA
Telephone: 202-564-2496
Last EDR Contact: 01/04/2021
Next Scheduled EDR Contact: 04/19/2021
Data Release Frequency: Semi-Annually

PCS ENF: Enforcement data

No description is available for this data

Date of Government Version: 12/31/2014
Date Data Arrived at EDR: 02/05/2015
Date Made Active in Reports: 03/06/2015
Number of Days to Update: 29

Source: EPA
Telephone: 202-564-2497
Last EDR Contact: 12/30/2020
Next Scheduled EDR Contact: 04/19/2021
Data Release Frequency: Varies

EDR HIGH RISK HISTORICAL RECORDS

EDR Exclusive Records

EDR MGP: EDR Proprietary Manufactured Gas Plants

The EDR Proprietary Manufactured Gas Plant Database includes records of coal gas plants (manufactured gas plants) compiled by EDR's researchers. Manufactured gas sites were used in the United States from the 1800's to 1950's to produce a gas that could be distributed and used as fuel. These plants used whale oil, rosin, coal, or a mixture of coal, oil, and water that also produced a significant amount of waste. Many of the byproducts of the gas production, such as coal tar (oily waste containing volatile and non-volatile chemicals), sludges, oils and other compounds are potentially hazardous to human health and the environment. The byproduct from this process was frequently disposed of directly at the plant site and can remain or spread slowly, serving as a continuous source of soil and groundwater contamination.

Date of Government Version: N/A
Date Data Arrived at EDR: N/A
Date Made Active in Reports: N/A
Number of Days to Update: N/A

Source: EDR, Inc.
Telephone: N/A
Last EDR Contact: N/A
Next Scheduled EDR Contact: N/A
Data Release Frequency: No Update Planned

EDR Hist Auto: EDR Exclusive Historical Auto Stations

EDR has searched selected national collections of business directories and has collected listings of potential gas station/filling station/service station sites that were available to EDR researchers. EDR's review was limited to those categories of sources that might, in EDR's opinion, include gas station/filling station/service station establishments. The categories reviewed included, but were not limited to gas, gas station, gasoline station, filling station, auto, automobile repair, auto service station, service station, etc. This database falls within a category of information EDR classifies as "High Risk Historical Records", or HRHR. EDR's HRHR effort presents unique and sometimes proprietary data about past sites and operations that typically create environmental concerns, but may not show up in current government records searches.

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

Date of Government Version: N/A
Date Data Arrived at EDR: N/A
Date Made Active in Reports: N/A
Number of Days to Update: N/A

Source: EDR, Inc.
Telephone: N/A
Last EDR Contact: N/A
Next Scheduled EDR Contact: N/A
Data Release Frequency: Varies

EDR Hist Cleaner: EDR Exclusive Historical Cleaners

EDR has searched selected national collections of business directories and has collected listings of potential dry cleaner sites that were available to EDR researchers. EDR's review was limited to those categories of sources that might, in EDR's opinion, include dry cleaning establishments. The categories reviewed included, but were not limited to dry cleaners, cleaners, laundry, laundromat, cleaning/laundry, wash & dry etc. This database falls within a category of information EDR classifies as "High Risk Historical Records", or HRHR. EDR's HRHR effort presents unique and sometimes proprietary data about past sites and operations that typically create environmental concerns, but may not show up in current government records searches.

Date of Government Version: N/A
Date Data Arrived at EDR: N/A
Date Made Active in Reports: N/A
Number of Days to Update: N/A

Source: EDR, Inc.
Telephone: N/A
Last EDR Contact: N/A
Next Scheduled EDR Contact: N/A
Data Release Frequency: Varies

EDR RECOVERED GOVERNMENT ARCHIVES

Exclusive Recovered Govt. Archives

RGA HWS: Recovered Government Archive State Hazardous Waste Facilities List

The EDR Recovered Government Archive State Hazardous Waste database provides a list of SHWS incidents derived from historical databases and includes many records that no longer appear in current government lists. Compiled from Records formerly available from the Department of Environment, Health and Natural Resources in North Carolina.

Date of Government Version: N/A
Date Data Arrived at EDR: 07/01/2013
Date Made Active in Reports: 12/24/2013
Number of Days to Update: 176

Source: Department of Environment, Health and Natural Resources
Telephone: N/A
Last EDR Contact: 06/01/2012
Next Scheduled EDR Contact: N/A
Data Release Frequency: Varies

RGA LF: Recovered Government Archive Solid Waste Facilities List

The EDR Recovered Government Archive Landfill database provides a list of landfills derived from historical databases and includes many records that no longer appear in current government lists. Compiled from Records formerly available from the Department of Environment, Health and Natural Resources in North Carolina.

Date of Government Version: N/A
Date Data Arrived at EDR: 07/01/2013
Date Made Active in Reports: 01/13/2014
Number of Days to Update: 196

Source: Department of Environment, Health and Natural Resources
Telephone: N/A
Last EDR Contact: 06/01/2012
Next Scheduled EDR Contact: N/A
Data Release Frequency: Varies

RGA LUST: Recovered Government Archive Leaking Underground Storage Tank

The EDR Recovered Government Archive Leaking Underground Storage Tank database provides a list of LUST incidents derived from historical databases and includes many records that no longer appear in current government lists. Compiled from Records formerly available from the Department of Environment, Health and Natural Resources in North Carolina.

Date of Government Version: N/A
Date Data Arrived at EDR: 07/01/2013
Date Made Active in Reports: 12/20/2013
Number of Days to Update: 172

Source: Department of Environment, Health and Natural Resources
Telephone: N/A
Last EDR Contact: 06/01/2012
Next Scheduled EDR Contact: N/A
Data Release Frequency: Varies

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

OTHER DATABASE(S)

Depending on the geographic area covered by this report, the data provided in these specialty databases may or may not be complete. For example, the existence of wetlands information data in a specific report does not mean that all wetlands in the area covered by the report are included. Moreover, the absence of any reported wetlands information does not necessarily mean that wetlands do not exist in the area covered by the report.

CT MANIFEST: Hazardous Waste Manifest Data

Facility and manifest data. Manifest is a document that lists and tracks hazardous waste from the generator through transporters to a tsd facility.

Date of Government Version: 08/10/2020
Date Data Arrived at EDR: 10/20/2020
Date Made Active in Reports: 11/02/2020
Number of Days to Update: 13

Source: Department of Energy & Environmental Protection
Telephone: 860-424-3375
Last EDR Contact: 02/12/2021
Next Scheduled EDR Contact: 05/24/2021
Data Release Frequency: No Update Planned

NJ MANIFEST: Manifest Information

Hazardous waste manifest information.

Date of Government Version: 12/31/2018
Date Data Arrived at EDR: 04/10/2019
Date Made Active in Reports: 05/16/2019
Number of Days to Update: 36

Source: Department of Environmental Protection
Telephone: N/A
Last EDR Contact: 01/08/2021
Next Scheduled EDR Contact: 04/19/2021
Data Release Frequency: Annually

NY MANIFEST: Facility and Manifest Data

Manifest is a document that lists and tracks hazardous waste from the generator through transporters to a TSD facility.

Date of Government Version: 01/01/2019
Date Data Arrived at EDR: 04/29/2020
Date Made Active in Reports: 07/10/2020
Number of Days to Update: 72

Source: Department of Environmental Conservation
Telephone: 518-402-8651
Last EDR Contact: 01/29/2021
Next Scheduled EDR Contact: 05/10/2021
Data Release Frequency: Quarterly

PA MANIFEST: Manifest Information

Hazardous waste manifest information.

Date of Government Version: 06/30/2018
Date Data Arrived at EDR: 07/19/2019
Date Made Active in Reports: 09/10/2019
Number of Days to Update: 53

Source: Department of Environmental Protection
Telephone: 717-783-8990
Last EDR Contact: 01/11/2021
Next Scheduled EDR Contact: 04/26/2021
Data Release Frequency: Annually

RI MANIFEST: Manifest information

Hazardous waste manifest information

Date of Government Version: 12/31/2018
Date Data Arrived at EDR: 10/02/2019
Date Made Active in Reports: 12/10/2019
Number of Days to Update: 69

Source: Department of Environmental Management
Telephone: 401-222-2797
Last EDR Contact: 02/09/2021
Next Scheduled EDR Contact: 05/31/2021
Data Release Frequency: Annually

WI MANIFEST: Manifest Information

Hazardous waste manifest information.

Date of Government Version: 05/31/2018
Date Data Arrived at EDR: 06/19/2019
Date Made Active in Reports: 09/03/2019
Number of Days to Update: 76

Source: Department of Natural Resources
Telephone: N/A
Last EDR Contact: 12/03/2020
Next Scheduled EDR Contact: 03/22/2021
Data Release Frequency: Annually

Oil/Gas Pipelines

Source: Endeavor Business Media

Petroleum Bundle (Crude Oil, Refined Products, Petrochemicals, Gas Liquids (LPG/NGL), and Specialty Gases (Miscellaneous)) N = Natural Gas Bundle (Natural Gas, Gas Liquids (LPG/NGL), and Specialty Gases (Miscellaneous)). This map includes information copyrighted by Endeavor Business Media. This information is provided on a best effort basis and Endeavor Business Media does not guarantee its accuracy nor warrant its fitness for any particular purpose. Such information has been reprinted with the permission of Endeavor Business Media.

Electric Power Transmission Line Data

Source: Endeavor Business Media

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Sensitive Receptors: There are individuals deemed sensitive receptors due to their fragile immune systems and special sensitivity to environmental discharges. These sensitive receptors typically include the elderly, the sick, and children. While the location of all sensitive receptors cannot be determined, EDR indicates those buildings and facilities - schools, daycares, hospitals, medical centers, and nursing homes - where individuals who are sensitive receptors are likely to be located.

AHA Hospitals:

Source: American Hospital Association, Inc.

Telephone: 312-280-5991

The database includes a listing of hospitals based on the American Hospital Association's annual survey of hospitals.

Medical Centers: Provider of Services Listing

Source: Centers for Medicare & Medicaid Services

Telephone: 410-786-3000

A listing of hospitals with Medicare provider number, produced by Centers of Medicare & Medicaid Services, a federal agency within the U.S. Department of Health and Human Services.

Nursing Homes

Source: National Institutes of Health

Telephone: 301-594-6248

Information on Medicare and Medicaid certified nursing homes in the United States.

Public Schools

Source: National Center for Education Statistics

Telephone: 202-502-7300

The National Center for Education Statistics' primary database on elementary and secondary public education in the United States. It is a comprehensive, annual, national statistical database of all public elementary and secondary schools and school districts, which contains data that are comparable across all states.

Private Schools

Source: National Center for Education Statistics

Telephone: 202-502-7300

The National Center for Education Statistics' primary database on private school locations in the United States.

Daycare Centers: Child Care Facility List

Source: Department of Health & Human Services

Telephone: 919-662-4499

Flood Zone Data: This data was obtained from the Federal Emergency Management Agency (FEMA). It depicts 100-year and 500-year flood zones as defined by FEMA. It includes the National Flood Hazard Layer (NFHL) which incorporates Flood Insurance Rate Map (FIRM) data and Q3 data from FEMA in areas not covered by NFHL.

Source: FEMA

Telephone: 877-336-2627

Date of Government Version: 2003, 2015

NWI: National Wetlands Inventory. This data, available in select counties across the country, was obtained by EDR in 2002, 2005 and 2010 from the U.S. Fish and Wildlife Service.

State Wetlands Data: Wetland Inventory

Source: US Fish & Wildlife Service

Telephone: 703-358-2171

Current USGS 7.5 Minute Topographic Map
Source: U.S. Geological Survey

STREET AND ADDRESS INFORMATION

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GEOCHECK[®] - PHYSICAL SETTING SOURCE ADDENDUM

TARGET PROPERTY ADDRESS

PINEDELL PROJECT
3023 OLD CHARLOTTE HIGHWAY
MONROE, NC 28110

TARGET PROPERTY COORDINATES

Latitude (North):	35.019164 - 35° 1' 8.99"
Longitude (West):	80.592464 - 80° 35' 32.87"
Universal Tranverse Mercator:	Zone 17
UTM X (Meters):	537180.6
UTM Y (Meters):	3875046.5
Elevation:	650 ft. above sea level

USGS TOPOGRAPHIC MAP

Target Property Map:	5947220 BAKERS, NC
Version Date:	2013

EDR's GeoCheck Physical Setting Source Addendum is provided to assist the environmental professional in forming an opinion about the impact of potential contaminant migration.

Assessment of the impact of contaminant migration generally has two principle investigative components:

1. Groundwater flow direction, and
2. Groundwater flow velocity.

Groundwater flow direction may be impacted by surface topography, hydrology, hydrogeology, characteristics of the soil, and nearby wells. Groundwater flow velocity is generally impacted by the nature of the geologic strata.

GEOCHECK® - PHYSICAL SETTING SOURCE SUMMARY

GROUNDWATER FLOW DIRECTION INFORMATION

Groundwater flow direction for a particular site is best determined by a qualified environmental professional using site-specific well data. If such data is not reasonably ascertainable, it may be necessary to rely on other sources of information, such as surface topographic information, hydrologic information, hydrogeologic data collected on nearby properties, and regional groundwater flow information (from deep aquifers).

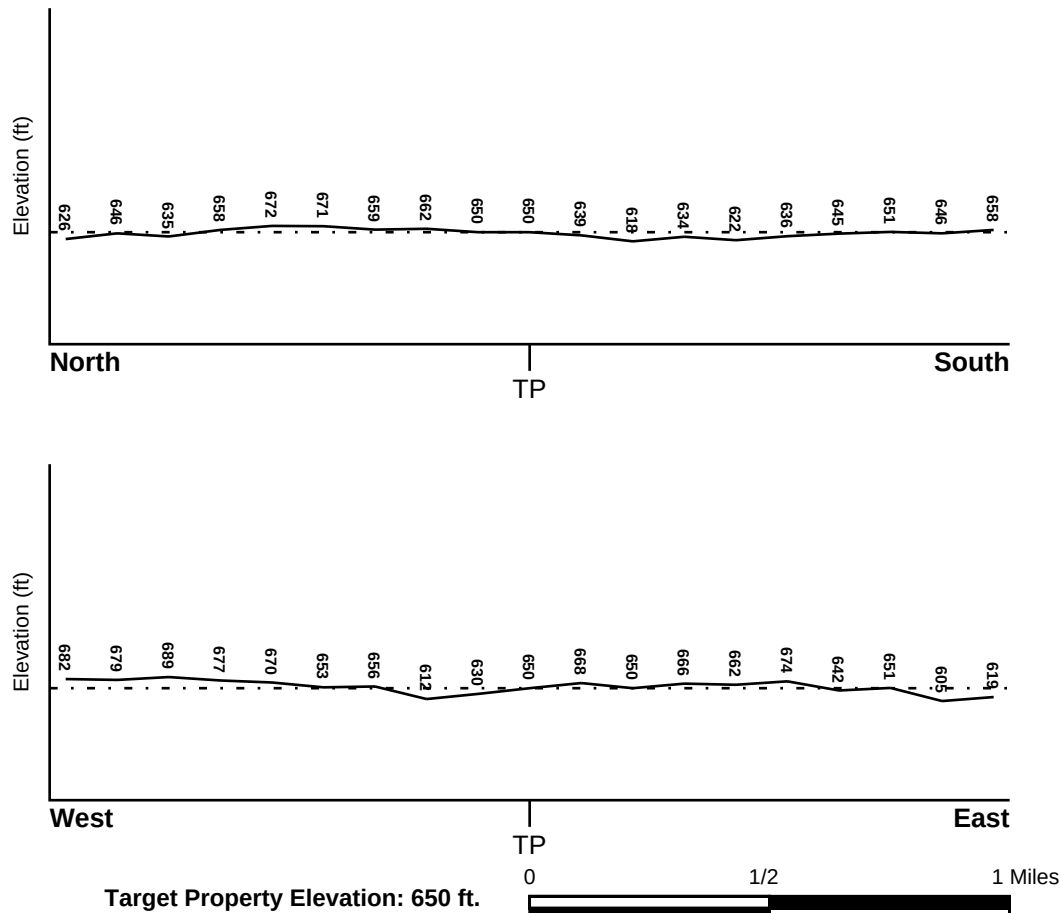
TOPOGRAPHIC INFORMATION

Surface topography may be indicative of the direction of surficial groundwater flow. This information can be used to assist the environmental professional in forming an opinion about the impact of nearby contaminated properties or, should contamination exist on the target property, what downgradient sites might be impacted.

TARGET PROPERTY TOPOGRAPHY

General Topographic Gradient: General SW

SURROUNDING TOPOGRAPHY: ELEVATION PROFILES



Source: Topography has been determined from the USGS 7.5' Digital Elevation Model and should be evaluated on a relative (not an absolute) basis. Relative elevation information between sites of close proximity should be field verified.

GEOCHECK® - PHYSICAL SETTING SOURCE SUMMARY

HYDROLOGIC INFORMATION

Surface water can act as a hydrologic barrier to groundwater flow. Such hydrologic information can be used to assist the environmental professional in forming an opinion about the impact of nearby contaminated properties or, should contamination exist on the target property, what downgradient sites might be impacted.

Refer to the Physical Setting Source Map following this summary for hydrologic information (major waterways and bodies of water).

FEMA FLOOD ZONE

<u>Flood Plain Panel at Target Property</u>	<u>FEMA Source Type</u>
3710542600J	FEMA FIRM Flood data
<u>Additional Panels in search area:</u>	<u>FEMA Source Type</u>
3710542700J	FEMA FIRM Flood data
3710541600J	FEMA FIRM Flood data

NATIONAL WETLAND INVENTORY

<u>NWI Quad at Target Property</u>	<u>NWI Electronic Data Coverage</u>
BAKERS	YES - refer to the Overview Map and Detail Map

HYDROGEOLOGIC INFORMATION

Hydrogeologic information obtained by installation of wells on a specific site can often be an indicator of groundwater flow direction in the immediate area. Such hydrogeologic information can be used to assist the environmental professional in forming an opinion about the impact of nearby contaminated properties or, should contamination exist on the target property, what downgradient sites might be impacted.

AQUIFLOW®

Search Radius: 1.000 Mile.

EDR has developed the AQUIFLOW Information System to provide data on the general direction of groundwater flow at specific points. EDR has reviewed reports submitted by environmental professionals to regulatory authorities at select sites and has extracted the date of the report, groundwater flow direction as determined hydrogeologically, and the depth to water table.

<u>MAP ID</u>	<u>LOCATION FROM TP</u>	<u>GENERAL DIRECTION GROUNDWATER FLOW</u>
Not Reported		

GEOCHECK® - PHYSICAL SETTING SOURCE SUMMARY

GROUNDWATER FLOW VELOCITY INFORMATION

Groundwater flow velocity information for a particular site is best determined by a qualified environmental professional using site specific geologic and soil strata data. If such data are not reasonably ascertainable, it may be necessary to rely on other sources of information, including geologic age identification, rock stratigraphic unit and soil characteristics data collected on nearby properties and regional soil information. In general, contaminant plumes move more quickly through sandy-gravelly types of soils than silty-clayey types of soils.

GEOLOGIC INFORMATION IN GENERAL AREA OF TARGET PROPERTY

Geologic information can be used by the environmental professional in forming an opinion about the relative speed at which contaminant migration may be occurring.

ROCK STRATIGRAPHIC UNIT

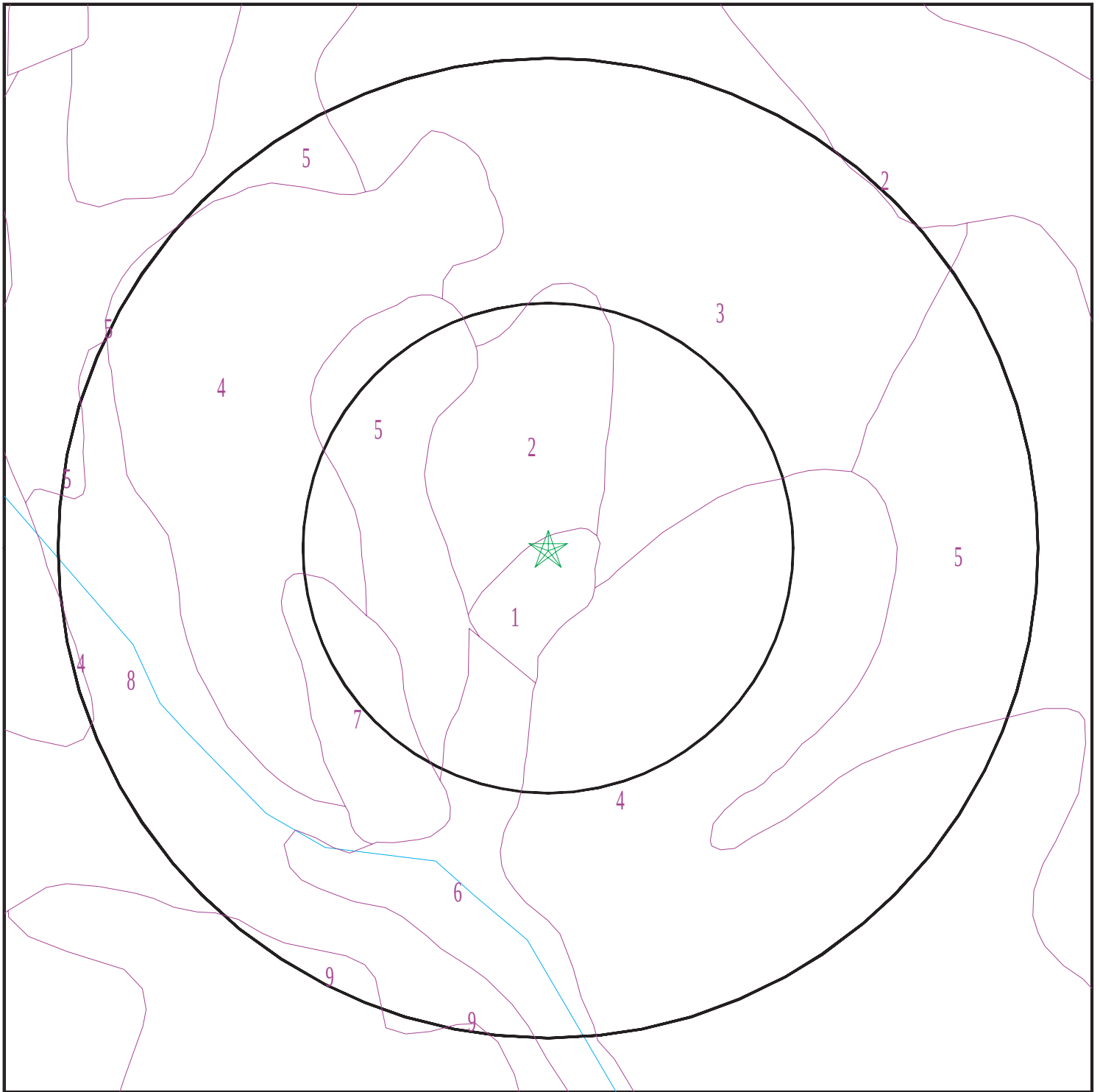
Era:	Paleozoic
System:	Cambrian
Series:	Cambrian
Code:	Ce (decoded above as Era, System & Series)

GEOLOGIC AGE IDENTIFICATION

Category: Eugeosynclinal Deposits

Geologic Age and Rock Stratigraphic Unit Source: P.G. Schruben, R.E. Arndt and W.J. Bawiec, Geology of the Conterminous U.S. at 1:2,500,000 Scale - a digital representation of the 1974 P.B. King and H.M. Beikman Map, USGS Digital Data Series DDS - 11 (1994).

SSURGO SOIL MAP - 6376208.2s



- ★ Target Property
- SSURGO Soil
- Water



SITE NAME: Pinedell Project
 ADDRESS: 3023 Old Charlotte Highway
 Monroe NC 28110
 LAT/LONG: 35.019164 / 80.592464

CLIENT: Resolve Environmental Services
 CONTACT: Laura Minor
 INQUIRY #: 6376208.2s
 DATE: February 22, 2021 1:54 pm

GEOCHECK® - PHYSICAL SETTING SOURCE SUMMARY

DOMINANT SOIL COMPOSITION IN GENERAL AREA OF TARGET PROPERTY

The U.S. Department of Agriculture's (USDA) Soil Conservation Service (SCS) leads the National Cooperative Soil Survey (NCSS) and is responsible for collecting, storing, maintaining and distributing soil survey information for privately owned lands in the United States. A soil map in a soil survey is a representation of soil patterns in a landscape. The following information is based on Soil Conservation Service SSURGO data.

Soil Map ID: 1

Soil Component Name: Water

Soil Surface Texture:
Hydrologic Group: Not reported

Soil Drainage Class:
Hydric Status: Not hydric

Corrosion Potential - Uncoated Steel: Not Reported

Depth to Bedrock Min: > 0 inches

Depth to Watertable Min: > 0 inches

No Layer Information available.

Soil Map ID: 2

Soil Component Name: Badin

Soil Surface Texture: channery silt loam

Hydrologic Group: Class B - Moderate infiltration rates. Deep and moderately deep, moderately well and well drained soils with moderately coarse textures.

Soil Drainage Class: Well drained

Hydric Status: Not hydric

Corrosion Potential - Uncoated Steel: High

Depth to Bedrock Min: > 0 inches

Depth to Watertable Min: > 0 inches

GEOCHECK® - PHYSICAL SETTING SOURCE SUMMARY

Soil Layer Information							
Layer	Boundary		Soil Texture Class	Classification		Saturated hydraulic conductivity micro m/sec	Soil Reaction (pH)
	Upper	Lower		AASHTO Group	Unified Soil		
1	0 inches	5 inches	channery silt loam	Silt-Clay Materials (more than 35 pct. passing No. 200), Clayey Soils.	Not reported	Max: 14 Min: 0	Max: Min:
2	5 inches	35 inches	silty clay	Silt-Clay Materials (more than 35 pct. passing No. 200), Clayey Soils.	Not reported	Max: 14 Min: 0	Max: Min:
3	35 inches	42 inches	weathered bedrock	Silt-Clay Materials (more than 35 pct. passing No. 200), Clayey Soils.	Not reported	Max: 14 Min: 0	Max: Min:
4	42 inches	46 inches	unweathered bedrock	Silt-Clay Materials (more than 35 pct. passing No. 200), Clayey Soils.	Not reported	Max: 14 Min: 0	Max: Min:

Soil Map ID: 3

Soil Component Name: Cid

Soil Surface Texture: channery silt loam

Hydrologic Group: Class C - Slow infiltration rates. Soils with layers impeding downward movement of water, or soils with moderately fine or fine textures.

Soil Drainage Class: Moderately well drained

Hydric Status: Not hydric

Corrosion Potential - Uncoated Steel: High

Depth to Bedrock Min: > 77 inches

Depth to Watertable Min: > 61 inches

GEOCHECK® - PHYSICAL SETTING SOURCE SUMMARY

Soil Layer Information							
Layer	Boundary		Soil Texture Class	Classification		Saturated hydraulic conductivity micro m/sec	Soil Reaction (pH)
	Upper	Lower		AASHTO Group	Unified Soil		
1	0 inches	9 inches	channery silt loam	Silt-Clay Materials (more than 35 pct. passing No. 200), Silty Soils.	Not reported	Max: 14 Min: 0	Max: Min:
2	9 inches	22 inches	silty clay loam	Silt-Clay Materials (more than 35 pct. passing No. 200), Silty Soils.	Not reported	Max: 14 Min: 0	Max: Min:
3	22 inches	27 inches	channery silty clay	Silt-Clay Materials (more than 35 pct. passing No. 200), Silty Soils.	Not reported	Max: 14 Min: 0	Max: Min:
4	27 inches	31 inches	weathered bedrock	Silt-Clay Materials (more than 35 pct. passing No. 200), Silty Soils.	Not reported	Max: 14 Min: 0	Max: Min:
5	31 inches	35 inches	unweathered bedrock	Silt-Clay Materials (more than 35 pct. passing No. 200), Silty Soils.	Not reported	Max: 14 Min: 0	Max: Min:

Soil Map ID: 4

Soil Component Name: Badin

Soil Surface Texture: silty clay loam

Hydrologic Group: Class B - Moderate infiltration rates. Deep and moderately deep, moderately well and well drained soils with moderately coarse textures.

Soil Drainage Class: Well drained

Hydric Status: Not hydric

Corrosion Potential - Uncoated Steel: High

Depth to Bedrock Min: > 0 inches

Depth to Watertable Min: > 0 inches

GEOCHECK® - PHYSICAL SETTING SOURCE SUMMARY

Soil Layer Information							
Layer	Boundary		Soil Texture Class	Classification		Saturated hydraulic conductivity micro m/sec	Soil Reaction (pH)
	Upper	Lower		AASHTO Group	Unified Soil		
1	0 inches	5 inches	silty clay loam	Silt-Clay Materials (more than 35 pct. passing No. 200), Clayey Soils.	FINE-GRAINED SOILS, Silts and Clays (liquid limit less than 50%), silt.	Max: 14 Min: 4	Max: 5.5 Min: 3.5
2	5 inches	19 inches	silty clay	Silt-Clay Materials (more than 35 pct. passing No. 200), Clayey Soils.	FINE-GRAINED SOILS, Silts and Clays (liquid limit less than 50%), silt.	Max: 14 Min: 4	Max: 5.5 Min: 3.5
3	27 inches	42 inches	weathered bedrock	Silt-Clay Materials (more than 35 pct. passing No. 200), Clayey Soils.	FINE-GRAINED SOILS, Silts and Clays (liquid limit less than 50%), silt.	Max: 14 Min: 4	Max: 5.5 Min: 3.5
4	42 inches	59 inches	unweathered bedrock	Silt-Clay Materials (more than 35 pct. passing No. 200), Clayey Soils.	FINE-GRAINED SOILS, Silts and Clays (liquid limit less than 50%), silt.	Max: 14 Min: 4	Max: 5.5 Min: 3.5
5	19 inches	27 inches	channery silty clay loam	Silt-Clay Materials (more than 35 pct. passing No. 200), Clayey Soils.	FINE-GRAINED SOILS, Silts and Clays (liquid limit less than 50%), silt.	Max: 14 Min: 4	Max: 5.5 Min: 3.5

Soil Map ID: 5

Soil Component Name: Cid

Soil Surface Texture: channery silt loam

Hydrologic Group: Class C - Slow infiltration rates. Soils with layers impeding downward movement of water, or soils with moderately fine or fine textures.

Soil Drainage Class: Moderately well drained

Hydric Status: Not hydric

Corrosion Potential - Uncoated Steel: High

Depth to Bedrock Min: > 77 inches

Depth to Watertable Min: > 61 inches

GEOCHECK® - PHYSICAL SETTING SOURCE SUMMARY

Soil Layer Information							
Layer	Boundary		Soil Texture Class	Classification		Saturated hydraulic conductivity micro m/sec	Soil Reaction (pH)
	Upper	Lower		AASHTO Group	Unified Soil		
1	0 inches	9 inches	channery silt loam	Silt-Clay Materials (more than 35 pct. passing No. 200), Silty Soils.	Not reported	Max: 14 Min: 0	Max: Min:
2	9 inches	22 inches	silty clay loam	Silt-Clay Materials (more than 35 pct. passing No. 200), Silty Soils.	Not reported	Max: 14 Min: 0	Max: Min:
3	22 inches	27 inches	channery silty clay	Silt-Clay Materials (more than 35 pct. passing No. 200), Silty Soils.	Not reported	Max: 14 Min: 0	Max: Min:
4	27 inches	31 inches	weathered bedrock	Silt-Clay Materials (more than 35 pct. passing No. 200), Silty Soils.	Not reported	Max: 14 Min: 0	Max: Min:
5	31 inches	35 inches	unweathered bedrock	Silt-Clay Materials (more than 35 pct. passing No. 200), Silty Soils.	Not reported	Max: 14 Min: 0	Max: Min:

Soil Map ID: 6

Soil Component Name: Chewacla

Soil Surface Texture: silt loam

Hydrologic Group: Class C - Slow infiltration rates. Soils with layers impeding downward movement of water, or soils with moderately fine or fine textures.

Soil Drainage Class: Somewhat poorly drained

Hydric Status: Partially hydric

Corrosion Potential - Uncoated Steel: High

Depth to Bedrock Min: > 0 inches

Depth to Watertable Min: > 30 inches

GEOCHECK® - PHYSICAL SETTING SOURCE SUMMARY

Soil Layer Information							
Layer	Boundary		Soil Texture Class	Classification		Saturated hydraulic conductivity micro m/sec	Soil Reaction (pH)
	Upper	Lower		AASHTO Group	Unified Soil		
1	0 inches	7 inches	silt loam	Silt-Clay Materials (more than 35 pct. passing No. 200), Clayey Soils.	FINE-GRAINED SOILS, Silts and Clays (liquid limit less than 50%), silt.	Max: 42 Min: 4	Max: 7.8 Min: 4.5
2	7 inches	18 inches	silt loam	Silt-Clay Materials (more than 35 pct. passing No. 200), Clayey Soils.	FINE-GRAINED SOILS, Silts and Clays (liquid limit less than 50%), silt.	Max: 42 Min: 4	Max: 7.8 Min: 4.5
3	18 inches	31 inches	loam	Silt-Clay Materials (more than 35 pct. passing No. 200), Clayey Soils.	FINE-GRAINED SOILS, Silts and Clays (liquid limit less than 50%), silt.	Max: 42 Min: 4	Max: 7.8 Min: 4.5
4	31 inches	51 inches	silty clay loam	Silt-Clay Materials (more than 35 pct. passing No. 200), Clayey Soils.	FINE-GRAINED SOILS, Silts and Clays (liquid limit less than 50%), silt.	Max: 42 Min: 4	Max: 7.8 Min: 4.5
5	51 inches	72 inches	loamy fine sand	Silt-Clay Materials (more than 35 pct. passing No. 200), Clayey Soils.	FINE-GRAINED SOILS, Silts and Clays (liquid limit less than 50%), silt.	Max: 42 Min: 4	Max: 7.8 Min: 4.5

Soil Map ID: 7

Soil Component Name: Udorthents

Soil Surface Texture: sandy loam

Hydrologic Group: Class B - Moderate infiltration rates. Deep and moderately deep, moderately well and well drained soils with moderately coarse textures.

Soil Drainage Class: Well drained

Hydric Status: Not hydric

Corrosion Potential - Uncoated Steel: Moderate

Depth to Bedrock Min: > 0 inches

Depth to Watertable Min: > 0 inches

GEOCHECK® - PHYSICAL SETTING SOURCE SUMMARY

Soil Layer Information							
Layer	Boundary		Soil Texture Class	Classification		Saturated hydraulic conductivity micro m/sec	Soil Reaction (pH)
	Upper	Lower		AASHTO Group	Unified Soil		
1	0 inches	78 inches	sandy loam	Silt-Clay Materials (more than 35 pct. passing No. 200), Clayey Soils.	FINE-GRAINED SOILS, Silts and Clays (liquid limit less than 50%), Lean Clay	Max: 14 Min: 0.01	Max: 7.8 Min: 4.5

Soil Map ID: 8

Soil Component Name: Badin

Soil Surface Texture: channery silt loam

Hydrologic Group: Class B - Moderate infiltration rates. Deep and moderately deep, moderately well and well drained soils with moderately coarse textures.

Soil Drainage Class: Well drained

Hydric Status: Not hydric

Corrosion Potential - Uncoated Steel: High

Depth to Bedrock Min: > 0 inches

Depth to Watertable Min: > 0 inches

Soil Layer Information							
Layer	Boundary		Soil Texture Class	Classification		Saturated hydraulic conductivity micro m/sec	Soil Reaction (pH)
	Upper	Lower		AASHTO Group	Unified Soil		
1	0 inches	5 inches	channery silt loam	Silt-Clay Materials (more than 35 pct. passing No. 200), Clayey Soils.	Not reported	Max: 14 Min: 0	Max: Min:
2	5 inches	35 inches	silty clay	Silt-Clay Materials (more than 35 pct. passing No. 200), Clayey Soils.	Not reported	Max: 14 Min: 0	Max: Min:

GEOCHECK® - PHYSICAL SETTING SOURCE SUMMARY

Soil Layer Information							
Layer	Boundary		Soil Texture Class	Classification		Saturated hydraulic conductivity micro m/sec	Soil Reaction (pH)
	Upper	Lower		AASHTO Group	Unified Soil		
3	35 inches	42 inches	weathered bedrock	Silt-Clay Materials (more than 35 pct. passing No. 200), Clayey Soils.	Not reported	Max: 14 Min: 0	Max: Min:
4	42 inches	46 inches	unweathered bedrock	Silt-Clay Materials (more than 35 pct. passing No. 200), Clayey Soils.	Not reported	Max: 14 Min: 0	Max: Min:

Soil Map ID: 9

Soil Component Name: Tatum

Soil Surface Texture: gravelly silty clay loam

Hydrologic Group: Class B - Moderate infiltration rates. Deep and moderately deep, moderately well and well drained soils with moderately coarse textures.

Soil Drainage Class: Well drained

Hydric Status: Not hydric

Corrosion Potential - Uncoated Steel: High

Depth to Bedrock Min: > 0 inches

Depth to Watertable Min: > 0 inches

Soil Layer Information							
Layer	Boundary		Soil Texture Class	Classification		Saturated hydraulic conductivity micro m/sec	Soil Reaction (pH)
	Upper	Lower		AASHTO Group	Unified Soil		
1	0 inches	5 inches	gravelly silty clay loam	Silt-Clay Materials (more than 35 pct. passing No. 200), Clayey Soils.	Not reported	Max: 14 Min: 0	Max: Min:

GEOCHECK® - PHYSICAL SETTING SOURCE SUMMARY

Soil Layer Information							
Layer	Boundary		Soil Texture Class	Classification		Saturated hydraulic conductivity micro m/sec	Soil Reaction (pH)
	Upper	Lower		AASHTO Group	Unified Soil		
2	5 inches	44 inches	silty clay	Silt-Clay Materials (more than 35 pct. passing No. 200), Clayey Soils.	Not reported	Max: 14 Min: 0	Max: Min:
3	44 inches	53 inches	weathered bedrock	Silt-Clay Materials (more than 35 pct. passing No. 200), Clayey Soils.	Not reported	Max: 14 Min: 0	Max: Min:

LOCAL / REGIONAL WATER AGENCY RECORDS

EDR Local/Regional Water Agency records provide water well information to assist the environmental professional in assessing sources that may impact ground water flow direction, and in forming an opinion about the impact of contaminant migration on nearby drinking water wells.

WELL SEARCH DISTANCE INFORMATION

<u>DATABASE</u>	<u>SEARCH DISTANCE (miles)</u>
Federal USGS	1.000
Federal FRDS PWS	Nearest PWS within 1 mile
State Database	1.000

FEDERAL USGS WELL INFORMATION

<u>MAP ID</u>	<u>WELL ID</u>	<u>LOCATION FROM TP</u>
1	USGS40000884181	0 - 1/8 Mile SSE
2	USGS40000884200	1/2 - 1 Mile ENE
3	USGS40000884160	1/2 - 1 Mile WSW
4	USGS40000884147	1/2 - 1 Mile SW

FEDERAL FRDS PUBLIC WATER SUPPLY SYSTEM INFORMATION

<u>MAP ID</u>	<u>WELL ID</u>	<u>LOCATION FROM TP</u>
No PWS System Found		

Note: PWS System location is not always the same as well location.

GEOCHECK® - PHYSICAL SETTING SOURCE SUMMARY

STATE DATABASE WELL INFORMATION

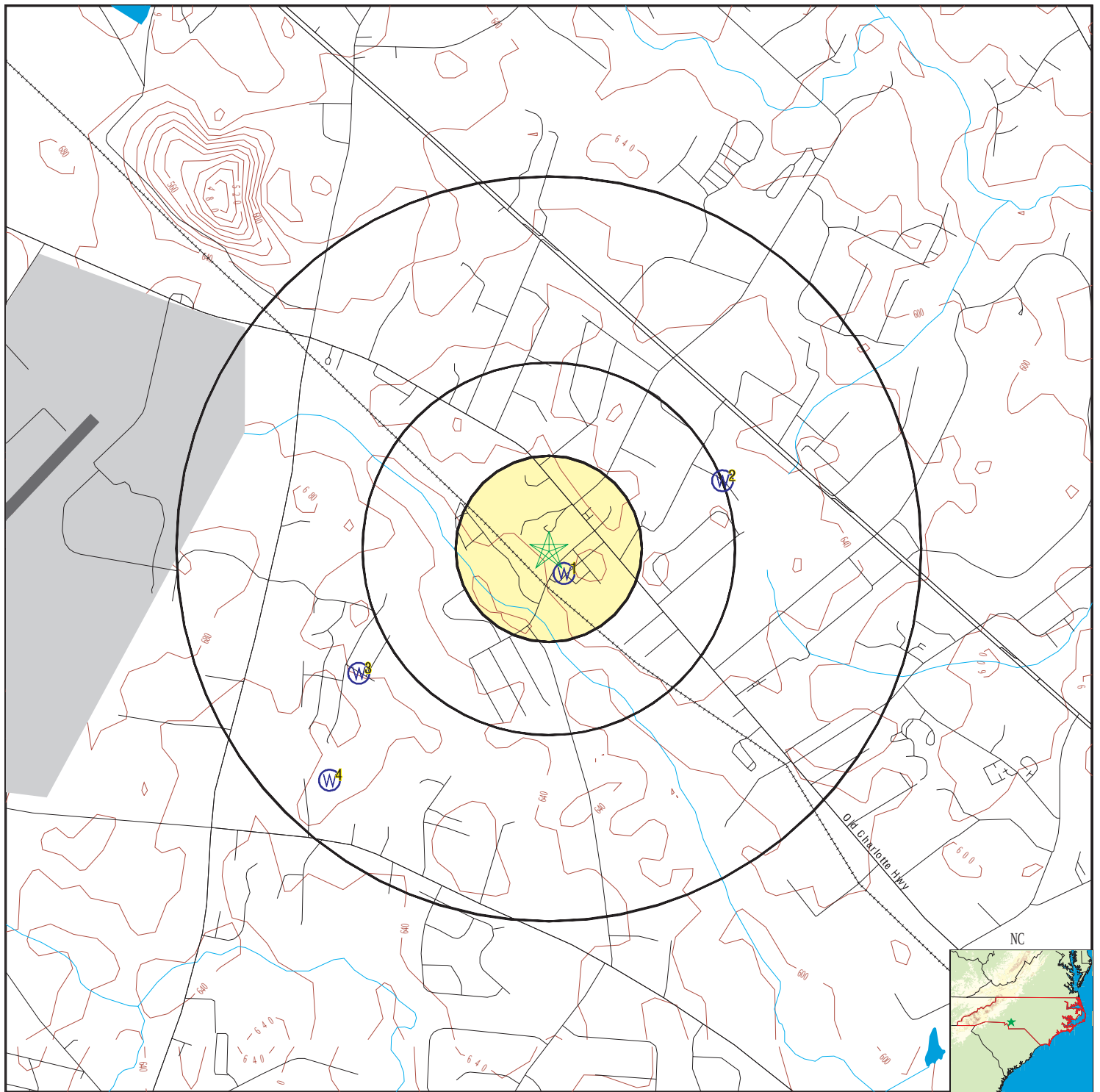
MAP ID

WELL ID

LOCATION
FROM TP

No Wells Found

PHYSICAL SETTING SOURCE MAP - 6376208.2s



- County Boundary
- Major Roads
- Contour Lines
- Airports
- Earthquake epicenter, Richter 5 or greater
- Water Wells
- Public Water Supply Wells
- Cluster of Multiple Icons
- Groundwater Flow Direction
- Indeterminate Groundwater Flow at Location
- Groundwater Flow Varies at Location
- Wildlife Areas
- Natural Areas
- Rare & Endangered Species

SITE NAME: Pinedell Project
 ADDRESS: 3023 Old Charlotte Highway
 Monroe NC 28110
 LAT/LONG: 35.019164 / 80.592464

CLIENT: Resolve Environmental Services
 CONTACT: Laura Minor
 INQUIRY #: 6376208.2s
 DATE: February 22, 2021 1:54 pm

GEOCHECK® - PHYSICAL SETTING SOURCE MAP FINDINGS

Map ID
Direction
Distance
Elevation

Database EDR ID Number

1
SSE
0 - 1/8 Mile
Higher

FED USGS USGS40000884181

Organization ID:	USGS-NC		
Organization Name:	USGS North Carolina Water Science Center		
Monitor Location:	UN-075	Type:	Well
Description:	Not Reported	HUC:	Not Reported
Drainage Area:	Not Reported	Drainage Area Units:	Not Reported
Contrib Drainage Area:	Not Reported	Contrib Drainage Area Unts:	Not Reported
Aquifer:	Piedmont and Blue Ridge crystalline-rock aquifers		
Formation Type:	Argillite	Aquifer Type:	Not Reported
Construction Date:	Not Reported	Well Depth:	165
Well Depth Units:	ft	Well Hole Depth:	Not Reported
Well Hole Depth Units:	Not Reported		

Ground water levels,Number of Measurements:	1	Level reading date:	1965
Feet below surface:	30	Feet to sea level:	Not Reported
Note:	Not Reported		

2
ENE
1/2 - 1 Mile
Higher

FED USGS USGS40000884200

Organization ID:	USGS-NC		
Organization Name:	USGS North Carolina Water Science Center		
Monitor Location:	UN-076	Type:	Well
Description:	Not Reported	HUC:	Not Reported
Drainage Area:	Not Reported	Drainage Area Units:	Not Reported
Contrib Drainage Area:	Not Reported	Contrib Drainage Area Unts:	Not Reported
Aquifer:	Piedmont and Blue Ridge crystalline-rock aquifers		
Formation Type:	Argillite	Aquifer Type:	Not Reported
Construction Date:	Not Reported	Well Depth:	67
Well Depth Units:	ft	Well Hole Depth:	Not Reported
Well Hole Depth Units:	Not Reported		

3
WSW
1/2 - 1 Mile
Higher

FED USGS USGS40000884160

Organization ID:	USGS-NC		
Organization Name:	USGS North Carolina Water Science Center		
Monitor Location:	UN-074	Type:	Well
Description:	Not Reported	HUC:	Not Reported
Drainage Area:	Not Reported	Drainage Area Units:	Not Reported
Contrib Drainage Area:	Not Reported	Contrib Drainage Area Unts:	Not Reported
Aquifer:	Piedmont and Blue Ridge crystalline-rock aquifers		
Formation Type:	Argillite	Aquifer Type:	Not Reported
Construction Date:	Not Reported	Well Depth:	80
Well Depth Units:	ft	Well Hole Depth:	Not Reported
Well Hole Depth Units:	Not Reported		

GEOCHECK® - PHYSICAL SETTING SOURCE MAP FINDINGS

Map ID
Direction
Distance
Elevation

Database EDR ID Number

4
SW
1/2 - 1 Mile
Higher

FED USGS USGS40000884147

Organization ID:	USGS-NC		
Organization Name:	USGS North Carolina Water Science Center		
Monitor Location:	UN-073	Type:	Well
Description:	Not Reported	HUC:	Not Reported
Drainage Area:	Not Reported	Drainage Area Units:	Not Reported
Contrib Drainage Area:	Not Reported	Contrib Drainage Area Unts:	Not Reported
Aquifer:	Piedmont and Blue Ridge crystalline-rock aquifers		
Formation Type:	Argillite	Aquifer Type:	Not Reported
Construction Date:	Not Reported	Well Depth:	48
Well Depth Units:	ft	Well Hole Depth:	Not Reported
Well Hole Depth Units:	Not Reported		

GEOCHECK® - PHYSICAL SETTING SOURCE MAP FINDINGS RADON

AREA RADON INFORMATION

Federal EPA Radon Zone for UNION County: 3

Note: Zone 1 indoor average level > 4 pCi/L.

: Zone 2 indoor average level >= 2 pCi/L and <= 4 pCi/L.

: Zone 3 indoor average level < 2 pCi/L.

Federal Area Radon Information for Zip Code: 28110

Number of sites tested: 2

Area	Average Activity	% <4 pCi/L	% 4-20 pCi/L	% >20 pCi/L
Living Area - 1st Floor	0.150 pCi/L	100%	0%	0%
Living Area - 2nd Floor	Not Reported	Not Reported	Not Reported	Not Reported
Basement	Not Reported	Not Reported	Not Reported	Not Reported

PHYSICAL SETTING SOURCE RECORDS SEARCHED

TOPOGRAPHIC INFORMATION

USGS 7.5' Digital Elevation Model (DEM)

Source: United States Geologic Survey

EDR acquired the USGS 7.5' Digital Elevation Model in 2002 and updated it in 2006. The 7.5 minute DEM corresponds to the USGS 1:24,000- and 1:25,000-scale topographic quadrangle maps. The DEM provides elevation data with consistent elevation units and projection.

Current USGS 7.5 Minute Topographic Map

Source: U.S. Geological Survey

HYDROLOGIC INFORMATION

Flood Zone Data: This data was obtained from the Federal Emergency Management Agency (FEMA). It depicts 100-year and 500-year flood zones as defined by FEMA. It includes the National Flood Hazard Layer (NFHL) which incorporates Flood Insurance Rate Map (FIRM) data and Q3 data from FEMA in areas not covered by NFHL.

Source: FEMA

Telephone: 877-336-2627

Date of Government Version: 2003, 2015

NWI: National Wetlands Inventory. This data, available in select counties across the country, was obtained by EDR in 2002, 2005 and 2010 from the U.S. Fish and Wildlife Service.

State Wetlands Data: Wetland Inventory

Source: US Fish & Wildlife Service

Telephone: 703-358-2171

HYDROGEOLOGIC INFORMATION

AQUIFLOW^R Information System

Source: EDR proprietary database of groundwater flow information

EDR has developed the AQUIFLOW Information System (AIS) to provide data on the general direction of groundwater flow at specific points. EDR has reviewed reports submitted to regulatory authorities at select sites and has extracted the date of the report, hydrogeologically determined groundwater flow direction and depth to water table information.

GEOLOGIC INFORMATION

Geologic Age and Rock Stratigraphic Unit

Source: P.G. Schruben, R.E. Arndt and W.J. Bawiec, Geology of the Conterminous U.S. at 1:2,500,000 Scale - A digital representation of the 1974 P.B. King and H.M. Beikman Map, USGS Digital Data Series DDS - 11 (1994).

STATSGO: State Soil Geographic Database

Source: Department of Agriculture, Natural Resources Conservation Service (NRCS)

The U.S. Department of Agriculture's (USDA) Natural Resources Conservation Service (NRCS) leads the national Conservation Soil Survey (NCSS) and is responsible for collecting, storing, maintaining and distributing soil survey information for privately owned lands in the United States. A soil map in a soil survey is a representation of soil patterns in a landscape. Soil maps for STATSGO are compiled by generalizing more detailed (SSURGO) soil survey maps.

SSURGO: Soil Survey Geographic Database

Source: Department of Agriculture, Natural Resources Conservation Service (NRCS)

Telephone: 800-672-5559

SSURGO is the most detailed level of mapping done by the Natural Resources Conservation Service, mapping scales generally range from 1:12,000 to 1:63,360. Field mapping methods using national standards are used to construct the soil maps in the Soil Survey Geographic (SSURGO) database. SSURGO digitizing duplicates the original soil survey maps. This level of mapping is designed for use by landowners, townships and county natural resource planning and management.

PHYSICAL SETTING SOURCE RECORDS SEARCHED

LOCAL / REGIONAL WATER AGENCY RECORDS

FEDERAL WATER WELLS

PWS: Public Water Systems

Source: EPA/Office of Drinking Water

Telephone: 202-564-3750

Public Water System data from the Federal Reporting Data System. A PWS is any water system which provides water to at least 25 people for at least 60 days annually. PWSs provide water from wells, rivers and other sources.

PWS ENF: Public Water Systems Violation and Enforcement Data

Source: EPA/Office of Drinking Water

Telephone: 202-564-3750

Violation and Enforcement data for Public Water Systems from the Safe Drinking Water Information System (SDWIS) after August 1995. Prior to August 1995, the data came from the Federal Reporting Data System (FRDS).

USGS Water Wells: USGS National Water Inventory System (NWIS)

This database contains descriptive information on sites where the USGS collects or has collected data on surface water and/or groundwater. The groundwater data includes information on wells, springs, and other sources of groundwater.

STATE RECORDS

North Carolina Public Water Supply Wells

Source: Department of Environmental Health

Telephone: 919-715-3243

OTHER STATE DATABASE INFORMATION

North Carolina Wildlife Resources/Game Lands

Source: Center for Geographic Information and Analysis

Telephone: 919-733-2090

All publicly owned game lands managed by the North Carolina Wildlife Resources Commission and as listed in Hunting and Fishing Maps.

NC Natural Heritage Sites: Natural Heritage Element Occurrence Sites

Source: Natural Heritage Occurrence Sites Center for Geographic Information and Analysis

Telephone: 919-733-2090

A point coverage identifying locations of rare and endangered species, occurrences of exemplary or unique natural ecosystems (terrestrial or aquatic), and special animal habitats (e.g., colonial waterbird nesting sites).

NC Natural Areas: Significant Natural Heritage Areas

Source: Center for Geographic Information and Analysis

Telephone: 919-733-2090

A polygon coverage identifying sites (terrestrial or aquatic) that have particular biodiversity significance.

A site's significance may be due to the presence of rare species, rare or high quality natural communities, or other important ecological features.

RADON

State Database: NC Radon

Source: Department of Environment & Natural Resources

Telephone: 919-733-4984

Radon Statistical and Non Statistical Data

Area Radon Information

Source: USGS

Telephone: 703-356-4020

The National Radon Database has been developed by the U.S. Environmental Protection Agency (USEPA) and is a compilation of the EPA/State Residential Radon Survey and the National Residential Radon Survey. The study covers the years 1986 - 1992. Where necessary data has been supplemented by information collected at private sources such as universities and research institutions.

PHYSICAL SETTING SOURCE RECORDS SEARCHED

EPA Radon Zones

Source: EPA

Telephone: 703-356-4020

Sections 307 & 309 of IRRA directed EPA to list and identify areas of U.S. with the potential for elevated indoor radon levels.

OTHER

Airport Landing Facilities: Private and public use landing facilities

Source: Federal Aviation Administration, 800-457-6656

Epicenters: World earthquake epicenters, Richter 5 or greater

Source: Department of Commerce, National Oceanic and Atmospheric Administration

Earthquake Fault Lines: The fault lines displayed on EDR's Topographic map are digitized quaternary faultlines, prepared in 1975 by the United State Geological Survey

STREET AND ADDRESS INFORMATION

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Pinedell Project

3023 Old Charlotte Highway

Monroe, NC 28110

Inquiry Number: 6376208.8

February 23, 2021

The EDR Aerial Photo Decade Package



6 Armstrong Road, 4th floor
Shelton, CT 06484
Toll Free: 800.352.0050
www.edrnet.com

EDR Aerial Photo Decade Package

02/23/21

Site Name:

Pinedell Project
3023 Old Charlotte Highway
Monroe, NC 28110
EDR Inquiry # 6376208.8

Client Name:

Resolve Environmental Services
500 Devonport Drive
Matthews, NC 28104
Contact: Laura Minor



Environmental Data Resources, Inc. (EDR) Aerial Photo Decade Package is a screening tool designed to assist environmental professionals in evaluating potential liability on a target property resulting from past activities. EDR's professional researchers provide digitally reproduced historical aerial photographs, and when available, provide one photo per decade.

Search Results:

<u>Year</u>	<u>Scale</u>	<u>Details</u>	<u>Source</u>
2016	1"=500'	Flight Year: 2016	USDA/NAIP
2012	1"=500'	Flight Year: 2012	USDA/NAIP
2009	1"=500'	Flight Year: 2009	USDA/NAIP
2006	1"=500'	Flight Year: 2006	USDA/NAIP
1998	1"=500'	Acquisition Date: January 01, 1998	USGS/DOQQ
1993	1"=500'	Acquisition Date: January 28, 1993	USGS/DOQQ
1983	1"=500'	Flight Date: March 02, 1983	USGS
1976	1"=500'	Flight Date: March 01, 1976	USGS
1969	1"=500'	Flight Date: March 15, 1969	USGS
1964	1"=500'	Flight Date: September 16, 1964	USGS
1951	1"=500'	Flight Date: February 05, 1951	USDA

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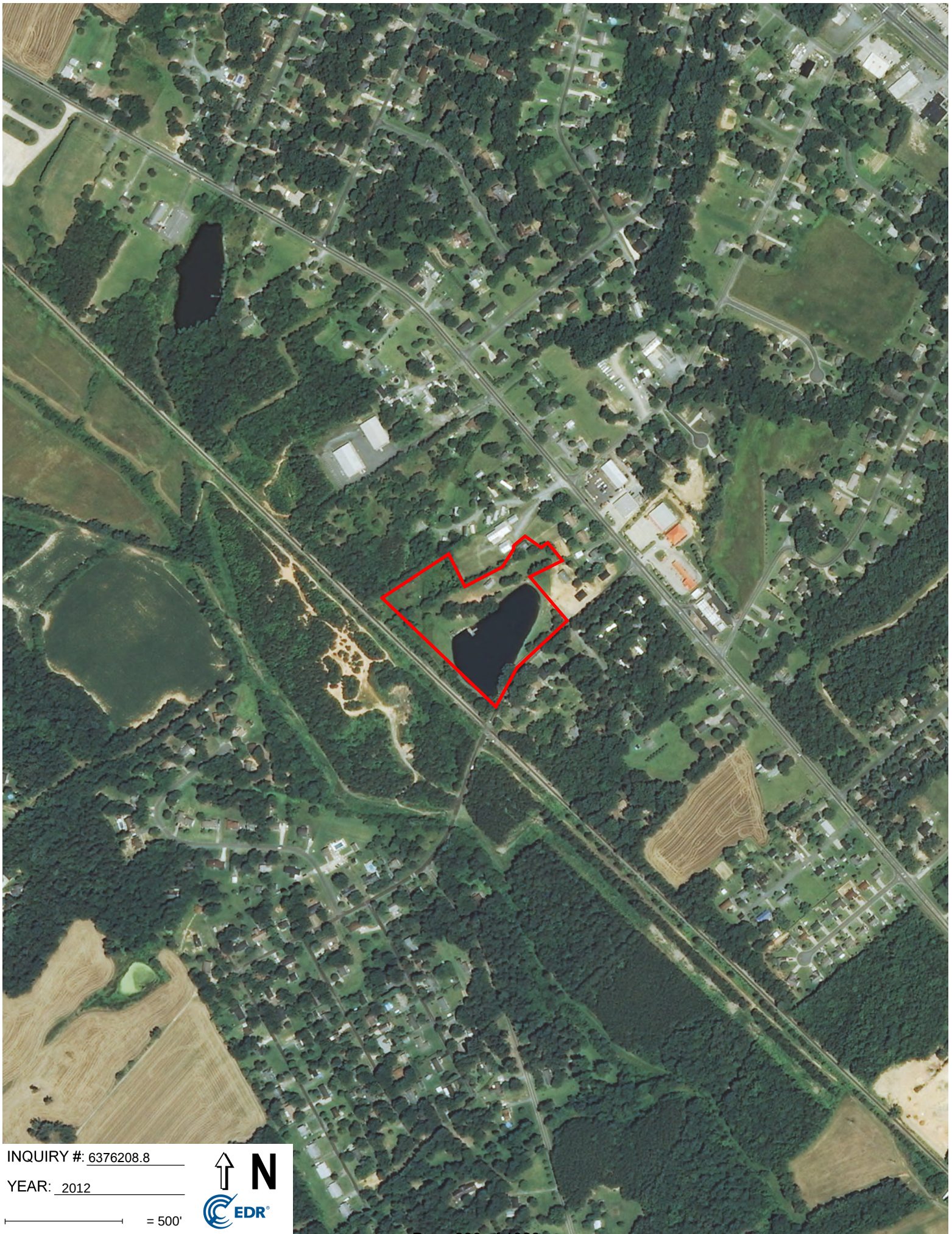


INQUIRY #: 6376208.8

YEAR: 2016

1" = 500'





INQUIRY #: 6376208.8

YEAR: 2012

1" = 500'





INQUIRY #: 6376208.8

YEAR: 2009

1" = 500'



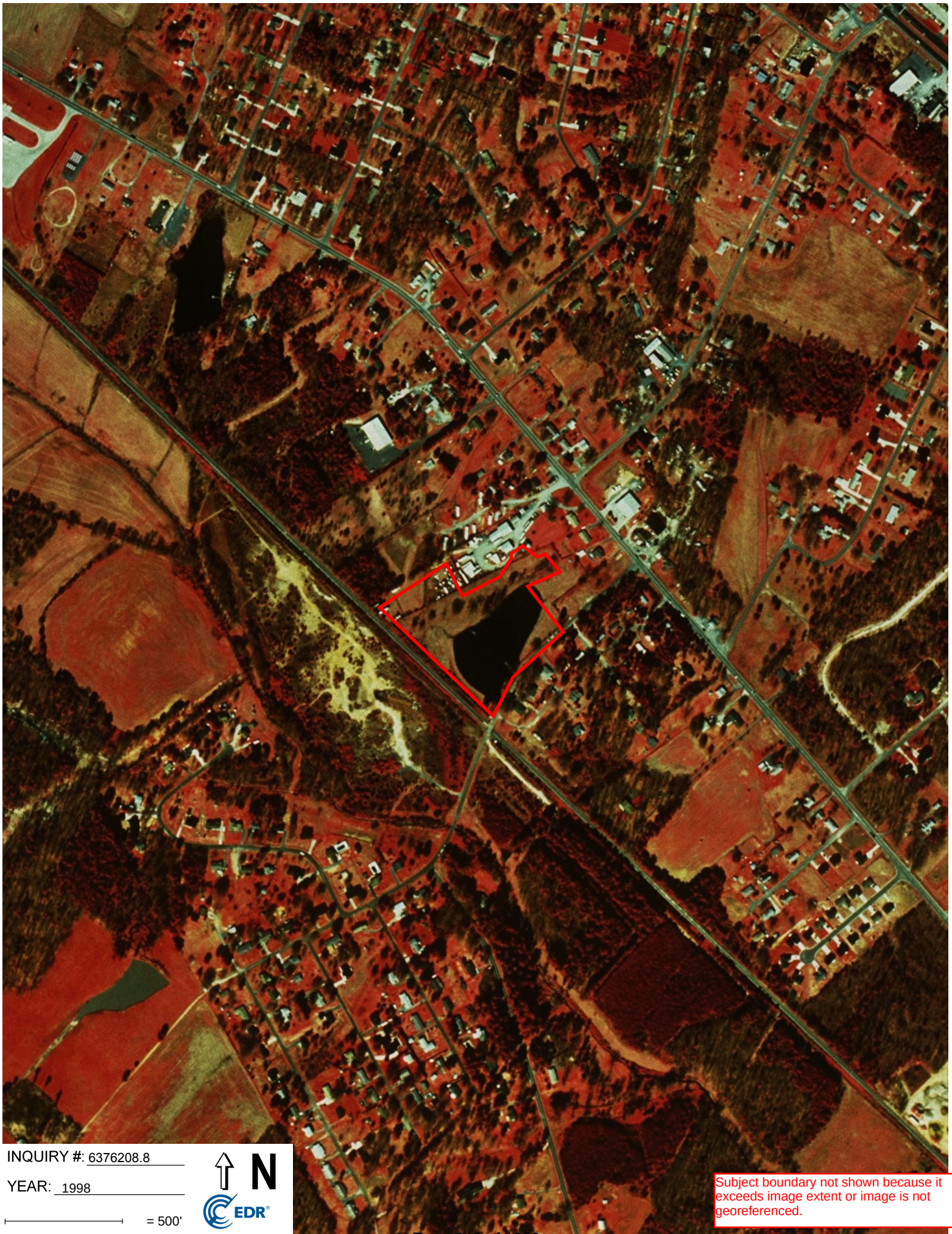


INQUIRY #: 6376208.8

YEAR: 2006

1" = 500'





INQUIRY #: 6376208.8

YEAR: 1998

1" = 500'



Subject boundary not shown because it exceeds image extent or image is not georeferenced.



INQUIRY #: 6376208.8

YEAR: 1993

1" = 500'



Subject boundary not shown because it exceeds image extent or image is not georeferenced.



INQUIRY #: 6376208.8

YEAR: 1983

— = 500'





INQUIRY #: 6376208.8

YEAR: 1976

— = 500'





INQUIRY #: 6376208.8

YEAR: 1969

1" = 500'





INQUIRY #: 6376208.8

YEAR: 1964

— = 500'





INQUIRY #: 6376208.8

YEAR: 1951

1" = 500'





Pinedell Project

3023 Old Charlotte Highway

Monroe, NC 28110

Inquiry Number: 6376208.4

February 22, 2021

EDR Historical Topo Map Report

with QuadMatch™



6 Armstrong Road, 4th floor
Shelton, CT 06484
Toll Free: 800.352.0050
www.edrnet.com

EDR Historical Topo Map Report

02/22/21

Site Name:

Pinedell Project
3023 Old Charlotte Highway
Monroe, NC 28110
EDR Inquiry # 6376208.4

Client Name:

Resolve Environmental Services
500 Devonport Drive
Matthews, NC 28104
Contact: Laura Minor



EDR Topographic Map Library has been searched by EDR and maps covering the target property location as provided by Resolve Environmental Services were identified for the years listed below. EDR's Historical Topo Map Report is designed to assist professionals in evaluating potential liability on a target property resulting from past activities. EDR's Historical Topo Map Report includes a search of a collection of public and private color historical topographic maps, dating back to the late 1800s.

Search Results:**Coordinates:**

P.O.# NA
Project: 5623

Latitude: 35.019164 35° 1' 9" North
Longitude: -80.592464 -80° 35' 33" West
UTM Zone: Zone 17 North
UTM X Meters: 537179.77
UTM Y Meters: 3875244.16
Elevation: 642.81' above sea level

Maps Provided:

2013
1987, 1988
1980
1971
1941, 1942

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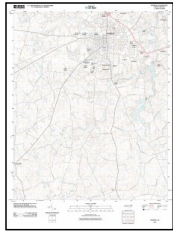
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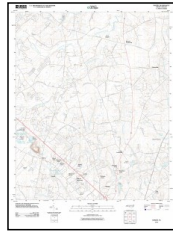
Topo Sheet Key

This EDR Topo Map Report is based upon the following USGS topographic map sheets.

2013 Source Sheets



Monroe
2013
7.5-minute, 24000



Bakers
2013
7.5-minute, 24000

1987, 1988 Source Sheets



Bakers
1987
7.5-minute, 24000
Aerial Photo Revised 1984



Monroe
1988
7.5-minute, 24000
Aerial Photo Revised 1984

1980 Source Sheets

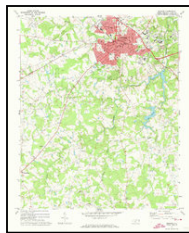


Bakers
1980
7.5-minute, 24000
Aerial Photo Revised 1976

1971 Source Sheets



Bakers
1971
7.5-minute, 24000
Aerial Photo Revised 1969

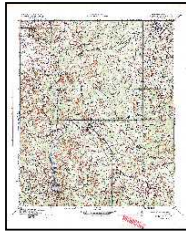


Monroe
1971
7.5-minute, 24000
Aerial Photo Revised 1969

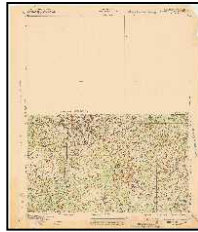
Topo Sheet Key

This EDR Topo Map Report is based upon the following USGS topographic map sheets.

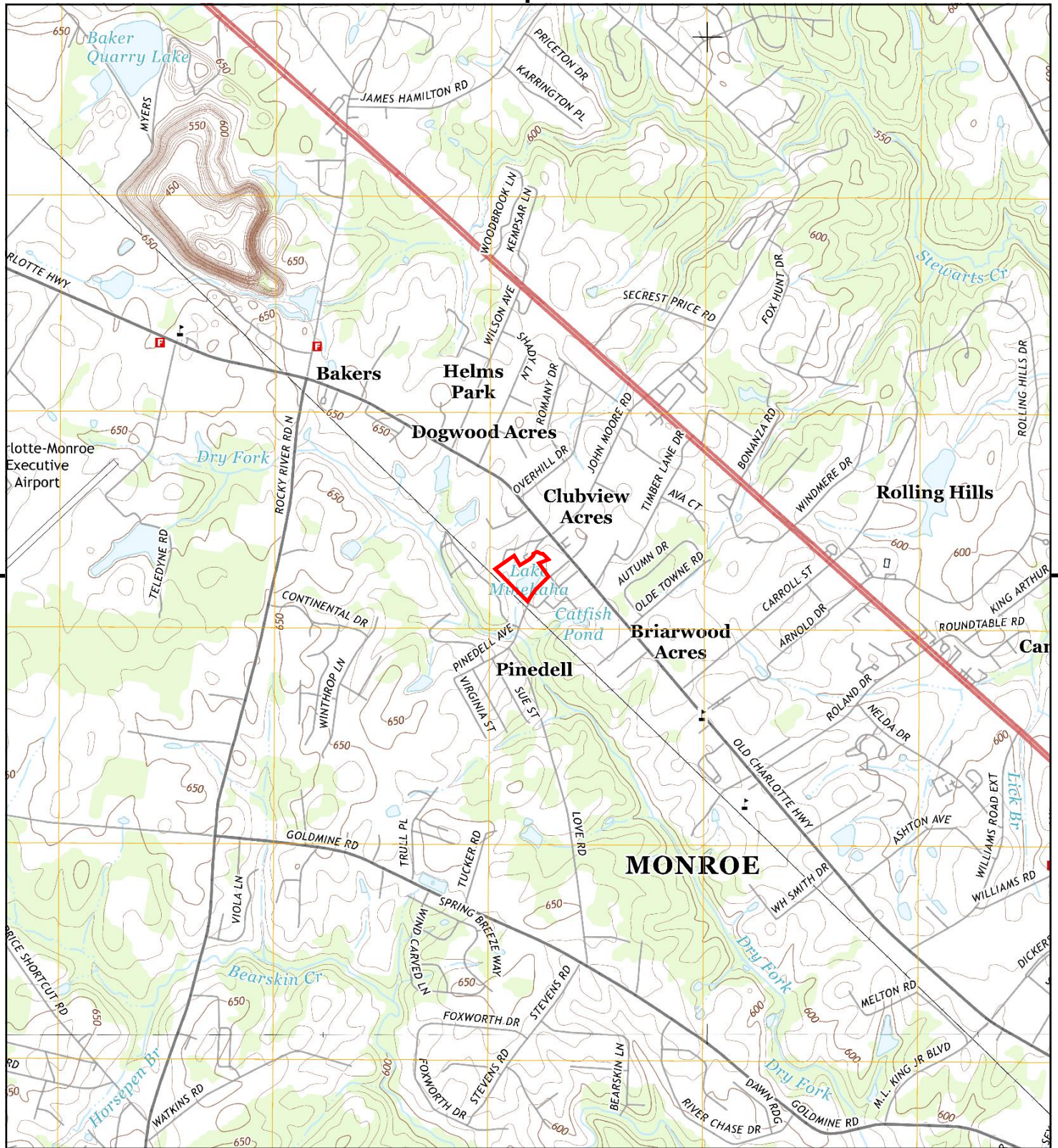
1941, 1942 Source Sheets



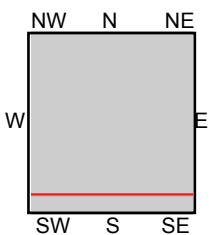
MONROE
1941
30-minute, 125000



CHARLOTTE
1942
30-minute, 125000



This report includes information from the following map sheet(s).

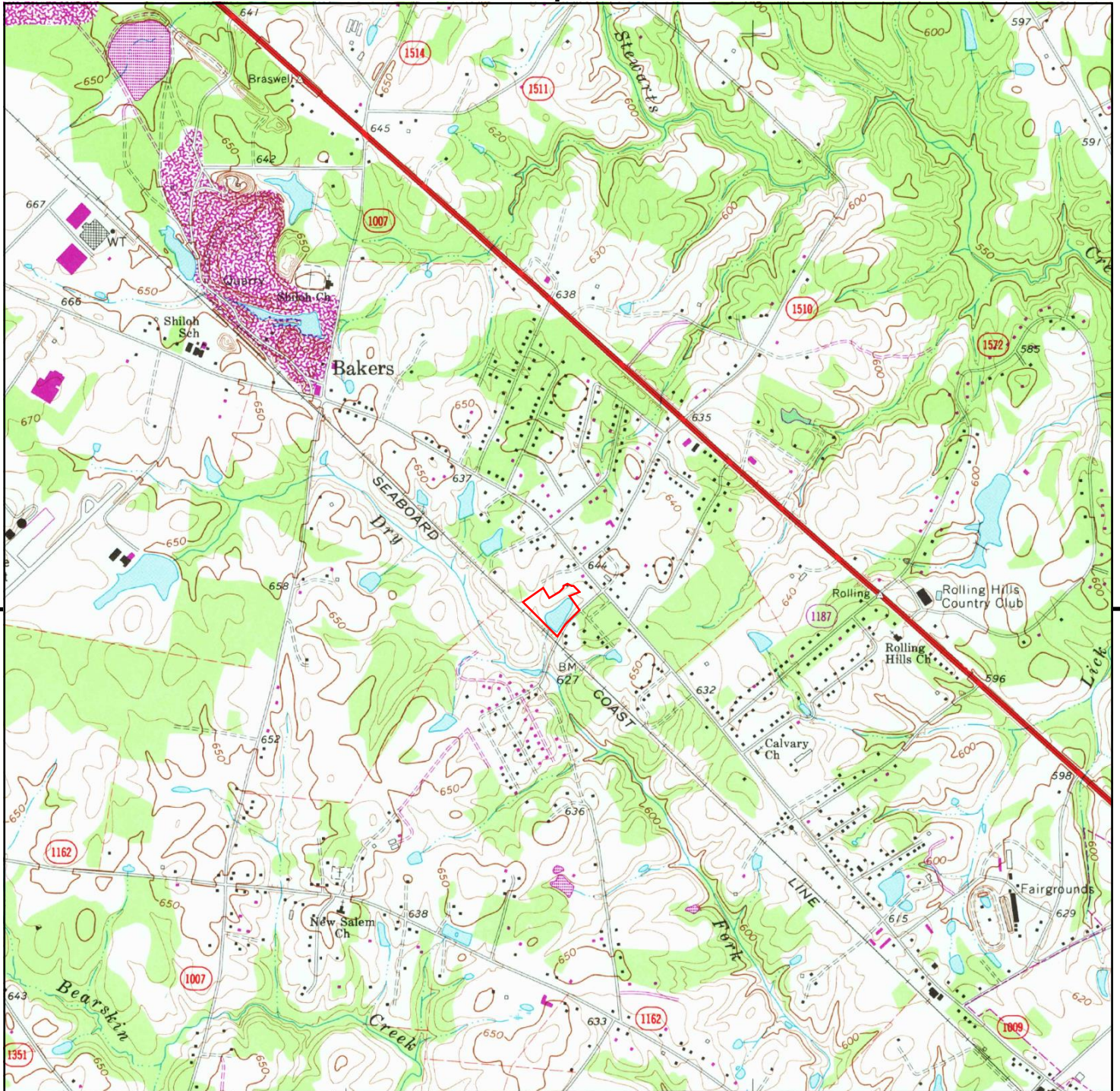


TP, Bakers, 2013, 7.5-minute
S, Monroe, 2013, 7.5-minute

SITE NAME: Pinedell Project
ADDRESS: 3023 Old Charlotte Highway
Monroe, NC 28110
CLIENT: Resolve Environmental Services

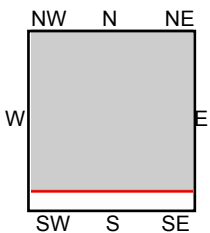
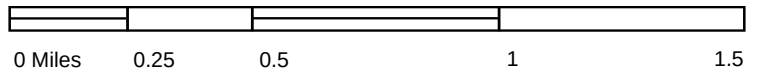






UNMAPPED UNMAPPED UNMAPPED UNMAPPED UNMAPPED UNMAPPED

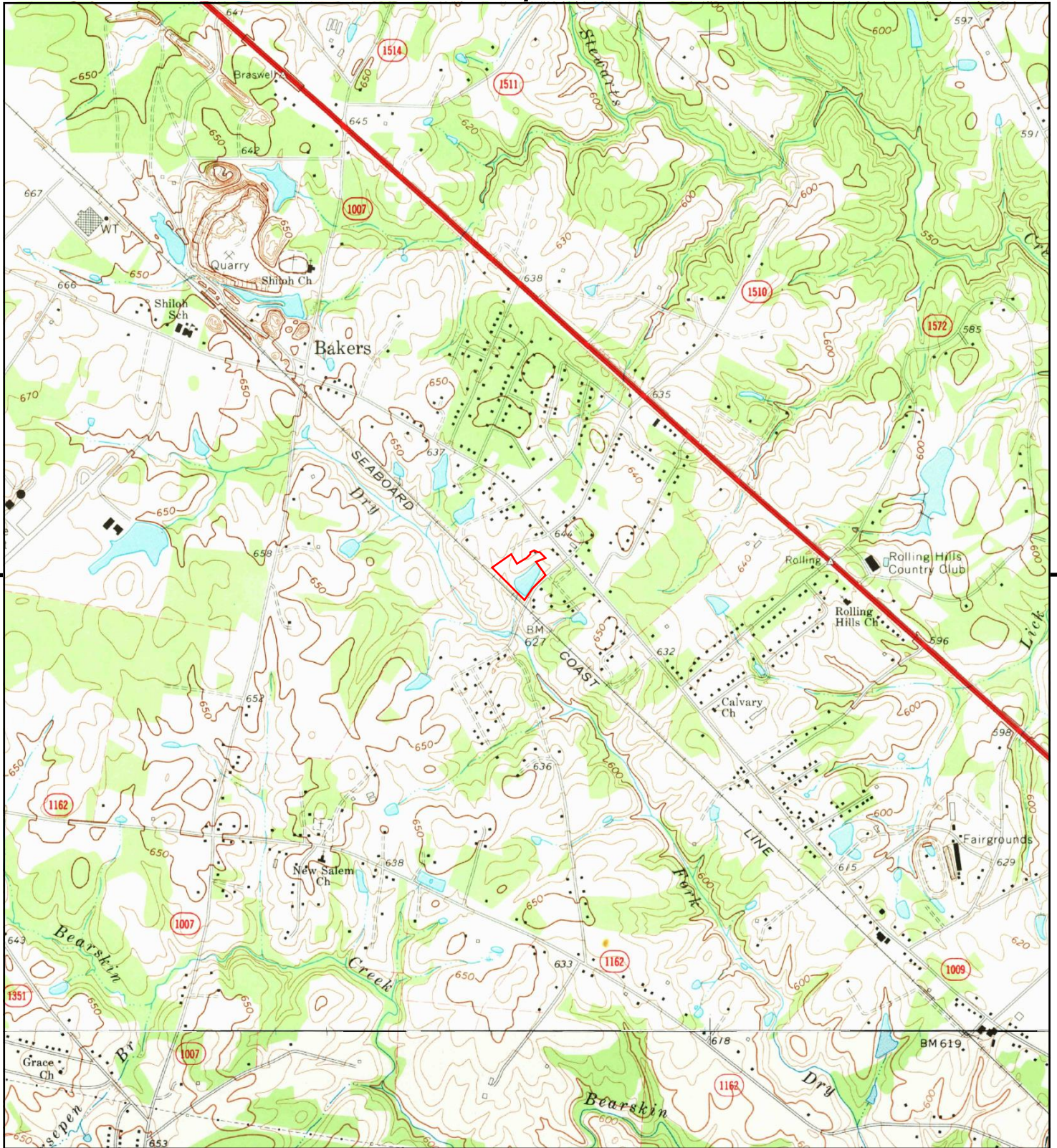
This report includes information from the following map sheet(s).



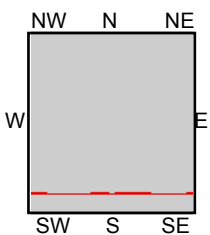
TP, Bakers, 1980, 7.5-minute

SITE NAME: Pinedell Project
 ADDRESS: 3023 Old Charlotte Highway
 Monroe, NC 28110
 CLIENT: Resolve Environmental Services





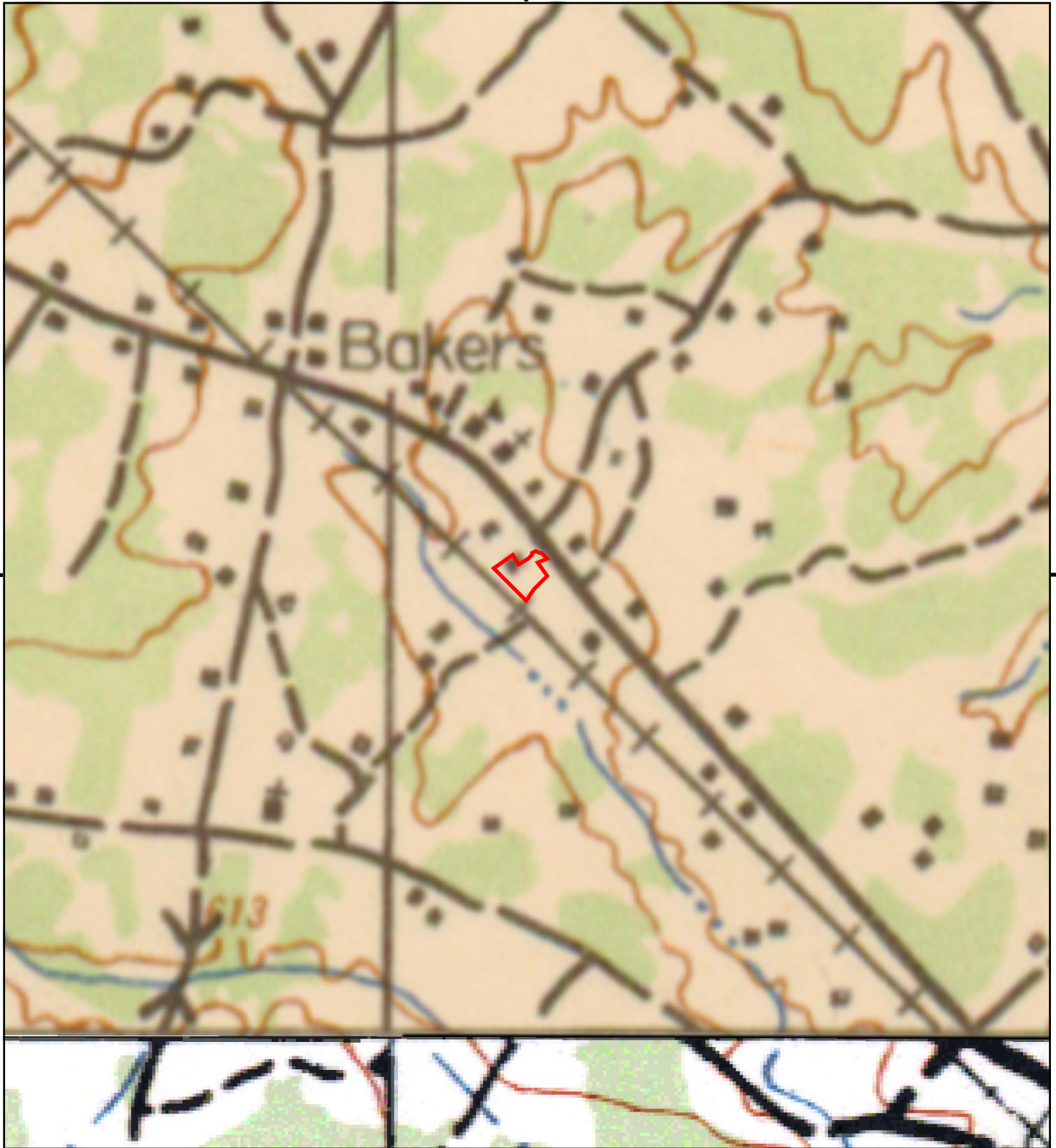
This report includes information from the following map sheet(s).



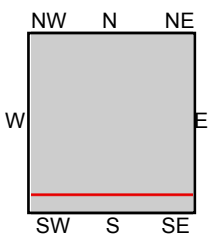
TP, Bakers, 1971, 7.5-minute
S, Monroe, 1971, 7.5-minute

SITE NAME: Pinedell Project
ADDRESS: 3023 Old Charlotte Highway
Monroe, NC 28110
CLIENT: Resolve Environmental Services





This report includes information from the following map sheet(s).



TP, CHARLOTTE, 1942, 30-minute
SW, MONROE, 1941, 30-minute

SITE NAME: Pinedell Project
ADDRESS: 3023 Old Charlotte Highway
Monroe, NC 28110
CLIENT: Resolve Environmental Services



Pinedell Project

3023 Old Charlotte Highway
Monroe, NC 28110

Inquiry Number: 6376208.5
February 24, 2021

The EDR-City Directory Image Report

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SECTION

Executive Summary

Findings

City Directory Images

Thank you for your business.

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EXECUTIVE SUMMARY

DESCRIPTION

Environmental Data Resources, Inc.'s (EDR) City Directory Report is a screening tool designed to assist environmental professionals in evaluating potential liability on a target property resulting from past activities. EDR's City Directory Report includes a search of available city directory data at 5 year intervals.

RECORD SOURCES

EDR's Digital Archive combines historical directory listings from sources such as Cole Information and Dun & Bradstreet. These standard sources of property information complement and enhance each other to provide a more comprehensive report.

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RESEARCH SUMMARY

The following research sources were consulted in the preparation of this report. A check mark indicates where information was identified in the source and provided in this report.

<u>Year</u>	<u>Target Street</u>	<u>Cross Street</u>	<u>Source</u>
2017	☒	☐	EDR Digital Archive
2014	☒	☐	EDR Digital Archive
2010	☒	☐	EDR Digital Archive
2005	☒	☐	EDR Digital Archive
2000	☒	☐	EDR Digital Archive
1995	☒	☐	EDR Digital Archive
1992	☒	☐	EDR Digital Archive

FINDINGS

TARGET PROPERTY STREET

3023 Old Charlotte Highway
Monroe, NC 28110

<u>Year</u>	<u>CD Image</u>	<u>Source</u>
-------------	-----------------	---------------

OLD CHARLOTTE HWY

2017	pg A1	EDR Digital Archive
2014	pg A2	EDR Digital Archive
2010	pg A3	EDR Digital Archive
2005	pg A4	EDR Digital Archive
2000	pg A5	EDR Digital Archive
1995	pg A6	EDR Digital Archive
1992	pg A7	EDR Digital Archive

FINDINGS

CROSS STREETS

No Cross Streets Identified

City Directory Images

OLD CHARLOTTE HWY 2017

3006	KANGAROO EXPRESS
	REDBOX
3012	DWB PROPERTIES LLC
3016	CAROLINA OCC MED
	REMEMBER ME BOUTIQUE
	SKIN CITY
3017	KIKER, HOUSTON
3019	CHITTUM, MEGAN
3020	A HIDDEN TREASURE
	SUBURBAN LAWN & POWER EQUIPMENT
3024	TIRE COUNTRY
3105	MCCLAIN, DAVID
3106	KALTSOUNIS, SPRIYDON

OLD CHARLOTTE HWY 2014

3006	KANGAROO EXPRESS
3012	DWB PROPERTIES LLC
3015	LOPEZ-RAMIREZ, JOSE S
3016	CAROLINA OCC MED
	REMEMBER ME BOUTIQUE
	SKIN CITY
3017	KIKER, HOUSTON
3019	ARANGO, JAIRO
3024	TIRE COUNTRY
	TIRE COUNTRY INC
3105	DRAKE, JOHNNY N
3106	KALTSOUNIS, SPRIYDON

OLD CHARLOTTE HWY 2010

3001	OCCUPANT UNKNOWN,
3006	KANGAROO EXPRESS
3012	DWB PROPERTIES LLC
3015	LOPEZ-RAMIREZ, JOSE S
3016	CAROLINA OCC MED
3017	KIKER, HELEN S
3019	GALLOWAY, DAN
3020	COLLISION CONCEPTS & RSTRTN
3024	TIRE COUNTRY INC
3105	CARPENTER, GREGORY J
3106	PUEBLA, IGNACIO A
3108	HINSON, SANDRA M
3109	CHAMBERS, MARVIN H

OLD CHARLOTTE HWY 2005

3001 SLIGH, ALICE
 3006 SAVWAY STORE
 3009 OCCUPANT UNKNOWN,
 3010 ENNIS, PEGGY M
 3012 MOORE, J T
 3015 GOSA, BARBARA J
 3017 KIKER, HELEN S
 3019 GALLOWAY, JESSE E
 3020 INTERSTATE BRANDS CORP
 3024 PROPERTIES LLC
 3103 DODD, CAROLYN
 3105 DRAKE, JOHNNY N
 3106 ARA, FRANCISCO
 3108 HINSON, SANDRA M
 3109 OCCUPANT UNKNOWN,

OLD CHARLOTTE HWY 2000

3012	MOORE, J T
3016	H & S BODY REPAIR
3017	KIKER, LARRY H
3019	GALLOWAY TRUCKING INCORPORATED
3103	CHARLES GENERAL STORE
	DISCOUNT GROCERY & VARIETY
3106	MOREE, GAZEWAY
3108	HINSON, HOWARD E
3110	HINSON, ALAN

OLD CHARLOTTE HWY 1995

3001	CARTER, CHARLES R
3004	REBEL VIDEO
3010	ENNIS, PEGGY
3012	MOORE, J T
3015	GOSA, JAMES W
3016	H & S BODY REPAIR
3017	KIKER, HOUSTON
3019	GALLOWAY TRUCKING INC
	OCCUPANT UNKNOWNN
3020	MERITA BREAD BOX
3105	DRAKE, JOHNNY
3108	MCMANUS, LESSIE D
3109	GALLOWAY, DONNY
3110	HINSON, ALAN

OLD CHARLOTTE HWY 1992

3001	CARTER, CHARLES R
3004	REBEL VIDEO
3010	ENNIS, PEGGY
3012	MOORE, J T
3015	GOSA, JAMES W
3016	H & S BODY REPAIR
3017	KIKER, HOUSTON
3019	GALLOWAY, JESSE E
3108	HINSON, HOWARD E
3109	GALLOWAY, DONNY
3110	HINSON, ALAN

Pinedell Project
3023 Old Charlotte Highway
Monroe, NC 28110

Inquiry Number: 6376208.3
February 22, 2021

Certified Sanborn® Map Report



6 Armstrong Road, 4th floor
Shelton, CT 06484
Toll Free: 800.352.0050
www.edrnet.com

Certified Sanborn® Map Report

02/22/21

Site Name:

Pinedell Project
3023 Old Charlotte Highway
Monroe, NC 28110
EDR Inquiry # 6376208.3

Client Name:

Resolve Environmental Services
500 Devonport Drive
Matthews, NC 28104
Contact: Laura Minor



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The Sanborn Library is continually enhanced with newly identified map archives. This report accesses all maps in the collection as of the day this report was generated.

Certified Sanborn Results:

Certification # 3E82-4A10-95DB

PO # NA

Project 5623

UNMAPED PROPERTY

This report certifies that the complete holdings of the Sanborn Library, LLC collection have been searched based on client supplied target property information, and fire insurance maps covering the target property were not found.



Sanborn® Library search results

Certification #: 3E82-4A10-95DB

The Sanborn Library includes more than 1.2 million fire insurance maps from Sanborn, Bromley, Perris & Browne, Hopkins, Barlow and others which track historical property usage in approximately 12,000 American cities and towns. Collections searched:

- ☒ Library of Congress
- ☒ University Publications of America
- ☒ EDR Private Collection

The Sanborn Library LLC Since 1866™

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Pinedell Project

3023 Old Charlotte Highway
Monroe, NC 28110

Inquiry Number: 6376208.2s
April 7, 2021

EDR Vapor Encroachment Screen

Prepared using EDR's Vapor Encroachment Worksheet

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The EDR Vapor Encroachment Worksheet enables EDR's customers to make certain online modifications that effects maps, text and calculations contained in this Report. As a result, maps, text and calculations contained in this Report may have been so modified. EDR has not taken any action to verify any such modifications, and this report and the findings set forth herein must be read in light of this fact. Environmental Data Resources shall not be responsible for any customer's decision to include or not include in any final report any records determined to be within the relevant minimum search distances.

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EXECUTIVE SUMMARY

A search of available environmental records was conducted by EDR. The report was designed to assist parties seeking to meet the search requirements of the ASTM Standard Practice for Assessment of Vapor Encroachment into Structures on Property Involved in Real Estate Transactions (E 2600).

STANDARD ENVIRONMENTAL RECORDS	Default Area of Concern (Miles)*	property	1/10	> 1/10
Federal NPL site list	1.0	0	0	0
Federal Delisted NPL site list	1.0	0	0	0
Federal CERCLIS list	0.5	0	0	0
Federal CERCLIS NFRAP site list	0.5	0	0	0
Federal RCRA CORRACTS facilities list	1.0	0	0	0
Federal RCRA non-CORRACTS TSD facilities list	0.5	0	0	0
Federal RCRA generators list	0.25	0	0	0
Federal institutional controls / engineering controls registries	0.5	0	0	0
Federal ERNS list	0.001	0	0	-
State- and tribal - equivalent NPL	1.0	0	0	0
State- and tribal - equivalent CERCLIS	1.0	0	0	0
State and tribal landfill and/or solid waste disposal site lists	0.5	0	0	0
State and tribal leaking storage tank lists	0.5	0	0	0
State and tribal registered storage tank lists	0.25	0	0	0
State and tribal institutional control / engineering control registries	0.5	0	0	0
State and tribal voluntary cleanup sites	0.5	0	0	0
State and tribal Brownfields sites	0.5	0	0	0

ADDITIONAL ENVIRONMENTAL RECORDS

Local Brownfield lists	0.5	0	0	0
Local Lists of Landfill / Solid Waste Disposal Sites	0.5	0	0	0
Local Lists of Hazardous waste / Contaminated Sites	0.001	0	0	-
Local Lists of Registered Storage Tanks	not searched	-	-	-
Local Land Records	0.001	0	0	-
Records of Emergency Release Reports	0.5	0	0	0
Other Ascertainable Records	1.0	0	0	0

EDR HIGH RISK HISTORICAL RECORDS

EDR Exclusive Records	1.0	0	0	0
Exclusive Recovered Govt. Archives	0.001	0	0	-

EXECUTIVE SUMMARY

EDR RECOVERED GOVERNMENT ARCHIVES

EDR Exclusive Records	1.0	0	0	0
Exclusive Recovered Govt. Archives	0.001	0	0	-

*The Default Area of Concern may be adjusted by the environmental professional using experience and professional judgement. Each category may include several databases, and each database may have a different distance. A list of individual databases is provided at the back of this report.

EXECUTIVE SUMMARY

TARGET PROPERTY INFORMATION

ADDRESS

PINEDELL PROJECT
3023 OLD CHARLOTTE HIGHWAY
MONROE, NC 28110

COORDINATES

Latitude (North):	35.019164 - 35° 1' 8.994141"
Longitude (West):	80.592464 - 80° 35' 32.858276"
Elevation:	650 ft. above sea level

EXECUTIVE SUMMARY

SEARCH RESULTS

Unmappable (orphan) sites are not considered in the foregoing analysis.

STANDARD ENVIRONMENTAL RECORDS

<u>Name</u>	<u>Address</u>	<u>Dist/Dir</u>	<u>Map ID</u>	<u>Page</u>
Not Reported				

ADDITIONAL ENVIRONMENTAL RECORDS

<u>Name</u>	<u>Address</u>	<u>Dist/Dir</u>	<u>Map ID</u>	<u>Page</u>
Not Reported				

EDR HIGH RISK HISTORICAL RECORDS

<u>Name</u>	<u>Address</u>	<u>Dist/Dir</u>	<u>Map ID</u>	<u>Page</u>
Not Reported				

EDR RECOVERED GOVERNMENT ARCHIVES

<u>Name</u>	<u>Address</u>	<u>Dist/Dir</u>	<u>Map ID</u>	<u>Page</u>
Not Reported				

PRIMARY MAP - 6376208.2S

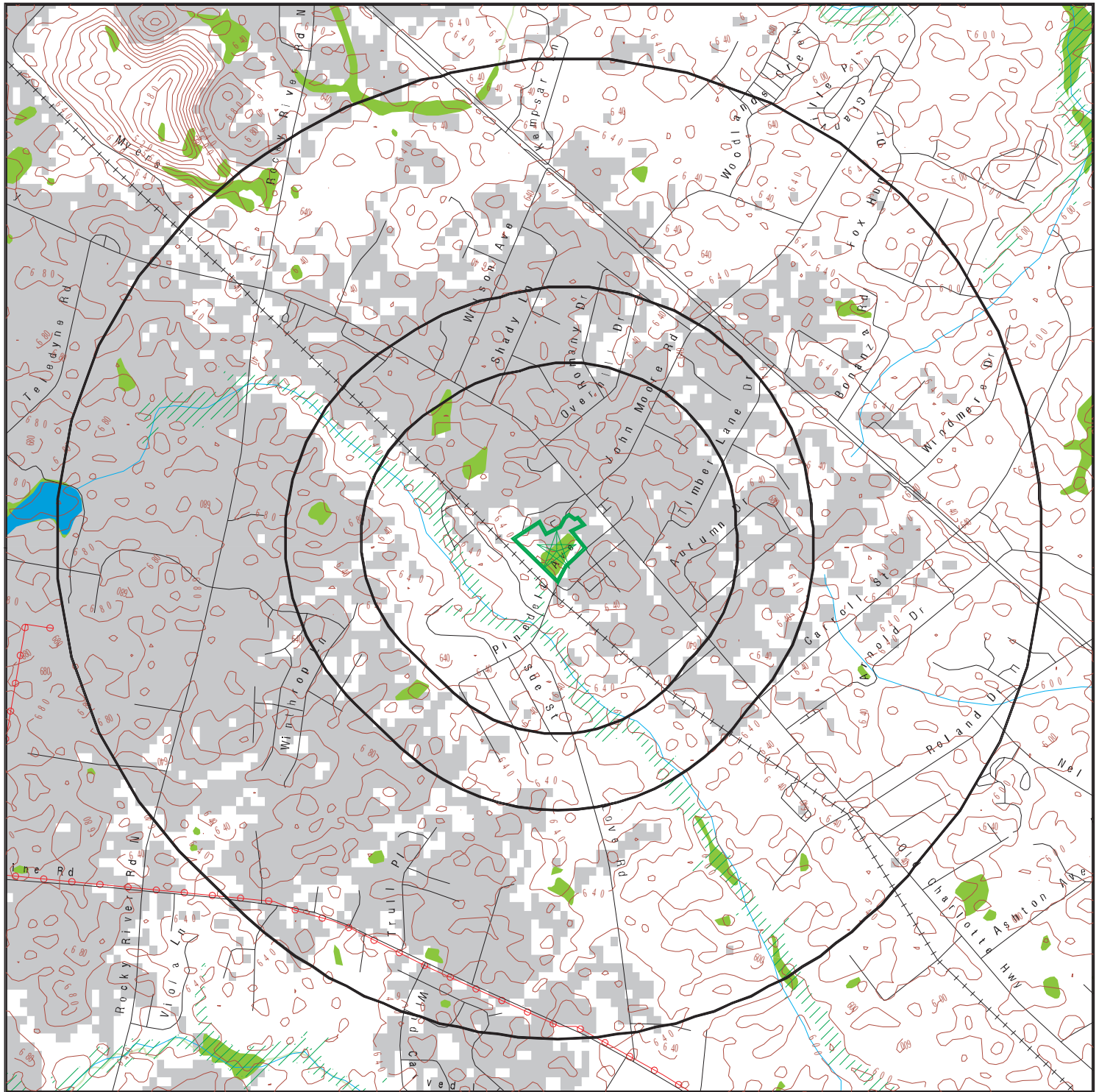


- Target Property
- Sites at elevations higher than or equal to the target property
- Sites at elevations lower than the target property
- Manufactured Gas Plants
- National Priority List Sites
- Dept. Defense Sites
- Indian Reservations BIA
- Special Flood Hazard Area (1%)
- 0.2% Annual Chance Flood Hazard
- National Wetland Inventory
- State Wetlands
- Hazardous Substance Disposal Sites

This report includes Interactive Map Layers to display and/or hide map information. The legend includes only those icons for the default map view.

SITE NAME:	Pinedell Project	CLIENT:	Resolve Environmental Services
ADDRESS:	3023 Old Charlotte Highway	CONTACT:	Laura Minor
	Monroe NC 28110	INQUIRY #:	6376208.2s
LAT/LONG:	35.019164 / 80.592464	DATE:	February 22, 2021 1:52 pm

SECONDARY MAP - 6376208.2S



Target Property

Sites at elevations higher than or equal to the target property

Sites at elevations lower than the target property

Manufactured Gas Plants

National Priority List Sites

Dept. Defense Sites

Indian Reservations BIA

Power transmission lines

Special Flood Hazard Area (1%)

0.2% Annual Chance Flood Hazard

National Wetland Inventory

State Wetlands

Upgradient Area

Hazardous Substance Disposal Sites

This report includes Interactive Map Layers to display and/or hide map information. The legend includes only those icons for the default map view.

SITE NAME: Pinedell Project
ADDRESS: 3023 Old Charlotte Highway
Monroe NC 28110
LAT/LONG: 35.019164 / 80.592464

CLIENT: Resolve Environmental Services
CONTACT: Laura Minor
INQUIRY #: 6376208.2s
DATE: February 22, 2021 1:50 pm

MAP FINDINGS

LEGEND

FACILITY NAME FACILITY ADDRESS, CITY, ST, ZIP				EDR SITE ID NUMBER
◆ MAP ID#	Direction	Distance	Range	ASTM 2600 Record Sources found in this report. Each database searched has been assigned to one or more categories. For detailed information about categorization, see the section of the report Records Searched and Currency.
		(Distance feet / miles)		
	Relative Elevation		Feet Above Sea Level	
Worksheet:				
Comments: Comments may be added on the online Vapor Encroachment Worksheet.				

DATABASE ACRONYM: Applicable categories (A hoverbox with database description).

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

St	Acronym	Full Name	Government Agency	Gov Date	Arvl. Date	Active Date
ENVIRONMENTAL RECORDS						
Federal NPL site list						
US	NPL	National Priority List	EPA	12/30/2020	01/14/2021	02/09/2021
US	Proposed NPL	Proposed National Priority List Sites	EPA	12/30/2020	01/14/2021	02/09/2021
US	NPL LIENS	Federal Superfund Liens	EPA	10/15/1991	02/02/1994	03/30/1994
Federal CERCLIS list						
US	SEMS	Superfund Enterprise Management System	EPA	12/30/2020	01/14/2021	02/18/2021
Federal RCRA CORRACTS facilities list						
US	CORRACTS	Corrective Action Report	EPA	12/14/2020	12/17/2020	12/22/2020
Federal RCRA TSD facilities list						
US	RCRA-TSDF	RCRA - Treatment, Storage and Disposal	Environmental Protection Agency	12/14/2020	12/17/2020	12/22/2020
Federal RCRA generators list						
US	RCRA-LQG	RCRA - Large Quantity Generators	Environmental Protection Agency	12/14/2020	12/17/2020	12/22/2020
US	RCRA-SQG	RCRA - Small Quantity Generators	Environmental Protection Agency	12/14/2020	12/17/2020	12/22/2020
US	RCRA-VSQG	RCRA - Very Small Quantity Generators (Formerly Conditionall	Environmental Protection Agency	12/14/2020	12/17/2020	12/22/2020
Federal institutional controls / engineering controls registries						
US	LUCIS	Land Use Control Information System	Department of the Navy	11/11/2020	11/17/2020	02/09/2021
US	US ENG CONTROLS	Engineering Controls Sites List	Environmental Protection Agency	10/28/2020	11/05/2020	11/18/2020
US	US INST CONTROLS	Institutional Controls Sites List	Environmental Protection Agency	10/28/2020	11/05/2020	11/18/2020
Federal ERNS list						
US	ERNS	Emergency Response Notification System	National Response Center, United States Coast	12/14/2020	12/15/2020	12/22/2020
State and tribal - equivalent NPL						
NC	HSDS	Hazardous Substance Disposal Site	North Carolina Center for Geographic Informat	08/09/2011	11/08/2011	12/05/2011
State and tribal - equivalent CERCLIS						
NC	SHWS	Inactive Hazardous Sites Inventory	Department of Environment, Health and Natural	09/04/2020	09/09/2020	12/03/2020
State and tribal landfill / solid waste disposal						
NC	SWF/LF	List of Solid Waste Facilities	Department of Environment and Natural Resourc	09/10/2020	09/23/2020	12/14/2020
NC	DEBRIS	Solid Waste Active Disaster Debris Sites Listing	Department of Environmental Quality	09/02/2020	09/16/2020	12/08/2020
NC	OLI	Old Landfill Inventory	Department of Environment & Natural Resources	09/11/2020	10/09/2020	12/30/2020
NC	LCID	Land-Clearing and Inert Debris (LCID) Landfill Notifications	Department of Environmental Quality	04/30/2020	07/09/2020	09/23/2020

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

St	Acronym	Full Name	Government Agency	Gov Date	Arvl. Date	Active Date
State and tribal leaking storage tank lists						
NC	LUST	Regional UST Database	Department of Environment and Natural Resourc	10/30/2020	11/03/2020	11/18/2020
NC	LAST	Leaking Aboveground Storage Tanks	Department of Environment & Natural Resources	10/30/2020	11/03/2020	01/22/2021
US	INDIAN LUST R6	Leaking Underground Storage Tanks on Indian Land	EPA Region 6	04/08/2020	05/20/2020	08/12/2020
US	INDIAN LUST R7	Leaking Underground Storage Tanks on Indian Land	EPA Region 7	04/15/2020	05/20/2020	08/12/2020
US	INDIAN LUST R8	Leaking Underground Storage Tanks on Indian Land	EPA Region 8	04/14/2020	05/20/2020	08/12/2020
US	INDIAN LUST R9	Leaking Underground Storage Tanks on Indian Land	Environmental Protection Agency	04/08/2020	05/20/2020	08/12/2020
US	INDIAN LUST R10	Leaking Underground Storage Tanks on Indian Land	EPA Region 10	04/14/2020	05/20/2020	08/12/2020
US	INDIAN LUST R1	Leaking Underground Storage Tanks on Indian Land	EPA Region 1	04/29/2020	05/20/2020	08/12/2020
US	INDIAN LUST R4	Leaking Underground Storage Tanks on Indian Land	EPA Region 4	04/14/2020	05/26/2020	08/12/2020
US	INDIAN LUST R5	Leaking Underground Storage Tanks on Indian Land	EPA, Region 5	04/14/2020	05/20/2020	08/12/2020
NC	LUST TRUST	State Trust Fund Database	Department of Environment and Natural Resourc	10/02/2020	10/07/2020	12/31/2020
State and tribal registered storage tank lists						
NC	UST	Petroleum Underground Storage Tank Database	Department of Environment and Natural Resourc	10/30/2020	11/04/2020	12/31/2020
NC	AST	AST Database	Department of Environment and Natural Resourc	08/12/2020	09/15/2020	12/07/2020
US	INDIAN UST R10	Underground Storage Tanks on Indian Land	EPA Region 10	04/14/2020	05/20/2020	08/12/2020
US	INDIAN UST R6	Underground Storage Tanks on Indian Land	EPA Region 6	04/08/2020	05/20/2020	08/12/2020
US	INDIAN UST R9	Underground Storage Tanks on Indian Land	EPA Region 9	04/08/2020	05/20/2020	08/12/2020
US	INDIAN UST R7	Underground Storage Tanks on Indian Land	EPA Region 7	04/03/2020	05/20/2020	08/12/2020
US	INDIAN UST R1	Underground Storage Tanks on Indian Land	EPA, Region 1	04/29/2020	05/20/2020	08/12/2020
US	INDIAN UST R8	Underground Storage Tanks on Indian Land	EPA Region 8	04/14/2020	05/20/2020	08/13/2020
US	INDIAN UST R4	Underground Storage Tanks on Indian Land	EPA Region 4	04/14/2020	05/26/2020	08/12/2020
US	INDIAN UST R5	Underground Storage Tanks on Indian Land	EPA Region 5	04/14/2020	05/20/2020	08/12/2020
US	FEMA UST	Underground Storage Tank Listing	FEMA	07/21/2020	09/03/2020	11/25/2020
State and tribal institutional control / engineering control registries						
NC	INST CONTROL	No Further Action Sites With Land Use Restrictions Monitorin	Department of Environmental Quality	09/04/2020	09/09/2020	12/03/2020
State and tribal voluntary cleanup sites						
NC	VCP	Responsible Party Voluntary Action Sites	Department of Environment and Natural Resourc	09/04/2020	09/09/2020	12/03/2020
US	INDIAN VCP R1	Voluntary Cleanup Priority Listing	EPA, Region 1	07/27/2015	09/29/2015	02/18/2016
US	INDIAN VCP R7	Voluntary Cleanup Priority Lisitng	EPA, Region 7	03/20/2008	04/22/2008	05/19/2008
State and tribal Brownfields sites						
NC	BROWNFIELDS	Brownfields Projects Inventory	Department of Environment and Natural Resourc	12/01/2020	12/08/2020	12/09/2020
Other Records						
US	CONSENT	Superfund (CERCLA) Consent Decrees	Department of Justice, Consent Decree Library	09/30/2020	10/08/2020	01/04/2021
US	ROD	Records Of Decision	EPA	12/30/2020	01/14/2021	02/18/2021
US	LIENS 2	CERCLA Lien Information	Environmental Protection Agency	12/30/2020	01/14/2021	02/18/2021
US	DEBRIS REGION 9	Torres Martinez Reservation Illegal Dump Site Locations	EPA, Region 9	01/12/2009	05/07/2009	09/21/2009
NC	HIST LF	Solid Waste Facility Listing	Department of Environment & Natural Resource	11/06/2006	02/13/2007	03/02/2007
NC	SWRCY	Recycling Center Listing	Department of Environment & Natural Resources	09/16/2020	09/17/2020	12/09/2020
US	PCB TRANSFORMER	PCB Transformer Registration Database	Environmental Protection Agency	09/13/2019	11/06/2019	02/10/2020
US	COAL ASH DOE	Steam-Electric Plant Operation Data	Department of Energy	12/31/2019	12/01/2020	02/09/2021

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

St	Acronym	Full Name	Government Agency	Gov Date	Arvl. Date	Active Date
US	LEAD SMELTER 2	Lead Smelter Sites	American Journal of Public Health	04/05/2001	10/27/2010	12/02/2010
US	US HIST CDL	National Clandestine Laboratory Register	Drug Enforcement Administration	03/18/2020	03/19/2020	06/09/2020
US	LEAD SMELTER 1	Lead Smelter Sites	Environmental Protection Agency	12/30/2020	01/14/2021	02/09/2021
US	2020 COR ACTION	2020 Corrective Action Program List	Environmental Protection Agency	09/30/2017	05/08/2018	07/20/2018
US	FUSRAP	Formerly Utilized Sites Remedial Action Program	Department of Energy	08/08/2017	09/11/2018	09/14/2018
US	EPA WATCH LIST	EPA WATCH LIST	Environmental Protection Agency	08/30/2013	03/21/2014	06/17/2014
US	US AIRS MINOR	Air Facility System Data	EPA	10/12/2016	10/26/2016	02/03/2017
US	US AIRS (AFS)	Aerometric Information Retrieval System Facility Subsystem (	EPA	10/12/2016	10/26/2016	02/03/2017
US	COAL ASH EPA	Coal Combustion Residues Surface Impoundments List	Environmental Protection Agency	01/12/2017	03/05/2019	11/11/2019
US	US FIN ASSUR	Financial Assurance Information	Environmental Protection Agency	09/21/2020	09/22/2020	12/14/2020
US	SCRD DRYCLEANERS	State Coalition for Remediation of Drycleaners Listing	Environmental Protection Agency	01/01/2017	02/03/2017	04/07/2017
US	Delisted NPL	National Priority List Deletions	EPA	12/30/2020	01/14/2021	02/09/2021
US	SEMS-ARCHIVE	Superfund Enterprise Management System Archive	EPA	12/30/2020	01/14/2021	02/18/2021
US	RCRA NonGen / NLR	RCRA - Non Generators / No Longer Regulated	Environmental Protection Agency	12/14/2020	12/17/2020	12/22/2020
US	HMIRS	Hazardous Materials Information Reporting System	U.S. Department of Transportation	09/20/2020	09/22/2020	12/14/2020
US	DOT OPS	Incident and Accident Data	Department of Transportation, Office of Pipeli	01/02/2020	01/28/2020	04/17/2020
US	US CDL	Clandestine Drug Labs	Drug Enforcement Administration	03/18/2020	03/19/2020	06/09/2020
US	US BROWNFIELDS	A Listing of Brownfields Sites	Environmental Protection Agency	09/14/2020	09/15/2020	12/10/2020
US	DOD	Department of Defense Sites	USGS	12/31/2005	11/10/2006	01/11/2007
US	FEDLAND	Federal and Indian Lands	U.S. Geological Survey	04/02/2018	04/11/2018	11/06/2019
US	FUDS	Formerly Used Defense Sites	U.S. Army Corps of Engineers	09/29/2020	11/17/2020	01/25/2021
US	UMTRA	Uranium Mill Tailings Sites	Department of Energy	08/30/2019	11/15/2019	01/28/2020
US	ODI	Open Dump Inventory	Environmental Protection Agency	06/30/1985	08/09/2004	09/17/2004
US	MINES VIOLATIONS	MSHA Violation Assessment Data	DOL, Mine Safety & Health Admi	11/24/2020	11/30/2020	01/25/2021
US	US MINES	Mines Master Index File	Department of Labor, Mine Safety and Health A	11/03/2020	11/23/2020	01/25/2021
US	US MINES 2	Ferrous and Nonferrous Metal Mines Database Listing	USGS	05/06/2020	05/27/2020	08/13/2020
US	US MINES 3	Active Mines & Mineral Plants Database Listing	USGS	04/14/2011	06/08/2011	09/13/2011
US	PRP	Potentially Responsible Parties	EPA	04/27/2020	05/06/2020	06/09/2020
US	TRIS	Toxic Chemical Release Inventory System	EPA	12/31/2018	08/14/2020	11/04/2020
US	TSCA	Toxic Substances Control Act	EPA	12/31/2016	06/17/2020	09/10/2020
US	FTTS	FIFRA/ TSCA Tracking System - FIFRA (Federal Insecticide, Fu	EPA/Office of Prevention, Pesticides and Toxi	04/09/2009	04/16/2009	05/11/2009
US	FTTS INSP	FIFRA/ TSCA Tracking System - FIFRA (Federal Insecticide, Fu	EPA	04/09/2009	04/16/2009	05/11/2009
US	HIST FTTS	FIFRA/TSCA Tracking System Administrative Case Listing	Environmental Protection Agency	10/19/2006	03/01/2007	04/10/2007
US	HIST FTTS INSP	FIFRA/TSCA Tracking System Inspection & Enforcement Case Lis	Environmental Protection Agency	10/19/2006	03/01/2007	04/10/2007
US	SSTS	Section 7 Tracking Systems	EPA	10/19/2020	10/19/2020	01/04/2021
US	ICIS	Integrated Compliance Information System	Environmental Protection Agency	11/18/2016	11/23/2016	02/10/2017
US	PADS	PCB Activity Database System	EPA	10/09/2019	10/11/2019	12/20/2019
US	MLTS	Material Licensing Tracking System	Nuclear Regulatory Commission	08/05/2020	08/10/2020	10/08/2020
US	RADINFO	Radiation Information Database	Environmental Protection Agency	07/01/2019	07/01/2019	09/23/2019
US	FINDS	Facility Index System/Facility Registry System	EPA	11/04/2020	12/01/2020	01/25/2021
US	RAATS	RCRA Administrative Action Tracking System	EPA	04/17/1995	07/03/1995	08/07/1995
US	RMP	Risk Management Plans	Environmental Protection Agency	11/02/2020	11/12/2020	01/25/2021
US	BRS	Biennial Reporting System	EPA/NTIS	12/31/2017	06/22/2020	11/20/2020
US	PWS	Public Water System Data	EPA	12/17/2013	01/09/2014	10/15/2014
US	INDIAN RESERV	Indian Reservations	USGS	12/31/2014	07/14/2015	01/10/2017
US	INDIAN ODI	Report on the Status of Open Dumps on Indian Lands	Environmental Protection Agency	12/31/1998	12/03/2007	01/24/2008
US	IHS OPEN DUMPS	Open Dumps on Indian Land	Department of Health & Human Services, Indian	04/01/2014	08/06/2014	01/29/2015

GOVERNMENT RECORDS SEARCHED / DATA CURRENCY TRACKING

St	Acronym	Full Name	Government Agency	Gov Date	Arvl Date	Active Date
US	ABANDONED MINES	Abandoned Mines	Department of Interior	09/16/2020	09/17/2020	12/10/2020
NC	AIRS	Air Quality Permit Listing	Department of Environmental Quality	09/08/2020	09/09/2020	12/03/2020
NC	ASBESTOS	ASBESTOS	Department of Health & Human Services	10/30/2020	11/23/2020	02/08/2021
NC	COAL ASH	Coal Ash Disposal Sites	Department of Environment & Natural Resources	09/10/2020	09/23/2020	12/14/2020
NC	DRYCLEANERS	Drycleaning Sites	Department of Environment & Natural Resources	09/08/2020	09/16/2020	12/08/2020
NC	Financial Assurance 1	Financial Assurance Information Listing	Department of Environment & Natural Resources	10/30/2020	11/04/2020	12/31/2020
NC	Financial Assurance 2	Financial Assurance Information Listing	Department of Environment & Natural Resources	10/02/2012	10/03/2012	10/26/2012
NC	Financial Assurance 3	Financial Assurance Information	Department of Environment & Natural Resources	12/02/2020	12/03/2020	02/18/2021
NC	IMD	Incident Management Database	Department of Environment and Natural Resources	10/30/2020	11/03/2020	01/21/2021
NC	NPDES	NPDES Facility Location Listing	Department of Environment & Natural Resources	10/01/2020	10/27/2020	01/15/2021
NC	SPILLS	Spills Incident Listing	Department of Environment & Natural Resources	10/09/2020	10/22/2020	01/14/2021
NC	SPILLS 80	SPILLS80 data from FirstSearch	FirstSearch	06/14/2001	01/03/2013	03/06/2013
NC	SPILLS 90	SPILLS90 data from FirstSearch	FirstSearch	09/27/2012	01/03/2013	03/06/2013
NC	UIC	Underground Injection Wells Listing	Department of Environment & Natural Resources	10/26/2020	11/30/2020	12/07/2020
US	FUELS PROGRAM	EPA Fuels Program Registered Listing	EPA	11/13/2020	11/13/2020	01/25/2021
US	UXO	Unexploded Ordnance Sites	Department of Defense	12/31/2018	07/02/2020	09/17/2020
NC	AOP	Animal Operation Permits Listing	Department of Environmental Quality	04/01/2020	05/26/2020	05/27/2020
US	ECHO	Enforcement & Compliance History Information	Environmental Protection Agency	10/03/2020	10/06/2020	01/04/2021
NC	SEPT HAULERS	Permitted Septage Haulers Listing	Department of Environmental Quality	05/13/2020	07/07/2020	09/23/2020
US	DOCKET HWC	Hazardous Waste Compliance Docket Listing	Environmental Protection Agency	11/03/2020	11/17/2020	02/09/2021
NC	PCSRP	Petroleum-Contaminated Soil Remediation Permits	Department of Environmental Quality	07/06/2020	07/07/2020	09/23/2020
US	MINES MRDS	Mineral Resources Data System	USGS	04/06/2018	10/21/2019	10/24/2019
NC	CCB	Coal Ash Structural Fills (CCB) Listing	Department of Environmental Quality	02/27/2020	07/07/2020	09/23/2020

HISTORICAL USE RECORDS

US	EDR MGP	EDR Proprietary Manufactured Gas Plants	EDR, Inc.			
US	EDR Hist Auto	EDR Exclusive Historical Auto Stations	EDR, Inc.			
US	EDR Hist Cleaner	EDR Exclusive Historical Cleaners	EDR, Inc.			
NC	RGA HWS	Recovered Government Archive State Hazardous Waste Facilities	Department of Environment, Health and Natural		07/01/2013	12/24/2013
NC	RGA LF	Recovered Government Archive Solid Waste Facilities List	Department of Environment, Health and Natural		07/01/2013	01/13/2014
NC	RGA LUST	Recovered Government Archive Leaking Underground Storage Tanks	Department of Environment, Health and Natural		07/01/2013	12/20/2013

STREET AND ADDRESS INFORMATION

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Appendix D

Other Environmental Documents

- City of Monroe Fire Department Correspondence
- FEMA Firmette
- Phone Log – Pastor Tim Cruse

Resolve

From: Resolve <resolve@carolina.rr.com>
Sent: Wednesday, April 7, 2021 3:28 PM
To: 'Katie Hinson'
Subject: FW: 108 N Main Street, Monroe / Shining Light Baptist
Attachments: Parcel Report 09301226B.pdf; Parcel Report 09301225B.pdf; Parcel Report 09301225C.pdf

The Pindell Ave properties may also have a physical address of 2007 Pinedell Avenue.
Thanks.

Laura

From: Resolve <resolve@carolina.rr.com>
Sent: Wednesday, April 7, 2021 2:50 PM
To: 'Katie Hinson' <kahinson@monroenc.org>
Subject: FW: 108 N Main Street, Monroe / Shining Light Baptist

Katie,

Have you had time to look into the site below?

I have another inquiry: properties owned by Shining Light Baptist Church (see attached property cards) – only physical address I have for the parcels is 3023 Old Charlotte Highway, Monroe.

Thank you!

Laura Minor, Operations Manager
Resolve Environmental Svcs, PLLC
500 Devonport Drive
Matthews, NC 28104
Office: 704-289-5881
Cell: 803-371-0997

From: Resolve <resolve@carolina.rr.com>
Sent: Wednesday, March 31, 2021 10:25 AM
To: 'kahinson@monroenc.org' <kahinson@monroenc.org>
Subject: 108 N Main Street, Monroe

Hi Katie,

I am working for Brian Borne @ the City to complete a Phase I Environmental Site Assessment @ 108 N Main.
Can you search your records to see if any type of fire department responses have been made to the property? Whether for fire, haz-mat, spills, etc.

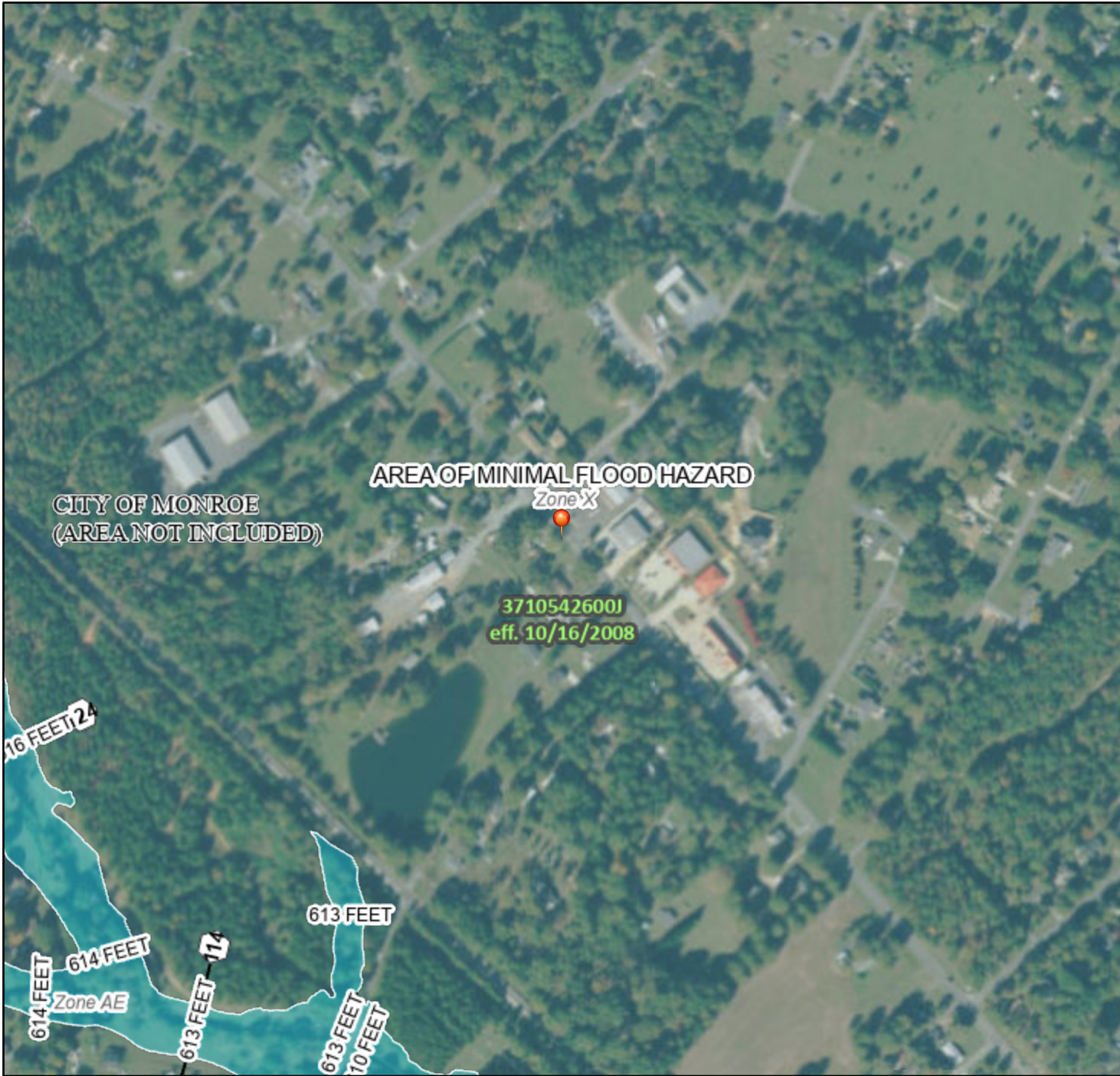
I appreciate your help!

Laura Minor, Operations Manager
Resolve Environmental Svcs, PLLC
500 Devonport Drive
Matthews, NC 28104
Office: 704-289-5881
Cell: 803-371-0997

National Flood Hazard Layer FIRMette



80°35'47"W 35°1'29"N



Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS		Without Base Flood Elevation (BFE) Zone A, V, A99
		With BFE or Depth Zone AE, AO, AH, VE, AR
		Regulatory Floodway
OTHER AREAS OF FLOOD HAZARD		0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
		Future Conditions 1% Annual Chance Flood Hazard Zone X
		Area with Reduced Flood Risk due to Levee. See Notes. Zone X
		Area with Flood Risk due to Levee Zone D
OTHER AREAS		NO SCREEN Area of Minimal Flood Hazard Zone X
		Effective LOMRs
GENERAL STRUCTURES		Area of Undetermined Flood Hazard Zone D
		Channel, Culvert, or Storm Sewer
OTHER FEATURES		Levee, Dike, or Floodwall
		20.2 Cross Sections with 1% Annual Chance Water Surface Elevation
OTHER FEATURES		17.5 Coastal Transect
		Base Flood Elevation Line (BFE)
OTHER FEATURES		Limit of Study
		Jurisdiction Boundary
OTHER FEATURES		Coastal Transect Baseline
		Profile Baseline
OTHER FEATURES		Hydrographic Feature
MAP PANELS		Digital Data Available
		No Digital Data Available
MAP PANELS		Unmapped
		The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.



This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 4/7/2021 at 2:32 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.



Phone Log

Pastor Tim Cruse 704-309-3333
Shining Light Baptist Church

3/31/2021 @ 13:41. Pastor Cruse has been with church for 31 years. Church has owned property for approx. 15 years. Onsite pond was deemed “healthy” (diver verified) upon church’s land purchase 15 years ago and the church since kept up with pond by adding appropriate chemicals when needed, etc.

Stated that Mr. Galloway, adjacent land owner to north/northwest, conducted personal auto repairs on adjacent property but it was not open to the public.

No known environmental issues.

Laurie



Phone Log

Ms. Kathy Perkins, property owner 704-213-7612

Called 6/2/2020 @ 13:20. Left VM.

Ms. Perkins returned call. Said her in-laws owned property and raised family there. Residence was converted to a commercial business (Mangum Dental Restoration) in 1991. She took ownership of property circa 2001. The business is in the process of closing (due to her retirement). Unaware of any environmental issues on property.

County water connection present, but not in use. Well water used. Sewer line also runs along Helmsville Rd, however, the subject site is not connected.

Laurie

Appendix E

Owner Questionnaire and Environmental Screening Inspection Forms

ENVIRONMENTAL SITE ASSESSMENT QUESTIONNAIRE

SITE: Pinedell Project; Parcel ID 09-301-225B, 09-301-225C & 09-301-226B, Monroe, NC

Name of Person Completing Form: Tim CruiseSignature: [Signature]Date: 3-31-24

Question	Property Owner/Representative		
1. Is the <i>property</i> or any <i>adjoining property</i> used for an industrial use?	Yes	<u>No</u>	Unk
2. To the best of your knowledge has the <i>property</i> or any <i>adjoining property</i> been used for an industrial use in the past?	Yes	<u>No</u>	Unk
3. Is the <i>property</i> or any <i>adjoining property</i> used as a gasoline station, motor repair facility, commercial printing facility, dry cleaners, photo developing laboratory, junkyard or landfill, or as a waste treatment, storage, disposal, processing, or recycling facility?	Yes	<u>No</u>	Unk
4. To the best of your knowledge has the <i>property</i> or any <i>adjoining property</i> been used as a gasoline station, <u>motor repair facility</u> , commercial printing facility, dry cleaners, photo developing laboratory, junkyard or landfill, or as a waste treatment, storage, disposal, processing, or recycling facility?	<u>Yes</u>	No	Unk
5. Are there currently, or to the best of your knowledge have there been previously, any damaged or discarded automotive, industrial batteries, or pesticides, paints, or other chemicals in individual containers of greater than 5 gal (19 L) in volume or 50 gal (190 L) in aggregate, stored on or used at the <i>property</i> or at the facility?	Yes	<u>No</u>	Unk
6. Are there currently, or to the best of your knowledge have there been previously, any industrial <i>drums</i> (typically 55 gal (208 L)) or sacks of chemicals located on the <i>property</i> or at the facility?	Yes	<u>No</u>	Unk
7. Has <i>fill dirt</i> been brought onto the <i>property</i> that originated from a contaminated site or that is of an unknown origin?	Yes	<u>No</u>	Unk

4. years ago Mr. Ballouay had a small repair shop to service his delivery trucks the adjoining property (2c)

8. Are there currently, or to the best of your knowledge have there been previously, any <i>pits, ponds, or lagoons</i> located on the <i>property</i> in connection with waste treatment or waste disposal?	Yes	No	Unk
9. Is there currently, or to the best of your knowledge have there been previously, any stained soil on the <i>property</i> ?	Yes	No	Unk
10. Are there currently, or to the best of your knowledge have there been previously, any registered or unregistered storage tanks (above or- underground) located on the <i>property</i> ?	Yes	No	Unk
11. Are there currently, or to the best of your knowledge have there been previously, any vent pipes, fill pipes, or access ways indicating a fill pipe protruding from the ground on the <i>property</i> or adjacent to any structure located on the <i>property</i> ?	Yes	No	Unk
12. Are there currently, or to the best of your knowledge have there been previously, any flooring, drains, or walls located within the facility that are stained by substances other than water or are emitting foul odors?	Yes	No	Unk
13. If the <i>property</i> is served by a private well or non-public water system, have contaminants been identified in the well or systems that exceed guidelines applicable to the water system or has the well been designated as contaminated by any government environmental/health agency?	Yes	No	Unk
14. Does the owner or occupant of the <i>property</i> have any knowledge of environmental liens or governmental notification relating to past or recurrent violations of environmental laws with respect to the <i>property</i> or any facility located on the <i>property</i> ?	Yes	No	Unk

15. Has the <i>owner</i> or occupant of the <i>property</i> been informed of the past or current existence of <i>hazardous substances</i> or <i>petroleum products</i> or environmental violations with respect to the <i>property</i> or any facility located on the <i>property</i> ?	Yes	☒ No	Unk
16. Does the <i>owner</i> or occupant of the <i>property</i> have any knowledge of any <i>environmental site assessment</i> of the <i>property</i> or facility that indicated the presence of <i>hazardous substances</i> or <i>petroleum products</i> on, or contamination of, the <i>property</i> or recommended further assessment of the <i>property</i> ?	Yes	☒ No	Unk
17. Does the <i>owner</i> or occupant of the <i>property</i> know of any past, threatened, or pending lawsuits or administrative proceedings concerning a release or threatened release of any hazardous substance or <i>petroleum products</i> involving the <i>property</i> by any <i>owner</i> or <i>occupant</i> of the <i>property</i> ?	Yes	☒ No	Unk
18. Does the <i>property</i> discharge waste water on or adjacent to the <i>property</i> other than storm water into the sanitary sewer system?	Yes	☒ No	Unk
19. To the best of your knowledge, have any <i>hazardous substances</i> or <i>petroleum products</i> , unidentified waste materials, tires, automotive or industrial batteries or any other waste materials been dumped above grade, buried and/or burned on the <i>property</i> ?	Yes	☒ No	Unk
20. Is there a transformer, capacitor, or any hydraulic equipment for which there are any records indicating the presence of PCBs?	Yes	☒ No	Unk

Additional Information:

Water Provider	City of Monroe
Electricity Provider	Duke Energy
Natural Gas Provider	City of Monroe
Sanitary Sewer Provider	City of Monroe
Name of Local Fire Department	City of Monroe

ENVIRONMENTAL SCREENING INSPECTION (ESI) FORM

(Print or type information and check all appropriate boxes)

Subject Property Name: Pinedell Avenue Properties

Address/Location: Pinedell Avenue

City: Monroe County: Union State: NC

Inspected by: Scott Ball

Signature: W. Scott Ball

Job Number: 5623

Date: 2/27/2021 (X)AM ()PM

Site Access Contact: _____

Phone: _____

Instructions:

This Environmental Screening Inspection Form defines the scope of work to be performed in a checklist format and is the document on which the Inspector shall record the observations during the inspection.

This Inspection Form shall be completed in the field by the Inspector performing the non-destructive physical inspection of the subject property to document his/her observations on-site and, to the extent possible, on the adjacent property. The Inspector shall not disturb, dismantle or rearrange any materials, containers or equipment in performance of the inspection. The Inspector should be equipped with binoculars, a camera, a compass and a site plan depicting the legal boundaries of the subject property to perform the inspection. The Inspector is responsible for arranging access to the property and making all necessary preparations, including personal safety provisions, such as appropriate protective footwear and clothing.

The Inspector shall walk the entire perimeter boundary of the subject property, walk each side of all on-site wet and dry drainage arteries, walk around all on-site portions of the subject property, walk all roads, drives, and pathways, walk around and through all building improvements, and walk an appropriate grid pattern over the remaining areas not covered above, including wooded/overgrown areas, to observe and record evidence of environmental concern. The Inspector shall take photographs depicting the general overall condition of the property/improvements and photograph each item of environmental concern observed to document its condition and delineate its location on a site plan drawing. Check-mark all boxes that indicates the conditions observed, appropriately fill in the blanks when applicable plus initial and date each sheet.

I. Property Description: 7.79 acres ()undeveloped land

()paving & utility improvements (X)building improvements

()occupied (X)unoccupied ()fenced # of buildings 3

II Utilities Serving the Subject Property:

(X)city sewer ()septic system ()floor drains: none noted

(X)city water ()well water

III. Off-Site Adjacent Properties:

The inspector shall observe to the extent possible conditions of concern on all adjacent properties from the subject property's perimeter boundary and from public streets, alleys, sidewalks, etc. An "adjacent property" means the property is 1) abutting, where it shares the same property line, or 2) separated from the subject property only by an easement such as road, street, alley, highway, railroad, etc., which would otherwise be abutting. Check the appropriate boxes to define the observed relationship and characteristic of the adjacent sites.

TABLE 1
OFF-SITE ADJACENT PROPERTIES

OBSERVED CONCERNS	The adjacent property to the: (X)North ()Northeast	The adjacent property to the: (X)East ()Southeast	The adjacent property to the: (X)South ()Southwest	The adjacent property to the: (X)West ()Northwest
	is: (X)Uphill from ()Downhill from ()Level with the subject property	is: (X)Uphill from ()Downhill from ()Level with the subject property	is: ()Uphill from ()Downhill from (X)Level with the subject property	is: ()Uphill from (X)Downhill from ()Level with the subject property
Underground Storage Tanks	()	()	()	()
Impoundment/holding ponds	()	()	()	()
Remedial clean-up activity	()	()	()	()
Monitoring wells	()	()	()	()
Chemical odors	()	()	()	()
Air emissions	()	()	()	()
Industrial/manufacturing activity	()	()	()	()
Aboveground Storage Tanks	()	()	()	()
Storage drums/containers	()	()	()	()
Dumping	()	()	()	()
Landfill/burial activity	()	()	()	()
Stained/discolored soil	()	()	()	()
Evidence of spills or releases	()	()	()	()
Waste water discharges	()	()	()	()
CURRENT USE	Construction stockyard	Residential	Residential	Wooded/Undeveloped, Rail Line
OCCUPIED/UNOCCUPIED	Occupied	Occupied	Occupied	Unoccupied

IV On-Site Industrial/Manufacturing Activity

When an industrial/manufacturing activity is now, or evidence indicates it has been in operation on the subject property that may be involved with the generation, storage, treatment, transportation, recycling or disposal of hazardous, or toxic wastes, the Inspector shall appropriately check-mark below and photograph the environmentally sensitive activities or evidence observed.

The following activity, or evidence thereof, was observed on-site?

Landfill.....	(X)No ()Yes
Wastewater treatment process.....	(X)No ()Yes
Incineration furnace/air emissions.....	(X)No ()Yes
Recycling process.....	(X)No ()Yes
Junk/scrap yard.....	(X)No ()Yes
Gasoline station/convenience store.....	(X)No ()Yes
Motor vehicle repairs/maintenance.....	(X)No ()Yes
Machine shops.....	(X)No ()Yes
Airport.....	(X)No ()Yes
Railroad yard/spur.....	(X)No ()Yes
Freight terminals.....	(X)No ()Yes
Military base.....	(X)No ()Yes
Power plant.....	(X)No ()Yes
Asphalt or cement plant.....	(X)No ()Yes
Oil & gas exploration/production/refining.....	(X)No ()Yes
Mining.....	(X)No ()Yes
Foundries/casting operations.....	(X)No ()Yes
Herbicide/pesticide manufacturing/storage.....	(X)No ()Yes
Chemical manufacturing/treatment.....	(X)No ()Yes
Metal plating or finishing.....	(X)No ()Yes
Metal fabrication or production.....	(X)No ()Yes
Textile and leather manufacturing.....	(X)No ()Yes
Wood preservation or finishing.....	(X)No ()Yes
Paper manufacturing.....	(X)No ()Yes
Printing industries.....	(X)No ()Yes
Pharmaceutical production.....	(X)No ()Yes
Plastic fabrication and manufacturing	(X)No ()Yes
Livestock feed lots.....	(X)No ()Yes
Agricultural/horticultural production.....	(X)No ()Yes
Explosive manufacturing.....	(X)No ()Yes
Dry cleaning facilities.....	(X)No ()Yes
Inks, dye and paint manufacturing or use.....	(X)No ()Yes
Photochemical laboratories.....	(X)No ()Yes
Analytical testing laboratories.....	(X)No ()Yes
Fertilizer manufacturing.....	(X)No ()Yes
Vehicle/equipment degreasing/washing.....	(X)No ()Yes
Hazwaste transportation, storage and disposal.....	(X)No ()Yes

V SPECIFIC ON-SITE CONDITIONS OF CONCERN

The following specific conditions or items of concern were observed on the subject property:

a.	Aboveground storage tanks (AST)	(X)No ()Yes	Photo # _____
b.	Underground storage tanks (UST)	(X)No ()Yes	Photo # _____
c.	Pipes lines	(X)No ()Yes	Photo # _____
d.	Damaged/leaking transformers	(X)No ()Yes	Photo # _____
e.	Surface impoundment/holding ponds (Other than storm water retention)	(X)No ()Yes	Photo # _____
f.	Monitoring wells	(X)No ()Yes	Photo # _____
g.	Remedial cleanup activity	(X)No ()Yes	Photo # _____
h.	Landfill/burial activity	(X)No ()Yes	Photo # _____
i.	Chemical spills or releases	(X)No ()Yes	Photo # _____
j.	Gas/oily sheens on water (Excluding parking lot ponding)	(X)No ()Yes	Photo # _____
k.	Chemical/petroleum odors	(X)No ()Yes	Photo # _____
l.	Stained or discolored soil	(X)No ()Yes	Photo # _____
m.	Distressed/discolored vegetation	(X)No ()Yes	Photo # _____
n.	Dumping	(X)No ()Yes	Photo # _____
o.	Stored substances/drums/containers/vats	(X)No ()Yes	Photo # _____
p.	Spray rigs/tankers/mobile storage tanks	(X)No ()Yes	Photo # _____
q.	Sprayed on structural fire proofing	(X)No ()Yes	Photo # _____
r.	Sprayed on acoustical/textured ceilings	(X)No ()Yes	Photo # _____
s.	Friable/damaged thermal insulation	(X)No ()Yes	Photo # _____
t.	Marshes/low lying wetlands	()No (X)Yes	Photo # 1, 3, 26
u.	Farm wastes/manure stockpiles	(X)No ()Yes	Photo # _____

Note: Photograph each item checked "Yes" above to appropriately document its condition. More than one photo may be required on multiple conditions or locations.

VI Attachment: Site Plan Drawing(s) ()No (X)Yes

VII Attachment: Color Photographs ()No (X)Yes

Appendix F
Site Photographs



Photo 1
Subject Site; Pinedell Avenue, Monroe, NC



Photo 2
View from the northwest to the southeast along the eastern border of the Subject Site
(Parcel 09-301-226B)



Photo 3

View from the northeast to the southwest across the Subject Site (Parcel 09-301-226B)



Photo 4

View from west to east across the northern portion of the Subject Site (Parcel 09-301-226B)



Photo 5
Abandoned structure located on Parcel 09-301-225B



Photo 6
Interior of the basement area of abandoned structure located on Parcel 09-301-225B



Photo 7

Interior (ceiling) of the basement area of abandoned structure located on Parcel 09-301-225B



Photo 8

Interior of the basement area of abandoned structure located on Parcel 09-301-225B



Photo 9

Interior of the main floor area of abandoned structure located on Parcel 09-301-225B



Photo 10

Interior of the main floor area of abandoned structure located on Parcel 09-301-225B



Photo 11
Exterior view of abandoned structure located on Parcel 09-301-225B



Photo 12
Exterior view of abandoned structure located on Parcel 09-301-225B



Photo 13
Exterior view of abandoned structure located on Parcel 09-301-225B



Photo 14
Exterior view of abandoned structure located on Parcel 09-301-225B



Photo 15
View from east to west across the northern border of Parcel 09-301-226B



Photo 16
View from north to south across Parcel 09-301-226B



Photo 17
Abandoned structure located on Parcel 09-301-226B



Photo 18
Abandoned structure located on Parcel 09-301-226B



Photo 19
Interior of abandoned structure located on Parcel 09-301-226B



Photo 20
Interior of abandoned structure located on Parcel 09-301-226B



Photo 21
View from south to north across Parcel 09-301-225C



Photo 22
View from east to west across Parcel 09-301-225C



Photo 23
View from west to east across Parcel 09-301-226B



Photo 24
View from west to north to south across Parcel 09-301-226B



Photo 25
Diving platform located at western end of the pond located on Parcel 09-301-226B



Photo 26
Outfall at western end of the pond located on Parcel 09-301-226B



Photo 37
View from east to west across the western portion of Parcel 09-301-226B



Photo 38
View of rail line and adjacent property to the west of Parcel 09-301-226B



Photo 39
View from west to east across Parcel 09-301-226B



Photo 40
Residential properties located adjacent to and across Pinedell Avenue from Parcel 09-301-226B



Photo 41

View from northeast to southwest across the southern border of Parcel 09-301-226B



Photo 42

Adjoining residential properties located to the east of the border of Parcel 09-301-226B



Photo 43

Adjoining property (construction company) located to the north of Parcel 09-301-226B



Photo 44

Pole-mounted electrical transformer located on north central portion of Parcel 09-301-226B

Appendix G
Curriculum Vitae

QUALIFICATIONS OF ENVIRONMENTAL PROFESSIONALS

W. Scott Ball **Principal**

Professional Experience:

ASTM Standard Phase I and Phase II Environmental Site Assessments including asbestos inspections and radon gas testing for manufacturing facilities, private owners, undeveloped real estate, and lending institutions throughout the southeast.

Environmental assessment of State UST, CERCLA and RCRA sites including subsurface data acquisition and interpretation; regulatory compliance and remediation; evaluation of remedial technologies and implementation of selected technologies; interaction with clients and regulators; report preparation and review.

Wetlands delineation and determinations in North and South Carolina; projects associated with meeting permit requirements of Section 404 of the Clean Water Act.

Project management including health and safety plans; technical QA/QC and project and department budget; personnel management including technical and professional development and training.

Certifications:

1996, AHERA Building Inspector for Asbestos
1996, North Carolina Asbestos Inspector # 1162
1998, South Carolina Asbestos Inspector # 243-25-INSP
1998, Registered Site Manager – North Carolina Inactive Hazardous Waste Sites
OSHA Certified 40-Hour HAZWOPER
OSHA Certified Annual 8-Hour HAZWOPER Refresher
Member, National Ground Water Association
Member, National Association of Environmental Professionals

Education:

B.S., 1987, Environmental Science, University of North Carolina, Asheville

QUALIFICATIONS OF ENVIRONMENTAL PROFESSIONALS

Laura Minor, Project Manager

Qualifications and Experience:

ASTM Standard Phase I/II Environmental Site Assessments for manufacturing facilities, private owners, undeveloped real estate, and lending institutions in North and South Carolina.

Environmental assessment of State UST sites including subsurface data acquisition and interpretation; regulatory compliance and remediation; interaction with clients and regulators; report preparation and review.

Project management including health and safety plans; technical QA/QC and project and department budget; accounting management including A/R, A/P.

Certifications:

OSHA Certified 40-Hour HAZWOPER
OSHA Certified Annual 8-Hour HAZWOPER Refresher
Member, National Ground Water Association
Member, NCPCM/SCPMA

Professional Experience:

Staff Scientist, Geological Resources, Inc. 2003-2004
Project Manager, Geological Resources, Inc. 2004-2008
Operations Manager, Resolve Environmental Services, PLLC, 2008-present
Project Manager, Geological Resources, Inc. 2016-present

Education:

B.S., 2001, Parks and Resource Conservation, Marshall University, Huntington, WV

**ASBESTOS INSPECTION REPORT
FEBRUARY 2021
PINEDELL AVENUE PROJECT
MONROE, UNION COUNTY, NORTH CAROLINA**



Prepared For:

Mr. Brian Borne
City of Monroe
300 West Crowell Street
Monroe, NC 28112

Prepared By:

Resolve Environmental Services, PLLC.
500 Devonport Drive
Matthews, North Carolina 28104

April 14, 2021

W. Scott Ball

W. Scott Ball
NC DHHS Inspector No. 11622

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2.1	ASBESTOS SURVEY RESULTS	2
3.0	CONCLUSIONS	3

FIGURES

- Figure 1: Site Location Map
Figure 2: Sample Location Map

TABLE

- Table 1: Suspect Asbestos Containing Materials

APPENDICES

- Appendix A: Laboratory Certification
Appendix B: Laboratory Report
Appendix C: Photographs

1.0 SIGNATURE PAGE

This report entitled *Asbestos Inspection Report, February 2021, Pinedell Avenue Project, Monroe, Union County, North Carolina* has been prepared at the request of Mr. Brian Borne of the City of Monroe. The inspection was conducted by and the report was prepared by the undersigned.

Inspection Conducted and Prepared By:	NCDHHS	Signature	Date
W. Scott Ball	Inspector #: NC 11622 Expires 3/31/2022		4/14/2021

2.0 EXECUTIVE SUMMARY

Resolve Environmental Services, PLLC (Resolve) was contracted by the City of Monroe (COM) to perform an asbestos inspection on two (2) structures located at the subject site located on Pinedell Avenue in Monroe, Monroe County, North Carolina (**Figure 1**). The COM is reportedly planning on demolishing the structures in the near future. Structure #1 (approximately 1,000 square feet in size) and Structure #2 (approximately 1,200 square feet in size) is located on Parcel ID 09-301-226B and Parcel ID 09-301-225B, respectively.

The survey was performed on February 27, 2021 to determine the presence of asbestos containing materials. The asbestos inspection was performed by observing and sampling suspect building materials. Structure #1 interior consists of wood paneling, drywall, textured ceiling, carpet over wood flooring and wood frame with fiberglass insulation in the attic. Structure #1 exterior consists of masonry siding and roofing shingles over tar paper and glass windows with metal frames. Structure #2 (2 levels with basement) interior consists of wood ceilings, concrete walls with stucco finish, wood floors, beams and walls. Structure #2 exterior consists of wood planking, logs, brick and roofing shingles. No thermal system insulation, sprayed/troweled textured material or other materials typically associated with potential ACMs were noted in the interior of the structures. The sampling locations of materials collected are shown on **Figures 2 and 3**. The materials tested appeared to be in fair to good condition.

A random sampling strategy was developed to provide representative samples for analysis. Samples were then extracted from a variety of suspect ACBMs. Bulk samples collected were recorded on a Chain-of-Custody record and submitted to AmeriSci, a Polarized Light Microscopy laboratory located in Midlothian Virginia. The laboratory is accredited by the National Voluntary Laboratory Accreditation Program (NVLAP), which is administered by the National Institute of Standards and Technology (NIST). AmeriSci's NVLAP enrollment number is 101904-0. A copy of the laboratory certification has been included as **Appendix A**.

The materials suspected of containing asbestos were analyzed by a trained microscopists utilizing Polarized Light Microscopy techniques coupled with dispersion staining in accordance with EPA Test Method Title 40 Code of Federal Regulations, Chapter I (1-1-87 edition), Part 763, Subpart E - Appendix A. This method identifies asbestos mineral fibers based on six optical characteristics: morphology, birefringence, refractive index, extinction angle, sign of elongation and dispersion staining colors. The laboratory analysis reports the specific type of asbestos identified (there are six asbestos minerals) and the percentage of asbestos present. The EPA and OSHA defines materials as asbestos containing if an asbestos content of greater than one percent (>1%) is detected in a representative sample.

2.1 ASBESTOS SURVEY RESULTS

Samples were collected and analyzed from the following suspect building materials:

- X Roofing Shingles (black, gray and light gray – Structure #1; black and gray – Structure #2)
- X Siding (exterior siding – Structure #1)
- X Tar Paper (Structure #1)
- X Drywall (Structure #1)

- X Textured Ceiling Finish (Structure #1)
- X Log Chinking (Structure #2)
- X Stucco/Masonry Wall Finish (Structure #2)

The asbestos survey conducted on February 27, 2021 at the Pinedell Avenue Project structures site revealed the following asbestos containing materials (ACMs):

- Textured Ceiling Finish (Structure #1); 2% Chrysotile Asbestos – Approximately 600 square feet

A summary of laboratory analyses of the potential asbestos samples collected are presented in **Table 1**. A complete report of the laboratory analyses of potential ACMs has been included as **Appendix B**. Photographs of the sample locations are included as **Appendix C**.

3.0 CONCLUSIONS/RECOMMENDATIONS

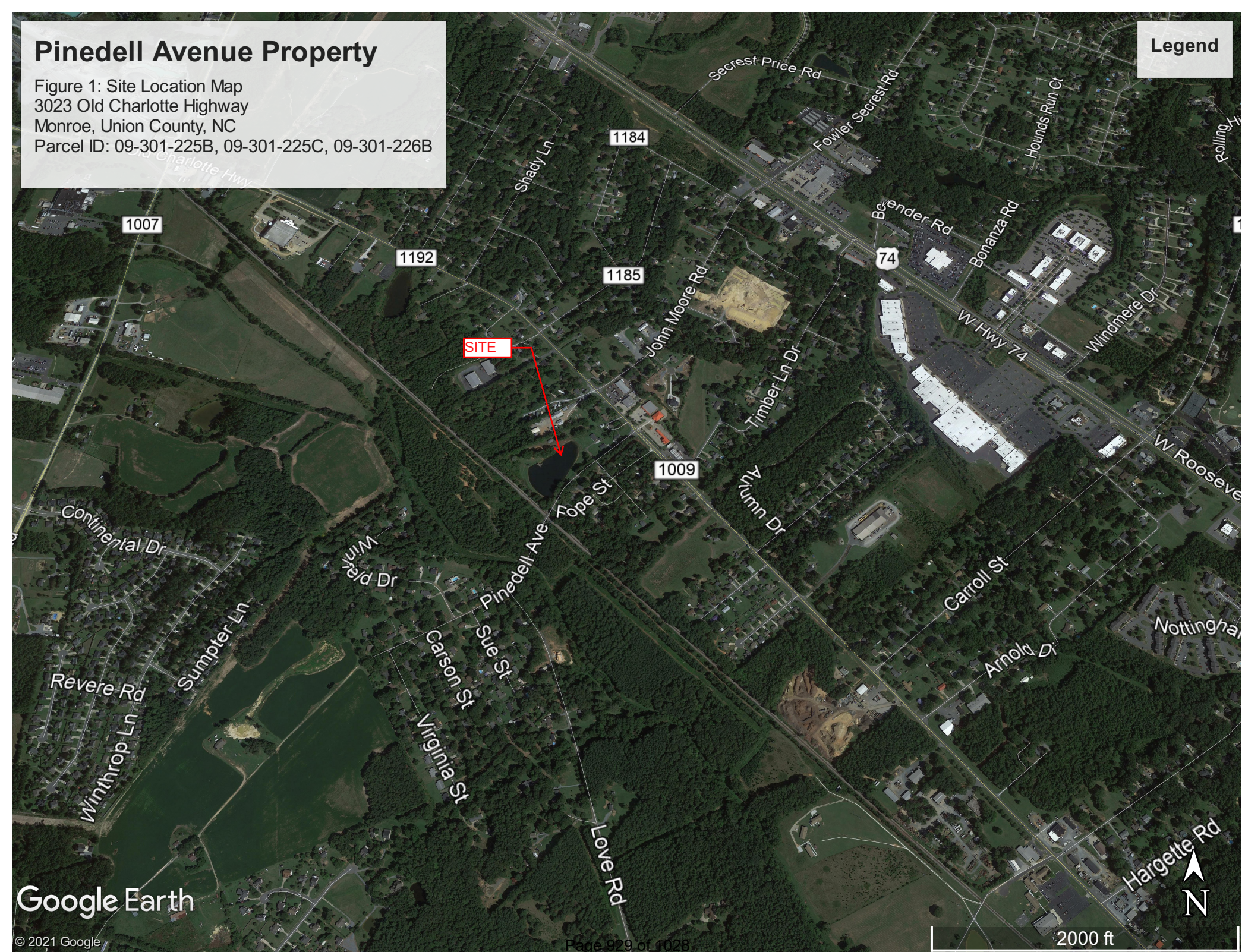
The asbestos inspection conducted at the Pinedell Avenue Project site located in Monroe, North Carolina revealed ACMs in three (3) of the samples (TC-1, TC-2 and TC-3; textured ceiling finish) that were collected from the kitchen, living room and bedroom #2 in Structure #1 located on Parcel ID 09-301-226B. This material should be removed by a North Carolina licensed asbestos abatement contractor prior to demolishing the structure. No other ACMs were identified in the structures.

FIGURES

Pinedell Avenue Property

Figure 1: Site Location Map
3023 Old Charlotte Highway
Monroe, Union County, NC
Parcel ID: 09-301-225B, 09-301-225C, 09-301-226B

Legend



Google Earth

© 2021 Google

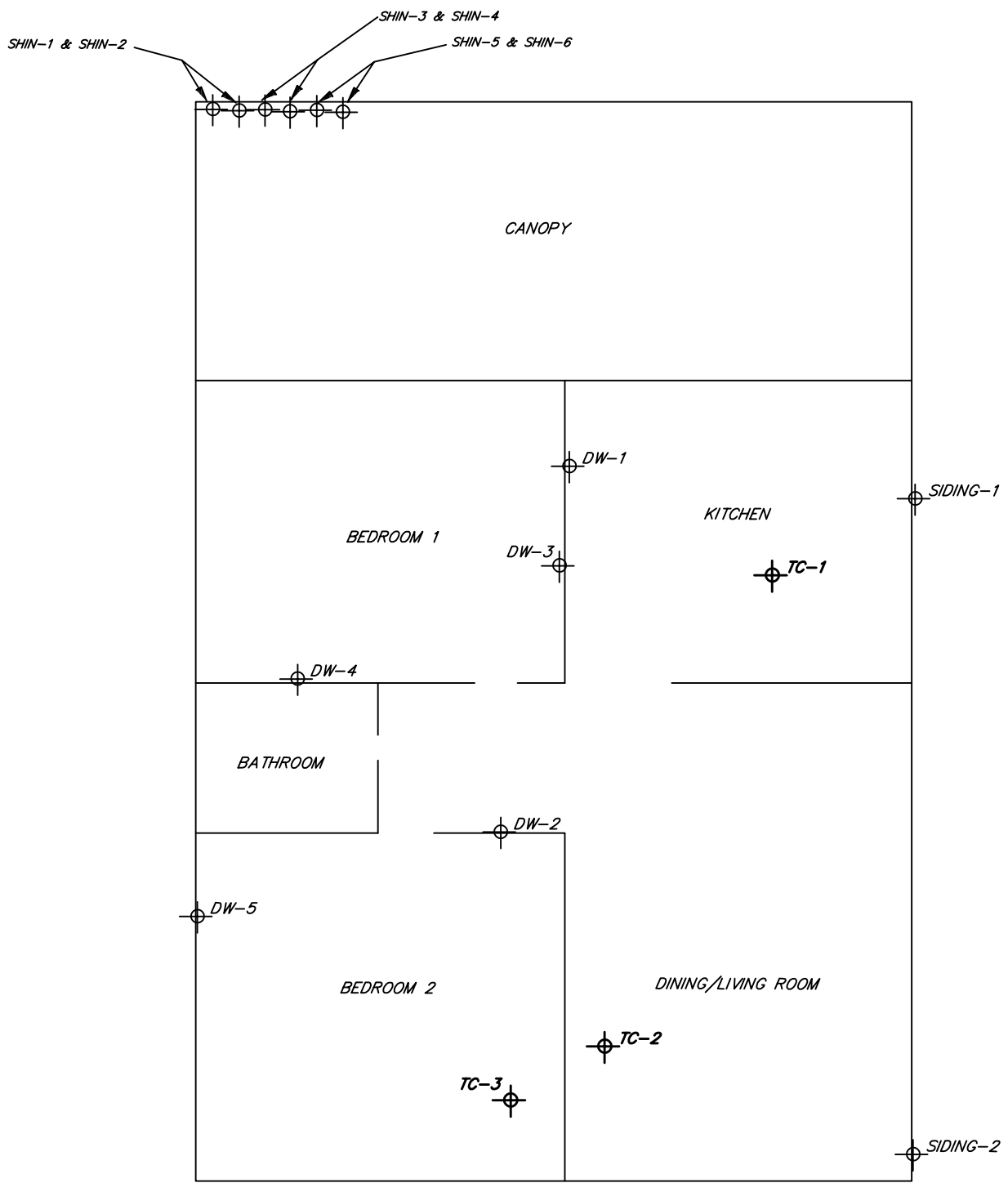
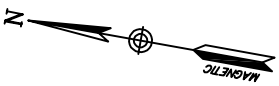
Page 929 of 1028

2000 ft

N

LEGEND

SAMPLE LOCATION



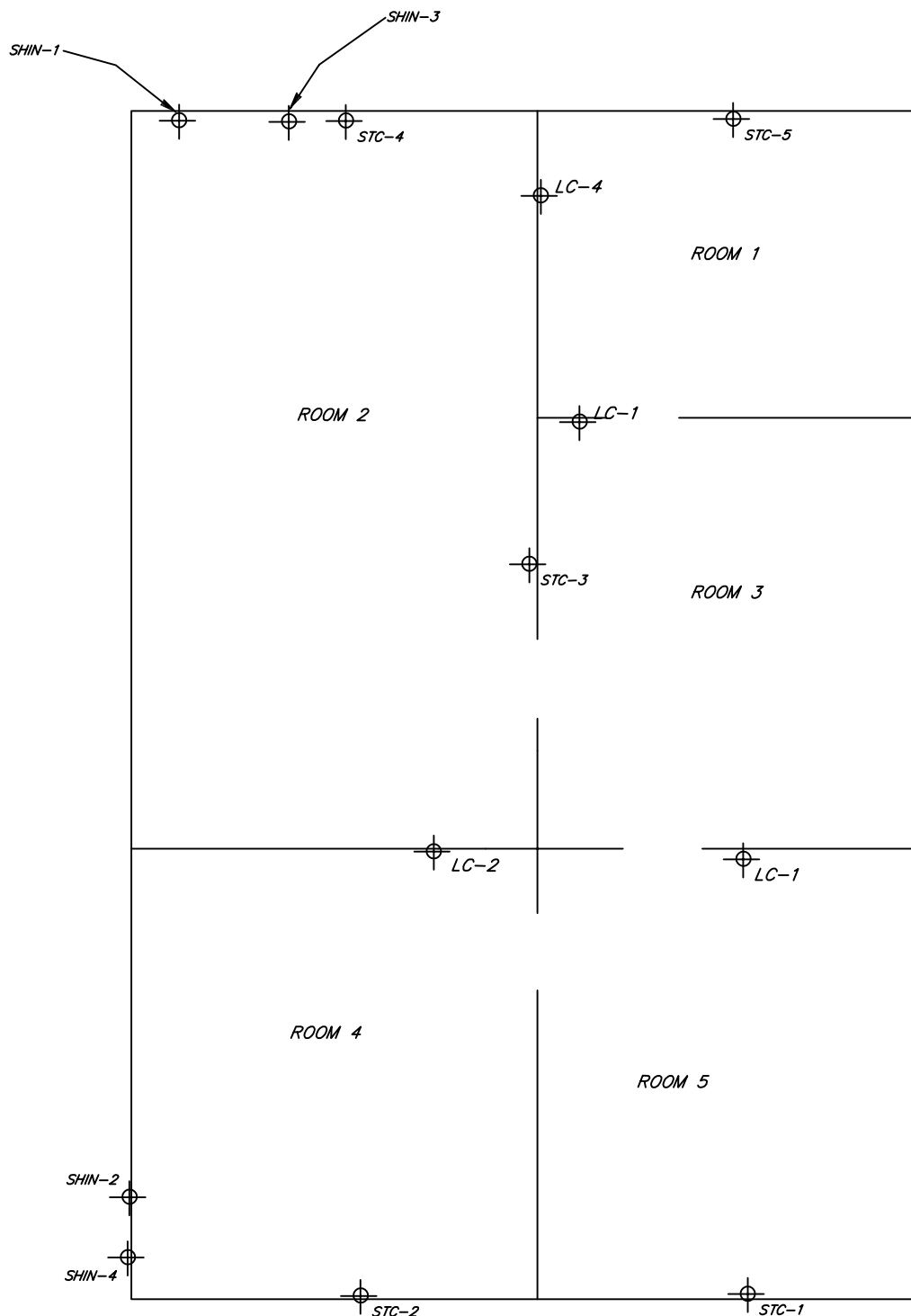
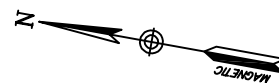
**TEXTURED CEILING FINISH
 SAMPLES TC-1, TC-2 & TC-3
 TESTED POSITIVE FOR ASBESTOS.

DRAWING NOT TO SCALE

SAMPLE LOCATION MAP – STRUCTURE #1			
Pinedell Avenue Project Monroe, North Carolina Union County Parcel ID: 09-301-226B			
Date:	4/14/2021	Drawn by:	LJM
Figure:	2		
RESOLVE ENVIRONMENTAL SERVICES, PLLC			

LEGEND

SAMPLE LOCATION



ALL SAMPLES COLLECTED IN
BASEMENT. NO ACMs
IDENTIFIED IN STRUCTURE.

DRAWING NOT TO SCALE

SAMPLE LOCATION MAP – STRUCTURE #2			
Pinedell Avenue Project Monroe, North Carolina Union County Parcel ID: 09-301-225B			
Date:	4/14/2021	Drawn by:	LJM Figure: 3
RESOLVE ENVIRONMENTAL SERVICES, PLLC			

TABLE

TABLE 1
SUSPECT ASBESTOS CONTAINING MATERIALS
PINEDELL AVENUE PROJECT
MONROE, NORTH CAROLINA

Date: 4/12/2021

Sample ID	Material Decrpition	Location	Condition	Asbestos Present	<u>Approximate</u> Amount of material
Structure 1					
SHIN -1	Black Roofing Shingle	Roof	Fair; non-friable	No	N/A
SHIN-2	Black Roofing Shingle	Roof	Fair; non-friable	No	N/A
SHIN-3	Gray Roofing Shingle	Roof	Fair; non-friable	No	N/A
SHIN-4	Gray Roofing Shingle	Roof	Fair; non-friable	No	N/A
SHIN-5	Lt. Gray Roofing Shingle	Roof	Fair; non-friable	No	N/A
SHIN-6	Lt. Gray Roofing Shingle	Roof	Fair; non-friable	No	N/A
SIDING-1	Exterior Siding	Exterior Wall	Good; non-friable	No	N/A
SIDING-2	Exterior Siding	Exterior Wall	Good; non-friable	No	N/A
TP-1	Roofing Tar Paper	Roof	Fair; non-friable	No	N/A
TP-2	Roofing Tar Paper	Roof	Fair; non-friable	No	N/A
DW-1	Drywall	Kitchen	Fair; non-friable	No	N/A
DW-2	Drywall	Hallway	Fair; non-friable	No	N/A
DW-3	Drywall	BR-1	Fair; non-friable	No	N/A
DW-4	Drywall	BR-1	Fair; non-friable	No	N/A
DW-5	Drywall	BR-2	Fair; non-friable	No	N/A

TABLE 1 SUSPECT ASBESTOS CONTAINING MATERIALS PINEDELL AVENUE PROJECT MONROE, NORTH CAROLINA					
Date: 4/12/2021					
Sample ID	Material Decrpition	Location	Condition	Asbestos Present	<u>Approximate</u> Amount of material
TC-1	Textured Ceiling Finish	Kitchen	Fair; non-friable	Yes; 2% chrysotile	Approximately 600 square feet
TC-2	Textured Ceiling Finish	Living Room	Fair; non-friable	Yes; 2% chrysotile	
TC-3	Textured Ceiling Finish	Bedroom 2	Fair; non-friable	Yes; 2% chrysotile	
Structure 2					
LC-1	Log Chinking	Room 5	Fair; non-friable	No	N/A
LC-2	Log Chinking	Room 4	Fair; non-friable	No	N/A
LC-3	Log Chinking	Room 3	Fair; non-friable	No	N/A
LC-4	Log Chinking	Room 1	Fair; non-friable	No	N/A
STC-1	Stucco/Masonry Wall Finish	Room 5	Fair; non-friable	No	N/A
STC-2	Stucco/Masonry Wall Finish	Room 4	Fair; non-friable	No	N/A
STC-3	Stucco/Masonry Wall Finish	Room 2	Fair; non-friable	No	N/A
STC-4	Stucco/Masonry Wall Finish	Room 2	Fair; non-friable	No	N/A
STC-5	Stucco/Masonry Wall Finish	Room1	Fair; non-friable	No	N/A
SHIN -1	Black Roofing Shingle	Roof	Fair; non-friable	No	N/A
SHIN-2	Gray Roofing Shingle	Roof	Fair; non-friable	No	N/A
SHIN-3	Black Roofing Shingle	Roof	Fair; non-friable	No	N/A
SHIN-4	Gray Roofing Shingle	Roof	Fair; non-friable	No	N/A

Note:

All samples collected analyzed for bulk analyses by PLM.

Piping amounts measure in linear feet

NA: Not applicable.

TC-3: Samples shaded in light green collected from Structure #1.

LC-1: Samples shaded in tan collected from Structure #2.

APPENDICES

APPENDIX A
Laboratory Certification

United States Department of Commerce
National Institute of Standards and Technology



Certificate of Accreditation to ISO/IEC 17025:2017

NVLAP LAB CODE: 101904-0

AmeriSci Richmond
Midlothian, VA

*is accredited by the National Voluntary Laboratory Accreditation Program for specific services,
listed on the Scope of Accreditation, for:*

Asbestos Fiber Analysis

*This laboratory is accredited in accordance with the recognized International Standard ISO/IEC 17025:2017.
This accreditation demonstrates technical competence for a defined scope and the operation of a laboratory quality
management system (refer to joint ISO-ILAC-IAF Communique dated January 2009).*

2020-07-01 through 2021-06-30

Effective Dates



A handwritten signature in blue ink, which appears to read "Dana S. Laman".

For the National Voluntary Laboratory Accreditation Program

SCOPE OF ACCREDITATION TO ISO/IEC 17025:2017

AmeriSci Richmond
dba AmeriSci Richmond
13635 Genito Road
Midlothian, VA 23112
Mr. Thomas B. Keith
Phone: 804-763-1200 Fax: 804-763-1800
Email: bkeith@amerisci.com
<http://www.amerisci.com>

ASBESTOS FIBER ANALYSIS

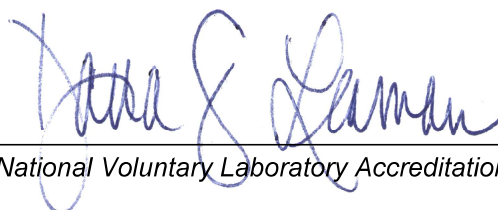
NVLAP LAB CODE 101904-0

Bulk Asbestos Analysis

<u>Code</u>	<u>Description</u>
18/A01	EPA -- 40 CFR Appendix E to Subpart E of Part 763, Interim Method of the Determination of Asbestos in Bulk Insulation Samples
18/A03	EPA 600/R-93/116: Method for the Determination of Asbestos in Bulk Building Materials

Airborne Asbestos Analysis

<u>Code</u>	<u>Description</u>
18/A02	U.S. EPA's "Interim Transmission Electron Microscopy Analytical Methods-Mandatory and Nonmandatory-and Mandatory Section to Determine Completion of Response Actions" as found in 40 CFR, Part 763, Subpart E, Appendix A.



For the National Voluntary Laboratory Accreditation Program



May 8, 2020

Thomas B. Keith
America Science TEAM Richmond, Inc.
Brian Keith
dba AmeriSci Richmond
13635 Genito Road
Midlothian, VA 23112

NVLAP Lab Code: 101904-0

Dear Mr. Keith,

Thank you for continuing your accreditation for Asbestos Fiber Analysis under the National Voluntary Laboratory Accreditation Program (NVLAP). This accreditation is effective until June 30, 2021, provided that your laboratory continues to comply with the accreditation requirements contained in the NVLAP Procedures.

Your updated accreditation documents are enclosed. You may reproduce these documents in their entirety and use the NVLAP symbol and/or term to reference your accredited status in accordance with the requirements published in NIST Handbook 150, 1.8. Accreditation does not relieve your laboratory from observing and complying with any applicable existing laws and/or regulations.

We are pleased to have you participate in NVLAP and look forward to your continued association with this program. If you have any questions concerning your NVLAP accreditation, please direct them to Hazel Richmond, Program Manager, Laboratory Accreditation Program, National Institute of Standards and Technology, 100 Bureau Dr. Stop 2140, Gaithersburg, MD 20899-2140; (301) 975-3024.

Sincerely,

Dana S. Leaman, Chief
National Voluntary Laboratory Accreditation Program

APPENDIX B
Laboratory Report



AmeriSci Richmond
13635 GENITO ROAD
MIDLOTHIAN, VIRGINIA 23112
TEL: 8047631200 FAX: 8047631800

March 9, 2021

Resolve Environmental Svcs PLLC
Attn: Scott Ball
500 Devonport Drive
Matthews, NC 28104

RE: Resolve Environmental Svcs PLLC
Job Number 121031225
P.O. #Pinedell Avenue Project
Pinedell Avenue Project; Pinedell Avenue, Monroe, NC

Dear Scott Ball:

Enclosed are the results for PLM asbestos analysis of the following Resolve Environmental Svcs PLLC samples received at AmeriSci on Thursday, March 4, 2021, for a 5 day turnaround:

SHIN-1, SHIN-2, SHIN-3, SHIN-4, SHIN-5, SHIN-6, SIDING-1, SIDING-2, TP-1, TP-2, DW-1, DW-2, DW-3, DW-4, DW-5, TC-1, TC-2, TC-3, LC-1, LC-2, LC-3, LC-4, STC-1, STC-2, STC-3, STC-4, STC-5, SHIN-1, SHIN-2, SHIN-3, SHIN-4

The 31 samples contained in zip lock bag were shipped to AmeriSci via Fed Ex 7842 7275 3363 S. These samples were prepared and analyzed according to EPA PLM Method (EPA 600/R-93/116 Section 2.2). The required analytical information, analysis results, analyst signature and laboratory identification are contained in the PLM Bulk Asbestos Report. If TEM analysis was requested for selected samples the gravimetric reduction data (by Sec 2.3) and TEM Asbestos % (by Sec 2.5) are included in Table 1 along with a summary of Asbestos % by PLM for all samples analyzed.

This report relates ONLY to the sample analysis expressed as % asbestos. AmeriSci assumes no responsibility for customer supplied data such as "sample type", "location", or "area sampled". This report must not be used to claim product endorsement by AmeriSci, NVLAP or any agency of the U. S. Government. The National Institute of Standards and Technology accreditation requirements mandate that this report must not be reproduced, except in full, without the written approval of the laboratory. This report may contain specific data not covered by NVLAP or ELAP accreditations, if so identified in relevant footnotes.

AmeriSci appreciates this opportunity to serve your organization. Please contact us for any further assistance or with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "T. Brian Keith". The signature is fluid and cursive, with the first name being more prominent.

T. Brian Keith
Laboratory Director | Authorized Signatory

**AmeriSci Richmond**

13635 GENITO ROAD
MIDLOTHIAN, VIRGINIA 23112
TEL: (804) 763-1200 • FAX: (804) 763-1800

PLM Bulk Asbestos Report

Resolve Environmental Svcs PLLC
Attn: Scott Ball
500 Devonport Drive

Matthews, NC 28104

Date Received 03/04/21 **AmeriSci Job #** 121031225
Date Examined 03/09/21 **P.O. #**
Page 1 of 7
RE: Pinedell Avenue Project; Pinedell Avenue, Monroe, NC

Client No. / HGA	Lab No.	Asbestos Present	Total % Asbestos
SHIN-1 Location: Roof; Black Roofing Shingle Analyst Description: Black/White, Heterogeneous, Non-Fibrous, Bulk Material Asbestos Types: Other Material: Fibrous glass 3%, Non-fibrous 97%	121031225-01	No	NAD (by CVES) by Eric H. Ahles on 03/09/21
SHIN-2 Location: Roof; Black Roofing Shingle Analyst Description: Black/White, Heterogeneous, Non-Fibrous, Bulk Material Asbestos Types: Other Material: Fibrous glass 3%, Non-fibrous 97%	121031225-02	No	NAD (by CVES) by Eric H. Ahles on 03/09/21
SHIN-3 Location: Roof; Gray Roofing Shingle Analyst Description: Black/White, Heterogeneous, Non-Fibrous, Bulk Material Asbestos Types: Other Material: Fibrous glass 3%, Non-fibrous 97%	121031225-03	No	NAD (by CVES) by Eric H. Ahles on 03/09/21
SHIN-4 Location: Roof; Gray Roofing Shingle Analyst Description: Black/White, Heterogeneous, Non-Fibrous, Bulk Material Asbestos Types: Other Material: Fibrous glass 3%, Non-fibrous 97%	121031225-04	No	NAD (by CVES) by Eric H. Ahles on 03/09/21
SHIN-5 Location: Roof; Lt Gray Roofing Shingle Analyst Description: Black/White, Heterogeneous, Non-Fibrous, Bulk Material Asbestos Types: Other Material: Cellulose 5%, Non-fibrous 95%	121031225-05	No	NAD (by CVES) by Eric H. Ahles on 03/09/21

See Reporting notes on last page

PLM Bulk Asbestos Report

Pinedell Avenue Project; Pinedell Avenue, Monroe, NC

Client No. / HGA	Lab No.	Asbestos Present	Total % Asbestos
SHIN-6 Location: Roof; Lt Gray Roofing Shingle Analyst Description: Black/White, Heterogeneous, Non-Fibrous, Bulk Material Asbestos Types: Other Material: Cellulose 5%, Non-fibrous 95%	121031225-06	No	NAD (by CVES) by Eric H. Ahles on 03/09/21
SIDING-1 Location: Exterior Wall; Exterior Siding Analyst Description: Gray, Heterogeneous, Non-Fibrous, Bulk Material Asbestos Types: Other Material: Cellulose 3%, Fibrous glass Trace, Non-fibrous 97%	121031225-07	No	NAD (by CVES) by Eric H. Ahles on 03/09/21
SIDING-2 Location: Exterior Wall; Exterior Siding Analyst Description: Gray, Heterogeneous, Non-Fibrous, Bulk Material Asbestos Types: Other Material: Cellulose 3%, Non-fibrous 97%	121031225-08	No	NAD (by CVES) by Eric H. Ahles on 03/09/21
TP-1 Location: Roof; Roofing Tar Paper Analyst Description: Black, Heterogeneous, Non-Fibrous, Bulk Material Asbestos Types: Other Material: Cellulose 40%, Non-fibrous 60%	121031225-09	No	NAD (by CVES) by Eric H. Ahles on 03/09/21
TP-2 Location: Roof; Roofing Tar Paper Analyst Description: Black, Heterogeneous, Non-Fibrous, Bulk Material Asbestos Types: Other Material: Cellulose 40%, Non-fibrous 60%	121031225-10	No	NAD (by CVES) by Eric H. Ahles on 03/09/21
DW-1 Location: Kitchen; Drywall Analyst Description: White, Heterogeneous, Non-Fibrous, Bulk Material Asbestos Types: Other Material: Cellulose 3%, Fibrous glass Trace, Non-fibrous 97%	121031225-11	No	NAD (by CVES) by Eric H. Ahles on 03/09/21

See Reporting notes on last page

PLM Bulk Asbestos Report

Pinedell Avenue Project; Pinedell Avenue, Monroe, NC

Client No. / HGA	Lab No.	Asbestos Present	Total % Asbestos
DW-2 Location: Hallway; Drywall Analyst Description: White, Heterogeneous, Non-Fibrous, Bulk Material Asbestos Types: Other Material: Cellulose 3%, Fibrous glass Trace, Non-fibrous 97%	121031225-12	No	NAD (by CVES) by Eric H. Ahles on 03/09/21
DW-3 Location: BR-1; Drywall Analyst Description: White, Heterogeneous, Non-Fibrous, Bulk Material Asbestos Types: Other Material: Cellulose 3%, Non-fibrous 97%	121031225-13	No	NAD (by CVES) by Eric H. Ahles on 03/09/21
DW-4 Location: BR-1; Drywall Analyst Description: White, Heterogeneous, Non-Fibrous, Bulk Material Asbestos Types: Other Material: Cellulose 3%, Fibrous glass Trace, Non-fibrous 97%	121031225-14	No	NAD (by CVES) by Eric H. Ahles on 03/09/21
DW-5 Location: BR-2; Drywall Analyst Description: White, Heterogeneous, Non-Fibrous, Bulk Material Asbestos Types: Other Material: Cellulose 3%, Fibrous glass Trace, Non-fibrous 97%	121031225-15	No	NAD (by CVES) by Eric H. Ahles on 03/09/21
TC-1 Location: Kitchen; Textured Ceiling Finish Analyst Description: White, Heterogeneous, Non-Fibrous, Bulk Material Asbestos Types: Chrysotile 2.0 % Other Material: Cellulose 3%, Non-fibrous 95%	121031225-16	Yes	2% (by CVES) by Eric H. Ahles on 03/09/21
TC-2 Location: Living Room; Textured Ceiling Finish Analyst Description: White, Heterogeneous, Non-Fibrous, Bulk Material Asbestos Types: Chrysotile 2.0 % Other Material: Cellulose 3%, Non-fibrous 95%	121031225-17	Yes	2% (by CVES) by Eric H. Ahles on 03/09/21

See Reporting notes on last page

PLM Bulk Asbestos Report

Pinedell Avenue Project; Pinedell Avenue, Monroe, NC

Client No. / HGA	Lab No.	Asbestos Present	Total % Asbestos
TC-3	121031225-18	Yes	2%
Location: BR-2; Textured Ceiling Finish			(by CVES) by Eric H. Ahles on 03/09/21
Analyst Description: White, Heterogeneous, Non-Fibrous, Bulk Material			
Asbestos Types: Chrysotile 2.0 %			
Other Material: Cellulose 3%, Non-fibrous 95%			
LC-1	121031225-19	No	NAD
Location: Room 5; Log Chinking			(by CVES) by Eric H. Ahles on 03/09/21
Analyst Description: White, Heterogeneous, Non-Fibrous, Bulk Material			
Asbestos Types:			
Other Material: Non-fibrous 100%			
LC-2	121031225-20.1	No	NAD
Location: Room 4; Log Chinking			(by CVES) by Eric H. Ahles on 03/09/21
Analyst Description: White, Heterogeneous, Non-Fibrous, Surfacing			
Asbestos Types:			
Other Material: Non-fibrous 100%			
LC-2	121031225-20.2	No	NAD
Location: Room 4; Log Chinking			(by CVES) by Eric H. Ahles on 03/09/21
Analyst Description: Brown/Grey, Heterogeneous, Non-Fibrous, Cementitious, Concrete			
Asbestos Types:			
Other Material: Non-fibrous 100%			
LC-3	121031225-21.1	No	NAD
Location: Room 3; Log Chinking			(by CVES) by Eric H. Ahles on 03/09/21
Analyst Description: White, Heterogeneous, Non-Fibrous, Surfacing			
Asbestos Types:			
Other Material: Non-fibrous 100%			
LC-3	121031225-21.2	No	NAD
Location: Room 3; Log Chinking			(by CVES) by Eric H. Ahles on 03/09/21
Analyst Description: Brown/Grey, Heterogeneous, Non-Fibrous, Cementitious, Concrete			
Asbestos Types:			
Other Material: Non-fibrous 100%			

See Reporting notes on last page

PLM Bulk Asbestos Report

Pinedell Avenue Project; Pinedell Avenue, Monroe, NC

Client No. / HGA	Lab No.	Asbestos Present	Total % Asbestos
LC-4	121031225-22.1	No	NAD
Location: Room 1; Log Chinking			(by CVES) by Eric H. Ahles on 03/09/21
Analyst Description: White, Heterogeneous, Non-Fibrous, Surfacing			
Asbestos Types:			
Other Material: Non-fibrous 100%			
LC-4	121031225-22.2	No	NAD
Location: Room 1; Log Chinking			(by CVES) by Eric H. Ahles on 03/09/21
Analyst Description: Brown/Grey, Heterogeneous, Non-Fibrous, Cementitious, Concrete			
Asbestos Types:			
Other Material: Non-fibrous 100%			
STC-1	121031225-23	No	NAD
Location: Room 5; Stucco/Masonry Wall Finish			(by CVES) by Eric H. Ahles on 03/09/21
Analyst Description: White, Heterogeneous, Non-Fibrous, Bulk Material			
Asbestos Types:			
Other Material: Non-fibrous 100%			
STC-2	121031225-24	No	NAD
Location: Room 4; Stucco/Masonry Wall Finish			(by CVES) by Eric H. Ahles on 03/09/21
Analyst Description: White, Heterogeneous, Non-Fibrous, Bulk Material			
Asbestos Types:			
Other Material: Non-fibrous 100%			
STC-3	121031225-25	No	NAD
Location: Room 2; Stucco/Masonry Wall Finish			(by CVES) by Eric H. Ahles on 03/09/21
Analyst Description: White, Heterogeneous, Non-Fibrous, Bulk Material			
Asbestos Types:			
Other Material: Non-fibrous 100%			
STC-4	121031225-26	No	NAD
Location: Room 2; Stucco/Masonry Wall Finish			(by CVES) by Eric H. Ahles on 03/09/21
Analyst Description: White, Heterogeneous, Non-Fibrous, Bulk Material			
Asbestos Types:			
Other Material: Non-fibrous 100%			

See Reporting notes on last page

PLM Bulk Asbestos Report

Pinedell Avenue Project; Pinedell Avenue, Monroe, NC

Client No. / HGA	Lab No.	Asbestos Present	Total % Asbestos
STC-5	121031225-27	No	NAD
Location: Room 1; Stucco/Masonry Wall Finish			(by CVES) by Eric H. Ahles on 03/09/21
Analyst Description: White, Heterogeneous, Non-Fibrous, Bulk Material			
Asbestos Types:			
Other Material: Non-fibrous 100%			
SHIN-1	121031225-28	No	NAD
Location: Roof; Black Roofing Shingle			(by CVES) by Eric H. Ahles on 03/09/21
Analyst Description: Black, Heterogeneous, Non-Fibrous, Bulk Material			
Asbestos Types:			
Other Material: Fibrous glass 3%, Non-fibrous 97%			
SHIN-2	121031225-29	No	NAD
Location: Roof; Gray Roofing Shingle			(by CVES) by Eric H. Ahles on 03/09/21
Analyst Description: Black/Green, Heterogeneous, Non-Fibrous, Bulk Material			
Asbestos Types:			
Other Material: Cellulose 5%, Non-fibrous 95%			
SHIN-3	121031225-30	No	NAD
Location: Roof; Black Roofing Shingle			(by CVES) by Eric H. Ahles on 03/09/21
Analyst Description: Black, Heterogeneous, Non-Fibrous, Bulk Material			
Asbestos Types:			
Other Material: Fibrous glass 3%, Non-fibrous 97%			
SHIN-4	121031225-31	No	NAD
Location: Roof; Gray Roofing Shingle			(by CVES) by Eric H. Ahles on 03/09/21
Analyst Description: Black/Green, Heterogeneous, Non-Fibrous, Bulk Material			
Asbestos Types:			
Other Material: Cellulose 5%, Non-fibrous 95%			

Client Name: Resolve Environmental Svcs PLLC

PLM Bulk Asbestos Report

Pinedell Avenue Project; Pinedell Avenue, Monroe, NC

Reporting Notes:

Analyzed by: Eric H. Ahles
Date: 3/9/2021



Reviewed by: Eric H. Ahles



*NAD = no asbestos detected, Detection Limit <1%, Reporting Limits: CVES = 1%, 400 Pt Ct = 0.25%, 1000 Pt Ct = 0.1%; "Present" or NVA = "No Visible Asbestos" are observations made during a qualitative analysis; NA = not analyzed; NA/PS = not analyzed / positive stop; PLM Bulk Asbestos Analysis using Meiji, Model MT 6130 microscope, Serial #1410298, by EPA 600/R-93/116 per 40 CFR 763 (NVLAP Lab Code 101904-0) and ELAP PLM Analysis Protocol 198.1 for New York friable samples which includes quantitation of any vermiculite observed (198.6 for NOB samples) or EPA 400 pt ct by EPA 600/M4-82-020 (NYSDOH ELAP Lab # 10984); CA ELAP Lab # 2508; Note: PLM is not consistently reliable in detecting asbestos in floor coverings and similar NOB materials. NAD or Trace results by PLM are inconclusive, TEM is currently the only method that can be used to determine if this material can be considered or treated as non-asbestos-containing in New York State (also see EPA Advisory for floor tile, FR 59, 146, 38970, 8/1/94). NIST Accreditation requirements mandate that this report must not be reproduced except in full without the approval of the laboratory. This PLM report relates ONLY to the items tested.

Relinquished By:
Received By:
Relinquished By:
Received By:

Date/Time:
Date/Time:
Date/Time:
Date/Time:



BULK CHAIN OF CUSTODY FORM
13635 GENITO ROAD, MIDLOTHIAN, VA 23112
PH (804) 763-1200 / Fax (804)-763-1800
Toll Free (800) 476-5227
www.ameriscisci.com

Company: Resolve Environmental Services, PLLC		Project: Pinedell Avenue Project		AMERISCI #: 121031225
Street Address: 500 Devonport Drive		Project Address: Pinedell Avenue, Monroe, NC		Project #:
City: Matthews	State: NC	Zip: 28104	Project Manger: Scott Ball	
Phone: (704) 289-5881	Fax:	Analysis: ☒ PLM Only ☐ TEM Only ☐ NY ELAP PLM/TEM with NOB Prep. ☐ Positive Stop ASTM Dust ☐ (microvac) ☐ (wipe) ☐ Other (describe in comments)		
Cell #: (704) 451-2408	Verbal Results: No	Turnaround Time: 5 Day Material Type: ☒ Bulk ☐ Dust ☐ Water		
Results to: Laura Minor resolve@carolina.r.com		Sampled By: Scott Ball Date Sampled: 2/27/2021		

Special Instructions or Comments:

Lab ID	Field ID	Location	Sample Description (for dust=surface area sampled)	Homogenous Area (HA #)
		Structure #1		
	SHIN -1	Roof	Black Roofing Shingle	
	SHIN-2	Roof	Black Roofing Shingle	
	SHIN-3	Roof	Gray Roofing Shingle	
	SHIN-4	Roof	Gray Roofing Shingle	
	SHIN-5	Roof	Lt. Gray Roofing Shingle	
	SHIN-6	Roof	Lt. Gray Roofing Shingle	
	SIDING-1	Exterior Wall	Exterior Siding	
	SIDING-2	Exterior Wall	Exterior Siding	
	TP-1	Roof	Roofing Tar Paper	
	TP-2	Roof	Roofing Tar Paper	
	DW-1	Kitchen	Drywall	
	DW-2	Hallway	Drywall	
	DW-3	BR-1	Drywall	
	DW-4	BR-1	Drywall	
	DW-5	BR-2	Drywall	
	TC-1	Kitchen	Textured Ceiling Finish	
	TC-2	Living Room	Textured Ceiling Finish	
	TC-3	BR-2	Textured Ceiling Finish	

RECEIVED

MAR 04 2021
By AKW

121031225

Relinquished By:
Received By:
Relinquished By:
Received By:

Date/Time:
Date/Time:
Date/Time:
Date/Time:

AMERISCI

BULK CHAIN OF CUSTODY FORM
13635 GENITO ROAD, MIDLOTHIAN, VA 23112
PH (804) 763-1200 / Fax (804)-763-1800
Toll Free (800) 476-5227
www.ameriscsi.com

Company: Resolve Environmental Services, PLLC			Project: Pinedell Avenue Project		AMERISCI #:
Street Address: 500 Devonport Drive			Project Address: Pinedell Avenue, Monroe, NC		Project #:
City: Matthews State: NC Zip: 28104			Project Manger: Scott Ball		
Phone: (704) 289-5881 Fax:			Analysis: ☒ PLM Only ☐ TEM Only ☐ NY ELAP PLM/TEM with NOB Prep. ☐ Positive Stop ASTM Dust ☐ (microvac) ☐ (wipe) ☐ Other (describe in comments)		
Cell #: (704) 451-2408 Verbal Results: No			Turnaround Time: 5 Day Material Type: ☒ Bulk ☐ Dust ☐ Water		
Results to: Laura Minor resolve@carolina.r.com			Sampled By: Scott Ball Date Sampled: 2/27/2021		

Lab ID	Field ID	Location	Sample Description (for dust=surface area sampled)	Homogenous Area (HA #)
		Structure #2		
	LC-1	Room 5	Log Chinking	
	LC-2	Room 4	Log Chinking	
	LC-3	Room 3	Log Chinking	
	LC-4	Room 1	Log Chinking	
	STC-1	Room 5	Stucco/Masonry Wall Finish	
	STC-2	Room 4	Stucco/Masonry Wall Finish	
	STC-3	Room 2	Stucco/Masonry Wall Finish	
	STC-4	Room 2	Stucco/Masonry Wall Finish	
	STC-5	Room1	Stucco/Masonry Wall Finish	
	SHIN -1	Roof	Black Roofing Shingle	
	SHIN-2	Roof	Gray Roofing Shingle	
	SHIN-3	Roof	Black Roofing Shingle	
	SHIN-4	Roof	Gray Roofing Shingle	

RECEIVED

MAR 04 2021
By afw

APPENDIX C
Photographs



Photo 1
Pinedell Avenue Property, Monroe, NC
Structure 1 (Parcel 09-301-226B)



Photo 2
Pinedell Avenue Property, Monroe, NC
Structure 1 (Parcel 09-301-226B)



Photo 3
Structure 1; (Parcel 09-301-226B) SHIN-1 through SHIN-6 sample locations



Photo 4
Structure 1; (Parcel 09-301-226B) SHIN-1 through SHIN-6 sample locations



Photo 5
Structure 1; (Parcel 09-301-226B); DW-1 sample location

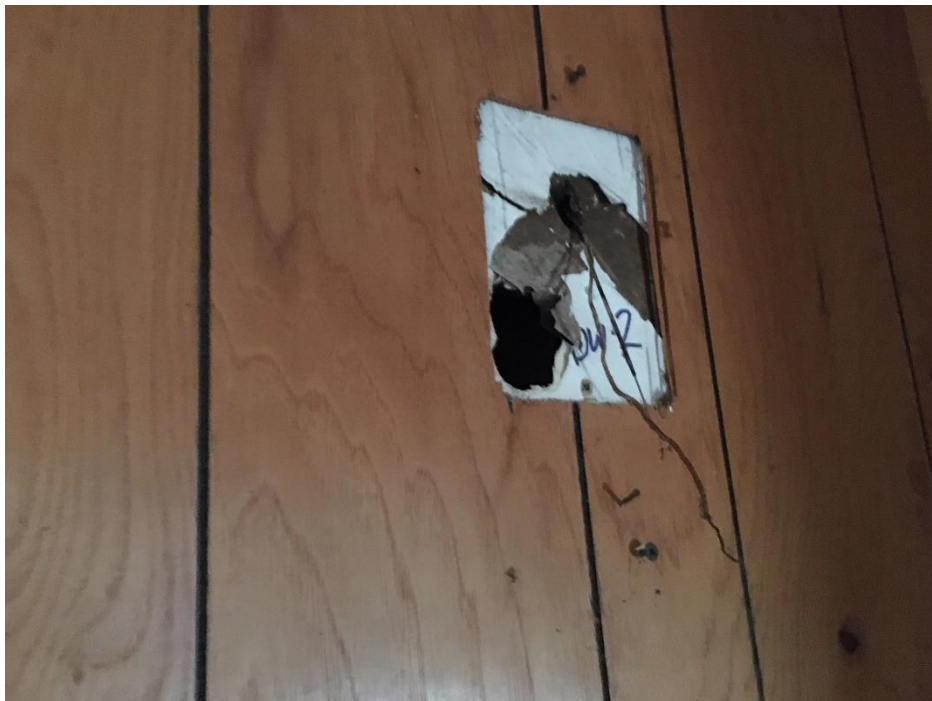


Photo 6
Structure 1; (Parcel 09-301-226B); DW-2 sample location



Photo 7
Structure 1; (Parcel 09-301-226B); DW-3 sample location



Photo 8
Structure 1; (Parcel 09-301-226B); DW-4 sample location



Photo 9
Structure 1; (Parcel 09-301-226B); DW-5 sample location



Photo 10
Structure 1; (Parcel 09-301-226B); TC-1 sample location



Photo 11
Structure 1; (Parcel 09-301-226B); TC-2 sample location



Photo 12
Structure 1; (Parcel 09-301-226B); TC-3 sample location



Photo 1
Pinedell Avenue Property, Monroe, NC
Structure 2 (Parcel 09-301-225B)



Photo 2
Structure 2 (Parcel 09-301-225B); LC-1 sample location



Photo 3
Structure 2 (Parcel 09-301-225B); LC-2 sample location



Photo 4
Structure 2 (Parcel 09-301-225B); LC-3 sample location



Photo 5
Structure 2 (Parcel 09-301-225B); LC-4 sample location



Photo 6
Structure 2 (Parcel 09-301-225B); STC-1 sample location

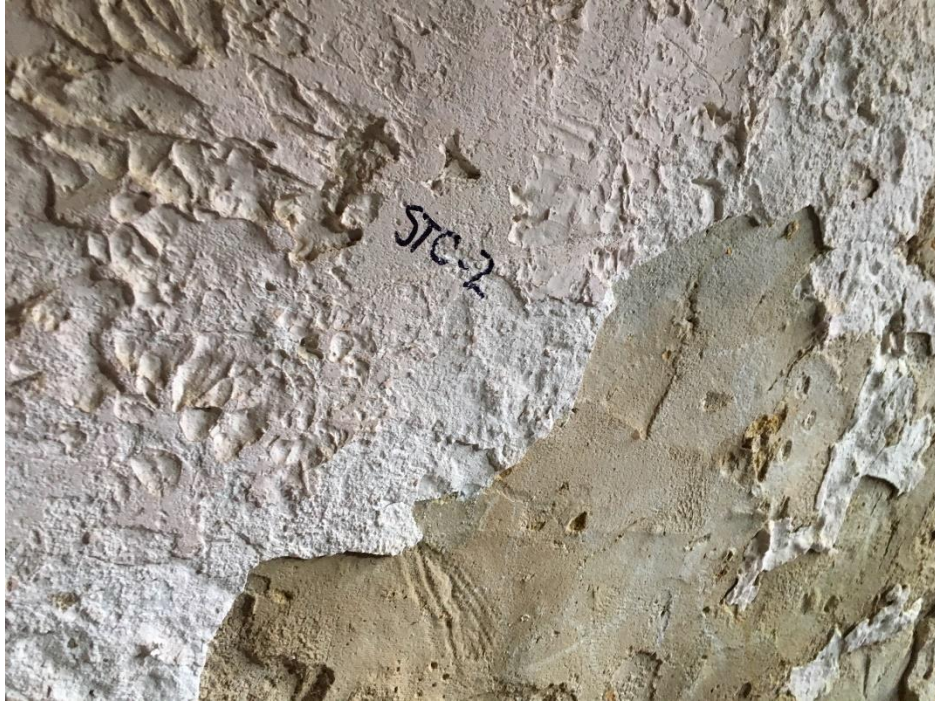


Photo 7
Structure 2 (Parcel 09-301-225B); STC-2 sample location



Photo 8
Structure 2 (Parcel 09-301-225B); STC-3 sample location

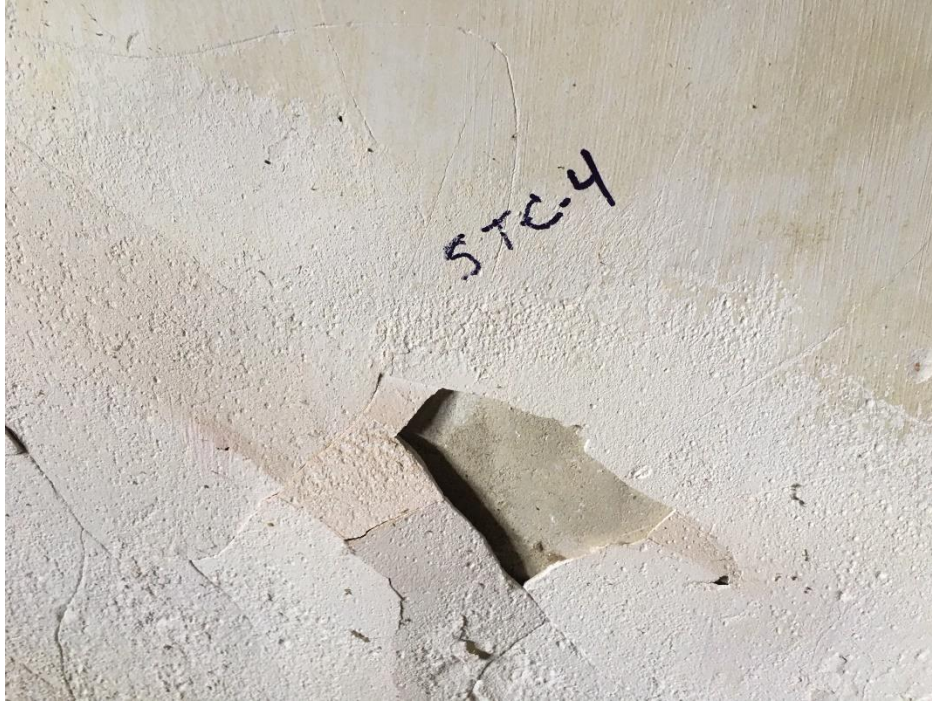


Photo 9
Structure 2 (Parcel 09-301-225B); STC-4 sample location

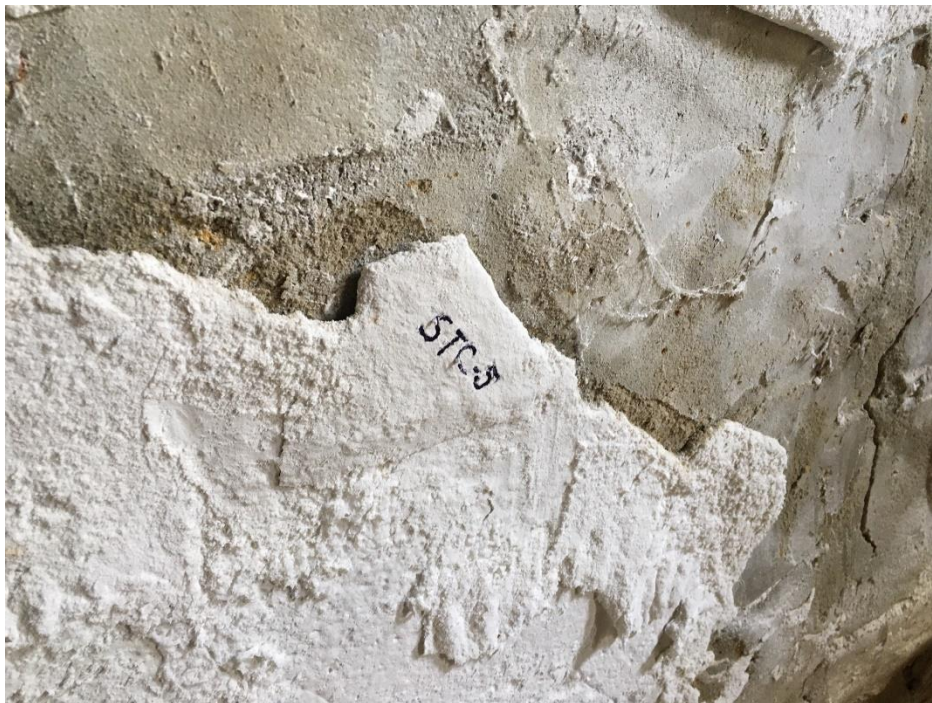
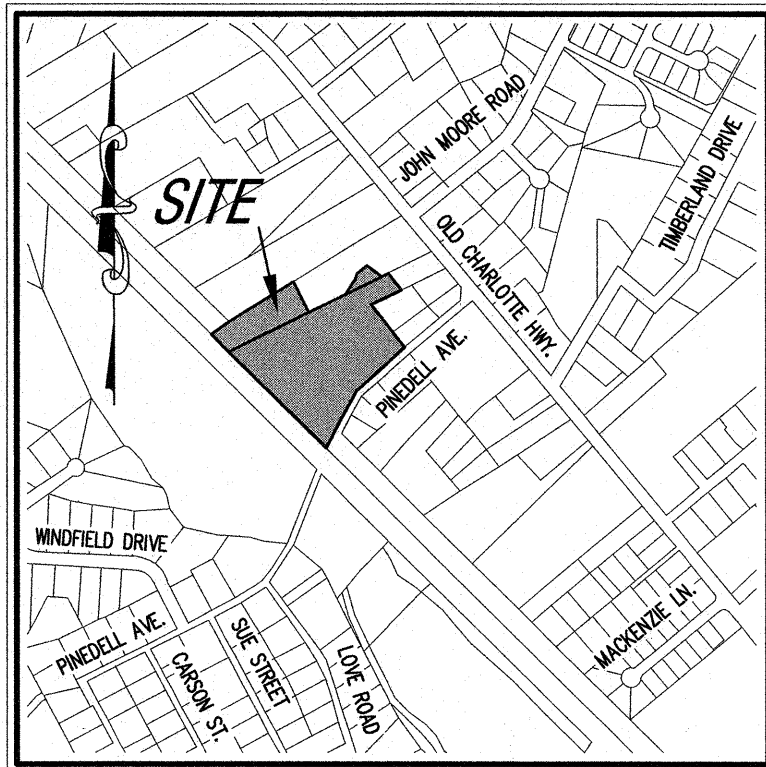
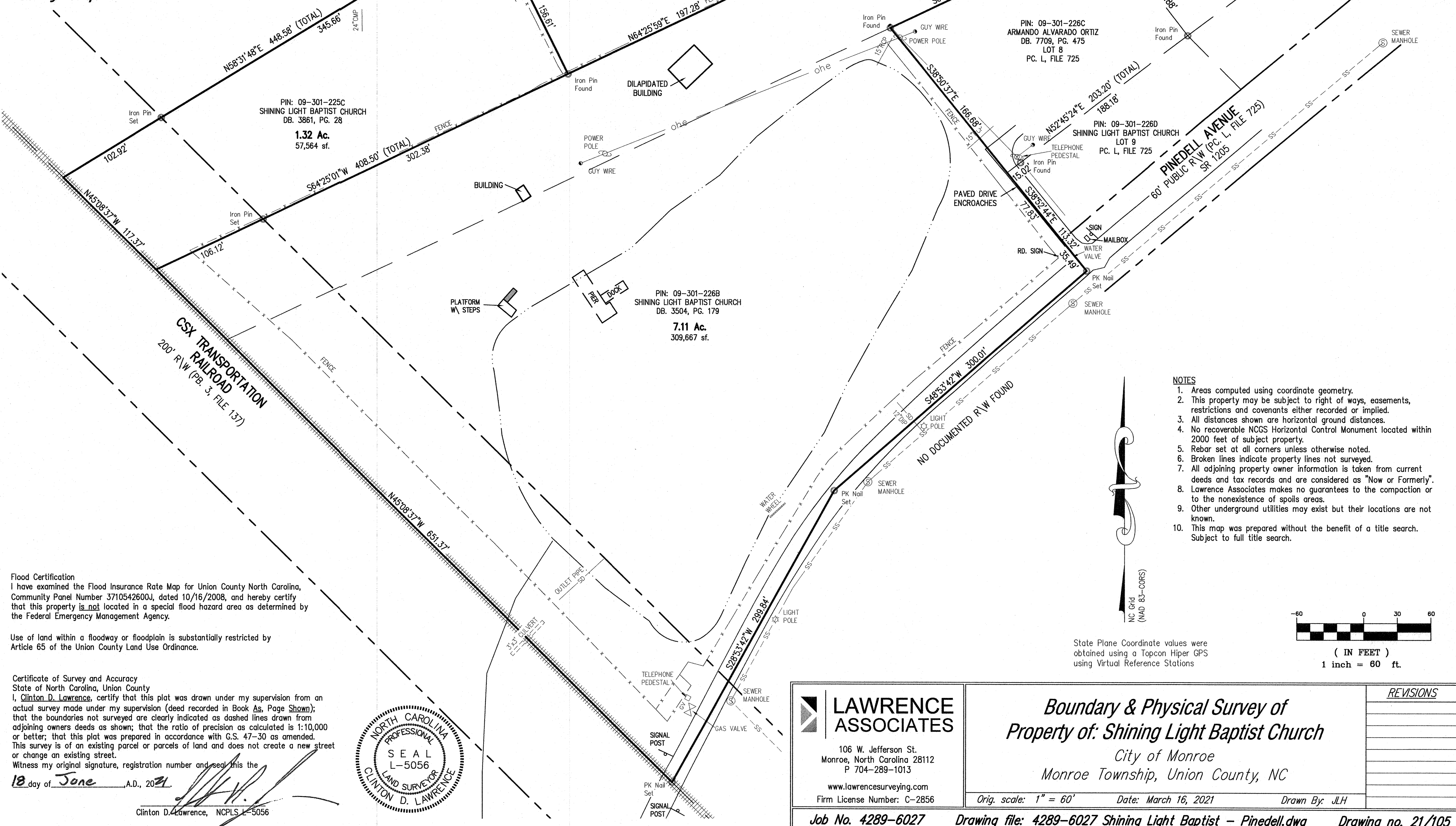


Photo 10
Structure 2 (Parcel 09-301-225B); STC-5 sample location



Vicinity Map (NTS)

LINE	BEARING	LENGTH
L1	N01°35'17"W	9.18
L2	N28°27'24"E	9.24
L3	N50°14'27"E	59.22
L4	N62°01'45"E	35.51
L5	N62°01'45"E	20.40
L6	N64°48'11"E	52.56



- NOTES**
- Areas computed using coordinate geometry.
 - This property may be subject to right of ways, easements, restrictions and covenants either recorded or implied.
 - All distances shown are horizontal ground distances.
 - No recoverable NCGS Horizontal Control Monument located within 2000 feet of subject property.
 - Rebar set at all corners unless otherwise noted.
 - Broken lines indicate property lines not surveyed.
 - All adjoining property owner information is taken from current deeds and tax records and are considered as "Now or Formerly".
 - Lawrence Associates makes no guarantees to the compactness or to the nonexistence of spoils areas.
 - Other underground utilities may exist but their locations are not known.
 - This map was prepared without the benefit of a title search. Subject to full title search.

Flood Certification
I have examined the Flood Insurance Rate Map for Union County North Carolina, Community Panel Number 3710542600J, dated 10/16/2008, and hereby certify that this property is not located in a special flood hazard area as determined by the Federal Emergency Management Agency.

Use of land within a floodway or floodplain is substantially restricted by Article 65 of the Union County Land Use Ordinance.

Certificate of Survey and Accuracy
State of North Carolina, Union County
I, Clinton D. Lawrence, certify that this plat was drawn under my supervision from an actual survey made under my supervision (deed recorded in Book As, Page Shown); that the boundaries not surveyed are clearly indicated as dashed lines drawn from adjoining owners deeds as shown; that the ratio of precision as calculated is 1:10,000 or better; that this plat was prepared in accordance with G.S. 47-30 as amended. This survey is of an existing parcel or parcels of land and does not create a new street or change an existing street.
Witness my original signature, registration number and seal this the
18 day of June, A.D., 2021

Clinton D. Lawrence, NCPLS L-5056



LAWRENCE ASSOCIATES 106 W. Jefferson St. Monroe, North Carolina 28112 P 704-289-1013 www.lawrencesurveying.com Firm License Number: C-2856	Boundary & Physical Survey of Property of: Shining Light Baptist Church City of Monroe Monroe Township, Union County, NC		REVISIONS <table border="1"> <tr><td> </td></tr> <tr><td> </td></tr> <tr><td> </td></tr> <tr><td> </td></tr> <tr><td> </td></tr> <tr><td> </td></tr> <tr><td> </td></tr> <tr><td> </td></tr> </table>								
Orig. scale: 1" = 60' Date: March 16, 2021 Drawn By: JLH											
Job No. 4289-6027 Drawing file: 4289-6027 Shining Light Baptist - Pinedell.dwg Drawing no. 21/105											
State Plane Coordinate values were obtained using a Topcon Hiper GPS using Virtual Reference Stations											



STAFF REPORT

TO: City Council

VIA: Brian Borne, Interim City Manager

DATE: September 28, 2021

FROM: David E. Lucore, Director of Energy Services

PREPARED BY: David E. Lucore, Director of Energy Services

SUBJECT: Contract Labor Bid Award

SUMMARY STATEMENT

Energy Service staff recommends the City Council to consider a contract with River City Construction, Inc. for contract labor forces to complete the upgrade of electric lines in the Camp Sutton Area.

REVIEW

Electric lines in the Camp Sutton area are undersized to serve residential growth that is beginning to develop in this area. These lines require upgrading to allow greater capacity to serve these new loads. Energy Service staff solicited bids from multiple contractors able to perform the work required. There are sufficient funds budgeted for this in the electric capital project fund.

Labor Bids Summary:

Utility Lines Construction Services, Inc.	\$299,210.40
River City Construction, Inc.	\$253,930.00
Lee Electrical Construction, Inc.	No bid
Trull Power Company, LLC	No bid

RECOMMENDATION

City staff requests the City Council to award the labor bid to River City Construction, Inc. for \$253,930.00 and authorize the Interim City Manager to execute all documents. The Public Enterprise Committee did not meet in August and recommended taking this action directly to Council.



STAFF REPORT

TO: City Council

VIA: Brian Borne, Interim City Manager

DATE: September 28, 2021

FROM: R. Christopher Platé, Executive Director of Economic Development

PREPARED BY: Ron Mahle, Assistant Director of Economic Development

SUBJECT: Request City Council Consider a Level IV-MAGNET100 Economic Development Incentive Grant for Windsor Window Company aka – Project Millwork

SUMMARY STATEMENT

City Council is requested to consider a Level IV-MAGNET100 Economic Development Incentive Grant in an amount not-to-exceed \$1,545,000 for Windsor Window Company.

REVIEW

Our office has been in discussion since 2020 with Windsor Window Company regarding their potential investment ranging from a minimum of \$50,000,000 and a maximum of \$100,000,000 in building and new equipment during a ten-year grant investment window. The incentive grant in an amount-not-to-exceed \$1,545,000 would be paid over a 14-year period beginning in Fiscal Year 2023.

Based on its projected investment in the City of Monroe, the current tax rate and assuming a consistent assessed value with the current North Carolina depreciation schedule, the company will pay estimated ad valorem taxes on the new taxable investment of approximately \$4,264,071.00 over the grant period. Actual tax revenue to the City will be based on the assessed value of the investment each year depending upon the depreciation schedule and timing of the investments.

The company must meet two investment thresholds to remain in compliance with the Level IV-MAGNET100. Cumulatively, the company must achieve \$30 million in capital investment within the first 3 years of the investment window and \$50 million by year seven. If the company fails to

meet the thresholds, the Level IV-MAGNET100 will revert back to the appropriate qualifying grant LEVEL based on the actual investment.

Staff has reviewed the details of the project and conducted a cost-benefit analysis that shows the project has a 45.34 to 1.0 ratio for the term of the grant and a 50.68 to 1.0 ratio for the life of the project.

The Economic Development Staff presented this project to the Monroe-Union County Economic Development Board of Advisors at their August 17, 2021 meeting where they recommended we bring this incentive request forward for City Council's consideration.

RECOMMENDATION

It is the recommendation of the Monroe-Union County Economic Development Staff and the Monroe-Union County Board of Advisors that Monroe City Council award the Level IV-MAGNET100 Incentive Grant to Windsor Window Company aka Project Millwork.

The recommended actions before City Council:

Adoption of Resolution awarding a Level IV-MAGNET100 Incentive Grant to Windsor Window Company aka Project Millwork, authorizing the City's Legal Staff to develop the Incentive Grant Agreement and authorizing the Mayor to execute the completed Incentive Grant Agreement OR Motion to deny award of grant

Attachment: R-2021-69

**RESOLUTION OF MONROE CITY COUNCIL
TO AWARD LEVEL IV-MAGNET100
ECONOMIC DEVELOPMENT INCENTIVE GRANT TO
WINDSOR WINDOW COMPANY (PROJECT MILLWORK)
R-2021-69**

WHEREAS, the City of Monroe has adopted an Economic Development Grant Program, hereinafter “Program”; and,

WHEREAS, Windsor Window Company aka Project Millwork, has duly applied for a Level IV-MAGNET100 Economic Development Incentive Grant under said program; and,

WHEREAS, a public hearing was conducted by the City Council on September 28, 2021 at which hearing testimony was given by Monroe-Union County Economic Development Executive Director, Chris Platé and a company representative; and,

WHEREAS, the proposed investment for this project is anticipated to be in a range from a minimum of \$50,000,000 to a maximum of \$100,000,000; and,

WHEREAS, the City Council makes the following findings with respect to said application:

1. All facilities, if Monroe is the selected location, are proposed to be built and/or improved by the applicant on property currently within the corporate limits of the City of Monroe.
2. The applicant will be the principal employer of persons with respect to the grant application under the Program.
3. The applicant is a manufacturing business, which will have a minimum new investment of \$2,000,000 in new taxable machinery, equipment, and building improvements which qualifies them for an economic development incentive grant.
4. The applicant for must meet a cumulative investment threshold of \$30 million in the first three years of the investment window and \$50 million by the seventh year.
5. If the applicant fails to meet the thresholds, then the LEVEL IV-MAGNET100 would revert to the appropriate qualifying grant LEVEL.
6. No other grant from the Program has been awarded to the applicant for this project.
7. The applicant is not in the retail or the construction trade.
8. That the applicant meets all other applicable requirements of the Grant Program set forth by the City Council.

WHEREAS, based on the above findings and other documentation in the file, the City Council concludes that the applicant qualifies for a Level IV-MAGNET100 Grant under the Program for an amount not to exceed One Million Five-Hundred Forty-Five Thousand Dollars (\$1,545,000.00) paid over a fourteen-year grant period, beginning in Fiscal Year 2023. With qualification for the grant established and the economic benefits accrued to the City in the form of new employment, increased tax base and increased City utility revenues, the grant application should be approved subject to compliance with the Program and subject to appropriation; and,

WHEREAS, the City of Monroe anticipates entering into an Economic Incentive Grant Agreement with Windsor Window Company aka Project Millwork, if Monroe is the selected location and pursuant to the City of Monroe Economic Development Incentive Grant Policy.

NOW THEREFORE BE IT RESOLVED THAT the grant application of Windsor Window Company aka Project Millwork, for a Level IV-MAGNET100 Grant be approved subject to compliance with the requirements and provisions of the Program and subject to appropriation. Staff is hereby authorized to negotiate the Economic Development Incentive Grant Agreement and the Mayor is hereby authorized to execute on behalf of the City the Economic Development Incentive Grant Agreement with Windsor Window Company aka Project Millwork under the terms stated above and pursuant to the City of Monroe Economic Development Incentive Grant Policy.

Adopted this 28th day of September, 2021.

Attest:

Bobby G. Kilgore, Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Brian J. Borne, Interim City Manager

DATE: September 28, 2021

FROM: S. Mujeeb Shah-Khan, City Attorney

PREPARED BY: S. Mujeeb Shah-Khan, City Attorney

SUBJECT: Approval of Memorandum of Agreement Between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation

SUMMARY STATEMENT

Council is asked to approve a Resolution which will approve the Memorandum of Agreement Between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation.

DISCUSSION

The opioid epidemic, as of 2019, has taken the lives of more than 16,500 North Carolinians. North Carolina, and several counties and large municipalities, joined in nationwide lawsuits against opioid manufacturers and pharmaceutical distribution companies to work to hold those companies liable for their role in the opioid crisis. A settlement in the national litigation was reached with drug distributors Cardinal, McKesson, and AmerisourceBergen and opioid manufacturers Johnson & Johnson and Purdue Pharma. North Carolina participated in the settlement and the settlement could bring North Carolina up to \$850 million over 18 years.

While the City was not part of the litigation, Union County and a representative of the counties involved in the litigation have asked the City to approve the Memorandum of Agreement Between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation. The City's approval will allow North Carolina and the local governments involved to receive a larger portion of the settlement fund. As the City is above 30,000 in population, if it approves the Memorandum of Agreement, the State receives a greater

share of the settlement fund, and the percentage of North Carolina's fund going to local governments goes up as well.

While this Memorandum of Agreement does not provide a distribution to the City, the Agreement requires Union County to work with the City on making decisions about where the County's share of settlement funds should be directed.

Union County has approved the Memorandum of Agreement and requests that the City approve the Agreement as well.

RECOMMENDATION

Staff requests that Council approve by resolution, the Memorandum of Agreement Between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation.

Attachments:

- Resolution R-2021-68
- Opioid Litigation Settlement Overview
- Fact Sheet on North Carolina Memorandum of Agreement
 - Memorandum of Agreement Between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation

**RESOLUTION BY CITY OF MONROE
APPROVING MEMORANDUM OF AGREEMENT (MOA) BETWEEN
STATE OF NORTH CAROLINA AND LOCAL GOVERNMENTS ON PROCEEDS
RELATING TO SETTLEMENT OF OPIOID LITIGATION
R-2021-68**

WHEREAS, as of 2019, the opioid epidemic had taken the lives of more than 16,500 North Carolinians, torn families apart, and ravaged communities from the mountains to the coast; and

WHEREAS, the COVID-19 pandemic has compounded the opioid crisis, increasing levels of drug misuse, addiction, and overdose death; and

WHEREAS, the Center for Disease Control and Prevention estimates that the total "economic burden" of prescription opioid misuse alone in the United States is \$78.5 billion a year, including the costs of healthcare, lost productivity, addiction treatment, and criminal justice involvement; and

WHEREAS, the opioid crisis has had, and continues to have, devastating impacts to Monroe citizens and their families, as well as straining local government resources; and

WHEREAS, certain counties and municipalities in North Carolina, joined with thousands of local governments across the country to file lawsuits against opioid manufacturers and pharmaceutical distribution companies to hold those companies accountable for their misconduct; and

WHEREAS, a settlement in the national opioid litigation has been reached. By signing onto the Memorandum of Agreement (MOA), the State and local governments maximize North Carolina's share of opioid settlement funds to ensure the needed resources reach communities, as quickly, effectively, and directly as possible; and

WHEREAS, representatives of local North Carolina governments, the North Carolina Association of County Commissioners, and the North Carolina Department of Justice have negotiated and prepared a Memorandum of Agreement (MOA) to provide for the equitable distribution of any proceeds from a settlement of the national opioid litigation to the State of North Carolina and to individual local governments; and

WHEREAS, it is advantageous to all North Carolinians for local governments, including Monroe and its citizens, to sign onto the MOA and demonstrate solidarity in response to the opioid epidemic, and to maximize the share of opioid settlement funds received both in the state, this County, and the City of Monroe to help abate the harm, and

WHEREAS, the MOA directs substantial resources over multiple years to local governments on the front lines of the opioid epidemic while ensuring that these resources are used in an effective way to address the crisis. Monroe working with Union County will dedicate opioid settlement funds received to opioid treatment and remediation activities.

NOW, THEREFORE, BE IT RESOLVED, that the City of Monroe hereby approves the Memorandum of Agreement Between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation and any subsequent settlement funds that may come into North Carolina as a result of the opioid crisis. Furthermore, this Council hereby authorizes and directs staff to take such measures as are required to implement the terms of the MOA and receive the settlement funds, including that any additional documents needing signatures as a result of allocation of opioid settlement funds coming to North Carolina local governments may be authorized by the City Manager and Attorney, without requiring additional Council approval. Be it further resolved that copies of this Resolution and the signed MOA may be sent to opioiddocs@ncdoj.gov as well as forwarded to the N.C. Association of County Commissioners and the North Carolina League of Municipalities as requested.

Adopted this 28th day of September, 2021.

Attest:

Bobby G. Kilgore, Mayor

Bridgette H. Robinson, City Clerk



**North Carolina
Association of
County Commissioners**

Opioid Litigation Settlement Overview

Issue and Litigation Background

Counties are on the frontlines of the opioid epidemic, which has imposed significant and ongoing devastation throughout North Carolina. More than 16,000 lives have been lost and local governments have spent an untold amount of money on opioid-related costs for healthcare, criminal justice, and social services.

Given the far-reaching impact of the opioid crisis, 76 counties and eight municipalities have filed lawsuits in federal court to hold accountable several companies involved in manufacturing, marketing, promoting, and distributing prescription opioid drugs. The federal cases, which include roughly 3,000 lawsuits from nearly every state have been consolidated into Multi-District Litigation (MDL).

Local governments and the state are hopeful that a National Settlement Agreement with some of the companies involved in the MDL may be forthcoming, along with additional potential proceeds from a bankruptcy resolution involving opioid manufacturer Purdue Pharma. Under the national settlement and bankruptcy resolution (taken together), up to \$850 million could be allocated to North Carolina to address the opioid epidemic.

Settlement Fund Allocation Model

The potential settlement money would be allocated among states based on population and the local impact of the opioid crisis, as determined by public health statistics related to opioid misuse. The potential payments would occur over an 18-year period. The allocation formula also includes an incentive that increases the payment amounts as more North Carolina counties and municipalities join the settlement.

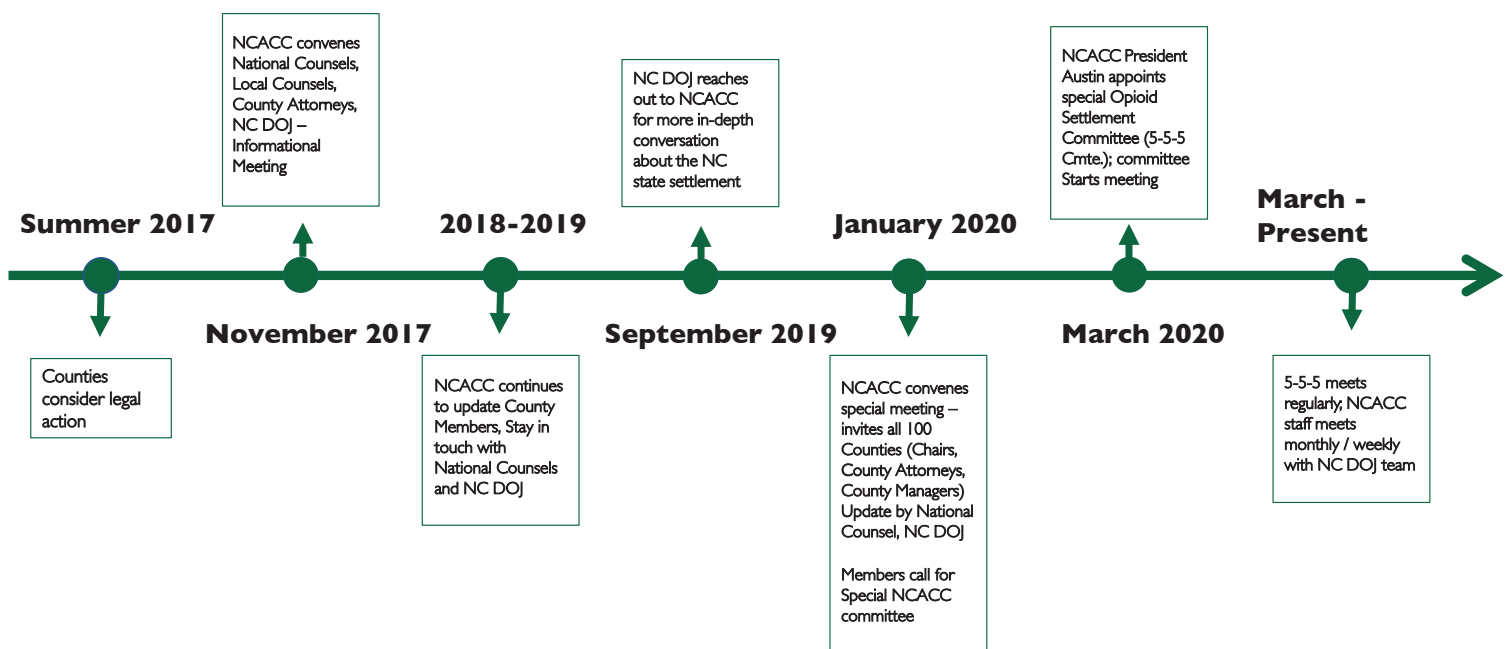
In anticipation of potential opioid settlement funds, the North Carolina Association of County Commissioners (NCACC) and the North Carolina Department of Justice (DOJ) have been working closely together over the past 18 months on a plan to maximize North Carolina's share to ensure that resources reach communities as quickly, effectively, and directly as possible.

Memorandum of Agreement

NCACC formed a Working Group comprised of five county commissioners, five county managers, five county attorneys and NCACC staff to collaborate with DOJ on a model to distribute potential settlement funds to all 100 counties to use on programs, services, and strategies to address the epidemic. The culmination of this collaborative work is the North Carolina Memorandum of Agreement (NC MOA), which governs how North Carolina would use its share of opioid settlement funds. Under the NC MOA, all opioid settlement funds would be directed as follows:

- 15% to the state (which the General Assembly would have authority to appropriate on a wide range of strategies to address the epidemic)
- 80% to local governments, including all 100 counties plus 17 municipalities, allocated among those counties and municipalities through a formula developed by attorneys representing local governments in national litigation
- An additional 5% percent into an incentive fund for any county (and any municipality in that county slated to receive settlement funds) in which the county itself and every municipality with at least 30,000 residents (based on 2019 population totals) in the county signs the NC MOA

The NC MOA also includes transparency and accountability measures for the use of opioid settlement funds by local governments, including special revenue funds subject to audit, annual financial and impact reports, and a public dashboard showing how they are using settlement funds to address the epidemic.



Counties are on the front lines of the opioid epidemic

The opioid epidemic has taken the lives of more than 16,000 North Carolinians, torn families apart, and ravaged communities from the mountains to the coast. Just as we began to make progress in combatting the epidemic, the COVID-19 pandemic caused a new wave of isolation, despair, drug misuse and overdose death. Individuals, families, and entire communities continue to suffer.

Counties are on the front lines of the opioid crisis, which has imposed significant and continuing costs on our healthcare, criminal justice, and social service systems. To respond to opioid related public health and safety needs, North Carolina counties and the State have had to draw mostly on taxpayer funds.

76 counties are part of national litigation to hold opioid drug companies accountable

Given the far-reaching impact of the opioid crisis, the State along with 76 counties and 8 municipalities in North Carolina have filed lawsuits in federal court and launched investigations to hold accountable several companies involved in manufacturing, marketing, promoting, and distributing prescription opioid drugs. The federal cases have been consolidated for pretrial proceedings into a Multi-District Litigation (MDL) in Cleveland, Ohio. The opioid MDL consolidated roughly 3,000 lawsuits from nearly every state.

The lawsuits allege that opioid manufacturers “grossly misrepresented the risks of long-term use of those drugs for persons with chronic pain,” and that pharmaceutical distribution companies “failed to properly monitor suspicious orders of those prescription drugs — all of which contributed to the current opioid epidemic.” Four companies, Johnson & Johnson, AmerisourceBergen, Cardinal Health, and McKesson, have announced their willingness to enter into a global settlement of the cases filed against them for a combined \$26 billion.

In preparation for a National Settlement Agreement, NCACC and DOJ joined forces to maximize funds to North Carolina

Local governments and the State are hopeful that a National Settlement Agreement with these four companies may be forthcoming, with potentially more to follow. Importantly, the terms of the National Settlement Agreement will require, among other things, that most settlement funds received by the State and Local Governments be devoted to opioid remediation activities to the maximum extent possible.

Additionally, local governments and the State anticipate that the ongoing bankruptcy proceedings of opioid manufacturer Purdue Pharma may be resolved before the end of the year with a settlement providing \$4-5 billion from Purdue and the Sackler family to state and local governments nationwide. The bankruptcy court is expected to

order these funds be used for opioid remediation activities.

Under the national settlement and bankruptcy resolution (taken together), up to \$850 million could be allocated to North Carolina for opioid remediation. The money will be allocated among states based on population and the local impact of the opioid crisis, based on several public health statistics related to opioid misuse. The precise amount will depend not only on the final terms of the National Settlement Agreement and bankruptcy resolutions, but also on whether North Carolina qualifies for incentive structures that increase the payment amounts as more counties and municipalities join the settlement.

The expected settlements and bankruptcy resolution would involve this money being paid out over an 18-year period. The settlement payments would be front-loaded, so that more money is available sooner to local governments to remedy the opioid problems in their communities. As a result, payments in the first three years would be higher than the average annual payment.

In anticipation of a National Settlement Agreement and Purdue bankruptcy resolution, the North Carolina Association of County Commissioners (NCACC) and the North Carolina Department of Justice (DOJ) have been working closely together over the past 18 months on a plan to maximize North Carolina's share of settlement funds to ensure the resources reach communities as quickly, effectively, and directly as possible.

North Carolina Department of Justice Representatives:

- Swain Wood, First Assistant Attorney General and General Counsel
- Kevin Anderson, Senior Deputy Attorney General and Director, Consumer Protection Division
- Daniel Mosteller, Special Deputy Attorney General
- Blake Thomas, Deputy General Counsel
- Steve Mange, Senior Policy Counsel

North Carolina Association of County Commissioners Representatives:

- Kevin Leonard, Executive Director
 - kevin.leonard@ncacc.org
 - (919) 715-4369
- Amy Bason, Deputy Director and General Counsel
 - amy.bason@ncacc.org
 - (919) 715-1430
- Paige Worsham, Associate General Counsel
 - paige.worsham@ncacc.org
 - (919) 715-6245

To assist with this effort, NCACC formed a Working Group to collaborate with DOJ on an allocation model to distribute settlement funds to all 100 counties. NCACC Past President and Yadkin County Commissioner Kevin Austin appointed a special NCACC Opioid Settlement Committee to help craft settlement options in conjunction with NCACC staff. That committee, also known as the 5-5-5 Committee, consists of five County Commissioners, five County Managers, and five County Attorneys.

5-5-5 Committee and North Carolina MOA

County Commissioner Members

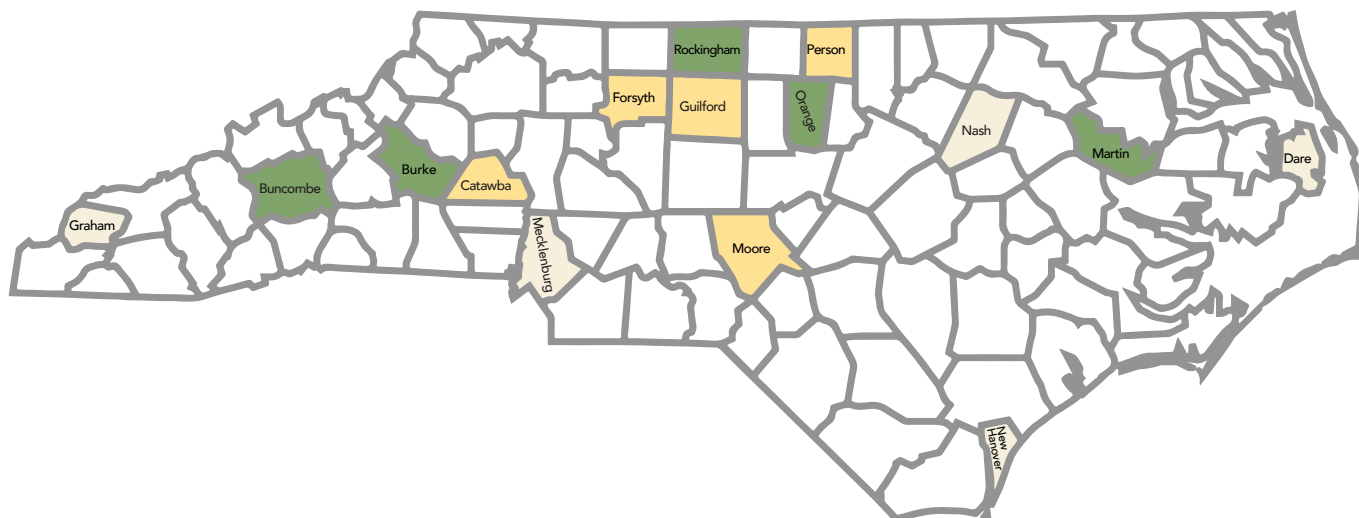
- Jasmine Beach-Ferrara, Buncombe County Commissioner
- Johnnie Carswell, Burke County Commissioner
- Sally Greene, Orange County Commissioner
- Reece Pyrtle, Rockingham County Commissioner
- Ronnie Smith, Martin County Commissioner

County Attorney Members

- Ron Aycock, Special Counsel - Person County
- Debra Bechtel, Catawba County Attorney
- Misty Leland, Moore County Attorney
- Mark Payne, Guilford County Attorney
- Gordon Watkins, Forsyth County Attorney

County Manager Members

- Chris Coudriet, New Hanover County Manager
- Dena Diorio, Mecklenburg County Manager
- Becky Garland, Graham County Manager
- Zee Lamb, Nash County Manager
- Bobby Outten, Dare County Manager



NCACC, 5-5-5 Committee, and DOJ devised a pathbreaking MOA to bring opioid settlement funds directly to communities

Working closely together, NCACC staff, the 5-5-5 Committee and representatives from DOJ developed the Memorandum of Agreement (MOA), which all counties and municipalities are urged to sign.

This pathbreaking agreement recognizes the critical role of North Carolina counties in delivering human and social services to county residents. It directs substantial resources to local governments on the front lines of the opioid epidemic while ensuring that these resources are used in an effective way to address the epidemic.

Opioid settlement funds will be distributed among local governments according to the National MDL Opioid Allocation Class Model, which is a formula developed by local governments' attorneys that allocates funds in proportion to

where the opioid crisis is the most severe. The model accounts for the number of pills dispensed, number of opioid overdose deaths, and number of people suffering from opioid use disorder. A county's allocation percentage will not change over the term of the MOA.

Opioid settlement funds received in North Carolina from the national settlement will be allocated as follows:

- 80% will go to Local Governments listed in the MOA to address the opioid epidemic,
- 15% will go to the State of North Carolina,
- and the remaining 5% will be used for a County Incentive Fund for any county (and any municipality in that county slated to receive settlement funds) in which the county itself and every municipality of a certain size signs the NC MOA.

As explained in more detail below, all of these funds must be used only on opioid remediation activities.

The North Carolina MOA requires collaboration among localities and stakeholder engagement to maximize community impact

The MOA prescribes collaborative strategic planning and stakeholder involvement required for certain activities. Counties are required to hold annual meetings with municipalities within their borders to encourage collaboration and plan for permissible expenditures in the upcoming year. Local governments are also encouraged to engage in a strategic planning process to access additional expenditure options.

The MOA also establishes a Coordination Group composed of local government representatives, state government representatives, and others with relevant expertise will meet periodically to help coordinate and guide Local Governments with their work under the MOA. The Coordination Group includes twelve total representatives as follows:

- **Five Local Government Representatives**

Four appointed by the North Carolina Association of County Commissioners including:

- One county commissioner
- One county manager
- One county attorney
- One county local health director or consolidated human services director

One municipal manager appointed by the North Carolina League of Municipalities

- **Four Experts Appointed by the Department of Health and Human Services**

- Four appointed by the Secretary of the Department of Health and Human Services

- **One Expert Appointed by the Attorney General**

- One appointed by the Attorney General of North Carolina from the North Carolina Department of

Justice or another state agency

- **Two Experts Appointed by Legislative Leaders**

- One representative from the University of North Carolina School of Government with relevant expertise appointed by the Speaker of the North Carolina House of Representatives
- One representative from the board or staff of the North Carolina Institute of Medicine with relevant expertise appointed by the President Pro Tem of the North Carolina Senate

The North Carolina MOA helps ensure opioid-related strategies are effective and consistent with the National Settlement Agreement

Under the MOA, local governments are required to deposit opioid settlement funds received in a special restricted revenue fund to account separately for the monies. The local government must include in its budget or pass a resolution authorizing the expenditure of opioid settlement funds, indicating the specific strategy it chose from the options outlined in the MOA.

Local governments may expend funds only on opioid remediation activities, as consistent with strategies outlined in the National Settlement Agreement.

The NC MOA offers local governments two options:

- Under Option A, a local government may fund one or more strategies from a shorter list of evidence-based, high-impact strategies to address the epidemic, including many strategies already deployed at the county level.

The Option A strategies include:

- evidence-based addiction treatment
- recovery support services
- recovery housing
- employment-related services
- early intervention programs
- naloxone distribution
- post-overdose response teams
- syringe service programs
- criminal justice diversion programs
- addiction treatment for incarcerated persons
- reentry programs

- Under Option B, a local government may fund one or more strategies from a longer list of strategies after engaging in a collaborative strategic planning process involving a diverse array of stakeholders at the local level (as detailed in Exhibit C to the MOA). The longer list of Option B strategies – the full range of strategies that will be allowed under a national settlement or bankruptcy resolution – involve multiple strategies falling into these broad categories:
 - Provide treatment for Opioid Use Disorder (OUD)
 - Support people in treatment and recovery and provide connections to care
 - Address the needs of criminal-justice-involved persons with OUD
 - Address the needs of pregnant or parenting women and their families
 - Prevent over-prescribing of opioids and misuse of opioids
 - Prevent overdose deaths and other harms (harm reduction)

The North Carolina MOA includes measures to ensure transparency and track performance

Local governments have annual financial and impact reporting and audit requirements under the MOA to ensure opioid settlement funds are spent consistent with permissible purposes:

- Certain reports and resolutions from the local government's governing body will be available for public access on a statewide opioid settlement dashboard.
- For every fiscal year in which a local government receives, holds, or spends opioid settlement funds, the county or municipality must submit annual financial and impact reports specifying the activities and amounts it has funded.
- The local government must maintain records of opioid settlement Fund expenditures and related documents for at least five years.
- The State Auditor and Department of Justice shall have access to persons and records related to the MOA and expenditures of Opioid Settlement Fund to verify accounts and data affecting fees for performance.
- The Local Government manager/administrator is the point of contact for questions that arise under the MOA.

Please Act by Signing MOA

In order to maximize North Carolina's share of the national settlement and ensure that the funding continues, all counties and all municipalities above 10,000 in population need to sign the MOA between the State of North Carolina and Local Governments on proceeds relating to the Settlement of Opioid Litigation, as well as the eventual National Settlement Agreement.

All North Carolina counties that sign on will receive a portion of opioid settlement funds, regardless of whether they

5-5-5 Committee and North Carolina MOA



are litigants in the national opioid litigation or filed a proof of claim in Purdue Pharma's bankruptcy. Municipalities above 75,000 in population, and municipalities that previously filed litigation, will also receive funds directly. Smaller municipalities will benefit from the maximum possible level of funds being directed into their counties, and their counties are required by the agreement to work closely with all of their municipalities in making decisions about where to direct the funds.

The national settlement agreement is expected to provide the highest benefits to state and local governments that have 100% participation in signing on to their state agreements and the National Settlement Agreement. Therefore, it is important that all counties and referenced municipalities sign on to this proposed agreement.

It is advantageous to all North Carolinians for all local governments to sign onto the MOA and demonstrate solidarity in response to the opioid epidemic, and to maximize the share of opioid settlement funds received in the state to help abate the harm.



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Corporate Accountability: Fighting the Opioid Epidemic in North Carolina

WHAT IT IS

The NC Memorandum of Agreement (NC MOA) governs how North Carolina would use the proceeds of any future national settlement or bankruptcy resolution with drug distributors Cardinal, McKesson, and AmerisourceBergen and opioid manufacturers Johnson & Johnson and Purdue Pharma. These potential settlements and resolutions could bring as much as \$850 million to North Carolina over an 18-year period to support state and local efforts to address the epidemic.

WHAT IT DOES

Dedicates all funds to addressing the opioid epidemic.

Enables North Carolina to maximize resources to abating the crisis. For North Carolina to receive the maximum payout under national settlements and bankruptcy resolutions, all relevant parties – including the state itself, all 100 counties, and all large- and medium-sized municipalities – must sign on to the NC MOA and the national settlement agreements. To maximize resources flowing to communities on the front lines of the epidemic, the NC MOA would direct settlement funds as follows:

- 15 percent to the state, which the General Assembly would appropriate to address the epidemic.
- 80 percent to local governments, including all 100 counties and 17 municipalities.
- An additional five percent to an incentive fund to encourage counties and municipalities to sign on to the agreement.

Ensures high levels of transparency and accountability. The agreement offers a high level of transparency into how local governments use the funds, including special revenue funds subject to audit, annual financial and impact reports, and a public dashboard showing how they are using settlement funds to address the epidemic.

WHY IT MATTERS

Personal Cost. The opioid epidemic has taken the lives of more than 16,000 North Carolinians, torn families apart, and ravaged communities from the mountains to the coast. Just as we began to make progress in combatting the epidemic, the COVID-19 pandemic caused a new wave of isolation, despair, drug misuse, and overdose death. Individuals, families, and entire communities continue to suffer and struggle.

Accountability. The opioid epidemic was created and fueled by irresponsible marketing and inadequate monitoring on the part of opioid makers and distributors. Settlements with the big three drug distributors and Johnson & Johnson, and a resolution of the Purdue Pharma bankruptcy proceedings, have the potential to bring as much as \$850 million to North Carolina over an 18-year period to support state and local efforts to address the epidemic.

United Front to Heal North Carolina. The NC MOA is an important step forward in our collective effort to hold these companies accountable for their behavior and to secure and direct much-needed resources to communities across the state as they work to address the epidemic and its aftermath.

Click [here](#) to access an FAQ on this topic.

Click [here](#) to access the memorandum of agreement.

**MEMORANDUM OF AGREEMENT
BETWEEN THE STATE OF NORTH CAROLINA AND LOCAL GOVERNMENTS
ON PROCEEDS RELATING TO THE SETTLEMENT OF OPIOID LITIGATION**

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Background Statement

Capitalized terms not defined below have the meanings set forth in the Definitions section of the Statement of Agreement.

WHEREAS, the State of North Carolina (the “State”), North Carolina counties and municipalities, and their people have been harmed by misconduct committed by certain entities that engage in or have engaged in the manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic (“Pharmaceutical Supply Chain Participants”); and

WHEREAS, certain North Carolina counties and municipalities, through their counsel, and the State, through its Attorney General, are separately engaged in ongoing investigations, litigation and settlement discussions seeking to hold Pharmaceutical Supply Chain Participants accountable for the damage caused by their misconduct; and

WHEREAS, the State and the Local Governments share a common desire to abate and alleviate the impacts of the misconduct described above throughout North Carolina and in its local communities; and

WHEREAS, while the Local Governments and the State recognize the sums which may be available from the aforementioned litigation will likely be insufficient to fully abate the public health crisis caused by the opioid epidemic, they share a common interest in dedicating the most resources possible to the abatement effort; and

WHEREAS, settlements resulting from the investigations and litigation with Johnson & Johnson, AmerisourceBergen, Cardinal Health, and McKesson are anticipated to take the form of a National Settlement Agreement; and

WHEREAS, this Memorandum of Agreement (“MOA”) is intended to facilitate compliance by the State and by the Local Governments with the terms of the National Settlement Agreement and, to the extent appropriate, in other settlements related to the opioid epidemic reached by the state of North Carolina; and

WHEREAS, North Carolina’s share of settlement funds from the National Settlement Agreement will be maximized only if all North Carolina counties, and municipalities of a certain size, participate in the settlement; and

WHEREAS, the National Settlement Agreement will set a default allocation between each state and its political subdivisions unless they enter into a state-specific agreement regarding the distribution and use of settlement amounts (a “State-Subdivision Agreement”); and

WHEREAS, this MOA is intended to serve as such a State-Subdivision Agreement under the National Settlement Agreement; and

WHEREAS, the aforementioned investigations and litigation have caused some Pharmaceutical Supply Chain Participants to declare bankruptcy, and it may cause additional entities to declare bankruptcy in the future; and

WHEREAS, this MOA is also intended to serve as a State-Subdivision Agreement under resolutions of claims concerning alleged misconduct in manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic entered in bankruptcy court that provide for payments (including payments through a trust) to both the State and North Carolina counties and municipalities and allow for the allocation between a state and its political subdivisions to be set through a state-specific agreement (“Bankruptcy Resolutions”); and

WHEREAS, specifically, this MOA is intended to serve under the Bankruptcy Resolution concerning Purdue Pharma L.P. as a statewide abatement agreement, and under this MOA, a statewide abatement agreement is a type of State-Subdivision Agreement.

Statement of Agreement

The parties hereto agree as follows:

A. Definitions

As used in this MOA:

The terms “Bankruptcy Resolution,” “MOA,” “Pharmaceutical Supply Chain Participant,” “State,” and “State-Subdivision Agreement” are defined in the recitals to this MOA.

“Coordination group” refers to the group described in **Section E.7** below.

“County Incentive Fund” is defined in **Section G** below.

“Governing Body” means (1) for a county, the county commissioners of the county, and (2) for a municipality, the elected city council, town council, board of commissioners, or board of aldermen for the municipality.

“Incentive Eligible Local Government” is defined in **Section G** below.

“Local Abatement Funds” are defined in **Section B.2** below.

“Local Government” means all counties and municipalities located within the geographic boundaries of the State of North Carolina that have chosen to sign on to this MOA.

“MDL Matter” means the matter captioned *In re: National Prescription Opiate Litigation*, MDL 2804 pending in the United States District Court for the Northern District of Ohio.

“MDL Parties” means all parties who participated in the matter captioned *In re: National Prescription Opiate Litigation*, MDL 2804 pending in the United States District Court for the Northern District of Ohio as Plaintiffs.

“National Settlement Agreement” means a national opioid settlement agreement with the Parties and one or all of the Settling Defendants concerning alleged misconduct in manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic.

“Opioid Settlement Funds” shall mean all funds allocated by the National Settlement Agreement and any Bankruptcy Resolutions to the State or Local Governments for purposes of opioid remediation activities or restitution, as well as any repayment of those funds and any interest or investment earnings that may accrue as those funds are temporarily held before being expended on opioid remediation strategies. Not included are funds made available in the National Settlement Agreement or any Bankruptcy Resolutions for the payment of the Parties’ litigation expenses or the reimbursement of the United States Government.

“Parties” means the State of North Carolina and the Local Governments.

“Settling Defendants” means Johnson & Johnson, AmerisourceBergen, Cardinal Health, and McKesson, as well as their subsidiaries, affiliates, officers, and directors named in a National Settlement Agreement.

“State Abatement Fund” is defined in **Section B.2** below.

B. Allocation of Settlement Proceeds

1. Method of distribution. Pursuant to the National Settlement Agreement and any Bankruptcy Resolutions, Opioid Settlement Funds shall be distributed directly to the State and to Local Governments in such proportions and for such uses as set forth in this MOA, provided Opioid Settlement Funds shall not be considered funds of the State or any Local Government unless and until such time as each annual distribution is made.
2. Overall allocation of funds. Opioid Settlement Funds shall be allocated as follows: (i) 15% directly to the State (“State Abatement Fund”), (ii) 80% to abatement funds established by Local Governments (“Local Abatement Funds”), and (iii) 5% to a County Incentive Fund described in **Section G** below.
3. Allocation of funds between Local Governments. The Local Abatement Funds shall be allocated to counties and municipalities in such proportions as set forth in **Exhibit G**, attached hereto and incorporated herein by reference, which is based upon the MDL Matter’s Opioid Negotiation Class Model. The proportions shall not change based on population changes during the term of the MOA. However, to the extent required by the terms of the National Settlement Agreement, the proportions set forth in **Exhibit G** shall be adjusted: (i) to provide no payment from the National Settlement Agreement to any listed county or municipality that does not participate in the National Settlement Agreement; and (ii) to provide a reduced payment from the National Settlement Agreement to any listed county or municipality that signs onto the National Settlement Agreement after the initial participation deadline.
4. Municipal allocations. Within counties and municipalities:

- a. Local Governments receiving payments. The proportions set forth in **Exhibit G** provide for payments directly to (i) all North Carolina counties, (ii) North Carolina municipalities with populations over 75,000 based on the United States Census Bureau's Vintage 2019 population totals, and (iii) North Carolina municipalities who are also MDL Parties as of January 1, 2021.
 - b. Municipality may direct payments to county. Any municipality allocated a share in **Exhibit G** may elect to have its share of current or future annual distributions of Local Abatement Funds instead directed to the county or counties in which it is located. Such an election may be made by January 1 each year to apply to the following fiscal year. If a municipality is located in more than one county, the municipality's funds will be directed based on the MDL Matter's Opioid Negotiation Class Model.
5. Use of funds for opioid remediation activities. This MOA requires that except as related to the payment of the Parties' litigation expenses and the reimbursement of the United States Government, all Opioid Settlement Funds, regardless of allocation, shall be utilized only for opioid remediation activities.
 6. Relationship of this MOA to other agreements and resolutions. All Parties acknowledge and agree the National Settlement Agreement will require a Local Government to release all its claims against the Settling Defendants to receive Opioid Settlement Funds. All Parties further acknowledge and agree based on the terms of the National Settlement Agreement, a Local Government may receive funds through this MOA only after complying with all requirements set forth in the National Settlement Agreement to release its claims. This MOA is not a promise from any Party that any National Settlement Agreement or Bankruptcy Resolution will be finalized or executed.

C. Payment of Litigating and Non-Litigating Parties

No Party engaged in litigating the MDL Matter shall receive a smaller payment than a similarly situated non-litigating Party, other than as based on the Allocation Proportions in **Exhibit G** or based on the eligibility criteria for payments from the County Incentive Fund as provided by **Section G** below.

D. Special Revenue Fund

1. Creation of special revenue fund. Every Local Government receiving Opioid Settlement Funds shall create a separate special revenue fund, as described below, that is designated for the receipt and expenditure of the Opioid Settlement Funds.
2. Procedures for special revenue fund. Funds in this special revenue fund shall not be commingled with any other money or funds of the Local Government. The funds in the

special revenue fund shall not be used for any loans or pledge of assets, unless the loan or pledge is for an opioid remediation purpose consistent with the terms of this MOA and adopted under the process described in **Section E.6** below. Although counties or municipalities may make contracts with or grants to a nonprofit, charity, or other entity, counties or municipalities may not assign to another entity their rights to receive payments from the national settlement or their responsibilities for funding decisions.

3. Interest earned on special revenue fund. The funds in the special revenue fund may be invested, consistent with the investment limitations for local governments, and may be placed in an interest-bearing bank account. Any interest earned on the special revenue fund must be used in a way that is consistent with this MOA.

E. Opioid Remediation Activities.

1. Limitation on use of funds. Local Governments shall expend Opioid Settlement Funds only for opioid-related expenditures consistent with the terms of this MOA and incurred after the date of the Local Government's execution of this MOA, unless execution of the National Settlement Agreement requires a later date.
2. Opportunity to cure inconsistent expenditures. If a Local Government spends any Opioid Settlement Funds on an expenditure inconsistent with the terms of this MOA, the Local Government shall have 60 days after discovery of the expenditure to cure the inconsistent expenditure through payment of such amount for opioid remediation activities through budget amendment or repayment.
3. Consequences of failure to cure inconsistent expenditures. If a Local Government does not make the cure required by **Section E.2** above within 60 days, (i) future Opioid Fund payments to that Local Government shall be reduced by an amount equal to the inconsistent expenditure, and (ii) to the extent the inconsistent expenditure is greater than the expected future stream of payments to the Local Government, the Attorney General may initiate a process up to and including litigation to recover and redistribute the overage among all eligible Local Governments. The Attorney General may recover any litigation expenses incurred to recover the funds. Any recovery or redistribution shall be distributed consistent with **Sections B.3 and B.4** above.
4. Annual meeting of counties and municipalities within each county. Each county receiving Opioid Settlement Funds shall hold at least one annual meeting with all municipalities in the Local Government's county invited in order to receive input as to proposed uses of the Opioid Settlement Funds and to encourage collaboration between local governments both within and beyond the county. These meetings shall be open to the public.
5. Use of settlement funds under Option A and Option B. Local Governments shall spend Opioid Settlement Funds from the Local Abatement Funds on opioid remediation activities using either or both of the processes described as Option A and Option B below, unless the relevant National Settlement Agreement or Bankruptcy Resolution further limit the spending.

- a. Option A.
 - i. Without any additional strategic planning beyond the meeting described in **Section E.4** above, Local Governments may spend Opioid Settlement Funds from the list of High-Impact Opioid Abatement Strategies attached as **Exhibit A**. This list is a subset of the initial opioid remediation strategies listed in the National Settlement Agreement.
 - ii. **Exhibit A** may be modified as set forth in Exhibit D below; provided, however, that any strategy listed on **Exhibit A** must be within the list of opioid remediation activities for the then-current National Settlement Agreement. Opioid remediation activities undertaken under a previously authorized strategy list may continue if they were authorized at the time of the Local Government's commitment to spend funds on that activity.
- b. Option B.
 - i. A Local Government that chooses to participate in additional voluntary, collaborative, strategic planning may spend Opioid Settlement Funds from the broader list of categories found in **Exhibit B**. This list contains all the initial opioid remediation strategies listed in the National Settlement Agreement.
 - ii. Before spending any funds on any activity listed in **Exhibit B**, but not listed on **Exhibit A**, a Local Government must first engage in the collaborative strategic planning process described in **Exhibit C**. This process shall result in a report and non-binding recommendations to the Local Government's Governing Body described in **Exhibit C** (right-hand column).
 - iii. A Local Government that has previously undertaken the collaborative strategic planning process described in **Exhibit C** and wishes to continue implementing a strategy listed in **Exhibit B**, but not listed in **Exhibit A**, shall undertake a new collaborative strategic planning process every four years (or more often if desired).
 - iv. A Local Government that has previously undertaken the collaborative strategic planning process described in **Exhibit C** that wishes to implement a new strategy listed in **Exhibit B** but not listed in **Exhibit A**, shall undertake a new collaborative strategic planning process.
 - v. Two or more Local Governments may undertake a single collaborative strategic planning process resulting in a report and recommendations to all of the Local Governments involved.

6. Process for drawing from special revenue funds.
 - a. Budget item or resolution required. Opioid Settlement Funds can be used for a purpose when the Governing Body includes in its budget or passes a separate resolution authorizing the expenditure of a stated amount of Opioid Settlement Funds for that purpose or those purposes during a specified period of time.
 - b. Budget item or resolution details. The budget or resolution should (i) indicate that it is an authorization for expenditure of opioid settlement funds; (ii) state the specific strategy or strategies the county or municipality intends to fund pursuant to Option A or Option B, using the item letter and/or number in **Exhibit A** or **Exhibit B** to identify each funded strategy, and (iii) state the amount dedicated to each strategy for a stated period of time.
7. Coordination group. A coordination group with the composition and responsibilities described in **Exhibit D** shall meet at least once a year during the first three years that this MOA is in effect. Thereafter, the coordination group shall meet at least once every three years until such time as Opioid Settlement Funds are no longer being spent by Local Governments.

F. Auditing, Compliance, Reporting, and Accountability

1. Audits under Local Government Budget and Fiscal Control Act. Local Governments' Opioid Settlement Funds are subject to financial audit by an independent certified public accountant in a manner no less than what is required under G.S. 159-34. Each Local Government must file an annual financial audit of the Opioid Settlement Funds with the Local Government Commission. If any such audit reveals an expenditure inconsistent with the terms of this MOA, the Local Government shall immediately report the finding to the Attorney General.
2. Audits under other acts and requirements. The expenditure of Opioid Settlement Funds is subject to the requirements of the Local Government Budget and Fiscal Control Act, Chapter 159 of the North Carolina General Statutes; Local Government Commission rules; the Federal Single Audit Act of 1984 (as if the Opioid Settlement Funds were federal funds); the State Single Audit Implementation Act; Generally Accepted Government Auditing Standards; and all other applicable laws, rules, and accounting standards. For expenditures for which no compliance audit is required under the Federal Single Audit Act of 1984, a compliance audit shall be required under a compliance supplement approved by the coordination group.
3. Audit costs. Reasonable audit costs that would not be required except for this Section F may be paid by the Local Government from Opioid Settlement Funds..
4. Access to persons and records. During and after the term of this MOA, the State Auditor and Department of Justice shall have access to persons and records related to this MOA and expenditures of Opioid Settlement Funds to verify accounts and data affecting fees or

performance. The Local Government manager/administrator is the point of contact for questions that arise under this MOA.

5. Preservation of records. The Local Government must maintain, for a period of at least five years, records of Opioid Settlement Fund expenditures and documents underlying those expenditures, so that it can be verified that funds are being or have been utilized in a manner consistent with the National Settlement Agreement, any Bankruptcy Resolutions, and this MOA.
6. Reporting.
 - a. Annual financial report required. In order to ensure compliance with the opioid remediation provisions of the National Settlement Agreement, any Bankruptcy Resolutions, and this MOA, for every fiscal year in which a Local Government receives, holds, or spends Opioid Settlement Funds, the county or municipality must submit an annual financial report specifying the activities and amounts it has funded.
 - b. Annual financial report timing and contents. The annual financial report shall be provided to the North Carolina Attorney General by emailing the report to opioiddocs@ncdoj.gov, within 90 days of the last day of the state fiscal year covered by the report. Each annual financial report must include the information described on **Exhibit E**.
 - c. Reporting to statewide opioid settlement dashboard. Each Local Government must provide the following information to the statewide opioid settlement dashboard within the stated timeframes:
 - i. The budget or resolution authorizing the expenditure of a stated amount of Opioid Settlement Funds for a specific purpose or purposes during a specified period of time as described in **Section E.6.b** above (within 90 days of the passage of any such budget or resolution);
 - ii. If the Local Government is using Option B, the report(s) and non-binding recommendations from collaborative strategic planning described in **Section E.5.b.ii** above and **Exhibit C** (right hand column) (within 90 days of the date the report and recommendations are submitted to the local governing body for consideration);
 - iii. The annual financial reports described in Section F.6.a and **Exhibit E** (within 90 days of the end of the fiscal year covered by the report); and
 - iv. The impact information described in **Exhibit F** (within 90 days of the end of the fiscal year covered by the report).

The State will create an online portal with instructions for Local Governments to report or upload each of these four items by electronic means.

- d. Copy to NCDOJ of any additional reporting. If the National Settlement Agreement or any Bankruptcy Resolutions require that a Local Government file, post, or provide a report or other document beyond those described in this MOA, or if any Local Government communicates in writing with any national administrator or other entity created or authorized by the National Settlement Agreement or any Bankruptcy Resolutions regarding the Local Government's compliance with the National Settlement Agreement or Bankruptcy Resolutions, the Local Government shall email a copy of any such report, document, or communication to the North Carolina Department of Justice at opioiddocs@ncdoj.gov.
 - e. Compliance and non-compliance.
 - i. Every Local Government shall make a good faith effort to comply with all of its reporting obligations under this MOA, including the obligations described in **Section F.6.c** above.
 - ii. A Local Government that engages in a good faith effort to comply with its reporting obligations under **Section F.6.c** but fails in some way to report information in an accurate, timely, or complete manner shall be given an opportunity to remedy this failure within a reasonable time.
 - iii. A Local Government that does not engage in a good faith effort to comply with its reporting obligations under this MOA, or that fails to remedy reporting issues within a reasonable time, may be subject to action for breach of contract.
 - iv. Notwithstanding anything to the contrary herein, a Local Government that is in substantial compliance with the reporting obligations in this MOA shall not be considered in breach of this MOA or in breach of contract.
7. Collaboration. The State and Local Governments must collaborate to promote effective use of Opioid Settlement Funds, including through the sharing of expertise, training, technical assistance. They will also coordinate with trusted partners to collect and share information about successful regional and other high-impact strategies and opioid treatment programs.

G. County Incentive Fund

A Local Government receiving Settlement Proceeds pursuant to **Section B.4.a** shall be an Incentive Eligible Local Government if every municipality in the Local Government's county with population of at least 30,000 has executed this MOA by October 1, 2021, but no later than any such deadline set in the National Settlement Agreement for the highest possible participation in incentive structures for North Carolina. Each Incentive Eligible Local Government shall receive a share of the 5% County Incentive Fund set forth in **Section B.2.iii**, distributed pro rata among only Incentive Eligible Local Governments as set forth in **Exhibit G**. For purposes of the calculations required by this Section, populations will be based on United States Census Bureau's Vintage 2019 population totals, and a municipality with populations in multiple counties will be counted only toward the county which has the largest share of that municipality's population.

H. Effectiveness

1. When MOA takes effect. This MOA shall become effective at the time a sufficient number of Local Governments have joined the MOA to qualify this MOA as a State-Subdivision Agreement under the National Settlement Agreement or any Bankruptcy Resolution. If this MOA does not thereby qualify as a State-Subdivision Agreement, this MOA will have no effect.
2. Amendments to MOA.
 - a. Amendments to conform to final national documents. The Attorney General, with the consent of a majority vote from a group of Local Government attorneys appointed by the Association of County Commissioners, may initiate a process to amend this MOA to make any changes required by the final provisions of the National Settlement Agreement or any Bankruptcy Resolution. The Attorney General's Office will provide written notice of the necessary amendments to all the previously joining parties. Any previously joining party will have a two-week opportunity to withdraw from the MOA. The amendments will be effective to any party that does not withdraw.
 - b. Coordination group. The coordination group may make the changes authorized in **Exhibit D**.
 - c. No amendments to allocation between Local Governments. Notwithstanding any other provision of this MOA, the allocation proportions set forth in **Exhibit G** may not be amended.
 - d. General amendment power. After execution, the coordination group may propose other amendments to the MOA, subject to the limitation in **Section H.2.c** above. Such amendments will take effect only if approved in writing by the Attorney General and at least two-thirds of the Local Governments who are Parties to this MOA. In the vote, each Local Government Party will have a number of votes measured by the allocation proportions set forth in **Exhibit G**.
3. Acknowledgement. The Parties acknowledge that this MOA is an effective and fair way to address the needs arising from the public health crisis due to the misconduct committed by the Pharmaceutical Supply Chain Participants.
4. When MOA is no longer in effect. This MOA is effective until one year after the last date on which any Opioid Settlement Funds are being spent by Local Governments pursuant to the National Settlement Agreement and any Bankruptcy Resolution.
5. Application of MOA to settlements and bankruptcy resolutions. This MOA applies to all settlements under the National Settlement Agreement with the Settling Defendants and any Bankruptcy Resolutions. The Parties agree to discuss the use, as the Parties may deem appropriate in the future, of the settlement terms set out herein (after any necessary

amendments) for resolutions with Pharmaceutical Supply Chain Participants not covered by the National Settlement Agreement or a Bankruptcy Resolution.

6. Applicable law and venue. Unless required otherwise by the National Settlement Agreement or a Bankruptcy Resolution, this MOA shall be interpreted using North Carolina law and any action related to the provisions of this MOA must be adjudicated by the Superior Court of Wake County. If any provision of this MOA is held invalid by any court of competent jurisdiction, this invalidity does not affect any other provision which can be given effect without the invalid provision.
7. Scope of MOA. The Parties acknowledge that this MOA does not excuse any requirements placed upon them by the terms of the National Settlement Agreement or any Bankruptcy Resolution, except to the extent those terms allow for a State-Subdivision Agreement to do so.
8. No third party beneficiaries. No person or entity is intended to be a third party beneficiary of this MOA.
9. No effect on authority of parties. Nothing in this MOA shall be construed to affect or constrain the authority of the Parties under law.
10. Signing and execution of MOA. This MOA may be signed and executed simultaneously in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement. A signature transmitted by facsimile or electronic image shall be deemed an original signature for purposes of executing this MOA. Each person signing this MOA represents that he or she is fully authorized to enter into the terms and conditions of, and to execute, this MOA, and that all necessary approvals and conditions precedent to his or her execution have been satisfied.

(Signature pages follow.)

Signature pages will be structured as one page for the State of North Carolina,
followed by separate signature pages for each county.

These signature pages will also include blanks for the county's municipalities.

To avoid having 101 signature pages in the middle of this file,
the signature pages are in a separate document.

**EXHIBIT A TO NC MOA:
HIGH-IMPACT OPIOID ABATEMENT STRATEGIES (“OPTION A” List)**

In keeping with the National Settlement Agreement, opioid settlement funds may support programs or services listed below that serve persons with Opioid Use Disorder (OUD) or any co-occurring Substance Use Disorder (SUD) or mental health condition.

As used in this list, the words “fund” and “support” are used interchangeably and mean to create, expand, or sustain a program, service, or activity.

1. **Collaborative strategic planning.** Support collaborative strategic planning to address opioid misuse, addiction, overdose, or related issues, including staff support, facilitation services, or any activity or combination of activities listed in Exhibit C to the MOA (collaborative strategic planning).
2. **Evidence-based addiction treatment.** Support evidence-based addiction treatment consistent with the American Society of Addiction Medicine’s national practice guidelines for the treatment of opioid use disorder – including Medication-Assisted Treatment (MAT) with any medication approved for this purpose by the U.S. Food and Drug Administration – through Opioid Treatment Programs, qualified providers of Office-Based Opioid Treatment, Federally Qualified Health Centers, treatment offered in conjunction with justice system programs, or other community-based programs offering evidence-based addiction treatment. This may include capital expenditures for facilities that offer evidence-based treatment for OUD. (If only a portion of a facility offers such treatment, then only that portion qualifies for funding, on a pro rata basis.)
3. **Recovery support services.** Fund evidence-based recovery support services, including peer support specialists or care navigators based in local health departments, social service offices, detention facilities, community-based organizations, or other settings that support people in treatment or recovery, or people who use drugs, in accessing addiction treatment, recovery support, harm reduction services, primary healthcare, or other services or supports they need to improve their health or well-being.
4. **Recovery housing support.** Fund programs offering recovery housing support to people in treatment or recovery, or people who use drugs, such as assistance with rent, move-in deposits, or utilities; or fund recovery housing programs that provide housing to individuals receiving Medication-Assisted Treatment for opioid use disorder.
5. **Employment-related services.** Fund programs offering employment support services to people in treatment or recovery, or people who use drugs, such as job training, job skills, job placement, interview coaching, resume review, professional attire, relevant courses at community colleges or vocational schools, transportation services or transportation vouchers to facilitate any of these activities, or similar services or supports.
6. **Early intervention.** Fund programs, services, or training to encourage early identification and intervention for children or adolescents who may be struggling with problematic use of drugs or mental health conditions, including Youth Mental Health

First Aid, peer-based programs, or similar approaches. Training programs may target parents, family members, caregivers, teachers, school staff, peers, neighbors, health or human services professionals, or others in contact with children or adolescents.

7. **Naloxone distribution.** Support programs or organizations that distribute naloxone to persons at risk of overdose or their social networks, such as Syringe Service Programs, post-overdose response teams, programs that provide naloxone to persons upon release from jail or prison, emergency medical service providers or hospital emergency departments that provide naloxone to persons at risk of overdose, or community-based organizations that provide services to people who use drugs. Programs or organizations involved in community distribution of naloxone may, in addition, provide naloxone to first responders.
8. **Post-overdose response team.** Support post-overdose response teams that connect persons who have experienced non-fatal drug overdoses to addiction treatment, recovery support, harm reduction services, primary healthcare, or other services or supports they need to improve their health or well-being.
9. **Syringe Service Program.** Support Syringe Service Programs operated by any governmental or nongovernmental organization authorized by section 90-113.27 of the North Carolina General Statutes that provide syringes, naloxone, or other harm reduction supplies; that dispose of used syringes; that connect clients to prevention, treatment, recovery support, behavioral healthcare, primary healthcare, or other services or supports they need; or that provide any of these services or supports.
10. **Criminal justice diversion programs.** Support pre-arrest or post-arrest diversion programs, or pre-trial service programs, that connect individuals involved or at risk of becoming involved in the criminal justice system to addiction treatment, recovery support, harm reduction services, primary healthcare, prevention, or other services or supports they need, or that provide any of these services or supports.
11. **Addiction treatment for incarcerated persons.** Support evidence-based addiction treatment, including Medication-Assisted Treatment with at least one FDA-approved opioid agonist, to persons who are incarcerated in jail or prison.
12. **Reentry Programs.** Support programs that connect incarcerated persons to addiction treatment, recovery support, harm reduction services, primary healthcare, or other services or supports they need upon release from jail or prison, or that provide any of these services or supports.

EXHIBIT B TO NC MOA:

Additional Opioid Remediation Activities (“OPTION B” List)

This list shall be automatically updated to match the list of approved strategies in the most recent National Settlement Agreement.

PART ONE: TREATMENT

A. TREAT OPIOID USE DISORDER (OUD)

Support treatment of Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder or Mental Health (SUD/MH) conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:¹

1. Expand availability of treatment for OUD and any co-occurring SUD/MH conditions, including all forms of Medication-Assisted Treatment (MAT) approved by the U.S. Food and Drug Administration.
2. Support and reimburse evidence-based services that adhere to the American Society of Addiction Medicine (ASAM) continuum of care for OUD and any co-occurring SUD/MH conditions.
3. Expand telehealth to increase access to treatment for OUD and any co-occurring SUD/MH conditions, including MAT, as well as counseling, psychiatric support, and other treatment and recovery support services.
4. Improve oversight of Opioid Treatment Programs (OTPs) to assure evidence-based or evidence-informed practices such as adequate methadone dosing and low threshold approaches to treatment.
5. Support mobile intervention, treatment, and recovery services, offered by qualified professionals and service providers, such as peer recovery coaches, for persons with OUD and any co-occurring SUD/MH conditions and for persons who have experienced an opioid overdose.
6. Treatment of trauma for individuals with OUD (e.g., violence, sexual assault, human trafficking, or adverse childhood experiences) and family members (e.g., surviving family members after an overdose or overdose fatality), and training of health care personnel to identify and address such trauma.
7. Support evidence-based withdrawal management services for people with OUD and any co-occurring mental health conditions.

¹ As used in this Exhibit B, words like “expand,” “fund,” “provide” or the like shall not indicate a preference for new or existing programs.

8. Training on MAT for health care providers, first responders, students, or other supporting professionals, such as peer recovery coaches or recovery outreach specialists, including telementoring to assist community-based providers in rural or underserved areas.
9. Support workforce development for addiction professionals who work with persons with OUD and any co-occurring SUD/MH conditions.
10. Fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments.
11. Scholarships and supports for behavioral health practitioners or workers involved in addressing OUD and any co-occurring SUD or mental health conditions, including but not limited to training, scholarships, fellowships, loan repayment programs, or other incentives for providers to work in rural or underserved areas.
12. Provide funding and training for clinicians to obtain a waiver under the federal Drug Addiction Treatment Act of 2000 (DATA 2000) to prescribe MAT for OUD, and provide technical assistance and professional support to clinicians who have obtained a DATA 2000 waiver.
13. Dissemination of web-based training curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service-Opioids web-based training curriculum and motivational interviewing.
14. Development and dissemination of new curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service for Medication-Assisted Treatment.

B. SUPPORT PEOPLE IN TREATMENT AND RECOVERY

Support people in treatment for or recovery from OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Provide comprehensive wrap-around services to individuals with OUD and any co-occurring SUD/MH conditions, including housing, transportation, education, job placement, job training, or childcare.
2. Provide the full continuum of care of treatment and recovery services for OUD and any co-occurring SUD/MH conditions, including supportive housing, peer support services and counseling, community navigators, case management, and connections to community-based services.
3. Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MH conditions.
4. Provide access to housing for people with OUD and any co-occurring SUD/MH conditions, including supportive housing, recovery housing, housing assistance programs, training for housing providers, or recovery housing programs that allow or integrate FDA-approved medication with other support services.

5. Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MH conditions.
6. Support or expand peer-recovery centers, which may include support groups, social events, computer access, or other services for persons with OUD and any co-occurring SUD/MH conditions.
7. Provide or support transportation to treatment or recovery programs or services for persons with OUD and any co-occurring SUD/MH conditions.
8. Provide employment training or educational services for persons in treatment for or recovery from OUD and any co-occurring SUD/MH conditions.
9. Identify successful recovery programs such as physician, pilot, and college recovery programs, and provide support and technical assistance to increase the number and capacity of high-quality programs to help those in recovery.
10. Engage non-profits, faith-based communities, and community coalitions to support people in treatment and recovery and to support family members in their efforts to support the person with OUD in the family.
11. Training and development of procedures for government staff to appropriately interact and provide social and other services to individuals with or in recovery from OUD, including reducing stigma.
12. Support stigma reduction efforts regarding treatment and support for persons with OUD, including reducing the stigma on effective treatment.
13. Create or support culturally appropriate services and programs for persons with OUD and any co-occurring SUD/MH conditions, including new Americans.
14. Create and/or support recovery high schools.
15. Hire or train behavioral health workers to provide or expand any of the services or supports listed above.

C. CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED (CONNECTIONS TO CARE)

Provide connections to care for people who have – or at risk of developing – OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Ensure that health care providers are screening for OUD and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for OUD treatment.
2. Fund Screening, Brief Intervention and Referral to Treatment (SBIRT) programs to reduce the transition from use to disorders, including SBIRT services to pregnant women who are uninsured or not eligible for Medicaid.

3. Provide training and long-term implementation of SBIRT in key systems (health, schools, colleges, criminal justice, and probation), with a focus on youth and young adults when transition from misuse to opioid disorder is common.
4. Purchase automated versions of SBIRT and support ongoing costs of the technology.
5. Expand services such as navigators and on-call teams to begin MAT in hospital emergency departments.
6. Training for emergency room personnel treating opioid overdose patients on post-discharge planning, including community referrals for MAT, recovery case management or support services.
7. Support hospital programs that transition persons with OUD and any co-occurring SUD/MH conditions, or persons who have experienced an opioid overdose, into clinically-appropriate follow-up care through a bridge clinic or similar approach.
8. Support crisis stabilization centers that serve as an alternative to hospital emergency departments for persons with OUD and any co-occurring SUD/MH conditions or persons that have experienced an opioid overdose.
9. Support the work of Emergency Medical Systems, including peer support specialists, to connect individuals to treatment or other appropriate services following an opioid overdose or other opioid-related adverse event.
10. Provide funding for peer support specialists or recovery coaches in emergency departments, detox facilities, recovery centers, recovery housing, or similar settings; offer services, supports, or connections to care to persons with OUD and any co-occurring SUD/MH conditions or to persons who have experienced an opioid overdose.
11. Expand warm hand-off services to transition to recovery services.
12. Create or support school-based contacts that parents can engage with to seek immediate treatment services for their child; and support prevention, intervention, treatment, and recovery programs focused on young people.
13. Develop and support best practices on addressing OUD in the workplace.
14. Support assistance programs for health care providers with OUD.
15. Engage non-profits and the faith community as a system to support outreach for treatment.
16. Support centralized call centers that provide information and connections to appropriate services and supports for persons with OUD and any co-occurring SUD/MH conditions.

D. ADDRESS THE NEEDS OF CRIMINAL-JUSTICE-INVOLVED PERSONS

Address the needs of persons with OUD and any co-occurring SUD/MH conditions who are involved in, are at risk of becoming involved in, or are transitioning out of the criminal justice

system through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Support pre-arrest or pre-arraignment diversion and deflection strategies for persons with OUD and any co-occurring SUD/MH conditions, including established strategies such as:
 - a. Self-referral strategies such as the Angel Programs or the Police Assisted Addiction Recovery Initiative (PAARI);
 - b. Active outreach strategies such as the Drug Abuse Response Team (DART) model;
 - c. “Naloxone Plus” strategies, which work to ensure that individuals who have received naloxone to reverse the effects of an overdose are then linked to treatment programs or other appropriate services;
 - d. Officer prevention strategies, such as the Law Enforcement Assisted Diversion (LEAD) model;
 - e. Officer intervention strategies such as the Leon County, Florida Adult Civil Citation Network or the Chicago Westside Narcotics Diversion to Treatment Initiative; or
 - f. Co-responder and/or alternative responder models to address OUD-related 911 calls with greater SUD expertise.
2. Support pre-trial services that connect individuals with OUD and any co-occurring SUD/MH conditions to evidence-informed treatment, including MAT, and related services.
3. Support treatment and recovery courts that provide evidence-based options for persons with OUD and any co-occurring SUD/MH conditions.
4. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are incarcerated in jail or prison.
5. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are leaving jail or prison, have recently left jail or prison, are on probation or parole, are under community corrections supervision, or are in re-entry programs or facilities.
6. Support critical time interventions (CTI), particularly for individuals living with dual-diagnosis OUD/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.
7. Provide training on best practices for addressing the needs of criminal-justice-involved persons with OUD and any co-occurring SUD/MH conditions to law enforcement, correctional, or judicial personnel or to providers of treatment, recovery, harm reduction, case management, or other services offered in connection with any of the strategies described in this section.

E. ADDRESS THE NEEDS OF PREGNANT OR PARENTING WOMEN AND THEIR FAMILIES, INCLUDING BABIES WITH NEONATAL ABSTINENCE SYNDROME

Address the needs of pregnant or parenting women with OUD and any co-occurring SUD/MH conditions, and the needs of their families, including babies with neonatal abstinence syndrome (NAS), through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Support evidence-based or evidence-informed treatment, including MAT, recovery services and supports, and prevention services for pregnant women – or women who could become pregnant – who have OUD and any co-occurring SUD/MH conditions, and other measures to educate and provide support to families affected by Neonatal Abstinence Syndrome.
2. Expand comprehensive evidence-based treatment and recovery services, including MAT, for uninsured women with OUD and any co-occurring SUD/MH conditions for up to 12 months postpartum.
3. Training for obstetricians or other healthcare personnel that work with pregnant women and their families regarding treatment of OUD and any co-occurring SUD/MH conditions.
4. Expand comprehensive evidence-based treatment and recovery support for NAS babies; expand services for better continuum of care with infant-need dyad; expand long-term treatment and services for medical monitoring of NAS babies and their families.
5. Provide training to health care providers who work with pregnant or parenting women on best practices for compliance with federal requirements that children born with Neonatal Abstinence Syndrome get referred to appropriate services and receive a plan of safe care.
6. Child and family supports for parenting women with OUD and any co-occurring SUD/MH conditions.
7. Enhanced family supports and child care services for parents with OUD and any co-occurring SUD/MH conditions.
8. Provide enhanced support for children and family members suffering trauma as a result of addiction in the family; and offer trauma-informed behavioral health treatment for adverse childhood events.
9. Offer home-based wrap-around services to persons with OUD and any co-occurring SUD/MH conditions, including but not limited to parent skills training.
10. Support for Children's Services – Fund additional positions and services, including supportive housing and other residential services, relating to children being removed from the home and/or placed in foster care due to custodial opioid use.

PART TWO: PREVENTION

F. PREVENT OVER-PRESCRIBING AND ENSURE APPROPRIATE PRESCRIBING AND DISPENSING OF OPIOIDS

Support efforts to prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Fund medical provider education and outreach regarding best prescribing practices for opioids consistent with Guidelines for Prescribing Opioids for Chronic Pain from the U.S. Centers for Disease Control and Prevention, including providers at hospitals (academic detailing).
2. Training for health care providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids.
3. Continuing Medical Education (CME) on appropriate prescribing of opioids.
4. Support for non-opioid pain treatment alternatives, including training providers to offer or refer to multi-modal, evidence-informed treatment of pain.
5. Support enhancements or improvements to Prescription Drug Monitoring Programs (PDMPs), including but not limited to improvements that:
 - a. Increase the number of prescribers using PDMPs;
 - b. Improve point-of-care decision-making by increasing the quantity, quality, or format of data available to prescribers using PDMPs, by improving the interface that prescribers use to access PDMP data, or both; or
 - c. Enable states to use PDMP data in support of surveillance or intervention strategies, including MAT referrals and follow-up for individuals identified within PDMP data as likely to experience OUD in a manner that complies with all relevant privacy and security laws and rules.
6. Ensuring PDMPs incorporate available overdose/naloxone deployment data, including the United States Department of Transportation's Emergency Medical Technician overdose database in a manner that complies with all relevant privacy and security laws and rules.
7. Increase electronic prescribing to prevent diversion or forgery.
8. Educate Dispensers on appropriate opioid dispensing.

G. PREVENT MISUSE OF OPIOIDS

Support efforts to discourage or prevent misuse of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Fund media campaigns to prevent opioid misuse.
2. Corrective advertising or affirmative public education campaigns based on evidence.
3. Public education relating to drug disposal.
4. Drug take-back disposal or destruction programs.
5. Fund community anti-drug coalitions that engage in drug prevention efforts.
6. Support community coalitions in implementing evidence-informed prevention, such as reduced social access and physical access, stigma reduction – including staffing, educational campaigns, support for people in treatment or recovery, or training of coalitions in evidence-informed implementation, including the Strategic Prevention Framework developed by the U.S. Substance Abuse and Mental Health Services Administration (SAMHSA).
7. Engage non-profits and faith-based communities as systems to support prevention.
8. Fund evidence-based prevention programs in schools or evidence-informed school and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, and others.
9. School-based or youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.
10. Create or support community-based education or intervention services for families, youth, and adolescents at risk for OUD and any co-occurring SUD/MH conditions.
11. Support evidence-informed programs or curricula to address mental health needs of young people who may be at risk of misusing opioids or other drugs, including emotional modulation and resilience skills.
12. Support greater access to mental health services and supports for young people, including services and supports provided by school nurses, behavioral health workers or other school staff, to address mental health needs in young people that (when not properly addressed) increase the risk of opioid or other drug misuse.

H. PREVENT OVERDOSE DEATHS AND OTHER HARMS (HARM REDUCTION)

Support efforts to prevent or reduce overdose deaths or other opioid-related harms through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Increase availability and distribution of naloxone and other drugs that treat overdoses for first responders, overdose patients, individuals with OUD and their friends and family members, individuals at high risk of overdose, schools, community navigators and outreach workers, persons being released from jail or prison, or other members of the general public.
2. Public health entities that provide free naloxone to anyone in the community.

3. Training and education regarding naloxone and other drugs that treat overdoses for first responders, overdose patients, patients taking opioids, families, schools, community support groups, and other members of the general public.
4. Enable school nurses and other school staff to respond to opioid overdoses, and provide them with naloxone, training, and support.
5. Expand, improve, or develop data tracking software and applications for overdoses/naloxone revivals.
6. Public education relating to emergency responses to overdoses.
7. Public education relating to immunity and Good Samaritan laws.
8. Educate first responders regarding the existence and operation of immunity and Good Samaritan laws.
9. Syringe service programs and other evidence-informed programs to reduce harms associated with intravenous drug use, including supplies, staffing, space, peer support services, referrals to treatment, fentanyl checking, connections to care, and the full range of harm reduction and treatment services provided by these programs.
10. Expand access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.
11. Support mobile units that offer or provide referrals to harm reduction services, treatment, recovery supports, health care, or other appropriate services to persons that use opioids or persons with OUD and any co-occurring SUD/MH conditions.
12. Provide training in harm reduction strategies to health care providers, students, peer recovery coaches, recovery outreach specialists, or other professionals that provide care to persons who use opioids or persons with OUD and any co-occurring SUD/MH conditions.
13. Support screening for fentanyl in routine clinical toxicology testing.

PART THREE: OTHER STRATEGIES

I. FIRST RESPONDERS

In addition to items in sections C, D, and H of this Exhibit relating to first responders, support the following:

1. Educate law enforcement or other first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs.
2. Provision of wellness and support services for first responders and others who experience secondary trauma associated with opioid-related emergency events.

J. LEADERSHIP, PLANNING AND COORDINATION

Support efforts to provide leadership, planning, coordination, facilitation, training and technical assistance to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Statewide, regional, local, or community regional planning to identify root causes of addiction and overdose, goals for reducing harms related to the opioid epidemic, and areas and populations with the greatest needs for treatment intervention services; to support training and technical assistance; or to support other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
2. A dashboard to share reports, recommendations, or plans to spend Opioid Settlement Funds; to show how Opioid Settlement Funds have been spent; to report program or strategy outcomes; or to track, share, or visualize key opioid-related or health-related indicators and supports as identified through collaborative statewide, regional, local, or community processes.
3. Invest in infrastructure or staffing at government or not-for-profit agencies to support collaborative, cross-system coordination with the purpose of preventing overprescribing, opioid misuse, or opioid overdoses, treating those with OUD and any co-occurring SUD/MH conditions, supporting them in treatment or recovery, connecting them to care, or implementing other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
4. Provide resources to staff government oversight and management of opioid abatement programs.

K. TRAINING

In addition to the training referred to throughout this document, support training to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Provide funding for staff training or networking programs and services to improve the capability of government, community, and not-for-profit entities to abate the opioid crisis.
2. Support infrastructure and staffing for collaborative cross-system coordination to prevent opioid misuse, prevent overdoses, and treat those with OUD and any co-occurring SUD/MH conditions, or implement other strategies to abate the opioid epidemic described in this opioid abatement strategy list (e.g., health care, primary care, pharmacies, PDMPs, etc.).

L. RESEARCH

Support opioid abatement research that may include, but is not limited to, the following:

1. Monitoring, surveillance, data collection, and evaluation of programs and strategies described in this opioid abatement strategy list.
2. Research non-opioid treatment of chronic pain.

3. Research on improved service delivery for modalities such as SBIRT that demonstrate promising but mixed results in populations vulnerable to opioid use disorders.
4. Research on novel harm reduction and prevention efforts such as the provision of fentanyl test strips.
5. Research on innovative supply-side enforcement efforts such as improved detection of mail-based delivery of synthetic opioids.
6. Expanded research on swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (e.g. Hawaii HOPE and Dakota 24/7).
7. Epidemiological surveillance of OUD-related behaviors in critical populations including individuals entering the criminal justice system, including but not limited to approaches modeled on the Arrestee Drug Abuse Monitoring (ADAM) system.
8. Qualitative and quantitative research regarding public health risks and harm reduction opportunities within illicit drug markets, including surveys of market participants who sell or distribute illicit opioids.
9. Geospatial analysis of access barriers to MAT and their association with treatment engagement and treatment outcomes.

**EXHIBIT C to NC MOA:
COLLABORATIVE STRATEGIC PLANNING PROCESS UNDER OPTION B**

	ACTIVITY NAME	ACTIVITY DETAIL	CONTENT OF REPORT & RECOMMENDATIONS
A	Engage diverse stakeholders	Engage diverse stakeholders, per "ITEM A DETAIL" below, throughout the collaborative strategic planning process	Report on stakeholder engagement per "ITEM A DETAIL" below
B	Designate facilitator	Designate a person or entity to facilitate the strategic collaborative planning process. Consider a trained, neutral facilitator.	Identify the facilitator
C	Build upon any related planning	Build upon or coordinate with prior or concurrent planning efforts that address addiction, drug misuse, overdose, or related issues, including but not limited to community health assessments.	Report any related planning efforts you will build upon or coordinate with
D	Agree on shared vision	Agree on a shared vision for positive community change, considering how strategic investments of Opioid Settlement Funds have the potential to improve community health and well-being and address root causes of addiction, drug misuse, overdose, and related issues	Report on shared vision for positive community change
E	Identify key indicator(s)	Identify one or more population-level measures to monitor in order to gauge progress towards the shared vision. (The NC Opioid Action Plan Data Dashboard contains several such measures.)	Report on the key indicators selected
F	Identify and explore root causes	Explore root causes of addiction, drug misuse, overdose, and related issues in the community, using quantitative data as well as stakeholder narratives, community voices, the stories of those with lived experience, or similar qualitative information	Report on root causes as described
G	Identify and evaluate potential strategies	Identify potential strategies to address root causes or other aspects of the opioid epidemic; identify these strategies (by letter or number) on EXHIBIT A or EXHIBIT B, and consider the effectiveness of each strategy based on available evidence	Identify and evaluate potential strategies
H	Identify gaps in existing efforts	For each potential strategy identified (or for favored strategies), survey existing programs, services, or supports that address the same or similar issues; and identify gaps or shortcomings	Report on survey of and gaps in existing efforts
I	Prioritize strategies	Prioritize strategies, taking into account your shared vision, analysis of root causes, evaluation of each strategy, and analysis of gaps in existing efforts	Report on prioritization of strategies
J	Identify goals, measures, and evaluation plan	For each strategy (or favored strategy), develop goals and an evaluation plan that includes at least one process measure (How much did you do?), at least one quality measure (How well did you do it?), and at least one outcome measure (Is anyone better off?)	Report on goals, measures, and evaluation plan for each chosen strategy
K	Consider ways to align strategies	For each potential strategy identified (or for favored strategies), consider opportunities to braid Opioid Settlement Funds with other funding streams; develop regional solutions; form strategic partnerships; or to pursue other creative solutions	Report on opportunities to align strategies as described
L	Identify organizations	Identify organizations and agencies with responsibility to implement each strategy; and identify the human, material, and capital resources to implement each strategy	Identify organizations and needs to implement each strategy

M	Develop budgets and timelines	Develop a detailed global budget for each strategy with anticipated expenditures, along with timelines for completing components of each strategy	Report budgets and timelines for each strategy
N	Offer recommendations	Offer recommendations to local governing body (e.g., the county board, city council, or other local governing body)	Report recommendations to governing body

ITEM A DETAIL: STAKEHOLDER INVOLVEMENT

	STAKEHOLDERS	DESCRIPTION	CONTENT OF REPORT & RECOMMENDATIONS
A-1	Local officials	County and municipal officials, such as those with responsibility over public health, social services, and emergency services	Report stakeholder involvement (who and how involved in process)
A-2	Healthcare providers	Hospitals and health systems, addiction professionals and other providers of behavioral health services, medical professionals, pharmacists, community health centers, medical safety net providers, and other healthcare providers	same as above
A-3	Social service providers	Providers of human services, social services, housing services, and community health services such as harm reduction, peer support, and recovery support services	same
A-4	Education and employment service providers	Educators, such as representatives of K-12 schools, community colleges, and universities; and those providing vocational education, job skills training, or related employment services	same
A-5	Payers and funders	Health care payers and funders, such as managed care organizations, prepaid health plans, LME-MCOs, private insurers, and foundations	same
A-6	Law enforcement	Law enforcement and corrections officials	same
A-7	Employers	Employers and business leaders	same
A-8	Community groups	Community groups, such as faith communities, community coalitions that address drug misuse, groups supporting people in recovery, youth leadership organizations, and grassroots community organizations	same
A-9	Stakeholders with "lived experience"	Stakeholders with "lived experience," such as people with addiction, people who use drugs, people in medication-assisted or other treatment, people in recovery, people with criminal justice involvement, and family members or loved ones of the individuals just listed	same
A-10	Stakeholders reflecting diversity of community	Stakeholders who represent the racial, ethnic, economic, and cultural diversity of the community, such as people of color, Native Americans, members of the LGBTQ community, and members of traditionally unrepresented or underrepresented groups	same

EXHIBIT D TO NC MOA: COORDINATION GROUP

COMPOSITION

The Coordination Group shall consist of the following twelve members:

Five Local Government Representatives

- Four appointed by the North Carolina Association of County Commissioners including:
 - One county commissioner
 - One county manager
 - One county attorney
 - One county local health director or consolidated human services director
- One municipal manager appointed by the North Carolina League of Municipalities

Four Experts Appointed by the Department of Health and Human Services

- Four appointed by the Secretary of the Department of Health and Human Services, having relevant experience or expertise with programs or policies to address the opioid epidemic, or with behavioral health, public health, health care, harm reduction, social services, or emergency services.

One Expert Appointed by the Attorney General

- One appointed by the Attorney General of North Carolina from the North Carolina Department of Justice or another state agency, having drug policy or behavioral health experience or expertise.

Two Experts Appointed by Legislative Leaders

- One representative from the University of North Carolina School of Government with relevant expertise appointed by the Speaker of the North Carolina House of Representatives.
- One representative from the board or staff of the North Carolina Institute of Medicine with relevant expertise appointed by the President Pro Tem of the North Carolina Senate.

The coordination group may appoint a non-voting administrator to convene meetings and facilitate the work of the coordination group. The administrator will not be paid from the Opioid Settlement Funds distributed under this MOA.

Appointees shall have relevant experience or expertise with programs or policies to address the opioid epidemic, behavioral health, public health, health care, social services, emergency services, harm reduction, management of local government, or other relevant areas.

Those responsible for making appointments to the coordination group are encouraged to appoint individuals who reflect the diversity of North Carolina, taking into consideration the need for geographic diversity; urban and rural perspectives; representation of people of color and

traditionally underrepresented groups; and the experience and perspective of persons with “lived experience.” Those responsible for making appointments may appoint a successor or replace a member at any time. Members of the coordination group serve until they resign or are replaced by the appointer. Eight members of the coordination group constitutes a quorum.

RESPONSIBILITIES

- a. As provided in **Section F.2** of the MOA, where no compliance audit would be required under the Federal Single Audit Act of 1984 for expenditures of Opioid Settlement Funds, a compliance audit shall be required under a compliance supplement established by a vote of at least 8 members of the coordination group. The compliance supplement shall address, at least, procedures for determining:
 - i. Whether the Local Government followed the procedural requirements of the MOA in ordering the expenditures.
 - ii. Whether the Local Government’s expenditures matched one of the types of opioid-related expenditures listed in **Exhibit A** of the MOA (if the Local Government selected Option A) or **Exhibit B** of the MOA (if the Local Government selected Option B).
 - iii. Whether the Local Government followed the reporting requirements in the MOA.
 - iv. Whether the Local Government (or sub-recipient of any grant or loan, if applicable) utilized the awarded funds for their stated purpose, consistent with this MOA and other relevant standards.
 - v. Which processes (such as sampling) shall be used:
 - i. To keep the costs of the audit at reasonable levels; and
 - ii. Tailor audit requirements for differing levels of expenditures among different counties.
- b. The coordination group may, by a vote of at least 8 members, propose amendments to the MOA as discussed in **Section H** of the MOA or modify any of the following:
 - i. The high-impact strategies discussed in **Section E.5** of the MOA and described in **Exhibit A** to the MOA;
 - ii. The collaborative strategic planning process discussed in **Section E.5** of the MOA and described in **Exhibit C** to the MOA;
 - iii. The annual financial report discussed in **Section F.4** of the MOA and described in **Exhibit E** to the MOA;
 - iv. The impact information discussed in **Section F.4** of the MOA and described in **Exhibit F** to the MOA; or
 - v. Other information reported to the statewide opioid dashboard.

- c. The coordination group may, by consensus or by vote of a majority of members present and voting, work with the parties to this MOA, the North Carolina Association of County Commissioners, the North Carolina League of Municipalities, other associations, foundations, non-profits, and other government or nongovernment entities to provide support to Local Governments in their efforts to effectuate the goals and implement the terms of this MOA. Among other activities, the coordination group may coordinate, facilitate, support, or participate in any of the following activities:
- i. Providing assistance to Local Governments in identifying, locating, collecting, analyzing, or reporting data used to help address the opioid epidemic or related challenges, including data referred to in **Exhibit F**;
 - ii. Developing resources or providing training or technical assistance to support Local Governments in addressing the opioid epidemic and carrying out the terms of this MOA;
 - iii. Developing pilot programs, trained facilitators, or other resources to support the collaborative strategic planning process described in this MOA;
 - iv. Developing and implementing a voluntary learning collaborative among Local Governments and others to share best practices in carrying out the terms of this MOA and addressing the opioid epidemic, including in-person or virtual convenings or connections;
 - v. Developing voluntary leadership training programs for local officials on strategies to address the opioid epidemic, opportunities for Local Governments to harness the ongoing transition to value-based healthcare, and other relevant topics;
 - vi. Taking other actions that support Local Governments in their efforts to effectuate the goals and implement the terms of this MOA but do not in any way change the terms of this MOA or the rights or obligations of parties to this MOA.

**EXHIBIT E TO NC MOA:
ANNUAL FINANCIAL REPORT**

Each annual financial report must include the following financial information:

1. The amount of Opioid Settlement Funds in the special revenue fund at the beginning of the fiscal year (July 1).
2. The amount of Opioid Settlement Funds received during the fiscal year.
3. The amount of Opioid Settlement Funds disbursed or applied during the fiscal year, broken down by funded strategy (with any permissible common costs prorated among strategies).
4. The amount of Opioid Settlement Funds used to cover audit costs as provided in Section F.3 of this MOA.
5. The amount of Opioid Settlement Funds in the special revenue fund at the end of the fiscal year (June 30).

All Local Governments that receive two-tenths of one percent (0.2 percent) or more of the total Local Government Allocation as listed in **Exhibit G** shall provide the following additional information:

6. For all Opioid Settlement Funds disbursed or applied during the fiscal year as reported in item 3 above, a single breakdown of the total amount disbursed or applied for all funded strategies during the fiscal year into the following categories:
 - a. Human resource expenditures.
 - b. Subcontracts, grants, or other payments to sub-recipients involved in implementing of the funded strategies listed item 4 above.
 - c. Operational expenditures.
 - d. Capital expenditures.
 - e. Other expenditures.
7. With respect to item 6.b above, the Local Government shall provide the following information for any sub-recipient that receives ten percent or more of the total amount that the Local Government disbursed or applied during the fiscal year:
 - a. The name of the sub-recipient.
 - b. The amount received by the sub-recipient during the fiscal year.
 - c. A very brief description of the goods, services, or other value provided by the sub-recipient (for example, “addiction treatment services” or “peer-support services” or “syringe service program” or “naloxone purchase”).

The coordination group may clarify or modify specifications for this annual financial report as provided in Exhibit D.

EXHIBIT F TO NC MOA: IMPACT INFORMATION

Within 90 days of the end of any fiscal year in which a Local Government expends Opioid Settlement Funds, the Local Government shall report impact information for each strategy that it funded with Opioid Settlement Funds during that fiscal year (“funded strategy”), using the STANDARD FORM or the SHORT FORM for each funded strategy.

The STANDARD FORM is recommended to all Local Governments for all funded strategies. However, Local Governments may use the SHORT FORM as follows:

- All Local Governments that receive less than 0.2 percent (two-tenths of one percent) of the total Local Government Allocation as shown on **Exhibit G** may use the SHORT FORM for all funded strategies.
- All Local Governments that receive 0.2 percent (two-tenths of one percent) or more but less than 0.3 percent (three-tenths of one percent) of the total Local Government Allocation as shown on **Exhibit G** must use the STANDARD FORM for the funded strategy that received the largest amount of settlement funds during the fiscal year and may use the SHORT FORM for all other funded strategies.
- All Local Governments that receive 0.3 percent (three-tenths of one percent) or more but less than 0.4 percent (four-tenths of one percent) of the total Local Government Allocation as shown on **Exhibit G** must use the STANDARD FORM for the two funded strategies that received the largest amount of settlement funds during the fiscal year and may use the SHORT FORM for all other funded strategies.

STANDARD FORM

1. County or municipality and fiscal year covered by this report.
2. Name, title, and organization of person completing this report.
3. Name of funded strategy, letter and/or number of funded strategy on **Exhibit A** or **Exhibit B** to the MOA, and number and date of resolution(s) authorizing expenditure of settlement funds on funded strategy.
4. **Brief progress report** describing the funded strategy and progress made during the fiscal year. Recommended length: approximately one page (250 words).
5. **Brief success story** from a person who has benefitted from the strategy (de-identified unless the person has agreed in writing to be identified). Recommended length: approximately one page (250 words).
6. **One or more process measures**, addressing the question, “How much did you do?”
Examples: number of persons enrolled, treated, or served; number of participants trained; units of naloxone or number of syringes distributed.
7. **One or more quality measures**, addressing the question, “How well did you do it?”
Examples: percentage of clients referred to care or engaged in care; percentage of staff with

certification, qualification, or lived experience; level of client or participant satisfaction shown in survey data.

8. **One or more outcome measures**, addressing the question, “Is anyone better off?”
Examples: number or percentage of clients with stable housing or employment; self-reported measures of client recovery capital, such as overall well-being, healthy relationships, or ability to manage affairs; number or percentage of formerly incarcerated clients receiving community services or supports within X days of leaving jail or prison.
9. In connection with items 6, 7, and 8 above, **demographic information** on the participation or performance of people of color and other historically marginalized groups.

The State will provide counties and municipalities with recommended measures and sources of data for common opioid remediation strategies such as those listed in **Exhibit A**.

Counties or municipalities that have engaged in collaborative strategic planning are encouraged to use the measures for items 6 through 8 above identified through that process.

SHORT FORM

1. County or municipality and fiscal year covered by this report.
2. Name, title, and organization of person completing this report.
3. Name of funded strategy, letter and/or number of funded strategy on **Exhibit A** or **Exhibit B** to the MOA, and number and date of resolution(s) authorizing expenditure of settlement funds on strategy.
4. **Brief progress report** describing the funded strategy and progress made on the funded strategy during the fiscal year. Recommended length: approximately one-half to one page (125-250 words).

**EXHIBIT G TO NC MOA:
LOCAL GOVERNMENT ALLOCATION PROPORTIONS**

Counties:

Alamance	1.378028967612490%
Alexander	0.510007879580514%
Alleghany	0.149090598929352%
Anson	0.182192960366522%
Ashe	0.338639188321974%
Avery	0.265996766935006%
Beaufort	0.477888434887858%
Bertie	0.139468575095652%
Bladen	0.429217809476617%
Brunswick	2.113238507591200%
Buncombe	2.511587857322730%
Burke	2.090196827047270%
Cabarrus	1.669573446626000%
Caldwell	1.276301146194650%
Camden	0.073036400412663%
Carteret	1.128465593852300%
Caswell	0.172920237524674%
Catawba	2.072695222699690%
Chatham	0.449814383077585%
Cherokee	0.782759152904478%
Chowan	0.113705596126821%
Clay	0.224429948904576%
Cleveland	1.119928027749120%
Columbus	1.220936938986050%
Craven	1.336860190247190%
Cumberland	2.637299659634610%
Currituck	0.186778551294444%
Dare	0.533126731273811%
Davidson	1.940269530393250%
Davie	0.513147526867745%
Duplin	0.382785147396895%
Durham	1.797994362444460%
Edgecombe	0.417101939026669%
Forsyth	3.068450809484740%
Franklin	0.500503643290578%
Gaston	3.098173886907710%
Gates	0.079567516632414%
Graham	0.183484561708488%
Granville	0.590103409340146%

Greene	0.123274818647799%
Guilford	3.375015231147900%
Halifax	0.453161173976264%
Harnett	0.988980772198890%
Haywood	0.803315110111045%
Henderson	1.381595087040930%
Hertford	0.206843050128754%
Hoke	0.332485804570157%
Hyde	0.027237354085603%
Iredell	2.115931374540020%
Jackson	0.507757731330674%
Johnston	1.250887468217670%
Jones	0.087966986994631%
Lee	0.653115683614534%
Lenoir	0.604282592625687%
Lincoln	0.926833627125253%
Macon	0.466767666100745%
Madison	0.237776496104888%
Martin	0.232882220579515%
McDowell	0.587544576492856%
Mecklenburg	5.038301259920550%
Mitchell	0.309314151564137%
Montgomery	0.226050543041193%
Moore	0.971739112775481%
Nash	0.845653639635102%
New Hanover	2.897264892001010%
Northampton	0.120996238921878%
Onslow	1.644001364710850%
Orange	1.055839419023090%
Pamlico	0.119936151028001%
Pasquotank	0.374816210815334%
Pender	0.585749331860312%
Perquimans	0.111833180344914%
Person	0.403024296727131%
Pitt	1.369008066415930%
Polk	0.266142985954851%
Randolph	1.525433986174180%
Richmond	0.749132839979529%
Robeson	1.359735343574080%
Rockingham	1.365368837477560%
Rowan	2.335219287913370%
Rutherford	0.928941617994687%
Sampson	0.619513740526226%
Scotland	0.449148274209402%

Stanly	0.724974208589555%
Stokes	0.623953112434303%
Surry	1.410826706091650%
Swain	0.281162928604502%
Transylvania	0.497595509451435%
Tyrrell	0.041440907207785%
Union	1.466702679869700%
Vance	0.536258255282162%
Wake	4.902455667205510%
Warren	0.106390583495122%
Washington	0.074770720453604%
Watauga	0.469675799939888%
Wayne	0.970699333078804%
Wilkes	1.997177160589100%
Wilson	0.646470841490459%
Yadkin	0.562147145073638%
Yancey	0.382114976889272%

Municipalities:

Asheville	0.235814724255298%
Canton	0.011453823221205%
Cary	0.144151645370137%
Charlotte	1.247483814366830%
Concord	0.227455870287483%
Durham	0.380405026684971%
Fayetteville	0.309769055181433%
Gastonia	0.257763823789835%
Greensboro	0.527391696384329%
Greenville	0.162656474659432%
Henderson	0.032253478794181%
Hickory	0.094875835682315%
High Point	0.206428762905859%
Jacksonville	0.095009869783840%
Raleigh	0.566724612722679%
Wilmington	0.119497493968465%
Winston-Salem	0.494459923803644%



STAFF REPORT

TO: City Council

VIA: Brian Borne, Interim City Manager

DATE: September 28, 2021

FROM: R. Christopher Platé, Executive Director of Economic Development

PREPARED BY: Ron Mahle, Assistant Director of Economic Development

SUBJECT: City Council to consider sale of up to 82.26 Acres of land in Expressway Commerce Park @ Monroe to Dame Brothers LLC formerly referred to as Project Millwork

SUMMARY STATEMENT

City Council is requested to consider the sale of up to 82.26 acres of land identified as Parcel#:09180064 in the Expressway Commerce Park @ Monroe to Dame Brothers LLC (developer/building owner for Windsor Window Company) for a total up to \$2,879,100.

REVIEW

Monroe Union County Economic Development has been in discussion with Windsor Window Company since 2020 about the possible location of an expansion project to Monroe.

Windsor Window Company is headquartered in Idaho and has operated a manufacturing plant in Monroe since the early 1990's. They currently employ 330 people. The proposed expansion could include the construction of a 500,000 square-foot manufacturing facility and the creation of up to 185 new jobs paying an approximate annual wage of \$47,198 or (\$22.69/hour). The 82.26+/- acres can accommodate this expansion.

The economic development staff presented this project to the Monroe-Union County Economic Development Board of Advisors at its August 17, 2021 meeting, where the board recommended bringing this land sale opportunity to Monroe City Council at its regular meeting of September 14, 2021.

RECOMMENDATION

It is the recommendation of the Monroe-Union County Economic Development staff and the Monroe-Union County Board of Advisors that Monroe City Council approve the sale of 82.26 acres identified as Parcel#: 09180064 to Dame Brothers LLC (developer/building owner for Windsor Window Company) for a total up to \$2,879,100.00

The recommended actions before City Council are as follows:

- A. Council action needed – Motion to adopt Resolution Authorizing Acceptance of Purchase & Sale Agreement of Real Property to Dame Brothers LLC OR Motion to deny agreement
- B. Council action needed *(only required if Resolution Authorizing Acceptance of Purchase & Sales Agreement approved)* - Motion to approve the Purchase & Sale Agreement
- C. Authorize Mayor to execute any and all necessary documents

Attachment(s):

R-2021-70

Purchase and Sale of Real Property
Property Description

**RESOLUTION TO APPROVE SALE OF 82.26+/- ACRE TRACT OF LAND IN
EXPRESSWAY COMMERCE PARK AT MONROE
R-2021-70**

THAT WHEREAS, the City has heretofore purchased real property on the northern right-of-way of Southerland Avenue in Monroe pursuant to N.C.G.S. 158-7.1 for the purpose of facilitating economic development; and,

WHEREAS, Dame Brothers, LLC has requested the purchase of 82.26 (+/-) acres of said property hereinafter described for a project that will stimulate and stabilize the local economy in the City; and,

WHEREAS, the City has determined the fee simple interest in 82.26 (+/-) acres subject to reserved easements to be valued at \$2,879,100; and,

WHEREAS, the negotiated purchase price is \$2,879,100.00, cash; and,

WHEREAS, the proposed investment for this project is anticipated to be a minimum of \$50,000,000.00 to a maximum of \$100,000,000.00 with new job creation of 185 positions paying an average annual salary of \$47,198.00 or \$22.69 per-hour; and,

WHEREAS, the Council approved a Level IV-MAGNET100 Economic Development Incentive for this project on September 28, 2021 by Resolution R-2021-69; and

NOW, THEREFORE, BE IT RESOLVED that pursuant to N.C.G.S. 158-7.1(d), the City Council approves the sale of the land hereinafter described in the Expressway Commerce Park at Monroe.

Description: Being all that certain tract or parcel of land lying and situated in the City of Monroe Township, Union County, North Carolina and being more particularly described as follows:

Property is identified with Union County Tax Parcel #09180064, up to 82.26+/- acres located on the Northern Right-of-Way of Sutherland Avenue in the City of Monroe, County of Union, State of North Carolina, as described in Deed Book 835, Page 370 of the Union County Registry attached hereto as Exhibit A.

Said described parcel contains 3,583,245 square feet or 82.26 Acres, more or less, subject to any and all easements, reservations, restrictions and conveyances of record.

The interest to be conveyed is fee simple subject to utility easements as might be located and/or reserved on the subject premises, the City of Monroe sewer line easement, a general utility easement 30 feet in width running along the entire perimeter of the subject tract.

Adopted this the 28th day of September, 2021.

Attest:

Bobby G. Kilgore, Mayor

Bridgette H. Robinson, City Clerk

EXHIBIT A

METES AND BOUNDS

BEGINNING at a point on the Northern Right-of-way of Southerland Avenue, an 80' Public Right-of-Way; said point being a common corner of the Dorothy Moser Plyler Trustee property, said property recorded in Deed Book 6979 Page 76 of the Union County Registry; thence from said Beginning point and with the Plyler property N 78°16'02" E 107.19 feet to an iron found; thence N 43°09'54" E 1626.58 feet to an iron found, a common corner of the Plyler property as well as the Dame Brothers Co. property, said property recorded in Deed Book 835, Page 370 of the Union County Registry; thence S 62°22'14" E 850.88 feet to an iron found; thence N 30°36'05" E 46.99 feet to an iron found; thence S 22°06'22" E 74.43 feet to an iron found, said iron being a common corner of the Danny & Ellen Hinson property, said property recorded in Deed Book 7242, Page 417 of the Union County Registry; thence With the Hinson property S 22°13'43" E 820.31 feet to an iron found, said iron being a common corner of the property of the City of Monroe and being recorded in Deed Book 6917, Page 773 of the Union County Registry; thence S 10°04'28" E 761.22 feet to an iron found; thence S 82°43'18" W 298.03 feet to an iron found; thence S 21°53'39" E Passing an iron on a creek bank 243.16 feet for a total distance of 258.10 feet to a point in the center of Bearskin Creek; thence from said point and running with the center of Bearskin creek fifteen (15) Calls as follows: 1) S 73°33'46" W 55.25 feet 2) S 44°56'28" W 80.73 feet 3) S 47°04'40" W 110.25 feet 4) S 31°18'30" W 90.80 feet 5) S 40°17'00" W 195.25 feet 6) S 29°43'33" W 23.12 feet 7) S 40°05'18" W 45.41 feet 8) S 66°48'55" W 27.37 feet 9) S 56°10'03" W 53.95 feet 10) S 28°30'15" W 17.16 feet 11) S 16°14'13" W 20.17 feet 12) S 40°01'08" W 30.44 feet 13) S 47°04'04" W 42.39 feet 14) S 59°19'52" W 36.55 feet 15) S 84°09'20" W 65.61 feet to a point on the aforementioned 80' Public Right of Way of North Southerland Avenue; thence with said Right of Way N 38°31'57" W 555.74 feet to a new iron pin; thence N 38°31'13" W 805.87 feet to a new iron pin set; thence from said iron and with a curve to the left, said curve having a radius of 1517.46 feet, a chord bearing of N 56°32'29" W 939.06 feet to the Point and Place of BEGINNING, containing 82.86 acres.

RESOLUTION OF CENSURE FOR COUNCIL MEMBER ANGELIA NIKOLE JAMES

R-2021-76

WHEREAS, Council Member Angelia Nikole James (“Council Member James”) was elected to serve as a member of the Monroe City Council in November of 2019 to serve a four-year term; and

WHEREAS, as a Council Member, Council Member James is expected to uphold the trust of the Citizens of the City of Monroe, and obey the law; and

WHEREAS, on September 9 and 10 of 2021 and in the days and weeks that followed, Council Member James was involved in incidents that are of concern to the members of the Monroe City Council; and

WHEREAS, during an incident at the Fairfield Inn and Suites in Monroe on September 9, 2021, Council Member James identified individuals that she believed were felons and that those individuals had outstanding warrants, and Council Member James demanded that the Monroe Police Department arrest those individuals and search the hotel for other felons; and

WHEREAS, during the incident at the Fairfield Inn, Council Member James kept saying that her belief of the existence of felons at the hotel was due to God working through her and that “God speaks through me [James];” and

WHEREAS, during the incident at the Fairfield Inn, Council Member James berated several members of the Monroe Police Department, including Officer Ragan Broome, where Council Member James repeatedly stated that she was on the Monroe City Council, and that Officer Broome needed to understand that and respect her authority as a Council Member; and

WHEREAS, Council Member James disparaged Officer Broome’s body language, the look on her face, the fact that she grew up in Weddington, and told Officer Broome that if she wanted to work for the City of Monroe she needed to change her character and the expressions on her face, all during an encounter that Officer Broome described as one where Council Member James was “extremely derogatory” toward her; and

WHEREAS, during her interactions with Captain Rhett Bolen, Council Member James became combative toward Captain Bolen and stated that he was a Captain “for now” and that she was going to demote him, while attempting to grab his badge off of his uniform; and

WHEREAS, Council Member James kept saying, without a basis, that Captain Bolen “didn’t like Black people;” and

WHEREAS, Council Member James also stated that she was promoting Officer Brantley Birchmore to Captain as she had demoted Captain Bolen; and

WHEREAS, City of Monroe Police were able to have Council Member James' husband arrive at the Fairfield Inn and take her home; and

WHEREAS, City of Monroe Police were called to Council Member James' residence to respond to a call about a domestic disturbance; and

WHEREAS, while City of Monroe Police were at Council Member James' residence, she proceeded to tell the officers that as of 9:27 p.m. that evening, she had fired Police Chief Bryan Gilliard, and had named Sergeant Mark Isley the new Chief; and

WHEREAS, Council Member James complained of chest pains and nausea and was taken to Atrium Hospital Union for care; and

WHEREAS, while at the hospital, Council Member James was telling patients that Covid-19 was over, and she snatched a face mask off of the face of Officer Kendall Aycoth; and

WHEREAS, while at the hospital, Council Member James again explained which members of the Police Department that were present at the hospital were already fired by her and which ones would be fired by her tomorrow; and

WHEREAS, the members of the City Council are aware that any member does not have the authority to fire, demote, promote or otherwise have an impact on the employment status of any City Employee, except for those employees employed directly by Council; and

WHEREAS, no employee of the City of Monroe involved in the events of September 9 and 10, 2021 was terminated, demoted, promoted, or otherwise had an employment action taken against or for them; and

WHEREAS, following the events of September 9 and 10, Council Member James was informed that she had tested positive for Covid-19; and

WHEREAS, Council Member James refused the request of the Union County Health Department to self-isolate to prevent the spread of the virus that causes Covid-19; and

WHEREAS, the Union County Public Health Director was required to issue an isolation order on Wednesday, September 15, 2021, which required Council Member James to isolate at her residence until Sunday, September 19, 2021; and

WHEREAS, Council Member James willfully disregarded the isolation order by holding a press conference outside her residence on the street, by travelling to the Monroe Aquatics and Fitness Center to try and get a massage, and then by travelling into Downtown Monroe, specifically the United States Post Office located on South Charlotte Avenue, and other locations in Downtown, including areas near the Dowd Center Theatre located on South Main Street, and by continuing to campaign for elective office; and

WHEREAS, Council Member James has, by her actions, shown a disregard for the City Council’s Code of Ethics, Policy Number GA-13, by not “upholding the trust of citizens” or obeying the law; and

WHEREAS, Council Member James’ actions did not show that she is “[b]ehaving consistently and with respect toward everyone with whom [she] interact[s]” or that she is “[t]reating ... the public with respect in disregard for the Code of Ethics; and

WHEREAS, Council Member James, by her actions, failed to “Recogniz[e] that individual Council Members are not generally allowed to act on behalf of the council but may only do so if the council specifically authorizes it, and that the council must take official action as a body” in disregard of the Code of Ethics; and

WHEREAS, Council Member James, by her actions, failed to show that she understands the obligation to “act as the especially responsible citizens whom others can trust and respect. They should set a good example for others in the community, keeping in mind that trust and respect must continually be earned” in disregard of the Code of Ethics; and

WHEREAS, Council Member James, has repeatedly breached the City Council’s Code of Ethics, both by her actions on September 9 and 10, 2021 and after.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Monroe hereby censures Council Member Angelia Nikole James for her conduct on, during, and after September 9 and 10, 2021, and condemns her actions in the strongest possible terms as not meeting the standards expected of members of the City Council and leaders of the City of Monroe.

Adopted this 28th day of September, 2021.

Attest:

Bobby G. Kilgore, Mayor

Bridgette H. Robinson, City Clerk