



PUBLIC SAFETY COMMITTEE

City Hall - Large Conference Room
300 W. Crowell Street
Monroe, NC
May 2, 2022
4:15 PM

AGENDA

1. Minutes from April 4, 2022
2. Budget Amendment for Donation Received for Police Explorer Program
3. Budget Ordinance for Fire Department Capital Project transfer
4. Budget Amendment for Donation Received for Fire Camp 1872
5. Budget Amendment for DEA Reimbursement
6. Ordinance for Special Events

**PUBLIC SAFETY COMMITTEE
MEETING MINUTES
April 4, 2022**

The Public Safety Committee met on April 4, 2022, at 4:15 p.m. in the City Hall Large Conference Room.

Members Present: Chairman Gary Anderson, Council Member Freddie Gordon, Council Member James Kerr, Committee Member Selina Campbell

Absent: Committee Member Walter Gibson, Committee Member Chip Wardwell

Staff Present: Interim City Manager Brian Borne, City Attorney Mujeeb Shah-Khan, Fire Chief Ron Fowler, Deputy Fire Chief Bryan Kindley, Fire Administrative Assistant Alice Williams, Police Chief Bryan Gilliard

Guests:

Chairman Anderson called the meeting to order at 4:15 p.m.

Item 1. Approval of Meeting Minutes of February 7, 2022

Council Member Kerr made a motion to approve the minutes of the Public Safety Committee meeting of February 7, 2022. Council Member Gordon seconded the motion and the motion passed unanimously.

Item 2. Monroe Fire Department 2021 Annual Report

Fire Chief Ron Fowler presented the Monroe Fire Department's 2021 Annual Report. This was for informational purposes only.

Item 3. Resolution to Adopt Monroe Fire Department Standards of Cover

Fire Chief Ron Fowler along with Deputy Fire Chief Bryan Kindley presented the Monroe Fire Department Standards of Cover. Illustrating fire districts, response times, etc. Council Member Kerr made a motion to forward to City Council with a recommendation to adopt the resolution. Council Member Gordon seconded the motion and the motion passed unanimously.

Item 4. Retirement Resolution to Award Helmet to Carter Plyler

Fire Chief Ron Fowler presented a retirement resolution to award Division Chief/Fire Marshal Carter Plyler his helmet. Council Member Gordon made a motion to forward to City Council with a recommendation to adopt the resolution. Council Member Kerr seconded the motion and the motion passed unanimously.

Item 5. Donation to Fire Explorers

Council Member Thompson designated from her discretionary funds \$250 for the Fire Explorers. Committee consensus was to forward this to City Council to accept the donation.

Adjournment

There being no further business, Council Member Kerr made a motion to adjourn the meeting. Council Member Gordon seconded the motion which passed unanimously, and the meeting was adjourned at 5:10 pm.

Respectfully submitted,

Alice Williams – Committee Secretary



STAFF REPORT

TO: Public Safety Committee

VIA: Brian J. Borne, Interim City Manager

DATE: May 2, 2022

FROM: J. Bryan Gilliard, Chief of Police

PREPARED BY: Angie Rangolan, Administrative Services Supervisor

SUBJECT: Budget Amendment for Donation Received for Explorer Program

SUMMARY STATEMENT

The Police Department seeks to accept a donation in the amount of \$250 from Council Member Julie Thompson to be directed to the Monroe Police Explorer Program, and requests a budget amendment.

REVIEW

The Police Department has received a \$250 donation from Council Member Julie Thompson. These funds will be used for the Monroe Police Explorer Program.

RECOMMENDATION

Staff requests approval from the Public Safety Committee to accept this donation and appropriate and designate the funds and forward to full Council for approval.

Attachment(s): Budget Amendment BA-2022-15

**CITY OF MONROE
BUDGET AMENDMENT
BA-2022-15**

1. Amendment necessary to designate and appropriate funds received from Council member Julie Thompson for the Monroe Police Explorer Program.

General Fund:

Revenues:

Miscellaneous	\$250
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Expenditures:

Public Safety	\$250
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Adopted this the 10th day of May 2022.

Marion L. Holloway, Jr., Mayor

Attest:

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: Public Safety Committee

VIA: Brian Borne, Interim City Manager

DATE: May 2, 2022

FROM: Ronald D. Fowler, Fire Chief

PREPARED BY: Alice Williams, Administrative Assistant II

SUBJECT: Budget Ordinance - Capital Project Funds Transfer

SUMMARY STATEMENT

Consideration of a budget ordinance to transfer funds between Fire Department Capital Projects.

REVIEW

The City's FY21 budget allocated \$80,000 to replace the existing Medic 4 fire unit. This unit provides aircraft firefighting response to the airport as well as medical responses to the Station 4 response area. The \$80,000 budget was to purchase the truck and related necessary additional emergency equipment to outfit the unit. The truck was ordered in FY21 for \$61,264, however due to an unusually long build time, the truck was just recently received. This price included the truck only and does not include the additional emergency equipment needed to place it in service. With this project spanning two fiscal years, the remaining approximately \$18,736 that was originally allocated to outfit the truck was inadvertently released back to the general fund.

The Fire Department's capital project for installation of emergency traffic signals at Fire Stations 4 and 5 is complete and has a remaining balance of \$31,295 in that project. Staff requests to transfer the remaining \$31,295 in the Emergency Traffic Lights Project (GB1904) to the Medic 4 Replacement Project (FR2101). Due to increased costs and based on current estimates, staff recommends transferring the total amount to assure sufficient funding to complete the project.

RECOMMENDATION

Staff requests the Public Safety Committee to recommend that Council adopt Budget Ordinance BO-2022-03 to transfer \$31,295 from GB1904 Emergency Traffic Signal Project to FR2101 Medic 4 Replacement Project.

Attachment: BO-2022-03

**CITY OF MONROE, NORTH CAROLINA
CAPITAL PROJECT BUDGET ORDINANCE
Fire Department Capital Project Transfer
BO-2022-03**

WHEREAS, City of Monroe, North Carolina (the “City”) had previously budgeted to install emergency traffic signals at Fire Station #4 and 5; and

WHEREAS, the emergency signals have been installed and there is a remaining balance of \$31,295 in the project account; and

WHEREAS, the budget for the emergency equipment that is needed to equip Medic 4 and place it into service was inadvertently not rolled over to the current fiscal year; and

WHEREAS, staff would like to transfer this funding to cover this need.

NOW, THEREFORE, BE IT ORDAINED that the City Council of the City of Monroe transfers the remaining funds totaling \$31,295 to the Medic 4 Replacement Project FR2101 from the Emergency Signal Replacement project GB1904.

General Capital Project Fund:

Expense:

Emergency Traffic Signal Project	(\$31,295)
Transfer to General Fund	\$31,295

General Fund:

Revenue:

Transfer from General Capital Project Fund	\$31,295
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Expense:

Public Safety Expense	\$31,295
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Adopted this 10th day of May, 2022

Attest:

Marion L. Holloway Jr., Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: Public Safety Committee

VIA: Brian Borne, Interim City Manager

DATE: May 2, 2022

FROM: Ronald D. Fowler, Fire Chief

PREPARED BY: Alice Williams, Administrative Assistant II - Fire

SUBJECT: Budget Amendment for Donation Received for Fire Camp 1872

SUMMARY STATEMENT

The Fire Department seeks to accept a donation in the amount of \$600 from Union County Fire Chief's Association to support the department's Fire Camp 1872 and approve a budget amendment allocating these funds to the Fire Department.

REVIEW

The Fire Department has received a \$600 donation from Union County Fire Chief's Association. These funds will be used for the Monroe Fire Camp 1872.

Staff requests the Public Safety Committee consider this matter and recommend moving this to Council for approval.

RECOMMENDATION

Staff requests approval from the Public Safety Committee to accept this donation and approve Budget Amendment BA-2022-17 and to appropriate and designate these funds to Fire expenditure accounts and forward to full Council for approval.

Attachment: BA-2022-17

**CITY OF MONROE
BUDGET AMENDMENT
BA-2022-17**

1. Amendment necessary to designate and appropriate funds received from Union County Fire Chief's Association for the Monroe Fire Camp 1872.

General Fund:

Revenues:

Miscellaneous – Fire	\$600
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Expenditures:

Public Safety	\$600
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Adopted this the 10th day of May of 2022.

Marion Holloway, Mayor

Attest:

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: Public Safety Committee

VIA: Brian J. Borne, Interim City Manager

DATE: May 2, 2022

FROM: J. Bryan Gilliard, Chief of Police

PREPARED BY: Angie Rangolan, Administrative Services Supervisor

SUBJECT: Budget Amendment for Money Received from DEA for Overtime Reimbursement

SUMMARY STATEMENT

The Police Department seeks to accept reimbursement from Drug Enforcement Administration in the amount of \$2,629 for overtime pay for officers working special task forces and requests a budget amendment to designate and appropriate funds.

REVIEW

Reimbursement has been received from Drug Enforcement Administration in the amount of \$2,629 for overtime pay for officers working special task forces. The Police Department is requesting that the reimbursement be designated to the overtime budget for the Police Department.

RECOMMENDATION

Staff requests approval from the Public Safety Committee to accept the reimbursement and appropriate and designate the funds and forward to full Council for approval.

Attachment(s): Budget Amendment BA-2022-16

**CITY OF MONROE
BUDGET AMENDMENT
BA-2022-16**

1. Amendment necessary to designate and appropriate funds received from Drug Enforcement Administration for the Police Department overtime budget.

General Fund:

Revenues:	
Restricted Governmental	\$2,629
Expenditures:	
Public Safety	\$2,629

Adopted this the 10th day of May 2022.

Marion L. Holloway, Jr., Mayor

Attest:

Bridgette H. Robinson, City Clerk

**AN ORDINANCE TO TEMPORARILY CLOSE CERTAIN
STATE-MAINTAINED ROADS FOR A SPECIAL EVENT
ORGANIZED BY THE CITY OF MONROE, NC
O-2022-47**

WHEREAS, North Carolina General Statute 20-169 authorizes local authorities to regulate by ordinance the use of a highway within their jurisdiction by processions, assemblages, or anything that may be construed as a procession or assemblage; and,

WHEREAS, the City of Monroe will consult with the local North Carolina Department of Transportation (NCDOT) Division office to verify that a proposed event will not 1) interfere with other planned special events and 2) impact or be impacted by planned maintenance or other activities; and

WHEREAS, the City of Monroe will sponsor and hold its annual Independence Day Celebration on Monday, July 4, 2022 and Christmas Tree Lighting event on Saturday, December 3, 2022; and

WHEREAS, the July 4th event will require the temporary closure of IB Shive Drive (SR 1245) and the Christmas Tree Lighting event will require the temporary closure of Franklin Street (SR 2100) between Charlotte Avenue and Hayne Street.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. City Council approves and authorizes the temporary closure of IB Shive Drive (SR1245) on July 4th and Franklin Street (SR 2100) between Charlotte Avenue and Hayne Street on December 3rd for a special event per the attached map;
2. City Council hereby authorizes the Interim City Manager to take any actions necessary to effect the provisions of this Ordinance;
3. This Ordinance shall be effective as of the date of adoption.

Adopted this 10th day of May, 2022.

Attest:

Mayor Marion L. Holloway, Jr.

Bridgette Robinson, City Clerk



STAFF REPORT

TO: Public Safety Committee

VIA: Brian J. Borne, CMSM, MBA, BLA, Interim City Manager

DATE: May 2, 2022

FROM: Sarah McAllister, P.E., Engineering Director

SUBJECT: Ordinance for Special Events – July 4th & 2022 Christmas Tree Lighting

SUMMARY STATEMENT

The Public Safety Committee is requested to consider an ordinance to temporarily close certain state-maintained roads for two City of Monroe special events.

REVIEW

The City of Monroe Parks & Recreation Department is planning to hold the Independence Day Celebration on Monday, July 4th and the 2022 Christmas Tree Lighting Event on Saturday, December 3rd. North Carolina General Statute 20-169 states a municipality shall pass an ordinance approving a special event and place signs giving notice of the event if it involves state-maintained roads. The July 4th celebration requires the temporary closure of IB Shive Drive (SR1245) and the tree lighting event requires the temporary closure of Franklin Street (SR 2100) from Charlotte Avenue to Hayne Street. Therefore, the attached Ordinance (O-2022-47) is provided for approval of the event and the temporary lane closure. Once approved, the Street Division will place the signs giving notice prior to the event.

RECOMMENDATION

Staff recommends approval of the attached Ordinance (O-2022-47). If the Public Safety Committee is in agreement, the Ordinance (O-2022-47) will be placed on the consent agenda for consideration by City Council at the next meeting on May 10, 2022.

Attachment:
Ordinance (O-2022-47)



Christmas Tree Lighting Event Street Closures