

**CITY OF MONROE - GENERAL SERVICES COMMITTEE
CITY HALL CONFERENCE ROOM
300 W. CROWELL STREET, MONROE, NC 28112
Thursday, December 1, 2022 - 4:00 PM**

**AGENDA
www.monroenc.org**

1. General Services Committee Meeting Minutes from November 3, 2022
2. Franklin Street and Jefferson Street Conversion Study
3. Utility Fee Grant Program Update
4. Parks and Recreation Department Donation from Friends of the Fitzgerald
5. Parks and Recreation Purchase of Easement Property for Bearskin Creek Greenway Phase III Project
6. Budget Amendment for Parks and Recreation Donation from Monroe-Union Breakfast Rotary Club and Pilgrim's Pride
7. Ordinance Amending Fiscal Year 2022-2023 Fees Schedule to Increase Membership Fees at Monroe Aquatics and Fitness Center

Other Items



**CITY OF MONROE
GENERAL SERVICES COMMITTEE MEETING**

City Hall Conference Room
300 W. Crowell Street
Monroe, NC 28112
November 3, 2022 4:00 PM

MINUTES

Present: Committee Member Lynn Keziah (Chairman), Committee Member Mayor Pro Tem Gary Anderson

Absent: Committee Member Julie Thompson

Staff: Brian Borne, City Manager; Lisa Strickland, Finance Director; Ashley Ivey, Accounting Manager; Rob Miller, Director of Energy Services; Mujeeb Shah-Khan, City Attorney; Angela Duncan, Senior Budget Analyst

Visitor(s): None

The General Services Committee met in the City Hall Conference Room at 4:00 p.m. on November 3, 2022. A quorum was present. Chairman Lynn Keziah presided.

Item 1. General Services Committee Meeting Minutes from August 4, 2022.

The minutes from the August 4, 2022 General Services Committee meeting were presented for the Committee's approval.

Mayor Pro Tem Gary Anderson moved to approve the Minutes of the General Services Committee Meeting of August 4, 2022.

Chairman Lynn Keziah seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Mayor Pro Tem Anderson

NAYS: None

Item 2. Request to Pursue Additional Real Property Adjacent to Energy Services.

Rob Miller, Director of Energy Services, updated the General Services Committee on an opportunity to pursue additional land adjacent to the Energy Services property.

Energy Services seeks permission from the City of Monroe General Services Committee to pursue negotiations for the purchase of land adjacent to the Energy Services property. Acquisition of the property would:

- Improve the construction of the new warehouse
- Improve the construction costs for a secondary entrance/exit
- Increase the storage capacity for materials
- Improve security capabilities of the site
- Provide potential training facilities for employees

Next Steps

- Pursue negotiations
- Agreement to Terms
- Property Survey
- Property Environmental Assessment
- Return to City Council for Approval

Funds are currently available in Fund Balance.

Rob Miller requests the General Services Committee consent to Energy Services pursuing the additional adjacent land. Will bring back after further information is made available such as price for the land.

Mayor Pro Tem Anderson moved to approve pursuing the additional adjacent land.

Chairman Keziah seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Mayor Pro Tem Anderson

NAYS: None

Item 3. Ordinance Amending Fiscal Year 2022-2023 Fees Schedule to Add Rates for Implementation for Light Emitting Diodes (LED) Lighting Through Attrition.

Rob Miller, Director of Energy Services, is requesting consideration of Ordinance O-2022-69 to amend the Electric Rate Fee. Schedule for lighting equipment and services provided by the City of Monroe. The updated fee schedule includes rates for the implementation of Light Emitting Diodes (LED) lighting through attrition. The fee schedule continues to provide rates for existing legacy Mercury Vapor (MV), Metal Halide (MH), and High Pressure Sodium (HPS) lights that remain in operation, and provides rates for the LED replacements once these lights fail.

Rob Miller requests the General Services Committee consider a recommendation to Council to accept Ordinance O-2022-69. Staff requests that this item is placed on the City Council consent agenda.

Mayor Pro Tem Anderson moved to approve and forward to City Council for approval.

Chairman Keziah seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Mayor Pro Tem Anderson

NAYS: None

Item 4. Capital Project Budget Ordinance Establishing Work Management System Project for Energy Services and Water Resources.

Rob Miller, Director of Energy Services, requests that the General Services consider approval of Budget Ordinance BO-2022-18 to establish a work management system project.

Staff is requesting consideration of Budget Ordinance BO-2022-18 to create a combined capital project for Electric, Natural Gas, and Water Resources in order to establish a work management system project. This capital project will fund the purchase of a work management software and consulting services to configure the software to work in conjunction with the City's current financial software (MUNIS). The software will be used to efficiently process and track operations, maintenance, asset management, and compliance work. Budget Ordinance BO-2022-18 will appropriate \$350,000 from the electric fund balance, \$350,000 from the natural gas fund balance and \$100,000 from the water/sewer fund balance and transfer the amounts to one combined project account in the electric capital project fund to be called Work Management System Project.

Rob Miller requested the General Services Committee consider a recommendation to Council to adopt Budget Ordinance BO-2022-18. Staff requests that this item be placed on the City Council consent agenda.

Mayor Pro Tem Anderson moved to approve and forward to City Council for approval.

Chairman Keziah seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Mayor Pro Tem Anderson

NAYS: None

Item 5. Historic Highway Marker Request for Support.

Brian Borne, City Manager, presented to the committee that a highway historical marker would commemorate Robert Franklin Williams for being a civil rights leader, activist, and champion of armed self-defense for African Americans. Mr. Williams was born and lived in Monroe for many years. He served in the US Army and Marine Corp., acted as President of the Monroe chapter of the NAACP, engaged in public debate with Dr. Martin Luther King, Jr. about non-violence and lived in political exile in China and, initially, Cuba, where he broadcast Radio Free Dixie to the American South. His organization of Monroe's African American community in resisting racial oppression, along with his pointed critiques of American imperialism and racism, inspired a radical younger generation of African American activists and leaders. Final wording for the marker will be determined by the state. The proposed location is at the intersection of US 74/601 W Roosevelt Blvd and Boyte St in Monroe on the southeast corner in front of Pizza Hut. The marker will not be located on City property. A letter of support from the Mayor is requested to go with an application for the historical marker. A letter of support from A Few Good Men, Inc. and the Union County NAACP was attached.

City Manager Brian Borne requests City Council approve a letter of support from the Mayor to accompany the application for a historical highway marker.

Mayor Pro Tem Anderson moved to approve and forward to City Council for approval.

Chairman Keziah seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah Mayor Pro Tem Anderson

NAYS: None

Other:

None

There being no further business the meeting adjourned at 4:12 p.m.

Committee Chairman, Lynn Keziah



STAFF REPORT

TO: General Services Committee

VIA: Brian J. Borne, City Manager

DATE: December 1, 2022

FROM: Matthew Black, Downtown Director

PREPARED BY: Matthew Black, Downtown Director

SUBJECT: Franklin Street and Jefferson Street Conversion Study

SUMMARY STATEMENT

The General Services Committee is requested (1) to consider the proposal received from American Engineering for the planning of the conversion of Franklin Street and Jefferson Street from one-way to two-way streets; (2) to recommend Budget Ordinance (BO-2022-13) transferring funding from General Fund Balance Formally Assigned for Downtown Parking Lots to Capital Project Study One-way Conversion and (3) to award the contract to American Engineering by City Council.

REVIEW

Engineering Staff was directed by the General Services Committee to move forward with the conversion of Franklin Street and Jefferson Street to two-way streets in May of 2019. Staff advertised a Request for Letters of Interest (LOI) on October 21, 2019 for an updated traffic study, updated estimated costs for design, engineering plans, and construction as well as a recommended path for bringing the conversion of the streets through the North Carolina Department of Transportation (NCDOT)/Charlotte Regional Transportation Planning Organization (CRTPO) rating and funding process.

Three LOI's were received on December 16, 2019. Each of the responses were reviewed and separately scored by a staff committee. American Engineering and RK&K received the highest scores and were selected for follow-up interviews. The two firms were interviewed on January 17, 2020 with staff notifying American Engineering shortly thereafter that they had been selected

for the project. Both interviews went well with American Engineering demonstrating more familiarity with the Monroe area, its residents, and various events held here. American Engineering then initiated a project scoping meeting with staff and ultimately submitted a proposal for the planning, analysis, and future funding phase of converting Franklin Street and Jefferson Street to two-way streets.

The attached Budget Ordinance Amendment (BO-2022-13) is needed to set up a new project account to fund the \$379,501 fee proposal submitted by American Engineering. Funding is to be appropriated from the General Fund Balance Formally Assigned for Downtown Parking Lots/One-Way Conversion Study.

RECOMMENDATION

Staff recommends approval of (1) Budget Ordinance (BO-2022-13); (2) award of a contract in the amount of \$379,501 to American Engineering for the planning, analysis, and future funding phase converting Franklin Street and Jefferson Street from one-way streets to two-way streets and (3) authorization of the City Manager to execute a contract on behalf of the City of Monroe with American Engineering. If the General Services Committee is in agreement, Staff will place these items on the December 13, 2022 City Council consent agenda for approval by Council.

Attachments:
Budget Ordinance (BO-2022-13)

**CITY OF MONROE, NORTH CAROLINA
CAPITAL PROJECT BUDGET ORDINANCE
STUDY ONE-WAY CONVERSION
BO-2022-13**

WHEREAS, to promote safety for pedestrians, shoppers, and motor travel; and

WHEREAS, to promote commerce in downtown Monroe; and

WHEREAS, to promote an increase in the tax revenues for the City; and

WHEREAS, requests for letters of interest was advertised on October 24, 2019 for the planning, analysis, and future funding phase for converting Franklin Street and Jefferson Street from one-way to two-way streets; and

WHEREAS, American Engineering was selected through a scoring and interview process to be the consultant for the planning, analysis, and future funding phase for converting Franklin Street and Jefferson Street from one-way to two-way streets; and

NOW, THEREFORE, BE IT ORDAINED that the City Council of the City of Monroe hereby appropriates funding from the General Fund Balance Formally Assigned for Downtown Parking Lots to the newly created Study One-Way Conversion account for the planning, analysis, and future funding phase for converting Franklin Street and Jefferson Street from one-way to two-way streets as follows:

General Fund:

Revenue:

Appropriation of Balance Formally Assigned for Downtown Parking Lots/One-Way Conversion Study	\$379,501
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Expense:

Transfer to General Capital Project Fund	\$379,501
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General Capital Project Fund:

Revenue:

Transfer from General Fund	\$379,501
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Expense:

Capital Project Study One-Way Conversion	\$379,501
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Adopted this 13th day of December 2022.

Marion L. Holloway Jr., Mayor

Attest:

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: General Services Committee

VIA: Brian J. Borne, City Manager

DATE: December 1, 2022

FROM: Lisa Strickland, Finance Director

PREPARED BY: Dawn Whitesides, Customer Service Supervisor

SUBJECT: Utility Fee Grant Program Update

SUMMARY STATEMENT

Information is also being provided to the Committee to fulfill reporting requirements of the Utility Fee Waiver Program and Resolution R-2015-41. The goal of the Utility Fee Waiver program is to encourage homes to be built for people who are certified to be income eligible at the time of purchase and to ensure that the program is meeting City expectations.

REVIEW

The following chart represents a history of previous utility assistance provided and the current status of ownership.

<i>Date</i>	<i>Property address</i>	<i>Recipient:</i>	<i>Original Owner still reside in the property?</i>	<i>Utility Fee Waiver Amount</i>
7-8-15	2319 Hargette Rd	Habitat for Humanity	Yes	\$7,404
7-8-15	2321 Hargette Rd	Habitat for Humanity	Yes	\$7,598
9-6-15	2916 Secrest Short Cut Rd	Fredia Barbee	Yes	\$3,339
10-27-15	438 East Village Dr Lot 17	Monroe UC CDC	Yes	\$5,046
10-27-15	309 East Village Dr Lot 40	Monroe UC CDC	Yes	\$5,046
3-15-16	2502 Saddlebred Way	St. Jude's	n/a	\$5,036
3-14-17	2310 Goldmine Rd	Habitat for Humanity	Yes	\$7,140

3-14-17	3407 Ridgewood Ave	Habitat for Humanity	Yes	\$7,140
12-19-17	433 East Village Dr	Monroe UC CDC	Yes	\$5,036
12-19-17	427 East Village Dr	Monroe UC CDC	Yes	\$5,036
12-19-17	503 East Village Dr	Monroe UC CDC	Yes	\$5,036
4-12-18	1915 Bowie St	Habitat for Humanity	Yes	\$7,140
4-12-18	1923 Bowie St	Habitat for Humanity	Yes	\$7,140
8-30-18	506 East Village Dr	Monroe UC CDC	Yes	\$5,184
9-12-18	500 Sunnybrook Dr	Kelly & Betty Leak	Yes	\$3,720
10-5-18	406 S West St	Habitat for Humanity	Yes	\$7,349
3-6-2019	350 East Village Dr	Monroe UC CDC	Yes	\$5,184
3-6-19	344 East Village Dr	Monroe UC CDC	Yes	\$5,184
5-9-19	1450 Citrus Dr	Habitat for Humanity	Yes	\$5,184
5-9-19	1107 Sikes St	Habitat for Humanity	Yes	\$7,349
7/21/20	217 E East Ave	Dorothy Gaither	Yes	\$3,828

The Utility Fee Grant Program currently has a remaining balance of \$26,172.

RECOMMENDATION

Staff presents this as an informational update only.

STAFF REPORT

TO: General Services

VIA: Brian J. Borne, City Manager

DATE: Thursday, December 1, 2022

FROM: Ryan Jones, Parks and Recreation Director

PREPARED BY: Ryan Jones, Parks and Recreation Director

SUBJECT: Donation of Kiln to the Ellen Fitzgerald Senior Center

SUMMARY STATEMENT

The Parks and Recreation Department seeks to accept a donation of a kiln from the Friends of the Fitzgerald for use at the Ellen Fitzgerald Senior Center.

REVIEW

The Parks and Recreation Department has been asked to receive a kiln for use at the Ellen Fitzgerald Senior Center. The kiln is valued at approximately \$4,000.00. The Friends of the Fitzgerald have donated this item for programming purposes.

RECOMMENDATION

Staff requests approval from the General Services Committee to accept this donation and forward to City Council for approval.



STAFF REPORT

TO: General Services Committee

VIA: Brian Borne, City Manager

DATE: December 1, 2022

FROM: Ryan Jones, Parks and Recreation Director

PREPARED BY: Ryan Jones, Parks and Recreation Director

SUBJECT: Purchase of Easement Property for Phase III of the Bearskin Creek Greenway project.

SUMMARY STATEMENT

The purpose of this report is to inform Council that the Parks and Recreation Department plans to acquire permanent easement interest in approximately .74 acres and 1.06 acres respectively of riparian buffer along Bearskin Creek as part of the Bearskin Creek Greenway Phase III project. On April 6, 2022, the Board of Directors for the Catawba Lands Conservancy approved disbursement of funds of up to \$53,000.00 to the Parks and Recreation Department in order to support transaction costs associated with the Bearskin Creek Greenway Phase III project.

REVIEW

On August 9, 2022, Council approved budget ordinance BO-2022-14 to appropriate funds from the Catawba Lands Conservancy to the Greenway Construction Project PR1602 to purchase easement properties. Staff has secured two easements related to Phase III of the Bearskin Creek Greenway project. Agreements have been made involving property owned by the Union County Chamber of Commerce and the Buggy Factory, LLC. The two easements secured are through agreements with the following entities:

Buggy Factory, LLC property can be identified through Tax parcel 09228228 and includes 1.23 acres (Area A - .49 acres; Area B - .30 acres; Area C - .44 acres) that will assist in connecting Don Griffin Park to Creft Park along Bearskin Creek. This portion of the property includes

easement and appropriate buffer and is listed in the attached feasibility study labeled Buggy Factory Easement Map. The total amount to purchase this easement property is \$19,915.99 and is available in the greenway construction project (PR1602).

The Union County Chamber of Commerce property can be identified as Tax Parcel 09229098 and includes .14 acres (Area D - .14 acres) that will assist in connecting adjacent neighborhoods to the current greenway trail. This portion of the property includes easement and appropriate buffer and is listed in the attached feasibility study labeled Union County Chamber of Commerce Easement Map. The total amount to purchase this easement property is \$17,993.76 and is available in the greenway construction project (PR1602).

RECOMMENDATION

No action required.

Attachments: Budget Ordinance BO-2202-14
Buggy Factory Easement Map
Union County Chamber of Commerce Easement Map

Updated August 25, 2022

The City of Monroe is planning to pursue available funding from the Catawba Lands Conservancy (CLC) that can be used towards land acquisition for future development of greenway. There currently remains \$139,000 in a mitigation fund balance from the construction of the Monroe Bypass for this purpose. The next phase of Bearskin Creek Greenway which is shown as a primary corridor both in the Union County Carolina Thread Trail (CTT) Master Plan and the Monroe Greenway Master Plan has been identified as the corridor the City desires to study further in consideration for requesting the above mentioned available acquisition funds.

Greenway Priority Route

Facilities

- Multi-Use Path / Greenway
- Transit / Bicycle / Walking Connector
- Transit / Bicycle / Walking Connector
- Transit / Bicycle / Walking Connector

Areas of Interest

- Monroe City Limits
- Monroe City Property
- Monroe City Property
- Monroe City Property

STEWART

Stewart, Georgia
 City of Stewart
 Planning Department
 1000 North Main Street
 Stewart, GA 30086
 Date: April 2012

Based on field reconnaissance and review of available Union County GIS, Benesch prepared three alternative corridor routings to connect the end of Bearskin Creek Greenway at Don Griffin Park to Creft

Park with the potential to extend the greenway to US 74. All proposed routes assumed a 25' easement needed for construction of a 10' wide paved greenway.



Alignment Option #1

Site Assessment - Corridor Option #1: 715 LF of requested easement/17,800 SF/0.41 AC

Opportunities

- Follows already cleared existing utility easement along Bearskin Creek, reducing potential construction costs by reducing clearing and grubbing required for construction.
- Nice views of Bearskin Creek along 1/3 of the proposed route.
- Open area at Miller St. end for transition of grade from on-grade crossing of Miller St. to Phase III of the greenway extension.
- On-grade crossing at Stafford St. aligns with entrance to Creft Park.

Constraints

- Segment from tributary to Stafford St. extremely wet both in the utility easement and wooded areas on each side. Additional cost projected for greenway surfacing base and/or boardwalk construction for this segment.
- On-grade crossing at Stafford St. occurs at bend of road; limited sight distance for westbound greenway users.
- Will require a bridge crossing over the tributary.



Alignment Option #2

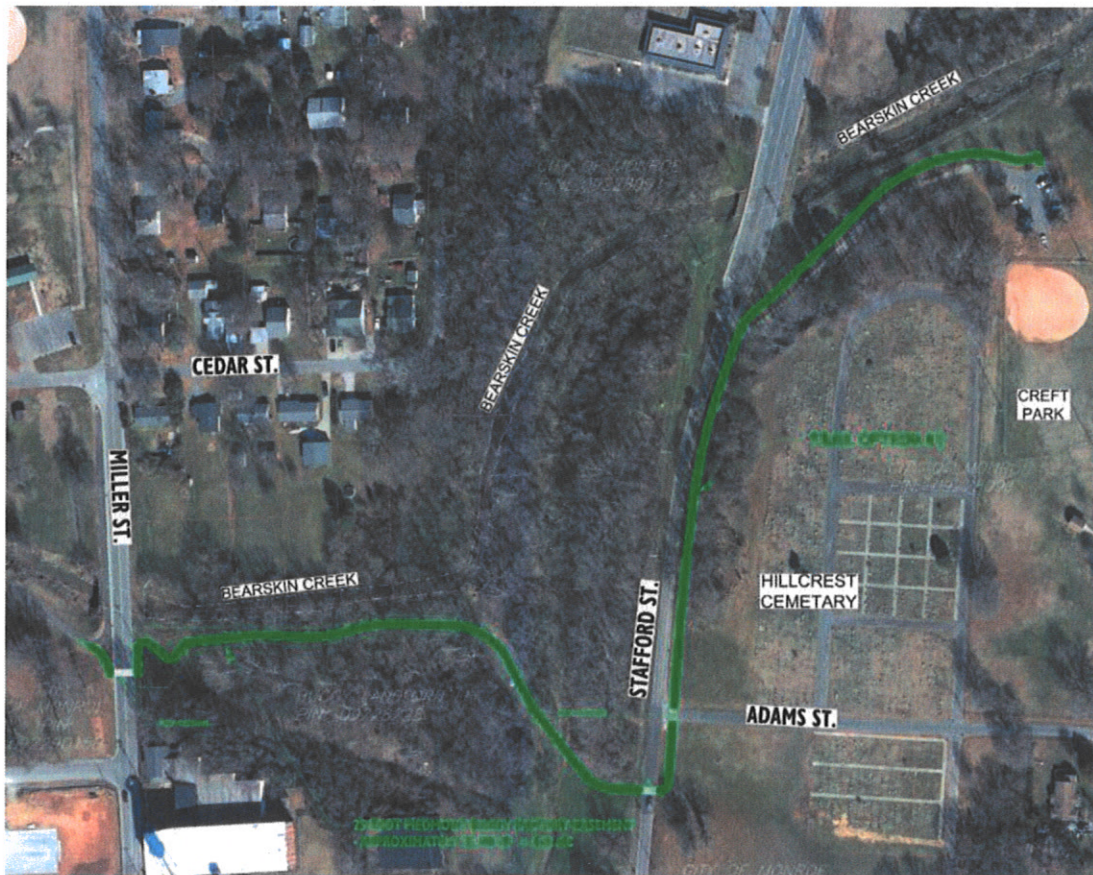
Site Assessment - Corridor Option #2: 790 LF of requested easement/19,700 SF/0.45 AC

Opportunities

- Follows already cleared existing utility easement reducing potential construction costs by reducing clearing and grubbing required for construction.
- Corridor further uphill from Bearskin Creek, moves middle of the proposed corridor out of wet areas.
- Open area at Miller St. end for transition of grade from on-grade crossing of Miller St. to Phase III of the greenway extension.
- On-grade crossing at Stafford St. aligns just south of Adams St., allowing for better sight distance, both ways.
- Provides better access for “eyes on the greenway” which in turn could eliminate current homeless encampment on the north side of the corridor behind the Buggy Factory.

Constraints

- Corridor eliminates the relationship to Bearskin Creek, no views of the creek.
- Current homeless encampment will provide an uncomfortable environment for greenway users.
- Will require a bridge crossing over the tributary, but shorter than in option #1.



Alignment Option #3

Site Assessment - Corridor Option #3: 910 LF of requested easement/22,700 SF/0.52 AC

Opportunities

- Existing utility easement along Bearskin Creek already cleared, reducing potential construction costs by reducing clearing and grubbing required for construction.
- Nice views of Bearskin Creek along 1/3 of the proposed route.
- Open area at Miller Street end for transition of grade from on-grade crossing of Miller St. to Phase III of the greenway extension.
- On-grade crossing at Stafford St. aligns just south of Adams St., allowing for better sight distance, both ways.

Constraints

- Will require a bridge crossing over the tributary, but shorter than in option #1.

FINAL RECOMMENDATIONS

After review of the three corridor options with City Staff and a review of current land values as determined through Union County GIS, Benesch proposes the following two corridor routes and easement requests with Route A being the preferred greenway corridor routing:

GREENWAY CORRIDOR – ROUTE A: TOTAL LENGTH OF GREENWAY = 2,292 LF (PREFERRED ROUTING)

The proposed greenway corridor location of Route A leaves additional undevelopable floodplain area between the proposed greenway route and Bearskin Creek to the north (Area B), and City of Monroe owned property (Area C). This route presents an opportunity for the City to acquire one or both parcels to provide further environmental protection and buffer along Bearskin Creek.

LENGTH OF GREENWAY WITHIN REQUESTED EASEMENT = 783 LF

AREA A (GREENWAY EASEMENT) = 0.49 AC = 21,485 SF

AREA B (BUFFER PARCEL) = 0.30 AC = 13,133 SF

AREA C (BUFFER PARCEL) = 0.44 AC = 19,209 SF

TOTAL = 1.23 AC = 53,827 SF

CURRENT TAX VALUE (PIN 09228228)

LAND ONLY: \$99,800

AREA: 6.217 AC = 270,812.52 SF

UNIT PRICE: \$0.37 PER SF

AREA A (GREENWAY EASEMENT): 0.49 AC = 21,485 SF @ \$0.37 = \$7,949.45

AREA B (BUFFER PARCEL): 0.30 AC = 13,133 SF @ \$0.37 = \$4,859.21

AREA C (BUFFER PARCEL): 0.44 AC = 19,209 SF @ \$0.37 = \$7,107.33

TOTAL = \$19,915.99

GREENWAY CORRIDOR – ROUTE B: TOTAL LENGTH OF GREENWAY = 2,224 LF

LENGTH OF GREENWAY WITHIN REQUESTED EASEMENT = 726 LF

CURRENT TAX VALUE (PIN 09228228)

LAND ONLY: \$93,300.00

AREA: 6.217 AC = 270,812.52 SF

UNIT PRICE: \$0.34 PER SF

GREENWAY EASEMENT: 0.43 AC = 18,652 SF @ \$0.34 = **\$6,341.68**

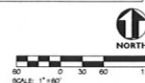


LENGTH OF TRAIL WITHIN EASEMENT	= 783 LF
TOTAL LENGTH OF TRAIL	= 2,292 LF
AREA-A (EASEMENT)	= 0.49 AC = 21,485 SF
AREA-B (PARCEL)	= 0.30 AC = 13,133 SF
AREA-C (PARCEL)	= 0.44 AC = 19,209 SF
TOTAL	= 1.23 AC = 53,827 SF

CURRENT TAX VALUE (PIN 09228228)

LAND ONLY:	\$93,300.00
AREA:	6,217 AC = 270,812.52 SF
UNIT PRICE:	\$0.34 PER SF
AREA A:	0.49 AC = 21,485 SF @ \$0.34 = \$7,353.55
AREA B:	0.30 AC = 13,133 SF @ \$0.34 = \$4,502.17
AREA C:	0.44 AC = 19,209 SF @ \$0.34 = \$6,603.18
TOTAL	= \$18,458.90

NOTE: The proposed greenway corridor location of Route A leaves additional undevelopable floodplain area between the proposed greenway route and Bearskin Creek to the north (Area B), and City of Monroe owned property (Area C). This route presents an opportunity for the City to acquire one or both of these parcels to provide further environmental protection and buffer along Bearskin Creek.



Seals:
PRELIMINARY
NOT FOR
CONSTRUCTION

Corp. NC license: F-1320

BEARSKIN CREEK GREENWAY MILLER STREET TO CREFT PARK Monroe, North Carolina

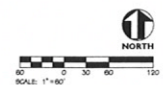
Project No: 17-000001
Date: 7/18/24
Revisions:

GREENWAY CORRIDOR ROUTE A

Sheet No:
C100



LENGTH OF TRAIL WITHIN EASEMENT = 726 LF
 TOTAL LENGTH OF TRAIL = 2,234 LF



Scale:
**PRELIMINARY
 NOT FOR
 CONSTRUCTION**
 Corp. NC license #1320

**BEARSKIN CREEK GREENWAY
 MILLER STREET TO CREFT PARK**
 Monroe, North Carolina

Project no: 17-000005
 Date: 3.19.20
 Revision:

**GREENWAY
 CORRIDOR**
 Sheet Title:
 ROUTE B

Sheet No:
C101

ADDITIONAL CORRIDOR EASEMENT/LAND ACQUISITION ALTERNATIVES

Based on field reconnaissance and review of available Union County GIS, Benesch also studied alternative corridor easements to connect the Benton Heights neighborhood (between N. Charlotte Ave. and Skyway Dr.) northwest of Bearskin Creek to the existing Bearskin Creek via a pedestrian bridge. A connection of these neighborhoods would also connect the greenway to Benton Heights Elementary School.

Two connection points were considered: Cherry Street and Warren Street. Both easements assume a 30' easement based on existing topography in those areas.

Cherry Street - Site Assessment - 378 LF of requested easement/11,308 SF/0.26 AC (Areas A, B & C)

This route would potentially connect Bearskin Creek Greenway directly to Benton Heights Elementary School. There is currently no sidewalk along Cherry Street, but there appears (based on GIS) to be room to construct sidewalk within the ROW. This route would have four (4) on-grade street crossings (Walnut, Tucker, Riggins, and W. Phifer Streets. if the sidewalk were located on the west side of Cherry Street. If the sidewalk were located on the east side of Cherry St. there would only be crossings at Walnut St. and W. Phifer St. at which there would need to be a crossing of Cherry St. to access the school.

Opportunities

- Cherry Street dead-ends at the proposed connection location.
- Connection/easement aligns with the Union County Farmer's Market drive connection at the existing Bearskin Creek Greenway.

Constraints

- City would need to construct sidewalk along Cherry Street from the north end of the proposed easement to Benton Heights Elementary School.
- Involves two property owners for the easements for the greenway connection.

The proposed greenway easement location of Area A and Area B leaves additional undevelopable floodplain area between the proposed easement (Area B) and Bearskin Creek to the west (Area C), and City of Monroe owned property along Bearskin Creek. This route presents an opportunity for the City to acquire additional acreage (0.66 AC) to provide further environmental protection and buffer along Bearskin Creek.

Warren Street - Site Assessment - 229 LF of requested easement/5,919 SF/0.14 AC (Area D)

This route would also potentially connect Bearskin Creek Greenway to Benton Heights Elementary School via Walnut Street. There is currently no sidewalk along Warren Street or Walnut Street, but there appears (based on GIS) to be room to construct sidewalk within both ROWs. This route would have four (4) on-grade street crossings (Walnut, Tucker, Riggins, and W. Phifer Streets. if the sidewalk were located on the west side of Cherry Street. If the sidewalk were located on the east side of Cherry St. there would only be crossings at Walnut St. and W. Phifer St. at which there would need to be a crossing of Cherry St. to access the school.

Opportunities

- Warren Street dead-ends at the proposed connection location.

- Connection/easement aligns with the mid-block crossing of the existing Bearskin Creek Greenway across Skyway Drive.

Constraints

- City would need to construct sidewalk along Warren, Walnut and Cherry Streets from the north end of the proposed easement to Benton Heights Elementary School.
- Involves one property owner for the easement for the greenway.

AREA-A (MURATORE EASEMENT) = 0.09 AC = 3,996 SF (134 LF OF TRAIL)

AREA-B (MCCRAY EASEMENT) = 0.17 AC = 7,312 SF (244 LF OF TRAIL)

AREA-C (MCCRAY BUFFER AREA) = 0.66 AC = 28,676 SF

AREA-D (CHAMBER EASEMENT) = 0.14 AC = 5,919 SF (229 LF OF TRAIL)

TOTAL = 1.06 AC = 45,903 SF

CURRENT TAX VALUE (PIN 09229090) - MCCRAY

LAND ONLY: \$42,400.00

AREA: 2.65 AC = 115,434 SF

UNIT PRICE: \$0.37 PER SF

CURRENT TAX VALUE (PIN 09229092) - MURATORE

LAND ONLY: \$21,900.00

AREA: 1.15 AC = 50,094 SF

UNIT PRICE: \$0.44 PER SF

CURRENT TAX VALUE (PIN 09229098) - MONROE-UNION CHAMBER OF COMMERCE

LAND ONLY: \$297,700.00

AREA: 2.25 AC = 98,010 SF

UNIT PRICE: \$3.04 PER SF

AREA A: 0.09 AC = 3,996 SF @ \$0.37 = \$1,478.52

AREA B: 0.17 AC = 7,312 SF @ \$0.44 = \$3,217.28

AREA C: 0.66 AC = 28,676 SF @ \$0.44 = 12,617.44

AREA D: 0.14 AC = 5,919 SF @ \$3.04 = 17,993.76

TOTAL = \$35,307.00



AREA A (MURATORE EASEMENT)	= 0.09 AC = 3,996 SF (34 LF OF TRAIL)
AREA B (MCCRAY EASEMENT)	= 0.17 AC = 7,312 SF (34 LF OF TRAIL)
AREA C (ADDITIONAL BUFFER AREA)	= 0.66 AC = 28,676 SF
AREA D (CHAMBER EASEMENT)	= 0.14 AC = 4,919 SF (32 LF OF TRAIL)
TOTAL	= 1.06 AC = 46,003 SF

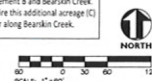
CURRENT TAX VALUE (PIN 09229090) - MCCRAY	
LAND ONLY:	\$39,900.00
AREA:	2.61 AC = 113,134 SF
UNIT PRICE:	\$0.34 PER SF

CURRENT TAX VALUE (PIN 09229092) - MURATORE	
LAND ONLY:	\$17,300.00
AREA:	1.03 AC = 45,044 SF
UNIT PRICE:	\$0.34 PER SF

CURRENT TAX VALUE (PIN 09229096) - MONROE/UNION CHAMBER OF COMMERCE	
LAND ONLY:	\$176,600.00
AREA:	3.20 AC = 138,000 SF
UNIT PRICE:	\$2.76 PER SF

AREA A:	0.09 AC = 3,996 SF @ \$0.34	= \$1,358.64
AREA B:	0.17 AC = 7,312 SF @ \$0.34	= \$2,486.08
AREA C:	0.66 AC = 28,676 SF @ \$0.34	= \$9,749.84
AREA D:	0.14 AC = 4,919 SF @ \$0.34	= \$1,652.46
TOTAL:		\$23,196.02

NOTE: The proposed greenway connector location using easements A and B leaves additional undeveloped floodplain area between easement B and Bearskin Creek. This route presents an opportunity for the City to acquire this additional acreage (C) to provide further environmental protection and buffer along Bearskin Creek.



Scale:
PRELIMINARY
NOT FOR
CONSTRUCTION
Corp. NC license: F-1522

BEARSKIN CREEK GREENWAY IB SHIVE DRIVE TO SKYWAY DRIVE Monroe, North Carolina

Project No: 17-000001
Date: 5.17.21
Revisions:

Sheet Title:
**GREENWAY
CONNECTION
OPTIONS**

Sheet No:
C100

STAFF REPORT

TO: General Services Committee

VIA: Brian J. Borne, City Manager

DATE: Thursday, December 8, 2022

FROM: Ryan Jones, Parks and Recreation Director

PREPARED BY: Ryan Jones, Parks and Recreation Director

SUBJECT: Budget Amendment for Donation Received from the Monroe-Union Breakfast Rotary Club and Pilgrim's Pride for the Purchase of Inclusive Playground Equipment.

SUMMARY STATEMENT

The Parks and Recreation Department seeks to accept a \$14,000.00 donation from the Monroe-Union Breakfast Rotary Club and Pilgrim's Pride and requests a budget amendment.

REVIEW

The Parks and Recreation Department has been selected to receive a \$14,000.00 donation from Monroe-Union Breakfast Rotary Club and Pilgrim's Pride. These funds will be used to provide inclusive recreational equipment at Belk Tonawanda and Dickerson Parks. Both organizations have been past partners of our department and assist in providing opportunities at special events. This donation is evidence of their continued effort to support this community and our department.

RECOMMENDATION

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

Attachment: Budget Amendment – BA-2022-39

**BUDGET AMENDMENT
BA-2022-39**

1. Amendment necessary to designate and appropriate funds received from Monroe-Union Breakfast Rotary and Pilgrim's Pride to be used for inclusive recreational equipment at Belk Tonawanda and Dickerson Parks.

General Fund:

Revenues:

Miscellaneous	\$14,000.00
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Expenditures:

Parks and Recreation	\$14,000.00
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Adopted this 12th day of December, 2022.

Marion L. Holloway, Jr., Mayor

Attest:

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: General Services Committee

VIA: Brian Borne, City Manager

DATE: December 1, 2022

FROM: Ryan Jones, Parks and Recreation Director

PREPARED BY: Ryan Jones, Parks and Recreation Director

SUBJECT: Proposal of Increase in Monroe Aquatics and Fitness Center Membership Fees.

SUMMARY STATEMENT

The Parks and Recreation Department staff recommends increasing membership fees for the Monroe Aquatics and Fitness Center Fee schedule and requests the approval of the ordinance to amend the MAFC fee schedule.

REVIEW

The Monroe Aquatics and Fitness Center was substantially affected by the COVID-19 pandemic. The facility recorded unprecedented loss of revenue when fitness centers were ordered to close through executive orders. Fortunately, we have seen consistent growth in revenue in FY22 and continue to see that growth in the current year. This growth was made possible due to operational budget cuts, as well as, vacant positions. Staff was able to operate the facility with less staff while the facility was closed and was able to successfully maintain a high level of customer service as membership grew over the last year.

With this growth happening faster than anticipated, staff must be prepared to recruit staff effectively. Understanding this need, staff recommends increasing MAFC fees for the first time since 2001. The increase includes a 15% increase in membership fees and a \$25.00 increase in joining fees. A more specific breakdown of increases is listed as follows:

FEE SCHEDULE

<u>Membership</u>	<u>Current Monthly Fee</u>	<u>Proposed Monthly Fee</u>	<u>Current Joining Fee</u>	<u>Proposed Joining Fee</u>
Individual	\$38.50	\$45.00	\$50.00	\$75.00
Family (Up to 4)	\$65.00	\$75.00	\$75.00	\$100.00
Adult/Child	\$45.00	\$52.00	\$50.00	\$75.00
Couple	\$50.00	\$58.00	\$50.00	\$75.00
Senior Individual (55 and Over)	\$33.50	\$39.00	\$35.00	\$60.00
Senior Couple (55 and Over)	\$45.00	\$52.00	\$35.00	\$60.00
Youth (14-21)	\$28.50	\$33.00	\$25.00	\$50.00
<i>Extra Children</i>	<i>\$5.00 each</i>	<i>\$6.00</i>		
<i>Grandchild</i>	<i>\$10.00 each</i>	<i>\$12.00</i>		
<i>Extra Adult (Limit 1)</i>	<i>\$15.00 each</i>	<i>\$18.00</i>		

Justification of this increase includes the following:

1. In order for the facility to be available as it was pre-covid (Sundays), we need staff. The staffing shortage is preventing us from hiring needed staff to open on Sundays. This will assist with that.
2. The increase would bring our facility closer to comparable market rates for fitness facilities, yet still remain affordable.
3. The increase will allow us to sustain revenue moving forward.
4. The increase will assist our facility in keeping up with cost increase across the board as it relates to general supplies and maintenance items.
5. The increase will allow us a better opportunity to increase part time salaries which will positively affect the morale of staff in general and will assist us with retaining staff.

RECOMMENDATION

Staff requests that the General Services Committee recommend City Council approve the proposed fee schedule and Ordinance to amend the MAFC fee schedule, Ordinance – O-2022-74.

Attachment: Ordinance – O-2202-74
MAFC Fee Schedule Proposal

**ORDINANCE TO AMEND CITY OF MONROE
FEE SCHEDULE FISCAL YEAR 2022-2023
O-2022-74**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT THE CITY OF MONROE FEE SCHEDULE FISCAL YEAR 2022-2023 IS HEREBY AMENDED TO READ AS FOLLOWS:

Section 1. Amend **CHAPTER X. PARKS AND RECREATION FEES, ARTICLE E. AQUATICS AND FITNESS CENTER** as follows:

ARTICLE E. AQUATICS AND FITNESS CENTER

Type	Monthly Fee*	Joining Fee*
Individual	\$45.00	\$75.00
Family (Up to 4 individuals living at the same address)	\$75.00	\$100.00
Adult/Child	\$52.00	\$75.00
Couple	\$58.00	\$75.00
Senior Couple (55 and Over)	\$52.00	\$60.00
Senior Individual (55 and Over)	\$39.00	\$60.00
Youth (14 – 21)	\$33.00	\$50.00
Extra Children	\$6.00 each	
Extra Grandchildren	\$12.00 each	
Extra Adult (Limit 1)	\$18.00 each	

Section 2. This Ordinance shall be effective February 1st, 2023.

Adopted this 13th day of December, 2022.

Attest:

Marion L. Holloway, Jr., Mayor

Bridgette H. Robinson, City Clerk

Monroe Aquatics and Fitness Center

Membership Category Descriptions

Monthly Fee increase of 15%

Joining Fee increase of \$25

*INDIVIDUAL:	One adult person age 22 and up.	\$45.00/Month
*FAMILY:	Up to 4 People. Two adults permanently residing at the same address and up to two children. (Children under the age of 5 are free.)	\$75.00/Month
*ADULT/CHILD:	One adult age 18 and up & one child permanently residing at the same address. (Children under the age of 5 are free.)	\$52.00/Month
*COUPLE:	Two adults age 18 and up permanently residing at the same address.	\$58.00/Month
*SENIOR INDIVIDUAL:	One person age 55 and over.	\$39.00/Month
*SENIOR COUPLE:	Two adults permanently residing at same address with at least one person age 55 and over.	\$52.00/Month
*YOUTH:	Ages 14 to 21. For the young person who does not fall under a Family or Adult/Child Membership.	\$33.00/Month

ADDITIONAL MEMBERS

*EXTRA CHILDREN:	Children age 5 through 21 permanently residing at the same address. To use in conjunction with Family, Adult/Child, & Senior memberships.	\$6.00/Month
GRANDCHILD:	One child age 3 through 15 NOT residing at the same address. To use in conjunction with any membership.	\$12.00/Month
*EXTRA ADULT:	Adult age 22 and up permanently residing at the same address. To use in conjunction with Family, Couple, or Senior Couple memberships. Limit (1)	\$18.00/Month

***Proof of identification for 18 yrs and older required. Proof of address is required.
(Drivers License, Bank Statement, Voided Check, or Utility Bill)**

FEE SCHEDULE

<u>Membership</u>	<u>Current</u> <u>Monthly Fee</u>	<u>Proposed</u> <u>Monthly Fee</u>	<u>Current</u> <u>Joining Fee</u>	<u>Proposed</u> <u>Joining Fee</u>
Individual	\$38.50	\$45.00	\$50.00	\$75.00
Family (Up to 4)	\$65.00	\$75.00	\$75.00	\$100.00
Adult/Child	\$45.00	\$52.00	\$50.00	\$75.00
Couple	\$50.00	\$58.00	\$50.00	\$75.00
Senior Individual (55 and Over)	\$33.50	\$39.00	\$35.00	\$60.00
Senior Couple (55 and Over)	\$45.00	\$52.00	\$35.00	\$60.00
Youth (14-21)	\$28.50	\$33.00	\$25.00	\$50.00
Extra Children	\$5.00 each	\$6.00		
Grandchild	\$10.00 each	\$12.00		
Extra Adult (Limit 1)	\$15.00 each	\$18.00		