

**CITY COUNCIL STRATEGIC PLANNING MEETING
300 WEST CROWELL STREET
MONROE, NORTH CAROLINA 28112
DECEMBER 13, 2022– 4:00 P.M.**

AGENDA

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1. Fiscal Year 2024 Budget Departmental Discussions
 - A. Human Resources
 - B. Legal
 - C. Charlotte-Monroe Executive Airport
2. Legislative Agenda for 2023 General Assembly Long Session



STAFF REPORT

TO: City Council

VIA: Brian J. Borne, Interim City Manager

DATE: December 13, 2022

FROM: Brian J. Borne, City Manager

PREPARED BY: Brian J. Borne, City Manager

SUBJECT: Fiscal Year 2024 Budget Departmental Discussions

SUMMARY STATEMENT

To discuss Fiscal Year 2024 Departmental Budget items.

REVIEW

The following Departments will present for discussion items proposed for funding in the Fiscal Year 2024 Budget: Human Resources; Legal; and, Charlotte-Monroe Executive Airport.

RECOMMENDATION

To discuss and establish Fiscal Year 2024 budget priorities.

FY 2024 Departmental Budget Discussion

Human Resources/Safety and Risk

Personnel

- Position:
 - Human Resources Analyst I, will be responsible for day-to-day Human Resources activities and provide support to the various departments, new employee orientation, recruitment process, payroll, benefits, open enrollment, etc.
 - Need: High demand, this position will help decrease the ratio of employees to Human Resources Analyst to a manageable ratio of 100 or less and help to implement new initiatives as requires. The increased demands on Human Resources and attrition in the next year will make planning critical. We are responsible for making sure that the appropriate resources are in place to serve our employees and citizens in a timely manner. In addition, COVID-19 Pandemic continues to reshape the workplace and make demands on our resources.
- Estimated Costs:
 - Equipment/supplies, etc. (one time, non-personnel): \$6,670 - The request requires one vacant office as people relocate out of City Hall or space in another building for the position.
 - Salary/benefits, etc.: \$56,701/\$31,335
 - Total Recurring annual salary/benefits: \$56,701/\$31,335

Personnel

- Position:

- Human Resources Analyst (Retiree) part-time 20 hours a week responsible for daily activities, payroll, benefits, open enrollment reports, retirement process, 401K, Affirmative Action and Equal Employment Opportunity (EEO-4) reports, etc.
- Needs: High demand, this position will help train and transfer information to the Human Resources Analyst to ensure an easy transition. Will remain responsible for making sure that the appropriate resources are in place to serve our employees and citizens in a timely manner. It is a win-win to create a part-time or consulting role for the retiree to be available to work, answer questions, and provide experience.
- Estimated Costs:
 - Equipment/supplies, etc. (one time, non-personnel): Position will work from home as it relates to replacement of position, policy, and available space.
 - Salary/benefits, etc.: \$44,814/3,428
 - Total Recurring annual salary/benefits: \$44,814/\$3,428

FY 2024 Departmental Budget Discussion

Office of the City Attorney

Base Budget Deficiencies/Deferred

- No items requested by the City Attorney's Office were deferred.

Capital Improvements/New Initiatives

- Currently there are no capital improvements or new initiatives needed for the City Attorney's Office

Personnel

- Currently there are no personnel needs identified for the City Attorney's Office. If there is a need for administrative support, we will work through those issues in a future fiscal year, and determine if sharing arrangements can be used with other departments to eliminate the need to request a position.

FY 2024 Departmental Budget Discussion

Charlotte-Monroe Executive Airport

Capital Improvements/New Initiatives

- **Project/Initiative: Air Traffic Control Tower**
 - An Air Traffic Control Tower is needed to manage the large amount of aircraft operations flying into and out of the Airport. The tower would coordinate all airport arrivals and departures through the FAA air traffic system.
 - **Interest/Need:** An Air Traffic Control Tower is needed as aircraft operations have exponentially increased in the past two years. This tower would be operated by the FAA under their Federal Contract Tower program.
 - **Estimated Costs:**
 - Materials/facility (non-personnel): \$4,792,000
 - Additional Personnel required to implement: 0
 - Total Cost to implement first year: \$4,792,000
 - Total Recurring annual cost: \$ 20,000 (est. building/utilities cost)

Capital Improvements/New Initiatives

- Project/Initiative: Aircraft Refueling Truck Replacement
 - Procure a new 1,000 gallon Refueling Truck to replace existing refueler
 - Interest/Need: The current 2006 model that the Airport uses to fuel piston aircraft, is beyond its service life, and required maintenance to keep it operational is becoming more frequent
 - Estimated Costs:
 - Materials/facility (non-personnel): \$150,000
 - Additional Personnel required to implement: 0
 - Total Cost to implement first year: \$160,000
 - Total Recurring annual cost: \$3,000 (estimated cost, which is well within current operating budget)

Priorities

- Capital:
 1. Air Traffic Control Tower Initiative (\$4,792,000)
 2. Refueling Truck Replacement (\$150,000)



STAFF REPORT

TO: City Council

VIA: Brian J. Borne, City Manager

DATE: December 13, 2022

FROM: S. Mujeeb Shah-Khan, City Attorney

PREPARED BY: S. Mujeeb Shah-Khan, City Attorney

SUBJECT: State Legislative Agenda

SUMMARY STATEMENT

Staff presents its proposals for the City's 2023 long session state legislative agenda for Council's consideration.

REVIEW

In preparation for the 2023 long session of the North Carolina General Assembly, City Departments were asked to provide their analysis of existing and/or emerging legislative issues that may confront municipal services and operations. Staff also reviewed the 2021 and 2022 long and short session agendas to see what items remained that had not been acted on and could be considered in the 2023 long session. Staff compiled the information and reviewed the list to determine what areas should be presented to Council for consideration as the City's legislative agenda. In addition, the City Attorney asked Council for any items it wished to add for consideration to the legislative agenda. The items for the state legislative agenda are attached for your consideration.

Staff asks that Council provides its input at this meeting, and if appropriate, approve the agenda at this meeting. Council may also choose to delay approval until the January meeting (which would be shortly after the General Assembly briefly convenes and then takes an approximate two week break). Once approved, the agenda will be presented to the Union County Legislative Delegation.

The agenda does not include the North Carolina League of Municipalities' ("League") 2023-2024 Biennium Advocacy Goals, as those have not been approved as of today. Staff recommends that Council provide discretion to staff to adopt those goals as part of the agenda, to the extent those would be consistent with Council's goals.

RECOMMENDATION

Staff requests that Council consider and provide input on the proposed state legislative agenda, and if appropriate approve the agenda. If Council approves the agenda, Staff will advance the legislative principles with the local delegation, the North Carolina League of Municipalities, and others to affect favorable legislative policy for the City of Monroe.

Attachment: Proposed 2023 State Legislative Agenda



**PROPOSED STATE LEGISLATIVE ADVOCACY PRIORITIES
2023 LONG SESSION
PRESENTED FOR CONSIDERATION BY CITY COUNCIL ON DECEMBER 13, 2022**

STAFF REQUESTS

PROJECT/ISSUE	ACTION ITEM
Protection of Municipal Assets	The City of Monroe (“City”) continues to be concerned about attempts to transfer municipal assets, such as a water and sewer system or airport, to new entities or authorities. <i>While there is no impending threat, the City is concerned that the possibility exists, and wishes to express its continues opposition in the event such a proposal is made not just related to the City of Monroe but any other local government.</i> The City opposes legislation that interferes with local ownership of local assets.
Protection of Local Management of Public Utilities	The City believes that management of a public utility is best determined by the local owning entity, due to its consideration and understanding of financing, engineering, regulatory responsibilities, and the local operating environment. While there is no impending threat, the City notes the possibility may exist for legislation to take away utilities management from municipalities. <i>While there is no impending threat, the City is concerned that the possibility exists, and wishes to express its continues opposition in the event such a proposal is made not just related to the City of Monroe but any other local government.</i> The City opposes legislation that would attempt to take management of utilities away from municipalities.
Local Elections	As the City believes that local governments have the right to determine their form of government, the City opposes attempts to impose changes on its and other local governments’ elections systems on a statewide basis. Local governments are best able to determine when local elections should be held and whether those

PROJECT/ISSUE	ACTION ITEM
	elections should be partisan or non-partisan. While there is no impending threat, the City notes the possibility may exist for legislation to modify local elections. <i>While there is no impending threat, the City is concerned that the possibility exists, and wishes to express its continues opposition in the event such a proposal is made not just related to the City of Monroe but any other local government.</i> The City opposes legislation that would attempt to unilaterally change when local elections should be held and whether those elections should be partisan or non-partisan.
Protection of Municipal Authority	The City is concerned with efforts to impact or modify municipal authority. While the General Assembly has broad authority with respect to expanding or limiting municipal authority, the City is concerned with efforts to limit that authority. <i>While there is no impending threat, the City is concerned that the possibility exists, and wishes to express its continues opposition in the event such a proposal is made not just related to the City of Monroe but any other local government.</i> The Council opposes attempts to limit municipal authority if those attempts arise during the short session.
Remote Meetings Clarification	As part of the work of the General Assembly to provide relief during the COVID-19 pandemic, the General Assembly passed amendments to Chapter 166A of the North Carolina General Statutes that provided legal authority for local governments and other public bodies to hold remote meetings during a gubernatorially or legislatively declared state of emergency. The state of emergency declared by Governor Cooper has ended, which also means the legal authority that fully supported remote meetings is no longer in effect. The City, along with other local governments, believes that the authority given should be made permanent, and usable at the discretion of local governments. The Council supports efforts to make clear authority for electronic meetings permanent and use at the discretion of local governments.

COUNCIL REQUEST

PROJECT/ISSUE	ACTION ITEM
Protection of Minors By Limiting Attendance at Drag Queen Performances (Proposal from Councilmember Thompson)	Establish drag queen performances as adult entertainment at adult establishments. Placing drag queen performances in this category would then have those performances fall under adult entertainment guidelines. The Council supports efforts to protect minors by classifying drag queen performances as adult entertainment.
Support of Senate Initiative to Remove Prohibition on Medical Marijuana and Permit Use In North Carolina (Proposal from Mayor Holloway)	During the most recent Biennium of the General Assembly, Senate Rules Committee Chair Senator Bill Rabon, introduced a bill in the General Assembly, which would permit the introduction of medical marijuana in North Carolina. Senate Bill 711, the NC Compassionate Care Act, created a regulatory structure for medical marijuana. The bill, if enacted, would have allowed medical marijuana to be prescribed it for conditions such as cancer, epilepsy, Parkinson's disease, multiple sclerosis, PTSD and other comparable debilitating conditions. There would be 10 providers of medical marijuana, and each one could operate up to four dispensaries across the state. The providers would go through an application process with North Carolina's Department of Health and Human Services and a new regulatory commission. Patients needing a prescription would need to meet with a physician, who would document the condition and need for the prescription. The bill passed the Senate, however, it was stalled in the House, and will need to be reintroduced. Given the potential for medical marijuana to relieve pain and debilitating conditions, support for this initiative may be helpful. The Council supports efforts similar to the former Senate Bill 711 to permit the introduction of medical marijuana in North Carolina.

In addition to the items listed above, as part of its Legislative Agenda, Staff traditionally recommends that Council also adopt the North Carolina League of Municipalities' advocacy goals for the 2023-24 biennium session of the General Assembly. However, those goals have not yet been approved by the League's membership (including the City). In order to ensure that the City's agenda takes into account the League's advocacy goals, Staff asks that Council provide Staff with discretion to incorporate those goals, so long as those goals would not be inconsistent with Council's broad policy views.