

**CITY OF MONROE - GENERAL SERVICES COMMITTEE
CITY HALL CONFERENCE ROOM
300 W. CROWELL STREET, MONROE, NC 28112
Thursday, May 4, 2023 - 4:00 PM**

**AGENDA
www.monroenc.org**

1. Minutes of General Services Committee Meeting of April 6, 2023
2. Waterworth Utility Management Software Presentation
3. Revisions to the Residential Incentives Grant
4. NC Main Street Annual Agreement
5. Resolution to Approve Fiscal Year 2023 Equipment Installment Financing
6. Parks and Recreation Athletics and Special Event Sponsorship Package
7. Authorization to Dispose of 2001 Ford Bucket Truck
8. Resolution to Approve the Sale of The Tinker Belle to a Military Aviation Museum
9. Parklet Shading Discussion

Other Items



**CITY OF MONROE
GENERAL SERVICES COMMITTEE MEETING**

City Hall Conference Room
300 W. Crowell Street
Monroe, NC 28112
April 6, 2023 4:00 PM

MINUTES

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

Absent: Committee Member Julie Thompson

Staff: Mark Watson, City Manager; Lisa Strickland, Finance Director; Ashley Ivey, Assistant Finance Director; Peter Cevallos, Airport Manager; Pete Hovanec, Communications & Tourism Director; Matthew Black, Downtown Director; Angela Duncan, Budget Analyst

Visitor(s): Ken Honeycutt, Attorney; Dan Lambert, McAdams

The General Services Committee met in the City Hall Conference Room at 4:00 p.m. on April 6, 2023. A quorum was present. Chairman Lynn Keziah presided.

Item 1. General Services Committee Meeting Minutes from March 2, 2023.

The minutes from the March 2, 2023 General Services Committee meeting were presented for the Committee's approval.

Committee Member Mayor Pro Tem Gary Anderson made the motion to approve the minutes of the General Services Committee Meeting of March 2, 2023.

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

AYES: Chairman Keziah, Committee Member Anderson

NAYS: None

Item 2. Resolution Designating Authorized Signatories.

Ashley Ivey, Assistant Finance Director, presented information to request the General Services Committee to update the individuals designated as authorized signatories for the City's bank account.

General Statute 159-25(b) of the North Carolina Government Fiscal Control Act specifies that the Finance Officer or properly designated Deputy Finance Officer and another municipal official must sign all checks and drafts issued by a local government. Resolution R-2023-02 removes former City Manager, Brian Borne, and adds current City Manager, William Mark Watson, to the approved signatories on the City's bank accounts.

Staff requests that the General Services Committee approve and forward to City Council for approval to update the designated signatories.

Committee Member Anderson made the motion include the item on the next Council meeting's consent agenda for full approval.

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

AYES: Chairman Keziah, Committee Member Anderson

NAYS: None

Item 3. Budget Amendment for Unprogrammed Expenditures for Airport Operations.

Peter Cevallos, Airport Manager, presented information requesting a budget amendment for unprogrammed expenditures to support airport operations.

The Airport is needing a budget amendment to fund unprogrammed expenditures related to airport operations. These include:

- Ice maker used for re-supplying ice to the corporate and charter jet aircraft
- Reach-in cooler to maintain food catering for the same
- Fuel truck "single-point" nozzle, utilized in fueling corporate jet aircraft
- Fuel dispenser components to repair the pump unit for the self-service AVGAS terminal.

Total requested outlay should not exceed \$16,325 and Peter Cevallos states it is cost-prohibitive to continue to repair outdated and failing equipment in lieu of replacement.

Staff is requesting General Services Committee recommend to City Council the approval of a budget amendment for unprogrammed expenditures related to airport operations.

Mayor Pro Tem Anderson confirms the budget amendment is to be effective within current fiscal year of 2023. Finance Director Lisa Strickland states the funds are to come from the Unassigned General Fund fund balance.

Committee Member Anderson moved to approve the budget amendment and forward to City Council for approval in the consent agenda.

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

AYES: Chairman Keziah, Committee Member Anderson

NAYS: None

Item 4. Resolution Approving Supplemental Agreement for Additional Funds Between State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation.

Lisa Strickland, Director of Finance, presented information to request the General Services Committee to approve and move forward to City Council a Resolution which will authorize the execution of a Supplemental Agreement for additional funds between the State of North Carolina and local governments on proceeds relating to the settlement of opioid litigation.

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. While the City was not part of the litigation, Union County and a representative of the counties involved in the litigation previously asked the City to approve a Memorandum of Agreement between the state of North Carolina and the local governments relating to the settlement of opioid litigation. The execution of this agreement was approved at the September 28, 2021 council meeting. This Memorandum of Agreement entitled Union County to an estimated \$9,447,405.92 from settlements with the "big three" drug distributors plus Johnson & Johnson ("Wave One Settlements").

Authorization to execute the Supplemental Agreement for additional funds is requested. "Wave Two Settlements" with CVS, Walgreens, Walmart, Allergan and Teva have been negotiated. Union County has been projected to receive \$7,562,438.43 from wave two for a total of \$17,009,844.35 for both waves. Residents of Monroe stand to benefit from the state and local programs and services supported with opioid

settlement funds. North Carolina will only receive its full share of payments from the Wave Two Settlements if all eligible governments sign onto each settlement. If North Carolina achieves the same 100% participation by counties and larger municipalities, funds from the Wave Two Settlement should start arriving in North Carolina during the second half of 2023. Union County has approved the Supplemental Agreement and requests that the City approve the Agreement as well.

Staff requests that General Services approve and forward to City Council a resolution which will authorize the execution of a Supplemental Agreement for additional funds between the State of North Carolina and local governments on proceeds relating to the settlement of opioid litigation and authorize the City Manager to sign the necessary documents.

Committee Member 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, Committee Member Anderson

NAYS: None

Other:

Matthew Black, Downtown Director, requests the General Services Committee to consider and approve Change Orders #2 through #8 and forward to City Council and the City Council's consent agenda. These Change Orders are related to the construction of the Morgan-Windsor Alley Project.

JD Goodrum has requested approval of Change Orders #2 through #8 related to the construction of the Morgan-Windsor Alley Project. The Change Orders entail increased construction material costs and unforeseen changes due to the discovery of underground utility lines and conduit. In accordance with Resolution R-2000-76 of the City of Monroe, City Council is required to authorize all Change Orders exceeding \$50,000. This will bring the total contract amount for construction to \$1,975,094.72.

McAdams and Staff recommends that General Services approve Change Orders #2 through #8 to the City Council's consent agenda for the Morgan-Windsor Project in the amount of \$201,734, adopt a Capital Project Budget Ordinance transferring the funds in the amount of \$201,734 to complete the project and authorize the City Manager to execute any and all necessary documents.

A discussion was brought forth to the committee concerning the proposed change orders where Matthew Black introduced Adam Lambert, a representative of McAdams, the architectural firm for the project.

City Manager Watson mentions that council members Gordon and Thompson (not on this committee and absent, respectively) have not toured the site, and that Matthew Black should go through the items with the dollar amount and rationale for change requested.

The first change order presented (2) included an extension of time due to additional underground conduits for electric, phone, data, and city communication utilities. The extension is for 30 days and adds \$0 to the project total.

The next change order presented (3) was a project related to the coordination of underground power and other utilities. This stemmed from a four-week delay in the work. Black indicated the change order includes relocating meter boxes from 15ft in the air to ground level, as well as conduits for hanging lines, water, and sewer. Through the process, contractors discovered an old tank and third cement slab (when two others were known and in contract). Lisa Strickland asked why the change order includes these items if the line could be seen when project started. Matthew Black responded saying they were unsure which companies owned what lines until they could get companies to come out and inspect. Adam Lambert of McAdams added that lots of infrastructure required new equipment and planning for this was not in the original scope due to discovery that occurs naturally during the project. Because of discoveries, original designs had to be adjusted along the way. In the original design, everything was planned to be hidden underground with a brand new meter panel to accommodate both current utilities and future expansion with boxes and other utility access concealed behind a screen design. Found in the alleyway, according to Lambert, was six eras

of infrastructure upgrades - with the change order presenting a chance to modernize existing utilities, utilizing same existing transformers and as much equip possible in an attempt to minimize additional cost. This change order would use \$82,077.54 of the original \$86,878.50 contingency.

Chairman Keziah asked what the usual contingency for a project of this magnitude would be, to which Lambert responded it is 5-10%. With the original contingency being just at 5%, Lambert stated the dollar amount was the dollar amount and the contingency would be spent regardless given the presented change orders. Allowances are included within the bid until the company is sure of prices when a real cost comes in and, additionally, tries to accommodate unknowns that do not include discovery. Matthew Black reiterated that, per city and state statutes, they had to go with lowest bid, mentioning the second highest bid was almost \$2.3M, a \$500,000 difference, and believes the contracted company is being fair in their pricing. Chairman Keziah states that he wants make sure the city is spending wisely.

Chairman Keziah and Committee Member Anderson discussed the water feature included in the project and their views on its function within the project. The Chairman asked City Manager Mark Watson his thoughts, to which he said, in regard to the particular item, there are additional items that are related to the current change orders and needed to be gone through, with the fountain being an additional added item for discussion. If feature was taken out (already purchased), there are other locations it could be installed and perhaps children with no pool could enjoy during summer. He reiterated there was a lot of ground to cover for these particular change orders and that might be a larger discussion for council. The Chairman agreed, with Watson saying if committee chooses to move forward, they can put it on the full agenda for the upcoming City Council meeting.

Chairman Keziah asked about the pros and cons for a \$31,027 amount for conduit within change order 3. Lambert responded that not doing it would be denying service to current business owners; no power.

Change order 4 was presented, stating that the rest of the contingency would be used on it and would mark the start of incurring additional cost for the project. The change order included accommodations to additional access requirements given by the fire chief that affected lighting design. Watson clarified that the fire department wanted to be able to extend the ladder of the firetruck within the alleyway in case of emergency. Black discussed several planned solutions with one being the overhead string lights having the functionality to be plucked from one side and brought down for access.

Change order 5 was for storm water and concrete paver upgrades. Matt Black specified safety concerns with an area of concrete within the project confines. Storm water changes were due to suggestions that additional down spouts would be needed to be routed to additional drainage, as well as an upsizing of pipe to account for volume.

Change order 6 was presented as a credit item: allowance for a shade structure which, as Black mentioned earlier, the contractors were able to procure for less than allowance. This gave a \$10,000 credit toward other parts of the project.

Change order 7 was presented by Strickland as a \$94,000 geode design and allowance, stating that it would be the centerpiece of project where fabrication costs are not known until there is a quote. Matthew Black compared the sculpture to downtown Goldsboro's efforts – using art to enhance, and gave an example of the wings put on Coca Cola Factory. Black said that it would be something that kids and adults could stand in to take pictures and it would light up, being a custom art piece specifically for the site. Anderson stated, from a financial standpoint, it was a "hard no" and that he could not justify any form of art based on additional expenses the project was already seeing. Anderson stated he did not have a problem with anything in the change orders so far except for this – that it was too much money to ask taxpayers to fork out and not necessary. Watson added that it is almost 100 of 200 thousand in change order requests. Keziah agreed. Strickland said that it is an attraction to draw people in with Black adding that it is interactive art that helps plant the space and create fun. Keziah stated that in doing the budget and being fair to residents, they had to draw a line somewhere. Black stated it was the easiest change order to take out with Lambert confirming that it had not yet been sent to fabrication. Strickland mentioned the \$20,000 geode allowance in contract with the \$95,000 quote being above and beyond that price. She asked if there was anything the project could do within confines. Black stated that one can never know until the art is sourced. Lambert added that interactive had to be done correctly or it creates liability, there are many fine details, and the

contractor had no idea how much it would take to fabricate, including that the contractor had found a more inexpensive option than initially anticipated. He concluded that art is difficult to price until its definite.

The final change order (8) for \$8,625 was presented as conduit for Spectrum data. Matt Black stated he is trying to get Spectrum and Frontier to pay for their own conduit; not just because of the project, but because they are making their own independent upgrades. Frontier is running fiber lines and that would give them a chance to make their own improvements. He stated, however, that cooperation was not guaranteed. Lambert said the change order was included in the project while the ground is open as a contingency if the project could not get Spectrum or Frontier to do it themselves.

City Manager Watson started discussion on 108 N. Main not having footings with a "TBD" on the project giving him concern. Black stated it is not including the existing slab in the ground. These would be items that would be brought as future change orders. Watson asked why that would be necessary if the project is doing something now. Lambert responded saying the effort was to stabilize so it doesn't collapse, and that the footing is in good shape based on what has been found so far. Watson replied, everything found so far less concrete slab and asked if there was an estimate. Black said they could not do anything in that regard until the current change order is approved. Watson clarified concerns that two items would definitely be coming back with potential for other items the council may not yet know about.

Watson then asked about the old Monroe Hardware wall and windows with bars in front and old electrical wire, with the question being if the building owner was going to participate in rehabbing the wall. Black stated he is in contact with the new owner of building. Black said the owner is using one portion for an attorney's office and looking for an investor for the rest. Even as one of the largest buildings in downtown, there were no plans to do anything to the façade. However, the city was welcome to take on work. Black stated the new owner had sourced a quote from the Greensboro Historic Preservation Office upwards of \$200,000 to bring the building back to the way it was, but that the city was free to source other contracts. Watson replied asking if there was an alternative; to keep windows bricked up, taking off the plywood, and freshening it up with paint or whatever to keep some continuity going down the wall, but not at \$200,000. Lambert replied that because it is private property, there were no plans. They would not be affixing anything to any buildings or fixing issues unless a problem was created by construction. He continued that there may be solutions that they could do to clean things up, but the project did not want to do anything for the private buildings that could result in damage to their structure. Watson pointed out that the wall would be a focal point while looking down that alleyway. Keziah suggested that they could budget to improve the façade over time, or get a citizens' committee to spearhead the efforts. Black stated that some businesses had asked for additional assistance making exterior improvements. While they had no plans to fix the exteriors themselves, they did give the City consent to fund improvements if they so wanted.

Watson next asked about the water feature, currently purchased and in storage, if there would be any additional cost for not installing if they did indeed choose to not install. Lambert responded saying it changes the profile of what is underground – that it is an exercise in figuring out the difference, but it would likely be a zero sum or credit. Strickland stated that, if the change order for the geode was not included, a \$20,000 allowance still be there and could be reallocated to something else. Lambert included that other artwork opportunities were presented early on, like murals and things that are not currently part of this project design. Anderson states that he is a little too practical for that, and would like to put the credit towards something already in the project.

Committee Member Mayor Pro Tem Gary Anderson, with Chairman Keziah and City Manager Watson decided to move forward with the change order by presenting it to the City Council for discussion the following week.

Committee Member Anderson moved to forward to City Council regular agenda for discussion.

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

AYES: Chairman Keziah, Committee Member Anderson

NAYS: None

There being no further business, the meeting adjourned at 5:00 p.m.

Committee Chairman, Lynn Keziah

DRAFT

STAFF REPORT

TO: General Services Committee

VIA: Mark Watson, City Manager

DATE: May 4, 2023

FROM: Lisa Strickland, Finance Director
Rob Miller, Energy Services Director
Scott Clark, Water Resources Director

PREPARED BY: Lisa Strickland, Finance Director

SUBJECT: Waterworth Utility Management Software

SUMMARY STATEMENT

A short presentation from Waterworth will provide information on a new software that will be utilized to manage our utility rate finance models (water & sewer, electric & gas).

REVIEW

Currently, the City uses complex business models to gauge the sustainability of each of our utilities and business-like operations throughout the City. Waterworth offers a sole-source product that will greatly simplify the process of updating and maintain our business models.

The software will tremendously enhance our efficiency and reduce the amount of staff time that is necessary to maintain these records. This software presents the data in a clean, user-friendly format which can be easier for departments to utilize for analysis and presentation purposes. The City currently maintains ten (10) business models.

The software has the ability to perform rate-modeling to help in projecting future revenues. The software subscription cost for three (3) or more models is \$27,000 annually. There are available funds to cover the initial purchase. The cost of subsequent years will be shared amongst the utilities.

RECOMMENDATION

This presentation is for informational purposes only and funds are identified in our current budget to purchase the software.

Attachments – PowerPoint presentation from Waterworth.



W A T E R W O R T H TM

Continuous Utility Revenue Management

Monroe, NC
Lachlan Hunter
lachlanh@waterworth.net
2067047112
03/27/23



OUR MISSION

Empowering sustainable local government services and winning back the public trust.



YOUR GOALS

Based on our conversations with the City of Monroe staff, we understand your key goal is:

Adjust revenue structure to encourage conservation, generate more revenues for capital reinvestment and protect affordability.

Related priorities:

- **Proactively renew and replace aging infrastructure**
- **Develop comprehensive plans to identify and strategically execute on critical infrastructure needs**
- **Ensure services remain affordable for the community**
- **Stay adaptable for future impending regulations**
- **Expand infrastructure to cope with significant growth**
- **Explore funding scenarios that minimize impact on residents**
- **Visually communicate needs between staff, elected officials and the public**

Waterworth can help the City of Monroe achieve these goals and priorities through **Continuous Utility Revenue Management.**

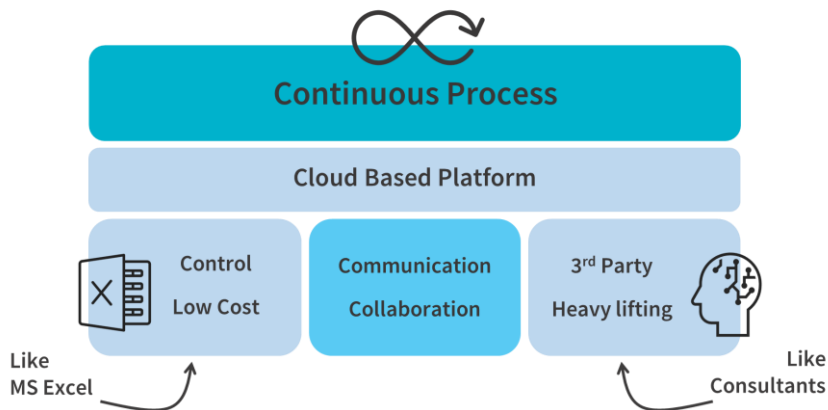
Continuous Utility Revenue Management

What is it?

There are two methods of rates management commonly used today. When people want total control and low cost, they build in-house models with Microsoft Excel. We all love Excel - you can build what you want, it's flexible and practically free. It also has headaches. With Waterworth you have the control but without the headaches that come with maintaining an Excel spreadsheet. It's easy to use and very cost effective.

Other communities use rate consultants. They do an excellent job. They're experts and bring credibility to a council presentation. Similarly, the Waterworth team can step in as needed to do the heavy lifting and facilitate communications and action among staff and your elected officials.

Waterworth also addresses a critical gap by enabling easy Communication & Collaboration between individual departments, city administration and elected officials. With Waterworth, options can be carefully and efficiently reviewed, updated, reported on, compared with other scenarios. You can communicate difficult financial stories with ease so Council and the public can really buy in to the right decisions.



The thing our customers love the most is how we enable Continuous Rate Management. Rate studies are static in time. But variables keep changing - inflation is high, projects are getting repriced and reshuffled, interest rates fluctuate, sometimes you might get a grant, but you don't want to plan on it.

With Waterworth, you can stay in total control of all the moving parts while keeping everyone on the same page. This makes managing rates effortless and builds a synergistic relationship between city and elected officials.



KEY FEATURES

LONG-TERM FINANCIAL MODEL

Build a purpose-built full-cost recovery model to understand long-term revenue requirements. Integrate CIP, Master Plans, and future capital reinvestment budgeting along with debt service scenarios, cash reserve policies, and tie it all back to a rate schedule.



ASSET REPLACEMENT SCHEDULE

Leverage your GIS data to produce a long-term asset replacement schedule to understand the cost of sustainable ownership, and benchmark how much to invest annually in capital renewal to avoid emergencies and preserve intergenerational equity.

COST OF SERVICE ANALYSIS

Review historical demand patterns and work towards a true cost-of-service model for each customer category including wholesale customers. Explore cost reallocation scenarios to see how you can make rates more equitable.

RATE DESIGN

Onboard billing data, analyze your current rate structure, easily model new rate structure options and immediately visualize the billing impacts of various options – what the changes will mean for revenues and affordability for residents.

SCENARIO EXPLORATION

Perhaps one of the most powerful features is the ability to quickly create and manage scenarios, compare them visually using 3 comparative modes (difference, side-by-side, overlay) and combine scenarios from different service areas into one complete organization-wide model.



SAVE TIME AND AGGRAVATION

Take pride in telling a better financial story. This makes communicating tough, complex issues easier leading to more efficient conversations. In the end, smarter decisions are made more quickly and with very little effort. Everyone saves time and aggravation.

BENEFITS



LEVERAGE YOUR DATA TO DRIVE BETTER DECISIONS

Up-to-date data reflects the real-world circumstances of your community so you can have confidence that analysis and recommendations plot the best path forward in real-time. Waterworth is compatible with many other systems, so onboarding is relatively easy.



ENSURE LONG-TERM FINANCIAL SUSTAINABILITY

Plan for intergenerational equity by first determining long-term cost of sustainable ownership of infrastructure. Then become financially resilient and mitigate uncertainty about future events through better planning by developing and exploring scenarios.

LEVERAGE PROFESSIONAL SUPPORT THAT'S TAILORED TO YOU

Short-staffed? Think of us as a specialized part of your team. We're here to make sure you are asking the right questions and making progress towards community goals. Support is here, whenever and however you need it: we'll assist with data needs, analysis, scenario exploration, presentation, and succession.

We've got your back!



UNLIMITED SUPPORT & ADVISING

Included with all services. We're here for you by chat, email, phone or zoom as much or as little as needed to ensure you meet your goals.

- Unlimited 1:1 coaching with all included tools
- Expert advice with Financial Modeling, Cost of Service Analysis, Infrastructure Analysis and Rate Design
- Onboarding and refining of external financial model or Pro Forma into Waterworth's financial model
- Assistance with project management and organization to help meet deadlines and stay on track of priorities
- Training for effective communication with elected officials and between departments
- Assistance with analysis of complex datasets, and impact analysis of any scenarios or proposed changes
- Assistance with presenting models internally or to Boards/Councils
- Assistance with onboarding instructions for Assets, Population, Flows or Billing Data
- Training of new staff on Waterworth
- Facilitating succession transitions

METHODOLOGY

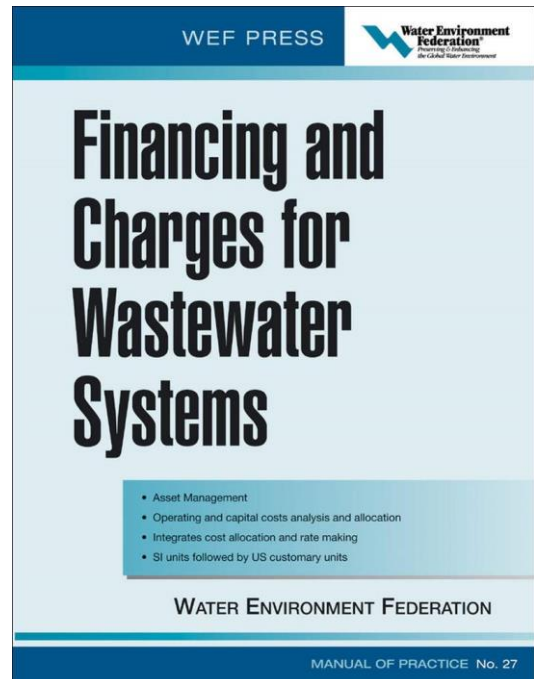
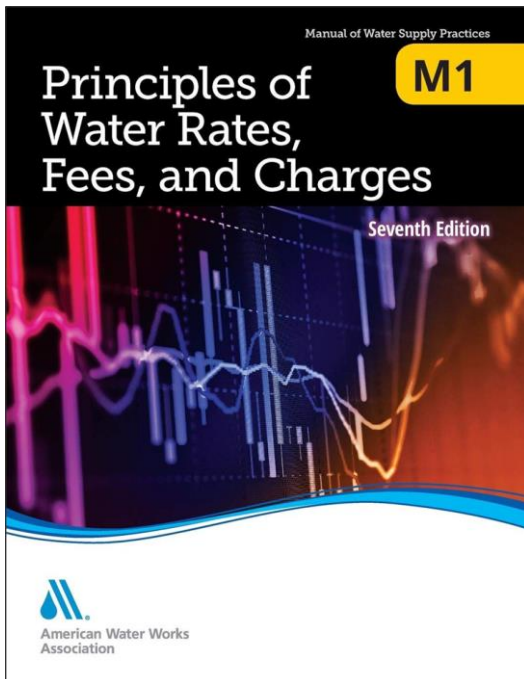
Waterworth is based on the fundamentals of rate design as outlined in AWWA M1 and WEF 27.

These manuals set the industry accepted standard practices in financial planning and rate making to establish cost-based rates, fees, and charges to recover the full costs associated with utilities.



**American Water Works
Association**

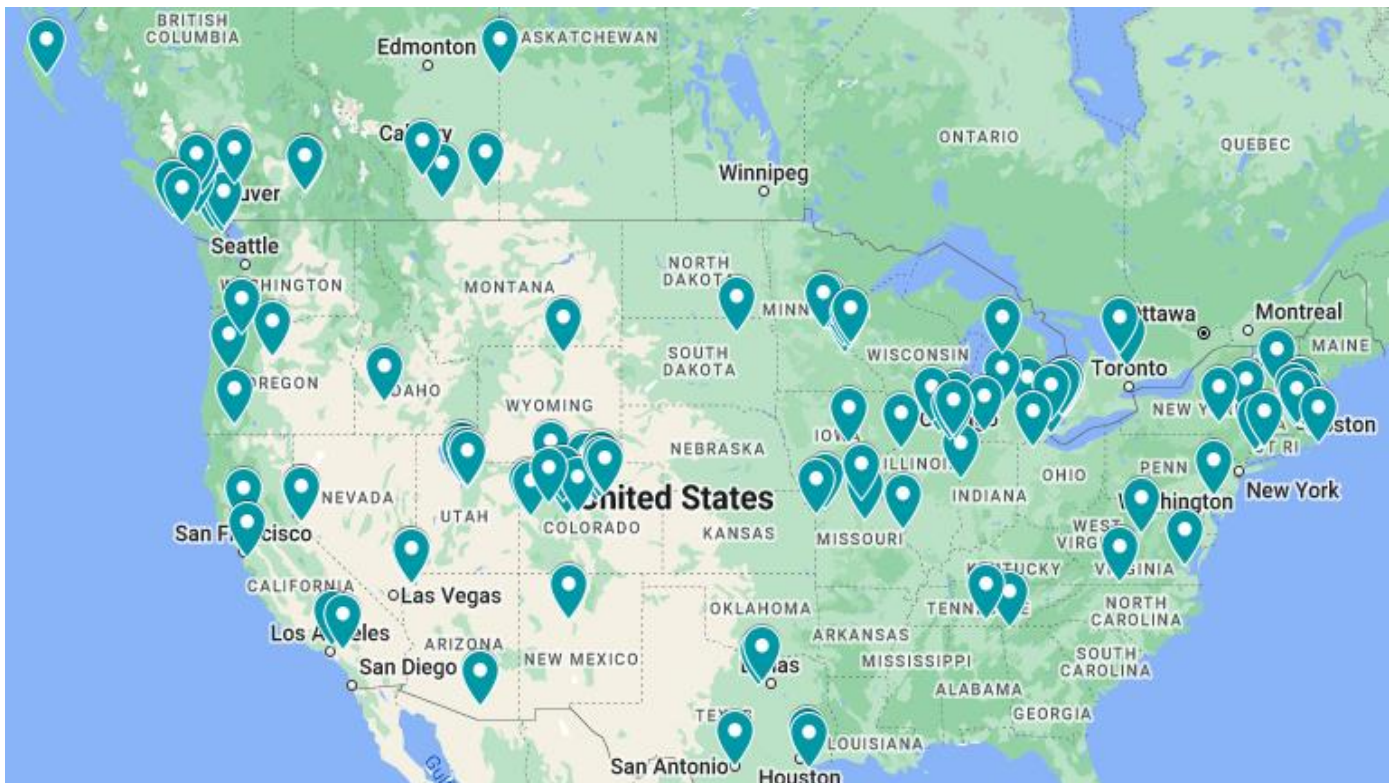
Dedicated to the World's Most Important Resource®





WHO ELSE DOES THIS?

Waterworth is trusted by over 130 cities and towns across North America.



CLIENT TESTIMONIALS

“We informed our Board that inflation has severely impacted the costs of our capital projects and it became clear that without a \$7,000,000 bond, we would be in trouble.

It is amazing how much easier this process is now that we have Waterworth. Whenever we have discussions with our Board we use Waterworth to review and explore options. Because we do this frequently, the board is familiar with the model and so they trust in Waterworth. The discussion regarding the need to obtain the \$7,000,000 bond lasted less than 10 minutes.”

Wes Smith, CFO

Virgin Valley Water District, Nevada



“What’s great about Waterworth is that I don’t have to wait for a consultant... compile all kinds of information. As long as my model is maintained, I can go in and get a snapshot of what I’m looking at... it’s the convenience of being able to get the information I need quickly and whenever I want.”



Yvonne Acuña, Assistant Finance Director
City of Leon Valley Texas

John Mastandona, Director of Finance
Village of Western Springs, Illinois



"That's how we have found Waterworth to be valuable: showing our elected officials the scenarios of if we don't do anything, if we do something, and having those changes side by side."

ANNUAL SUBSCRIPTION

Item	Description	Unit Price	Cumulative Price
1 st Service Area	Software Access to Water and Sewer Service Area Unlimited Support and Advising for Water and Sewer	\$14,900	\$14,900
2 nd Service Area	Software Access to Natural Gas Service Area Unlimited Support and Advising for Natural Gas	\$6,600	\$21,500
3rd/Unlimited Service Areas	Unlimited Access to all Service Areas Unlimited support and advising for all Service Areas	\$5,500	\$27,000
Total USD			\$27,000

Included:

- Implementation
- Unlimited User Licenses
- Unlimited Support and Advising
- Training
- Workshop Facilitation
- Presentation
- Assistance with: Data Onboarding, Data Analysis, Scenario Exploration

More Service Areas = Greater Value

Subscribing to 3 service areas entitles access to all Waterworth and Muniworth service areas at no extra charge. By adding more service areas, the effective cost for each service area decreases.



Subscription effective date begins on the day of the Getting Started Meeting when user sign-in accounts are created. Renewal invoices will be sent 60 days before the anniversary of the effective date.



SOLE SOURCE

Waterworth is a unique and specialized solution with no comparable alternative. No customer has ever had to procure Waterworth through an RFP process.

Sole Source Qualifying Factors

1. Unique & Proprietary Technology
2. Highly Specialized Purpose-Built
3. Compatibility with Existing Systems
4. Quick Implementation & Training
5. Professional Advice & Coaching

Based on the Sole Source Requirements outlined by the National Association of State Procurement Officials (NASPO), the Single/Sole Source Procurement our clients have referenced when subscribing to Waterworth.

Sole Source Documentation available upon request:



- Template memo to council/board that you can edit
- Detailed documentation describing what is unique and specialized about Waterworth in support of sole sourcing



STAFF REPORT

TO: General Services Committee

VIA: Mark Watson, City Manager

DATE: April 6, 2023

FROM: Matthew Black, Downtown Director

PREPARED BY: Matthew Black, Downtown Director

SUBJECT: Revisions to the Residential Incentive Grant

SUMMARY STATEMENT

The downtown office is proposing changes to the existing Residential Incentive Grant program.

REVIEW

The Residential Incentive Grant program (RIG) is designed to provide financial assistance to property owners and developers who wish to create upper floor residential units in the Central Business District. The existing grant provides costs associated with the rehabilitation of an income producing structure by providing up to \$20 per \$100 of the current, assessed tax value. These changes are aimed to reflect the newly, assessed tax value of the property once the project is completed. If an applicant is awarded the grant, payout will need to be requested yearly over a 7-year period.

RECOMMENDATION

Staff and the Downtown Advisory Board recommends approval of the RIG changes to the General Services Committee and City Council.

Attachment(s):
Revised Residential Incentive Grant



Downtown Monroe

Residential Incentive Grant

Application



Owner's Name: _____ Date: ____/____/____
Owner's Mailing Address: _____ Phone: _____

Building Name: _____
Building Address: _____
Building's Physical Address: _____

_____ Project Start: ____/____/____
_____ Project End: ____/____/____

Project Description: _____

_____ Project Cost: \$ _____

Please attach the following:

1) Color photographs of existing conditions of proposed improvement area	4) Written specifications outlining scope of work
2) Samples of paint and wall coverings and floor coverings	5) Drawings of proposed renovations
3) Description of appliances, light fixtures, etc. to be installed	6) Contractors estimate and NC License Number

Tenant's Name: _____ Phone: _____
Business Name: _____

By providing this **Grant Application** to the City of Monroe, I hereby certify for the company that all the information provided is true and correct. I also agree to cooperate with the City of Monroe by providing such information and such access to our records as may be necessary to verify the enclosed information. I also understand that any facts found to be incorrect or false, will be grounds for termination of the incentive grant agreement.

Authorized Corporate Signature: _____ Date: ____/____/____

Please Print Name and Title: _____

City of Monroe—Downtown Monroe
113 West Morgan Street • Monroe, North Carolina 28112

RIG – Residential Investment Grant

The **Residential Investment Grant (RIG)**, assists with the development of residential uses in the upper levels of the buildings that reside within the Central Business District (CBD). It will encourage the inhabitation of this unused space within the downtown area and serve as a catalyst to preserve the structures that give Downtown Monroe its uniqueness.

This grant can significantly reduce the costs associated with the rehabilitation of an income producing structure by providing **up to \$20 per \$100 (up to 20%) of the newly, assessed tax value once the project is completed.** Basing the grant on an assessment per \$100 of actual value assures that the incentive operates within the context of the building's local real estate market.

The rehabilitation of the structure must be substantial. The total rehabilitation expense must exceed a value two (2) times the amount of the grant and be completed within a 12-month period from the award date of the grant. Qualified rehabilitation expenses include costs incurred in work upon or within a structure. Expenses that **do not** qualify include the cost of acquisition or personal property. Grant monies can be paid at the completion of the project or distributed in quarters, based upon the percentage of project completion and verification of expenditures via receipts. If the project is not 100% completed, a lien can be placed on the property for the portion of outstanding monies.

Any property owner of a building within the Central Business District of the City of Monroe may apply for a RIG subject to the following:

1. The grant portion of the project must be for the interior renovation of an existing building **only**.
2. The proposed project must meet all applicable zoning requirements.
3. All required permits (i.e. zoning, building, etc) must have been obtained.
4. The proposed project follows the guidelines for renovation of historic structures or structures within historic districts as outlined herein.

This grant can significantly reduce the costs associated with the rehabilitation of an income producing structure by providing up to 20% of the assessed tax value.

Examples of Eligible Projects, include:

- Rental or Apartment Housing;
- Condominium Development for Sale;
- Hotel Development.

Guidelines:

1. *The Secretary of the Interior's Standards for Rehabilitation and the Supplementary Requirements for Development in the Central Business District* [City of Monroe Code of Ordinances Title XV, Chapter 156.054] will be used as guidelines for awarding project reimbursements.
2. Rehabilitation of a structure in the Central Business District should be considered a contemporary solution, which respects the architectural and historical integrity of the entire building while retaining those elements that enhance the building.
3. All rehabilitation design proposals must meet with the code requirements of the City of Monroe.
4. All projects should be completed within one (1) year of the date that the grant is awarded. Any extension beyond one (1) year must be requested by the owner and approved by Downtown Monroe and Monroe City Council, or the funds may be rescinded.
5. RIG's may **only** be used to finance interior improvements.
6. Upon completion, the improvements will be inspected and approved by City of Monroe staff for determination of compliance as submitted in the application.

Procedure to receive a RIG

RIG applications may be submitted to the Downtown Monroe office at any time.

1. The property owner submits a completed application, photographs, drawings, plans & specifications and contractors cost proposals to the Downtown Monroe, City of Monroe office. The package must be complete in order to qualify for funding.
2. Once Downtown Monroe, City of Monroe reviews the project, the applicant will be notified of the status of the application. Monroe City Council must approve all RIG's

following a public hearing. Construction may **not** begin until the project has been approved.

3. This is a grant program. Grant monies is paid over a 7 year period upon completion of the project as certified by Downtown Monroe, City of Monroe that the work completed substantially conforms to the pre-approved plans and the project is eligible for the grant payments or Grant monies can be distributed in quarters, based upon the percentage of project completion and verification of expenditures via receipts. If the project is not 100% completed, a lien can be placed on the property for the portion of outstanding monies. It takes approximately two (2) weeks after approval of the project to receive the grant monies.

Questions about the RIG Program:

What is RIG?

RIG, the Residential Investment Grant, is an incentive to taxpaying entities who contribute to the residential rehabilitation of buildings in the Central Business District of downtown Monroe. RIG provides up to \$20 per \$100 (up to 20%) of the newly, assessed value, which assures that the incentive operates within the context of the building's local real estate market.

Who may apply for the grant?

Taxpaying entities that own an eligible structure(s) located within the Central Business District of Downtown Monroe.

What buildings are eligible?

All existing buildings within the Central Business District of Downtown Monroe that have the ability to convert into multiple residential units are eligible.

What rehabilitation expenditures qualify?

Interior improvements that meet the Secretary of the Interior's "Standards for Rehabilitation" and the City of Monroe's Design Standards.

Includes: rehabilitation costs, construction interest and taxes, architectural and engineering fees, legal and professional fees, developer's fees and general administrative costs.

Does not include: acquisition costs, enlargement costs, acquisition interest and taxes, Realtor's fees, paving and landscaping costs, sales and marketing costs, or new building construction costs.

When can a taxpayer claim the grant?

Only after the completion of the project are grant payments made and the audit of the expenditures performed.

What other restrictions apply?

Downtown Monore, City of Monroe and the Monroe City Council must approve the project. Approval of applications must occur prior to the commencement of any work. Grant applications shall be reviewed by City staff, Finance Committee and City Council for approval.

Example:

2000 assessed total value \$114,222

Grant value is \$10.00 per \$100 (10%) of the property's assessed total value

RIG Value = \$11,422

Minimum Private Investment: $(\$11,422 \times 2) + 1 = \underline{\$22,845}$

Total Investment: \$34,267



STAFF REPORT

TO: General Services Committee

VIA: Mark Watson, City Manager

DATE: May 4, 2023

FROM: Matthew Black, Downtown Director

PREPARED BY: Matthew Black, Downtown Director

SUBJECT: NC Main Street Annual Agreement

SUMMARY STATEMENT

All designated Main Street and Small Town Main Street Communities are required to sign an Annual Agreement from Elizabeth Parham, Director, NC Main Street & Rural Planning Center, NC Department of Commerce, Rural Economic Development Division prior to the FY 2023-24.

REVIEW

All designated Main Street and Small Town Main Streets are required to sign a Memorandum of Understanding with NCMS. The memorandum, is a requirement of the NCMS, outlining the requirements and benefits of being designated as a Main Street Community.

Requirements are basic best practices for operating a Main Street program and broadly follows the National Main Street Accreditation standards. The benefits section outlines partnership, training, technical assistance, network, funding, resource, economic impact and recognition benefits offered to Main Street communities; and the Menu of Services document outlines Training and Education, Strategic Planning, Downtown Management, and Grants and Funding Services that our team provides.

There is no additional financial obligation associated with the signing of this agreement.

Monroe has been a designated community since 1998 and has signed an annual agreement with NCMS since 2015.

RECOMMENDATION

Staff requests General Services Committee recommend the NCMS Agreement be placed on the May 9, 2023 Consent Agenda for City Council approval for signature/execution by Downtown Director and the City Manager.

There is no additional financial obligation associated with the signing of this agreement.

Attachment(s):
Agreement



NC MAIN STREET
Designated Community

Name of City/Town: _____

Date: _____

2023-24 Annual Agreement **North Carolina Main Street® Designation**

Designated Main Street communities (Main Street Director and the City/Town Manager) must sign this document and return to the NC Main Street & Rural Planning Center no later than June 30, 2024, to remain active in the program.

A signed document confirms that the local Main Street program has a thorough understanding of the benefits and requirements of active participation in the NC Main Street program. The Main Street Director should share a copy of the signed document with the Main Street Board of Directors.

Program Background

Nationally:

Main Street America™ has been helping revitalize older and historic commercial districts for more than 40 years. Today it is a network of more than 1,200 neighborhoods and communities, rural and urban, who share both a commitment to place and to building stronger communities through preservation-based economic development. Main Street America is a program of the nonprofit National Main Street Center, a subsidiary of the National Trust for Historic Preservation.

Main Street America is a mark of distinction. It is a seal, recognizing that participating programs, organizations, and communities are part of a national movement with a proven track record for celebrating community character, preserving local history, and generating impressive economic returns. Since 1980, over 2,000 communities have been part of Main Street, bringing renewed energy and activity to America's downtowns and commercial districts, securing more than \$95.33 billion in new investment creating 717,723 net new jobs and rehabilitating 314,431 buildings.

Main Street America is a time-tested strategy. Main Street America communities are encouraged to make use of a time-tested approach, known as the Main Street Approach. The Main Street Approach is rooted in a commitment to broad-based community engagement, a holistic understanding of the factors that impact the quality of life in a community, and strategic focus on the core principles of downtown and neighborhood revitalization: Economic Vitality, Quality Design, Effective Promotion, and Sustainable Organization. For more information, visit www.mainstreet.org.

In North Carolina:

The NC Main Street & Rural Planning Center within the N.C. Department of Commerce is the licensed agency that is charged with administering the Main Street program throughout the state. The Center is committed to following the program guidelines and licensing agreement as outlined by the National Main Street Center and signed by the N.C.

NC Main Street & Rural Planning Center
NC Department of Commerce – Rural Economic Development Division-
4346 Mail Service Center, Raleigh NC 27699-4346 (919) 814-4658 4/4/2023

Department of Commerce. Since 1980, over 117 communities have directly benefitted from the North Carolina Main Street program, bringing economic strength to North Carolina’s downtown commercial districts, securing \$4.52 billion in new investment creating more than 32,175 net new jobs and rehabilitating 7,502 buildings.

The N.C. Department of Commerce designates communities as a “North Carolina Main Street community”. When designated, the local city or town government, and specifically the chief elected official, is notified of the designation. The city or town government determines who will administer the Main Street program at the local level and the city or town manager communicates that information to the N.C. Main Street & Rural Planning Center. **From time-to-time, that administration may change. If there is a change, this document outlines the steps that must be followed for a change in local administration to occur.**

Benefits for NC Main Street Communities

North Carolina Main Street communities’ benefit from the following:

Partnership:

- Communities selected to participate in the Main Street program become partners with the North Carolina Department of Commerce, NC Main Street & Rural Planning Center in a long-term, asset-based economic development effort that has proven to have a positive impact on investment and job creation.
- Main Street communities are limited in number and therefore receive focused and personal attention from NC Main Street staff.
- North Carolina communities are selected through a competitive process and only a few are designated; therefore, Main Street designation is an honor bestowed upon only a few special communities.
- In the first several years of a local Main Street program, the state of North Carolina invests approximately \$100,000 in on-site visits, training, and technical assistance. After the initial start-up phase, the state annually invests approximately \$5,000 in each Main Street community in the form of ongoing town-specific technical assistance, and statewide and on-site training for directors and volunteers.

Training:

- Main Street communities are eligible to attend and participate in the NC Main Street Conference, NC Main Street Basic Training, Board and Committee Training, NC Main Street Directors’ Meetings, Biannual Regional Meetings, and subject specific workshops.
- Designated North Carolina Main Street communities receive two free registrations to the North Carolina Main Street Conference held in March.

Technical Assistance:

- The North Carolina Main Street program staff guides designated communities through a strategic planning process which helps communities create a vision, develop economic development strategies that will transform downtown, and produce action plans so that limited resources are focused, and results are magnified.
- The North Carolina Main Street staff guide participating communities through board development, volunteer development and downtown director training.

- The North Carolina Main Street staff provide guidance and support to communities on ways to find and develop financial resources.
- Property and business owners in Main Street cities receive **upon request building exterior design recommendations** from design specialists at the UNC-Greensboro Department of Interior Architecture, in collaboration with the NC Main Street & Rural Planning Center staff.
- The North Carolina Main Street staff can provide upon request **retail market analysis** for Main Street & Small-Town Main Street programs.
- The North Carolina Main Street staff provides guidance and training on the best practices for leveraging tourism based economic development in association with the NC Main-to-Main Trail, an initiative of the NC Main Street & Rural Planning Center.
- North Carolina Main Street staff has extensive experience in organizational development and nonprofit management, historic preservation, building rehabilitation, investment tax credits, incentive programs, tourism development, marketing, image building, special event development, communications, and a range of other pertinent areas.
- The North Carolina Main Street staff is among the nation's leading authorities on downtown development with experience helping North Carolina towns with revitalization challenges.
- The North Carolina Main Street staff assists communities with Main Street Director recruitment process.
- The North Carolina Main Street staff conducts an annual program assessment and review of each Main Street program.
- The North Carolina Main Street staff conducts an annual budget and salary analysis of Main Street programs.
- The North Carolina Main Street staff conducts an annual statistical data collection and analysis.

Network:

- North Carolina Main Street communities may use the Main Street trademarks on materials designed to promote the work of their program in collaboration with the State of North Carolina and the National Main Street Center.
- The North Carolina Main Street network possesses some of the most experienced downtown development professionals in the country.
- Main Street communities may take advantage of and participate in a special network of Main Street cities statewide and nationally, with over 1,200 communities across the nation, and 45 city, state, and regional Coordinating Programs, that participate in the Main Street program. This allows them to learn best practices, techniques, and strategies for downtown development.

Funding:

- When available, Main Street communities are eligible to apply for downtown revitalization funding programs to assist small business development and property rehabilitation.
- When available, Nationally **Accredited** Main Street communities are eligible to apply for funding programs through the National Main Street Center.
- The NC Main Street & Rural Planning Center maintains and distributes a funding guide of federal, state, corporate and foundation sources commonly used for funding downtown projects.

Resources:

- Through the North Carolina Main Street program, communities can identify resource people, consultants, and specialists on topics of interest to the community.

Economic Impact:

- Since 1980, over 117 communities have directly benefitted from the North Carolina Main Street program, bringing economic strength to North Carolina's downtown commercial districts, securing **\$4.52 billion** in **new investment** creating more than **32,175 net new jobs** and **rehabilitating 7,502 buildings**.
- The North Carolina Main Street staff facilitate statewide economic impact studies and collects data to determine trends in Main Street and Small-Town Main Street communities.

Marketing & Recognition:

- Designated North Carolina Main Street communities are eligible to receive statewide recognition through the North Carolina Main Street Awards and Main Street Champions programs.
- In addition, designated communities are eligible for recognition by the National Main Street Center as a Nationally Accredited or Affiliate Main Street community.
- North Carolina Main Street communities receive marketing and recognition offered through the NC Main-to-Main Trail, an initiative of the NC Main Street & Rural Planning Center.
- Nationally Accredited Main Street communities are eligible to apply for national recognition through the Great American Main Street Awards® (GAMSA), a program of the National Main Street Center.
- North Carolina Main Street communities receive publicity about their programs through press releases distributed through the N.C. Department of Commerce, NC Main Street & Rural Planning Center updates and annual reports, Main Street presentations, and the NC Main Street social media sites.

*Note – in the event of a natural disaster or pandemic event, programs and services may be changed, conducted virtually, or cancelled in accordance to recommended guidelines from the Center for Disease Control and NC State Emergency Management.

Requirements of Designated N.C Main Street Communities

Main Street communities must be 50,000 and under in population at the time of designation. These requirements incorporate the Main Street America™ National Standards.

1. **Participate in all services** provided to the local community by the NC Main Street & Rural Planning Center.
2. **Staffing Requirements:** Employ a full-time - 40 hours/week paid professional Main Street Director, who is dedicated to downtown and will coordinate and facilitate the work of the program. Communities with a population of 5,001-9,999 MAY employ two or more persons that equal one or more full-time equivalent position(s). One of the positions must be designated as the director. Communities with a population of 5,000 or less MAY employ a part-time - 20+ hours/week position paid professional Main Street Director.
 - The Main Street Director should be paid a salary consistent with those of other community development professionals within the city, state, or region in which the program operates.

- The Director should be adequately trained — and should continue learning about revitalization techniques and about issues affecting traditional commercial districts.
 - The Director should have a written job description that correlates with the roles and responsibilities of a Main Street Director.
 - There should be a formal system in place for evaluating the performance of the Director on an annual basis.
 - Adequate staff management policies and procedures should be in place.
3. Obtain a 501(c) 3, 4, or 6 nonprofit designation OR be designated as a department of the local municipal government.
4. Establish **broad-based community commitment** to revitalization for the commercial district with strong support from both the public and private sectors. This includes:
- Partnerships and Collaborations with local governments as well as with both nonprofit organizations and private sector entities that demonstrate shared responsibilities for the district’s revitalization and its program. Examples:
 - Participation in strategy development and planning.
 - Collaboration in the implementation of programming or work plans.
 - Monetary and non-monetary resources for the Main Street program.
 - Engagement of elected officials and/or staff in the Main Street program Board and committees.
 - Promoting the district revitalization and their partnership with Main Street.
 - Community Outreach to connect and engage with ALL sectors of the community such as businesses, property owners, workforce, other organizations, and residents. Examples include:
 - The program’s external marketing, online, printed, social media, etc. clearly promoting the role and impact of the Main Street program.
 - Main Street’s leadership and staff are actively engaged in public relations activities that educate, build awareness, and promote the Main Street program.
 - Main Street highlights positive stories about the district through a variety of media tools.
 - Main Street has maintained communication and implemented public relations that inform and educate the public sector or local government about the district and the Main Street program.
 - Main Street has promoted the district’s positive image, brand identity, and assets. Examples of this include:
 - A distinctive brand has been created and implemented for the district.
 - A distinctive brand has been created and implemented for the organization.
 - Social media platforms are used to promote the value of the district and the Main Street program.
 - An annual report is produced noting success across the Four Points.
5. **Inclusive Leadership and Organizational Capacity.** Main Street’s greatest resource are PEOPLE and a belief that everyone in the community has a place in Main Street. Main Street places a strong priority on human capital and developing a clear operational structure and practices that increase the organization’s capacity to engage ALL sectors of the community and leverage their participation in their revitalization efforts. This includes:
- Having an inclusive organizational structure and diverse volunteer engagement demonstrating commitment to diverse, inclusive, and equitable district and community engagement. Examples of this include:
 - The organization’s stated mission and core values show a commitment to engaging ALL sectors of the community it serves.

- Internal and external messaging promotes that Main Street has a place for everyone in the community and that diverse engagement is welcomed and valued. Communication tools address language barriers as appropriate.
 - Work plans and programming activities address accessibility and inclusive design for all community members.
 - The organization's policies address equitable access for all district and community stakeholders in the organization's leadership structure (Board and committees) as well as in specific projects and activities.
- The Main Street organization has **implemented an inclusive volunteer program that demonstrates the capacity to implement approved annual work plans and programming for the district.** Examples:
 - Clearly outlined volunteer needs for approved work plans or programming activities are in place and promoted broadly.
 - A proactive effort to recruit diverse volunteers representing the entire community in a culturally competent way.
 - Active volunteer coordination throughout the year that ensures attention to thoughtful placement, rotation, and retention of new and existing volunteers.
 - Volunteers at all levels have access to and receive appropriate orientation, trainings, and leadership development throughout the year.
- **The Main Street Board of Directors is formed with a diverse and balanced representation** of district and community stakeholders. The following are recommended: district business and property owners, district and community residents, community businesses/corporations and institutions such as schools, universities, foundations, nonprofit organizations, and government.
- **The Main Street organization has developed a leadership base (board, staff, committee members, and volunteers) that reflects the district and community,** considering a broad range of dimensions of diversity, including race, ethnicity, gender, education, physical and mental ability, veteran status, and income level. The program should take proactive measures to ensure under-represented groups are included as part of Main Street's leadership base.
- **Active board leadership and supporting volunteer base.** Board members have demonstrated active engagement in the Main Street program throughout the year. Ideally, 100 percent but no less than 75 percent of Board members have attended board meetings 75 percent of the time throughout the year, New Board members have participated in board orientation and existing Board members participated in at least one training offered by the Coordinating program. Board members have played an active role in on the board by leading a committee, a task force or key initiative. Board members have advocated for the program and the district within the community, in coordination with Main Street staff and the rest of the board.
- **Professional staff management.** The Main Street organization has maintained the level of professional staff necessary to achieve its mission, goals, and annual work. This includes meeting the minimum staffing requirements as noted above in #2.
- **Effective Operational Structure.** The Main Street organization has developed appropriate operational and organizational practices to manager effectively and must include:
 - Clearly defined mission statement that confirms the purpose of the organization.

- Established by-laws, which are reviewed annually and revised appropriately to carry out the program's mission for the district.
- Operating policies and procedures that outline internal and external communication practices, conflicts of interest, personnel management, leadership selections, elections and terms, Board roles and responsibilities, etc.
- Appropriate insurance for the organization, Board/staff, and its programming.
- Legal and fiscal requirements are met and maintained as required with its tax status or operation structure.

6. **Diversified Funding and Sustainable Program Operations.** A successful revitalization program must have the financial resources necessary to carry out its work and sustain its operations. Program sustainability relies on diversity of revenue streams as dependency on one primary or only source could jeopardize the program's operations. This includes having a **Balanced Funding Structure** with a diverse mix of public and private sector sources, **Strategic Revenue Development and Fundraising** and **Financial Management and Best Practices**.

7. **Strategy-Driven Programming.** Change is an important guiding principle for Main Street. Main Street programs should define and manage change from one year to the next through a strategy-driven work plan and an aligned implementation process. Planning is guided by **Inclusive Community and Market-Informed Inputs**. Main Street organizations must:

- Have an appropriate written mission statement which is reviewed annually and updated as appropriate.
- Have an appropriate vision statement for downtown that is reviewed annually and updated as appropriate. The vision statement should define the economic potential of downtown.
- Establish an annual work plan/planning process for downtown. A comprehensive annual work plan provides a detailed blueprint for the Main Street program's activities; reinforces the program's accountability both within the organization and in the broader community; and provides measurable objectives by which the program can track its progress.
- Have a work plan with a balance of activities in each of the four broad program areas that comprise the Main Street approach: Economic Vitality, Quality Design, Effective Promotion, and Sustainable Organization.
- The work plan should contain measurable objectives, including timelines, budgets, desired outcomes, and specific responsibilities.
- The work plan should be reviewed and updated annually.
- Involve, ideally, the full board in developing the annual work plan. At a minimum, the full board should adopt/approve the annual work plan which includes Transformation/Economic Development Strategies.
- Distribute work activities and tasks to a broad range of volunteers and program participants.
- Have significant progress in each of the four points based on the work plan submitted for the previous year.
- Maintain an updated building and business inventory list.
- Maintain an asset map recognizing distinctive place-based assets within the district that highlight unique and competitive advantages and market opportunities.
- Have strategies that reflect opportunities driven by local and national trends.
- Have annual fund-development goals and allocations that are guided by the Transformation or Economic Development Strategies.

8. **Preservation-Based Economic Development.** A Main Street organization must adopt and exhibit a Historic Preservation Ethic and Design Management Program. A Main Street organization will focus on; Preservation

Ethics and Education on Historic and Cultural Assets, Standards and Best Practices for Place-based, People – focused Design and Promotion of Historic, Heritage and Cultural Assets. Historic preservation is central to the Main Street program's purpose and is what makes historic and traditional commercial districts authentic places. Additionally:

- Advocates for preservation, re-use over demolition.
- When faced with a potential demolition or substantial structural alteration of a significant, historic, or traditional building in the Main Street district, the **program actively works to prevent the demolition or alteration, including working with appropriate partners at the state, local, or national level to attempt to stay or alter the proposed activity**; developing alternative strategies for the building's use; and/or educating local leaders about the importance of retaining existing buildings and maintaining their architectural integrity.
- The program has, or is working toward putting in place, an active and effective design management program (which may include financial incentives, design assistance, regulatory relief, design review, education, and other forms of management).
- The program encourages appropriate building renovation, restoration, and rehabilitation projects.
- The program works to find creative adaptive use, financing, and physical rehabilitation solutions for preserving old buildings.
- The program recognizes the importance of planning and land-use policies that support the revitalization of existing commercial centers and works toward putting planning and land-use policies in place that make it as easy (if not easier) to develop property within the commercial district as it is outside the commercial district. Similarly, it ensures that financing, technical assistance, and other incentives are available to facilitate the process of attracting investment to the historic commercial district.
- The program builds public awareness for the commercial district's historic buildings and for good design.

9. Demonstrate Impact and Results. As a part of a national network, Main Street America™, with a proven record for generating strong economic returns and strengthening the district's position within a highly competitive marketplace the local Main Street organization **Demonstrate the Value of Main Street, Measure and Package Quantitative and Qualitative Outcomes and Promote Progress and Demonstrate Impact and Results.**

10. Training & Education:

- New Main Street Director attendance at Main Street Orientation, held virtually each month, within three months of start date (if not previously attended). Main Street Director attendance at Main Street Basic Training each time there is a change in management (if not previously attended).
- Main Street Director's attendance at Main Street Directors' Meeting held once a year in August. (In the case of a vacancy or illness/emergency, a substitution for the director may be made for this meeting).
- Main Street Director (or Volunteer if Director cannot) attendance at a minimum of one of two bi-annual regional meetings each year. (Held in May and October/November.) *It is recommended that the Director attends both meetings, not just one.
- Main Street Director and a minimum of one volunteer attendance at the annual NC Main Street Conference - (NCMS provides each designated MS community with two complimentary registrations).
- Maintain and update as appropriate your community's Main to Main Trail information on your website which is linked to the ncmainstreetandplanning.com website.

11. Reporting: Submit annual statistical data in July and Budget & Salary information and Program Assessment Survey in January, as requested, to the NCMS&RP Center.

12. **Maintain an annual membership** with the National Main Street Center at a \$375 [Main Street America Community Member](#) level.
13. **Reimbursement of NC Main Street & Rural Planning Center's travel expenses**, when traveling to the local community, at the IRS state rate plus meals at the state per diem rate and lodging in accordance with the NC Main Street & Rural Planning Center Travel Policy.
14. **Logo Placement.** Place the *Designated NC Main Street Community* logo on the Main Street program website and use the logo when appropriate on social media, email, and marketing materials.
15. **Signature:** Main Street Program must also sign and follow the attached National Main Street sublicense agreement and must comply with all Accredited or Affiliate community requirements. Logos and Website language will be sent following receipt of signed agreements.

Documents Needed for a Change in Administration of the Local Main Street Program, including if the organization changes from a nonprofit, government, or quasi-public-private structure to a different structure:

- The City/Town Council has the authority to designate another agency/entity to administer the Main Street program.
 - North Carolina Main Street Center requires:
 - A resolution from the City/Town Council that authorizes this change.
 - Minutes of the City/Town Council Meeting clearly demonstrating the majority vote.
 - Documentation demonstrating how the entity that will be administering the Main Street Program will address the items listed under the requirements section of this document.

***These documents must be emailed to the Director of the NC Main Street & Rural Planning Center within two months of a change in administration.**

Benefits of Membership with The National Main Street Center

Designated Main Street Member

(Required for all active, designated N.C. Main Street and Small-Town Main Street communities)

As a designated Main Street Member, your program, is a recognized leader among the largest network of commercial district organizations in the world. Tap into the expertise of our large network of Main Street Programs, BIDs, CDC's, planners, local government agencies, consultants, and others to learn, research and share useful experience with each other. This guide explains the benefits of membership and how to access these tools.

We want you to get as much out of your membership as possible! Please contact us if you require any assistance with your benefits.

Your benefits include:

- Exclusive eligibility to be recognized as an Affiliate or Accredited Main Street America program.
- Exclusive eligibility to enter into a Licensing Agreement with the NMSC, or your Coordinating Program, to use Main Street America™ name and logo.
- Eligibility to apply for the Great American Main Street Awards and other special awards and grant programs.
- Up to six free sub-memberships to share access to resources with your team
- Access to The Point, our exclusive online member networking platform.
- Access to *Main Street News*, a weekly newsletter on new trends, stories from the field, and need-to-know information for those in the commercial district revitalization field.
- Members-only rates at the annual Main Street Now Conference, and the Main Street America Institute.
- *State of Main*, our annual printed publication.
- Access to our digital library of must-read revitalization publications and resource guides, including exclusive training materials on the Main Street Approach and full archives of the Main Street Now journal.
- Free online training opportunities.
- Full access to the Main Street Resource Center with sample documents, articles, reports, and more from your peers and experts in the field—all at your fingertips.
- Ability to post job openings for your local program through the National Trust for Historic Preservation's online Career Center.
- Access to tailored insurance products from the National Trust Insurance Services, LLC.
- Family level membership with the National Trust for Historic Preservation including a subscription to *Preservation* magazine.
- And more!

Annual Dues: \$375

Information from:

<https://www.mainstreet.org/join>

Signature Page

1. Designated Main Street City/Town: _____

2. Name of Local Main Street Administrating Organization: _____

3. Check Which One Applies:

- ☐ Public (City/Town) Administered
- ☐ Private (Non-Profit) Administered
- ☐ Quasi-Public-Private (Town/Non-Profit) Administered

4. Name of Main Street Director: Matt Black

Title: Downtown Director

Signature: _____

Date: _____

5. Name of City/Town Manager: _____

Title: _____

Signature of City/Town Manager: _____

Date: _____



STAFF REPORT

TO: General Services Committee

VIA: Mark Watson, City Manager

DATE: May 4, 2023

FROM: Lisa Strickland, Finance Director

PREPARED BY: Ashley Ivey, Assistant Finance Director

SUBJECT: Resolution to Approve Fiscal Year 2023 Equipment Installment Financing

SUMMARY STATEMENT

The purpose of this report is to provide a recommendation for the award of a \$825,000 installment financing contract for the qualifying capital equipment purchased during Fiscal Year 2023.

REVIEW

On March 27, 2023, the City of Monroe sent requests for proposals for the 2023 Equipment Installment Financing. The request for proposals was sent directly to sixty-nine financial institutions. On April 17, 2023, the City received responses from seven institutions and the tabulation of those proposals is attached.

RECOMMENDATION

Based on the proposals received, staff recommends that the General Services Committee approve the Fiscal Year 2023 Equipment Installment Financing to Truist Bank and forward to City Council for approval and adoption of the attached Resolution to incur the indebtedness and authorize the execution of the respective documents.

Attachments: RFP Tabulation
Resolution R-2023-24

**RESOLUTION APPROVING THE INCURRENCE BY
THE CITY OF MONROE OF UP TO \$825,000 INDEBTEDNESS FROM
TRUIST BANK
TO FINANCE EQUIPMENT ACQUISITIONS**

R-2023-24

WHEREAS, the City of Monroe (“City”) has previously determined to undertake a project for one fire department vehicle (the “Project”), and the Director of Finance has now presented a proposal for the financing of the Project.

BE IT THEREFORE RESOLVED, as follows:

1. The City hereby determines to finance the Project through Truist Bank (the “Lender”), in accordance with the Lender’s proposal dated April 13, 2023. The amount financed shall not exceed \$825,000, the annual interest rate (in the absence of default or change in tax status) shall not exceed 4.00%, and the financing term shall not exceed ten (10) years from closing.

2. All financing contracts and all related documents for the closing of the financing (the “Financing Documents”) shall be consistent with the foregoing terms. All officers and employees of the City are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution.

3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by City officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer’s release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document’s final form.

4. The City shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The City hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).

5. The City intends that the adoption of this resolution will be a declaration of the City’s official intent to reimburse expenditures for the project that is to be financed from the proceeds of the Lender financing described above. The City intends that funds that have been advanced, or that may be advanced, from the City’s general fund, or any other City fund related to the project, for project costs may be reimbursed from the financing proceeds.

6. All prior actions of City officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Adopted this 9th day of May, 2023.

Attest:

Marion Holloway, Mayor

Bridgette H. Robinson, City Clerk

City of Monroe, North Carolina

2023 Installment Financing Contract

Summary of Bids Received

April 17, 2023

Bank	Term	Rate	Total D/S ¹	Avg. Ann. D/S ¹	Prepayment	Bank Fees	Additional Terms
Truist	7 Years	3.9700%	\$960,102	\$137,157	In whole at any time at 100%	\$0	Loan proceeds to be deposited into an account at Truist at closing
	10 Years	4.0000%	\$1,016,123	\$101,612			Truist to use its standard loan documents for financing Annual audited financial statements within 270 days Requires no material adverse change in the City's financial condition prior to closing
Cogent Bank	7 Years	3.9900%	\$960,783	\$137,255	In whole on any payment date at 102%	\$0	Must be accepted by April 28th
	10 Years	4.0500%	\$1,018,796	\$101,880			Subject to taxable gross up provisions Loan proceeds to be deposited with Cogent Bank or an escrow agent at closing Requires an opinion from the City's Counsel Loan documents to be provided by Cogent Bank Requires insurance satisfactory to the Bank Subject to final credit approval
Signature Public Funding	7 Years	4.3030%	\$971,865	\$138,838	In whole on any payment date at 101%	\$0	
	10 Years	4.3210%	\$1,032,239	\$103,224			
First National Bank (Received Late)	7 Years	-	-	-	Year 1: 103%; Year 2: 102%; Year 3: 101%; Thereafter: 100%	\$0	
	10 Years	4.3480%	\$1,033,751	\$103,375			
South State	7 Years	4.3400%	\$976,819	\$139,546	Years 1-3: 101%; Thereafter: 100%	\$3,000	
	10 Years	4.3000%	\$1,034,873	\$103,487			
Key Government Finance	7 Years	4.7430%	\$987,499	\$141,071	In whole at any time at 100%	\$0	
	10 Years	4.8150%	\$1,057,472	\$105,747			
Lumbee Guaranty Bank	7 Years	4.7800%	\$992,289	\$141,756	Not specified	0.25% of Loan Amount	
	10 Years	4.7800%	\$1,059,639	\$105,964			

¹ Assumes a par amount of \$825,000 plus bank fees (if any).



STAFF REPORT

TO: General Services Committee
VIA: Mark Watson, City Manager
DATE: May 4, 2023
FROM: Ryan Jones, Parks and Recreation Director
PREPARED BY: Ryan Jones, Parks and Recreation Director
SUBJECT: Athletics and Special Event Sponsorship Package

SUMMARY STATEMENT

In an effort to offset costs associated with youth and adult athletic programs and community wide special events, staff has created a sponsorship package.

REVIEW

The Parks and Recreation Department provide several community wide special events that include Music On Main Concert Series, Movies in the Park, Halloween Happenings, Christmas on Main, Juneteenth Family Festival, Fall Festival, the July 4th Celebration and the Car Cruise In Series. Our department also provides several opportunities for youth to participate in athletic activities including Track and Field, Softball, Baseball, Flag Football, Basketball and Soccer. In an effort to provide more efficiency related to program expenses, staff has created a sponsorship package that promotes the department's need to provide these programs with cost recovery in mind. These opportunities are tiered to fit multiple budgets and focuses on maximizing exposure to the interested sponsor through parks and recreation activities. This opportunity also promotes local business investment and inclusion related to department events and activities.

RECOMMENDATION

Provided for informational purposes only. The sponsorship package fees are not registration or rental fees and therefore are not required to be listed within the fee schedule.

Attachment: Parks and Recreation Sponsorship Package



Sponsorship Opportunities



Dear Prospective Sponsor:

The City of Monroe Parks and Recreation Department sponsorship opportunities is designed to effectively market businesses while making a positive impact on our community. Unlike other traditional forms of advertising, our sponsorships allow a business to be associated with the positive benefits of a community special event or recreational program.

Parks and Recreation facilities make a community more attractive and provide a greater quality of life. With the help from our sponsors, we are able to offer more quality programs and facilities to the residents of Monroe and the surrounding communities. Your sponsorship plays an important role in shaping the lives of families and customers. Much of the enjoyment and lasting memories of our residents depends on the programs and facilities offered.

Your company can help to ensure that we provide only quality programs or that our facilities remain in superior condition. By becoming a sponsor and showing your support of our programs and events, you are showing your support to the community. This will in turn make a positive impact on your business.

We offer different levels of sponsorships from yearly packages to single event or program levels. There is something affordable for your business big or small. Become a sponsor today and increase your community exposure while benefiting our city and its residents!

Sincerely,

Rae Moore
Athletics and Special Events Division Supervisor
City of Monroe
Parks and Recreation
704-282-4663
rlmoore@monroenc.org

Your company can help to ensure that we provide only quality programs and our facilities remain in superior condition.

Sponsorship Opportunities

(for donations of in-kind services, gifts & giveaways)

monroenc.org • 704-282-4663 • PO Box 69, Monroe, NC 28111

In-Kind Sponsorships consist of a donation of a certain product or service instead of direct financial contribution. For example, a news organization may provide print/web advertising, a restaurant may provide food for an event, etc., in exchange for being recognized as a sponsor. There are numerous possibilities. The "market value" of the contribution must meet or exceed a specific amount to be considered a sponsor for an event or program.

Bench and Tree Dedications were created by the Monroe Parks and Recreation Department, to allow groups and individuals the opportunity to donate trees or benches to honor groups or individuals. The items purchased through the program are planted and/or placed in city parks, trails and other appropriate outdoor spaces. Exact placement is at the discretion of the department. Applications for trees donated are accepted all year, however, trees are planted from late October through Mid -March.



- Bench Dedication: \$1,000.00 - \$1,600.00
 - 4-foot bench, which includes all materials, installation, and a commemorative plaque.
 - Plaques can accommodate up to four lines of text and will not exceed 5" x 10" in dimension.
 - Benches will remain in place for a minimum of 10 years from the date of installation.
- Tree Dedication: \$450.00
 - This includes a 15-gallon tree, engraved paver and maintenance of the tree (fertilizing, pruning, mulching, etc.).
 - The tree will continue to be maintained and the plaque in place for a minimum of five years from the date of installation.

***Suggested Trees:**

Willow Oak, Redbud, Natural Oak, Poplar, Red Maple, Crepe Myrtle, and Yoshina Cherry

*Species selection will depend on location chosen. The department will be happy to discuss your selection and offer guidance as to the needs of each planting site. The department reserves the right to make all final decisions regarding species selection.

Your company can help to ensure that we provide only quality programs and our facilities remain in superior condition.

Youth Flag Football Program:

- ☐ League Sponsorship: \$2,500.00
 - Sponsor name screen printed on the back of team jerseys (above player number); average of 10 teams per season (approximately 100 registered participants)
 - Sponsor will receive a choice of (10) jerseys or shirts with name
 - 4' x 10' Sponsor banner placed at each Monroe Parks and Recreation gymnasium used for practices and games during the youth basketball season
 - Sponsor name on practices and game schedules
- ☐ Uniform Sponsorship: \$1,000.00
 - Sponsor name screen printed on the back of team jersey (above player number)
 - Sponsor will receive a choice of (5) jerseys or shirts with name
 - 4' x 8' Sponsor banner placed at each Monroe Parks and Recreation gymnasium used for practices and games during the youth basketball season
- ☐ Equipment Sponsorship: \$750.00
 - 4' x 6' Sponsor banner placed at each Monroe Parks and Recreation gymnasium used for practices and games during the youth basketball season
- ☐ Awards Sponsorship: \$250.00
 - League participation medals will provide name of Organization or Business



Your company can help to ensure that we provide only quality programs and our facilities remain in superior condition.

Youth Baseball/Softball Programs:

- ☐ League Sponsorship: \$4,500.00
 - Sponsor name screen printed on the back of team jerseys (above player number); average of 8 teams per season (approximately 120 registered participants)
 - Sponsor will receive a choice of (10) jerseys or shirts with name
 - 4' x 10' Sponsor banner placed at each Monroe Parks and Recreation baseball/softball field located at Sunset Park and Parks Williams Athletic Complex
 - Sponsor name on practices and game schedules
- ☐ Uniform Sponsorship: \$3,000.00
 - Sponsor name screen printed on the back of all team jerseys (above player number)
 - Sponsor will receive a choice of (6) jerseys or shirts with name
 - 4' x 8' Sponsor banner placed at each Monroe Parks and Recreation baseball/softball field located at Sunset Park and Parks Williams Athletic Complex
- ☐ Equipment Sponsorship: \$1,000.00
 - 4' x 6' Sponsor banner placed at each Monroe Parks and Recreation baseball/softball field located at Sunset Park and Parks Williams Athletic Complex
 - Sponsor name on practices and game schedules
- ☐ Awards Sponsorship: \$250.00
 - League participation medals will provide name of Organization or Business

Our youth baseball and softball programs participates in a county wide league, Union County Cal-Ripken League (UCCRL). Teams from each athletic association may travel to compete against MPRD teams!



Your company can help to ensure that we provide only quality programs and our facilities remain in superior condition.

Youth Soccer Program:

- ☐ League Sponsorship: \$4,500.00
 - Sponsor name screen printed on the back of team jerseys (above player number); average of 10 teams per season (approximately 100 registered participants)
 - Sponsor will receive a choice of (10) jerseys or shirts with name
 - 4' x 10' Sponsor banner placed at Parks Williams Athletic Complex Soccer Fields
 - Sponsor name on practices and game schedules
- ☐ Uniform Sponsorship: \$3,000.00
 - Sponsor name screen printed on the back of team jersey (above player number)
 - Sponsor will receive a choice of (5) jerseys or shirts with name
 - 4' x 8' Sponsor banner placed at Parks Williams Athletic Complex Soccer Fields
- ☐ Equipment Sponsorship: \$1,000.00
 - 4' x 6' Sponsor banner placed at Parks Williams Athletic Complex Soccer Fields
 - Sponsor name on practices and game schedules
- ☐ Awards Sponsorship: \$250.00
 - League participation medals will provide name of Organization or Business



Your company can help to ensure that we provide only quality programs and our facilities remain in superior condition.

Youth Basketball Program:

- ☐ League Sponsorship: \$5,500.00
 - Sponsor name screen printed on the back of team jerseys (above player number); *average of 25 teams per season (approximately 200 registered participants)*
 - Sponsor will receive a choice of (10) jerseys or shirts with name
 - 4' x 10' Sponsor banner placed at each Monroe Parks and Recreation gymnasium used for practices and games during the youth basketball season
 - Sponsor name on practices and game schedules
- ☐ Uniform Sponsorship: \$3,000.00
 - Sponsor name screen printed on the back of all team jerseys (above player number); *average of 20 teams per season*
 - Sponsor will receive a choice of (5) jerseys or shirts with name
 - 4' x 8' Sponsor banner placed at each Monroe Parks and Recreation gymnasium used for practices and games during the youth basketball season
- ☐ Equipment Sponsorship: \$1,000.00
 - 4' x 6' Sponsor banner placed at each Monroe Parks and Recreation gymnasium used for practices and games during the youth basketball season
 - Sponsor name on practices and game schedules
- ☐ Awards Sponsorship: \$250.00
 - League participation medals will provide name of Organization or Business

Our youth basketball program participates in a county wide league. In past seasons, there have been an average of 400+ county wide games scheduled per season (approximately 100 games scheduled at MPRD facilities).

*Monroe Parks and Recreation gymnasiums consist of the following facilities:

- Dickerson Recreation Complex, J Ray Shute, Sutton Park, and Winchester Gym.



Your company can help to ensure that we provide only quality programs and our facilities remain in superior condition.

Youth Track and Field Program:

- ☐ League Sponsorship: \$3,000.00
 - Sponsor name screen printed on the back of team singlet
 - Sponsor will receive a choice of (10) shirts with name
 - 4' x 10' Sponsor banner placed at each youth track and field practice and meets for the duration of the season
 - Sponsor name on practices and game schedules
- ☐ Uniform Sponsorship: \$1,000.00
 - Sponsor name screen printed on the back of team singlet
 - Sponsor will receive a choice of (5) shirts with name
 - 4' x 8' Sponsor banner displayed at each youth track and field practice and meets for the duration of the season
- ☐ Equipment Sponsorship: \$500.00
 - 4' x 6' Sponsor banner placed at each youth track and field practice and meets for the duration of the season
 - Sponsor name on practices and game schedules
- ☐ Awards Sponsorship: \$250.00
 - League participation medals will provide name of Organization or Business



Your company can help to ensure that we provide only quality programs and our facilities remain in superior condition.



Sponsorship Opportunities

(for donations of in-kind services, gifts & giveaways)

monroenc.org • 704-282-4663 • PO Box 69, Monroe, NC 28111

The City of Monroe's Parks and Recreation Department and the Ellen Fitzgerald Senior Center are the organizers for United Senior Games (USG). USG is part of the North Carolina Senior Games (NCSG), a state-wide health and wellness program that promotes fun, fitness and fellowship through competition in active sports and creative expression throughout the state. The local senior games (USG) is open to all Union County Seniors 50+ to register. Seniors are encouraged to sign up for a variety of athletic competitions, silver arts, and to attend the opening and closing ceremonies. The USG takes place during the months of April and May each year, and has over 100 county citizens register to participate or volunteer.

- ☐ Gold: \$1,500.00 (Limit 1)
 - **Exclusive Closing Ceremony Dinner Presence**
 - Presence at the Opening Ceremony and two USG events
 - Logo on the participant give-away of choice each year
 - Logo on event banner
 - Logo on registration form, closing ceremony program and flyers
- ☐ Silver: \$1,000.00 (2 Options)
 - Presence at the Opening Ceremony and two USG events
 - Logo on registration form, closing ceremony program and flyers
- ☐ Bronze: \$250.00 (2 Options)
 - Option 1 (Limit 1):
 - o Opening Ceremony Breakfast
 - o Logo on registration form, closing ceremony program and flyers
 - Option 2 (Limit 1):
 - o Event snacks
 - o Logo on registration form, closing ceremony program and flyers
- ☐ Event Sponsor: \$100.00 (Limit 5)
 - Goodie Bags



Your company can help to ensure that we provide only quality programs and our facilities remain in superior condition.

Sponsorship Opportunities

(for donations of in-kind services, gifts & giveaways)

monroenc.org • 704-282-4663 • PO Box 69, Monroe, NC 28111

Athletic Facilities:

- Gymnasium Scoreboard Panel Sponsorship:
\$500.00 per year

- Dickerson Recreation Complex Gym
- J Ray Shute Gym
- Sutton Park Gym
- Winchester Recreation Complex Gym

- Installation and maintenance included
- \$300.00 annual renewal
- Choice of (1) gymnasium per sponsorship



We anticipate 100+ youth basketball games to be played each year and over 10,000 visitors per year!

- Athletic Field Signage Sponsorship:
\$350.00 per year

- Dickerson Recreation Complex
 - (4) Baseball/Softball Fields
- Don Griffin Park
 - (1) Baseball/Softball Field
- Creft Park
 - (1) Baseball/Softball Field
- Parks Williams Athletic Complex
 - (2) Softball Fields
- Sunset Park
 - (3) Baseball Fields

Installation and maintenance included

- \$200.00 annual renewal
- Choice of (1) athletic field per sponsorship

Note: Baseball/Softball Fields would receive a 2.5' x 6' Sponsorship Banner placed on the fence at the facility of sponsor's choice. Soccer Fields would receive a 4' x 6' Sponsorship Banner placed on the fence at the facility of sponsor's choice.



Your company can help to ensure that we provide only quality programs and our facilities remain in superior condition.

Music on Main:

The City of Monroe's Music on Main Concert Series provides an opportunity to enjoy a night of live music, food vendors, cold beverages, and dancing. Members of the community may also visit shops and restaurants while visiting Downtown Monroe.

Music on Main takes place on the fourth Friday of each month (April-September), with the exception of May due to the Memorial Holiday. The month of May's concert will take place on the third Friday. The average attendance at each concert is 1,500.



In an effort to continue to offer great entertainment and expand the marketing for this popular community event, the following sponsorship opportunities are available to organizations and businesses.

- Band Sponsorship: \$3,000.00
 - *any band scheduled to perform April-September each year
- On-site presence at (1) concert (tent presence)
 - *choice of concert will be provided on a first come, first serve basis
- Organization or Business Logo included on social media advertisements; social media posts will be boosted to reach thousands of individuals in the Monroe and surrounding area.
- Organization or Business Logo included on Facebook Event Page for choice of concert
- Several announcements of sponsorship at choice of concert

Your company can help to ensure that we provide only quality programs and our facilities remain in superior condition.

Music on Main (cont'd):

- ☐ Single Event Amusement Sponsor: \$1,500.00
 - On-site presence at the event (tent presence at Monroe Parks and Recreation Movie dates only)
 - Organization or Business Logo included on social media advertisements; social media posts will be boosted to reach thousands of individuals in the Monroe and surrounding area.
 - Organization or Business Logo included on Facebook Event Page



- ☐ Single Event Sponsor: \$250.00
 - On-site presence at the event (tent presence at Monroe Parks and Recreation Movie dates only)
 - Organization or Business Logo included on social media advertisements; social media posts will be boosted to reach thousands of individuals in the Monroe and surrounding area.
 - Organization or Business Logo included on Facebook Event Page



Your company can help to ensure that we provide only quality programs and our facilities remain in superior condition.

Car Cruise-In:

The City of Monroe's Car Cruise-In Series provides an opportunity to view classic cars, enjoy downtown restaurants, breweries, and shops. The Car Cruise-In events take place on the second Friday of each month (April-October). The average attendance at each Car Cruise-In is 1,500 attendees and a minimum 150 vehicles displayed.

- Single Event Award Sponsorship: \$500.00
 - Organization or Business Logo included on award plaque and presentation of award. Note: sponsorship must be submitted prior to the start of the Car Cruise-In event series each year.
 - On-site presence at (1) Car Cruise-In event (tent presence)
*event of choice will be provided on a first come, first serve basis
 - Organization or Business Logo included on social media advertisements; social media posts will be boosted to reach thousands of individuals in the Monroe and surrounding area.
 - Organization or Business Logo included on Facebook Event Page for event of choice

- Single Event Sponsorship: \$250.00
 - On-site presence at (1) Car Cruise-In event (tent presence)
*event of choice will be provided on a first come, first serve basis
 - Organization or Business Logo included on social media advertisements; social media posts will be boosted to reach thousands of individuals in the Monroe and surrounding area.
 - Organization or Business Logo included on Facebook Event Page for event of choice



Your company can help to ensure that we provide only quality programs and our facilities remain in superior condition.

Outdoor Movie Events:

The City of Monroe's Outdoor Movie Series is provided in partnership with Union County's Parks and Recreation Department. Movies dates are determined by the availability of each parks and recreation department's staff, and may vary throughout the entire year.

In an effort to continue to offer a great community event the following sponsorship opportunity is available to organizations and businesses to help with the cost of additional amusements and attractions to guests.

We anticipate approximately 100-500 guests!

- ☐ Single Event Amusement Sponsor: \$500.00
 - On-site presence at the event (tent presence at Monroe Parks and Recreation Movie dates only)
 - Organization or Business Logo included on social media advertisements; social media posts will be boosted to reach thousands of individuals in the Monroe and surrounding area.
 - Organization or Business Logo included on Facebook Event Page



- ☐ Single Event Sponsor: \$250.00
 - On-site presence at the event (tent presence at Monroe Parks and Recreation Movie dates only)
 - Organization or Business Logo included on social media advertisements; social media posts will be boosted to reach thousands of individuals in the Monroe and surrounding area.
 - Organization or Business Logo included on Facebook Event Page



Your company can help to ensure that we provide only quality programs and our facilities remain in superior condition.

Easter Eggstravaganza:

The City of Monroe's Easter Eggstravaganza event takes place (2) weekends before the Easter Holiday each year. This event provides an opportunity for young children to enjoy picking up Easter eggs with novelty prizes inside. A few dozen eggs will have an extra special prize ticket inside for an additional award.

We anticipate
2,000 guests at
this single
special event!

In an effort to continue to offer a great community event the following sponsorship opportunity is available to organizations and businesses.

- ☐ Prize Sponsor: \$1,000.00
On-site presence at the event (tent presence)
 - Organization or Business Logo included on social media advertisements; social media posts will be boosted to reach thousands of individuals in the Monroe and surrounding area.
 - Organization or Business Logo included on Facebook Event Page
 - Organization or Business Logo included on 2.5' x 6' event banner(s)
 - Several announcements of sponsorship at single event and (3) yard signs for advertisement day of event.
- ☐ Single Event Amusement Sponsor: \$1,500.00
On-site presence at the event (tent presence at Monroe Parks and Recreation Movie dates only)
 - Organization or Business Logo included on social media advertisements; social media posts will be boosted to reach thousands of individuals in the Monroe and surrounding area.
 - Organization or Business Logo included on Facebook Event Page



Your company can help to ensure that we provide only quality programs and our facilities remain in superior condition.

Fourth of July Celebration:

The Fourth of July marks the historic date in 1776 when the Declaration of Independence was approved by the Continental Congress. The City of Monroe celebrates each year on the Fourth of July with amusements, food trucks, live music and fireworks!



- ☐ Band Sponsorship: \$3,000.00
 - On-site presence at (1) concert (tent presence)
 - Organization or Business Logo included on social media advertisements; social media posts will be boosted to reach thousands of individuals in the Monroe and surrounding area.
 - Organization or Business Logo included on Facebook Event Page for choice of concert
 - Several announcements of sponsorship at choice of concert

- ☐ Single Event Amusement Sponsor: \$2,500.00
 - On-site presence at the event (tent presence)
 - Organization or Business Logo included on social media advertisements; social media posts will be boosted to reach thousands of individuals in the Monroe and surrounding area.
 - Organization or Business Logo included on Facebook Event Page
 - Organization or Business Logo included on 2.5' x 6' event banner(s)
 - Several announcements of sponsorship at single event and (3) yard signs for advertisement day of event.

- ☐ Single Event Sponsor: \$250.00
 - On-site presence at the event (tent presence)
 - Organization or Business Logo included on social media advertisements; social media posts will be boosted to reach thousands of individuals in the Monroe and surrounding area.
 - Organization or Business Logo included on Facebook Event Page



Your company can help to ensure that we provide only quality programs and our facilities remain in superior condition.

Halloween Happenings:

Our annual Halloween Happenings event takes place on the third Saturday of October in Downtown Monroe. We invite the entire community to come have some fun with amusements, food trucks, a costume contest, and of course, candy!

- ☐ Single Event Amusement Sponsor: \$1,500.00
 - On-site presence at the event (tent presence)
 - Organization or Business Logo included on social media advertisements; social media posts will be boosted to reach thousands of individuals in the Monroe and surrounding area.
 - Organization or Business Logo included on Facebook Event Page
 - Organization or Business Logo included on 2.5' x 6' event banner(s)
 - Several announcements of sponsorship at single event and (3) yard signs for advertisement day of event.

- ☐ Single Event Sponsor: \$250.00
 - On-site presence at the event (tent presence)
 - Organization or Business Logo included on social media advertisements; social media posts will be boosted to reach thousands of individuals in the Monroe and surrounding area.
 - Organization or Business Logo included on Facebook Event Page



Your company can help to ensure that we provide only quality programs and our facilities remain in superior condition.

Fall Festival:

The annual Fall Festival takes place on the first Saturday in November! This event allows for numerous groups to join forces to put forth an event the community will be sure to remember! Friends and families can come to enjoy amusements and food trucks, learn about local businesses and organizations, and shop locally from a variety of craft vendors.

- ☐ Single Event Amusement Sponsor: \$1,500.00
 - On-site presence at the event (tent presence)
 - Organization or Business Logo included on social media advertisements; social media posts will be boosted to reach thousands of individuals in the Monroe and surrounding area.
 - Organization or Business Logo included on Facebook Event Page
 - Organization or Business Logo included on 2.5' x 6' event banner(s)
 - Several announcements of sponsorship at single event and (3) yard signs for advertisement day of event.

- ☐ Single Event Sponsor: \$250.00
 - On-site presence at the event (tent presence)
 - Organization or Business Logo included on social media advertisements; social media posts will be boosted to reach thousands of individuals in the Monroe and surrounding area.
 - Organization or Business Logo included on Facebook Event Page

- ☐ Craft Vendor Information: \$50.00
 - On-site presence at the event (tent presence)



Your company can help to ensure that we provide only quality programs and our facilities remain in superior condition.

Christmas Tree Lighting:

- ☐ Single Event Amusement Sponsor: \$2,500.00
 - On-site presence at the event (tent presence)
 - Organization or Business Logo included on social media advertisements; social media posts will be boosted to reach thousands of individuals in the Monroe and surrounding area.
 - Organization or Business Logo included on Facebook Event Page
 - Organization or Business Logo included on 2.5' x 6' event banner(s)
 - Several announcements of sponsorship at single event and (3) yard signs for advertisement day of event.

- ☐ Single Event Sponsor: \$250.00
 - On-site presence at the event (tent presence)
 - Organization or Business Logo included on social media advertisements; social media posts will be boosted to reach thousands of individuals in the Monroe and surrounding area.
 - Organization or Business Logo included on Facebook Event Page



Your company can help to ensure that we provide only quality programs and our facilities remain in superior condition.

Advertise your business by becoming a sponsor! The Monroe Parks and Recreation Department is seeking new sponsorship opportunities for all youth sports and athletic facilities.

While promoting your business, sponsors also assist the Monroe Parks and Recreation Department in enriching the lives of the community by offering exceptional recreational opportunities, youth leagues, athletic fields, and equipment.

Please select a sponsorship opportunity, and then completely fill out the following information below.

Company Name

Contact Person

Phone

Mailing Address

City

State

Zip Code

Email Address

Mail to:

Monroe Parks and Recreation
P.O. Box 69
Monroe, NC 28110

Rae Moore
City of Monroe
Parks & Recreation
Athletic/Special Events Coordinator
Office 704-282-4663
rlmoore@monroenc.org



Your company can help to ensure that we provide only quality programs and our facilities remain in superior condition.



STAFF REPORT

TO: General Services Committee

VIA: Mark Watson, City Manager

DATE: May 4, 2023

FROM: Lisa Strickland, Director of Finance

PREPARED BY: Karen Penegar, Purchasing Manager

SUBJECT: Authorization to Dispose of a 2001 Ford Bucket Truck

SUMMARY STATEMENT

Staff requests consideration of disposal of a 2001 Ford Bucket Truck.

REVIEW

Staff is requesting consideration from General Services Committee to authorize staff to dispose of a 2001 Ford Bucket Truck as defined by G.S. 160A-270. Pursuant to G.S. 160A-270 and Title III, Chapter 34 of the City of Monroe Code of Ordinances staff is required to seek board approval when the fair market value of surplus personal property is believed to exceed \$30,000. It is staff's belief that the potential proceeds of this apparatus may be in excess of \$30,000. Therefore, staff requests adoption of a Resolution giving authority to dispose of the 2001 Ford Bucket Truck.

RECOMMENDATION

Staff recommends City Council authorization of the disposal of the 2001 Ford Bucket Truck as defined by G.S. 160A-270 by approving Resolution R-2023-26.

Attachment(s): Resolution R-2023-26

**RESOLUTION AUTHORIZING DISPOSAL BY AUCTION SALE
OF 2001 FORD BUCKET TRUCK
R-2023-26**

WHEREAS, the City of Monroe (hereinafter, “City”), has accumulated surplus personal property that has a believed fair market value in excess of \$30,000; and

WHEREAS, said personal property located at the Operations Center at 2401 Walkup Avenue in Monroe, North Carolina is no longer being utilized by the City of Monroe; and

WHEREAS, North Carolina General Statute §160A-270 permits the City to sell personal property at public auction upon approval of the City Council and after publication of a notice announcing the auction; and

WHEREAS, the electronic auction site, govdeals.com will be utilized in auctioning said piece of equipment; and

WHEREAS, the property will be transferred in its current condition, as is, and the City gives no warranty with respect to usability of the property; and

WHEREAS, title and possession of the property will be transferrable at the auction’s close May 16, 2023 at 7:00am EST when the sale is completed and payment is made; and

WHEREAS, the buyer will pay the full amount of his or her bid at the conclusion of the auction, either by card or wire transfer. Failure to make payment on or before May 21, 2023 will cancel the buyer’s bid.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby declares surplus and authorizes staff to dispose of by auction sale the 2001 Ford Bucket Truck pursuant to G.S. §160A-270.

BE IT FURTHER RESOLVED THAT the City Manager is hereby authorized to take any and all action necessary regarding the disposal of the 2001 Ford Bucket Truck

BE IT FURTHER RESOLVED THAT the City reserves the right to withdraw any listed property from the auction at any time before the auction sale of that property.

Adopted this the 9th day of May 2023

Attest:

Marion Holloway, Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: General Services Committee

VIA: Mark Watson, City Manager

DATE: May 4, 2023

FROM: Peter J. Hovanec, Communications and Tourism Director

PREPARED BY: Peter J. Hovanec, Communications and Tourism Director

SUBJECT: Resolution Approving the Sale of Historic Property

SUMMARY STATEMENT

The purpose of this report is to provide a recommendation for the sale of city property C46 “The Tinker Belle” and associated parts to the Military Aviation Museum through the provision in General Statute 160A-266 for a sale price of \$112,500.

REVIEW

The City of Monroe acquired the C46 in 2011 through the expenditure of capital funds raised through hotel occupancy collections in the amount \$150,000. The City has maintained the aircraft each year, ensuring the aircraft has remained airworthy and met all FAA standards and requirements. The City operated the aircraft under Part 91 allowing the City to transport and showcase the aircraft at air shows as a tool to show the City of Monroe’s commitment to the aerospace industry. The aircraft maintained funding for both capital improvements and operational needs through continued hotel occupancy funding with the Tourism Development Authority approving yearly budgets and capital expenditures.

The WWII aircraft is one of only five C46s in operation in the world and is the only one in its original military configuration (the remaining are used for cargo transport). The aircraft was used primarily in the China-Burma-India Theatre for supplying and transporting troops and supplies over the Himalayas. At the time, it was the largest twin engine aircraft available and played a significant part in saving countless lives.

The aircraft has represented the City of Monroe at air shows in Canada, New York, Wisconsin, Pennsylvania, West Virginia, Virginia, Michigan, North Carolina, South Carolina, Georgia, Florida, Arkansas and Ohio. The aircraft, when not at shows, is housed at the Charlotte Monroe Executive Airport

and is maintained by the local non-profit organization Warriors and Warbirds. Numerous school groups, civic organizations and industries continue to request tours and visit the aircraft as a piece of living history.

In recent years, it has become increasingly difficult to maintain the aircraft due to its unique designation and even more difficult to acquire parts specific to the aircraft. It has also become hard to maintain a steady group of certified pilots due to the uniqueness of the aircraft.

Staff spoke with representatives from the Military Aviation Museum last year regarding the potential sale of the aircraft to their organization. The organization, located in Virginia Beach, operates a non-profit museum which displays more than 60 aircraft on a 130-acre site specifically designed for the care and operation of vintage aircraft. The organization will adhere to the provisions outlined in G.S. 160A-266 with regards to preserving the cultural and historical significance of the aircraft and will ensure that it will be housed in their facility in perpetuity as an item of historic significance. Museum leadership has sent a letter of interest/intent (attached) outlining their commitment and their excitement about obtaining the aircraft.

RECOMMENDATION

Based on the difficulties associated with maintaining and operating the C46, staff recommends approval of Resolution R-2023-31 allowing the City to enter into a sale agreement with Military Aviation Museum for the sale of the aircraft and all accompanying C46 parts and accessories for \$112,500.

The Monroe Airport Commission has voted in favor of the sale of the aircraft, and the Monroe Tourism Development Authority has voted in favor of the sale of the aircraft.

Staff would further recommend that the proceeds from the sale be returned the Tourism Development Authority Capital Fund since the original purchase was made out of that account.

Attachments: Military Aviation Museum Letter of Intent
Military Aviation Museum 501c3 Certificate
GS 16A-266
City of Monroe Depreciation Scale C46
Resolution R-2023-31

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

MILITARY AVIATION MUSEUM
4455 SOUTH BLVD STE 500
VIRGINIA BEACH, VA 23452

Employer Identification Number:
26-1290004
DLN:
17053351301037
Contact Person:
TERRY L MILLER ID# 31222
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
September 8, 2006
Contribution Deductibility:
Yes
Advance Ruling Ending Date:
December 31, 2010
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 1045 (DO/CG)

MILITARY AVIATION MUSEUM

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosures: Publication 4221-PC
Statute Extension

Letter 1045 (DO/CG)

§ 160A-266. Methods of sale; limitation.

(a) Subject to the limitations prescribed in subsection (b) of this section, and according to the procedures prescribed in this Article, a city may dispose of real or personal property belonging to the city by:

- (1) Private negotiation and sale;
- (2) Advertisement for sealed bids;
- (3) Negotiated offer, advertisement, and upset bid;
- (4) Public auction; or
- (5) Exchange.

(b) Private negotiation and sale may be used only with respect to personal property valued at less than thirty thousand dollars (\$30,000) for any one item or group of similar items. Real property, of any value, and personal property valued at thirty thousand dollars (\$30,000) or more for any one item or group of similar items may be exchanged as permitted by G.S. 160A-271, or may be sold by any method permitted in this Article other than private negotiation and sale, except as permitted in G.S. 160A-277 and G.S. 160A-279.

Provided, however, a city may dispose of real property of any value and personal property valued at thirty thousand dollars (\$30,000) or more for any one item or group of similar items by private negotiation and sale where (i) said real or personal property is significant for its architectural, archaeological, artistic, cultural or historical associations, or significant for its relationship to other property significant for architectural, archaeological, artistic, cultural or historical associations, or significant for its natural, scenic or open condition; and (ii) said real or personal property is to be sold to a nonprofit corporation or trust whose purposes include the preservation or conservation of real or personal properties of architectural, archaeological, artistic, cultural, historical, natural or scenic significance; and (iii) where a preservation agreement or conservation agreement as defined in G.S. 121-35 is placed in the deed conveying said property from the city to the nonprofit corporation or trust. Said nonprofit corporation or trust shall only dispose of or use said real or personal property subject to covenants or other legally binding restrictions which will promote the preservation or conservation of the property, and, where appropriate, secure rights of public access.

(c) A city council may adopt regulations prescribing procedures for disposing of personal property valued at less than thirty thousand dollars (\$30,000) for any one item or group of items in substitution for the requirements of this Article. The regulations shall be designed to secure for the city fair market value for all property disposed of and to accomplish the disposal efficiently and economically. The regulations may, but need not, require published notice, and may provide for either public or private exchanges and sales. The council may authorize one or more city officials to declare surplus any personal property valued at less than thirty thousand dollars (\$30,000) for any one item or group of items, to set its fair market value, and to convey title to the property for the city in accord with the regulations. A city official authorized under this section to dispose of property shall keep a record of all property sold under this section and that record shall generally describe the property sold or exchanged, to whom it was sold, or with whom exchanged, and the amount of money or other consideration received for each sale or exchange.

(d) A city may discard any personal property that: (i) is determined to have no value; (ii) remains unsold or unclaimed after the city has exhausted efforts to sell the property using any applicable procedure under this Article; or (iii) poses a potential threat to the public health or safety. (1971, c. 698, s. 1; 1973, c. 426, s. 42.1; 1983, c. 130, s. 1; c. 456; 1987, c. 692, s. 2; 1987 (Reg. Sess., 1988), c. 1108, s. 9; 1997-174, s. 6; 2001-328, s. 4; 2005-227, s. 3.)

DEPRECIATION AMOUNTS REPORT

ASSET: 1520 TINKER BELLE C 46 PLANE
 DEPRECIATION METHOD: YEARLY STR-LINE
 LTD ACCUM DEPRECIATION: 150000.00
 ESTIMATED USEFUL LIFE: 7
 DEPRECIATION PRINCIPAL: 150000.00
 LAST YEAR/PERIOD: 2018/8

IMPROVEMENT VALUE: 0.00
 TOTAL: 150,000.00
 REVISED USEFUL LIFE: 7

FISCAL YEAR	ACTUAL ESTIMATED	DEPRECIATION AMOUNT
2011	Actual	7,142.86
2012	Actual	21,428.57
2013	Actual	21,428.57
2014	Actual	21,428.57
2015	Actual	21,428.57
2016	Actual	21,428.57
2017	Actual	21,428.57
2018	Estimated	14,285.71
	TOTAL	150,000.00

TOTAL ACCUMULATED DEPRECIATION: 299,999.99

** END OF REPORT - Generated by Ashley Ivey **

**RESOLUTION APPROVING CONVEYANCE OF PROPERTY
PURSUANT TO NORTH CAROLINA GENERAL STATUTE § 160A-266
R-2023-31**

WHEREAS, the City of Monroe (hereafter, “City”) owns the aircraft Curtis C-46 Commando, “The Tinker Belle” (N78774) and associated parts, located at the Charlotte-Monroe Executive Airport; and

WHEREAS, the Military Aviation Museum (hereafter, “MAM”) exists as a non-profit entity in Virginia Beach, VA., which displays a collection of more than 60 aircraft on a 130-acre facility that is specifically designed for the care and operation of vintage aircraft, and allows public access and educational engagement with the aircraft; and

WHEREAS, North Carolina General Statutes § 160A-266 authorizes a city to dispose of personal property valued at \$30,000 or more by private sale where (i) said personal property is significant for its historical associations; and (ii) said personal property is to be sold to a nonprofit corporation whose purposes include the preservation or conservation of personal properties of historical significance; and (iii) where a preservation agreement or conservation agreement as defined in G.S. 121-35 is placed in the deed conveying said property from the city to the nonprofit corporation or trust; and

WHEREAS, MAM’s services are for a public purpose, and has the financial capability and institutional knowledge to care for and showcase the aircraft. MAM’s mission statement reads: “To honor the heroes who built, flew and maintained America’s military aircraft. By sharing their stories through exhibitions and events, we promote an understanding of history, science, service and sacrifice that will inspire and educate visitors of all ages.” MAM intends to retain the aircraft in flying condition for historical, educational purposes; and

WHEREAS, the City has negotiated with MAM to dispose of the aircraft and associated parts by private sale to MAM for an agreed upon financial amount of \$112,500. MAM will add the aircraft to its permanent public collection, and invest not only in the maintenance and upkeep of the aircraft, but also its development as a travelling exhibit showcasing the significant historical contributions of the aircraft; and

WHEREAS, the sale of the aircraft and associated parts will allow it to be used by MAM for public education and historical preservation.

NOW, THEREFORE, BE IT RESOLVED, by the Monroe City Council that the Mayor of the City of Monroe is authorized to execute all documents necessary to dispose of the C46, “The Tinker Belle” by private sale to MAM.

Adopted this 13th day of June, 2023.

Attest:

Marion L. Holloway Jr., Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: General Services Committee
VIA: Mark Watson, City Manager
DATE: May 4, 2023
FROM: Matthew Black, Downtown Director
PREPARED BY: Matthew Black, Downtown Director
SUBJECT: Parklet Shading Discussion

SUMMARY STATEMENT

There is a need to provide some type of shading for the parklet installed along S. Main Street.

REVIEW

The Downtown Director has received a request to bring forward some shade options to the General Services Committee for the parklet along S. Main Street. Some options will be presented to the Downtown Advisory Board for consideration to the Committee.

RECOMMENDATION

Staff recommends reviewing the parklet options and recommending one of the options to install at the existing parklet structure.

Attachment(s):



Parklet Shading Ideas



Shademaker Astral
Aluminum 11'5...

\$2,835.00

PatioLiving
Free shipping



Bambrella-3_0m
SQ-SW-H-FG-...

\$2,549.00

Patio Heat and Sh...
Free shipping



10 / 11 / 12 ft
Square Cantilever...

\$690.00

Purple Leaf Garden
Free shipping



California Umbrella
Quick Ship Ventur...

\$261.77

PatioLiving
Free shipping



Solar Charge
Station with...

\$3,119.00

Kay Park Recreation



9 / 10 / 11 ft
Square Outdoor...

\$566.00

Purple Leaf Garden
Free shipping



132" Square
Cantilever Umbrell...

\$489.99

Wayfair
Was \$786



Bambrella 8.5' x
11.5' Side Wind...

\$2,549.00

AuthenTEAK
Free shipping



Global Industrial
Cantilever Umbrell...

\$156.95 ~~\$174~~

Global Industrial



8 ft Round Teak
Umbrella

\$1,673.00

Westminster Teak
Free returns



Treasure Garden 9-Foot (Model 920) Push Button-Tilt Market Umbrella with Black Frame and Obravia2 Fabric: Boulder

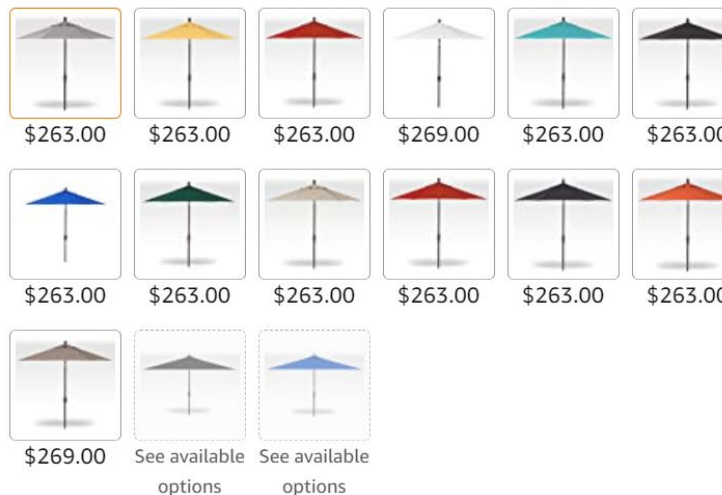
Brand: Treasure Garden

★★★★★ 222 ratings

\$263⁰⁰

Pay \$21.92/month for 12 months, interest-free upon approval for the Amazon Rewards Visa Card

Color: Obravia2 Boulder w/Black Frame



Roll over image to zoom in



\$263⁰⁰

FREE delivery April 21 - 26.

[Details](#)

Select delivery location

Only 17 left in stock - order soon

Qty: 1

Add to Cart

Buy Now

Secure transaction

Ships from Mr.Patio

Sold by Mr.Patio

Returns [Eligible for Return, Refund or Replacement within 30 days of receipt](#)

Add a Protection Plan:

☐ [3-Year Outdoor Furniture Accident Protection Plan](#) for \$31.49

☐ [5-Year Outdoor Furniture Accident Protection Plan](#) for \$44.99



Includes Protective Cover

Shademaker Sirius Aluminum 8'9 Square Crank Lift Offset Umbrella

SMSR27S + Sirius Collection by + Shademaker

Expected to ship within 2 - 3 weeks

Special Order

Fabric

Please Select

[+ All Fabrics](#)

Mount Kit

Select Mount Kit

Umbrella Lights/Bluetooth

Select Umbrella Lights/Bluetooth

1

▼

ADD TO QUOTE



Galtech Quick Ship Commercial Aluminum 6 Foot Square Push Up Lift Umbrella

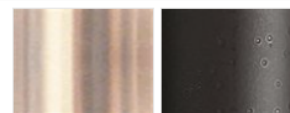
GL762 + Commercial Collection by + Galtech

Expected to ship within 1 to 2 Business Days

Finish

Please Select

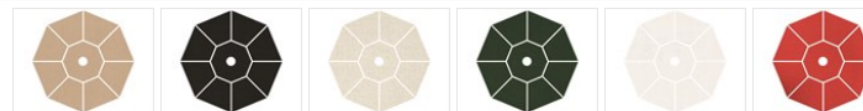
[+ All Finishes](#)



Fabric

Please Select

[+ All Fabrics](#) ?



Umbrella Base

Select Umbrella Base



1



ADD TO QUOTE





SWATCHES

FIM C-Series Aluminum 10.5' Hexagon Cantilever Umbrella

FMC05 + C-series Collection by + FIM Umbrellas

Expected to ship within 1 - 2 weeks

Special Order

Shade Type

Please Select

+ All Shade Type



Fabric

Sunbrella Canvas Natural Fabric Remove

+ All Fabrics ?



Base or Mount Kit for C Series

Select Base or Mount Kit for C Series

Add Accessories



FIM Umbrellas Steel Adjustable 4-Prong Umbrella Base (Sold in 1)

+ Add Item



FIM Umbrellas Free Standing Offset Aluminum 3 Piece Rear Umbrella Base (Sold in 1)

+ Add Item



1

ADD TO QUOTE



Includes Protective Cover



Shademaker Orion Aluminum 9'9 Square Crank Lift Offset Umbrella

SMOR30S + Orion Collection by + Shademaker

Expected to ship within 2 - 3 weeks

Special Order

Fabric

Please Select

[+ All Fabrics](#) ?



Mount Kit

Select Mount Kit



Umbrella Lights/Bluetooth

Select Umbrella Lights/Bluetooth



1



ADD TO QUOTE



Shademaker Orion Aluminum 8'9" Square Crank Lift Offset Umbrella

SMOR27S + Orion Collection by + Shademaker

Expected to ship within 2 - 3 weeks

Special Order

Fabric

Please Select

[+ All Fabrics](#)

Mount Kit

Select Mount Kit

Umbrella Lights/Bluetooth

Select Umbrella Lights/Bluetooth

1

ADD TO QUOTE







