

**CITY COUNCIL REGULAR MEETING
300 WEST CROWELL STREET
MONROE, NORTH CAROLINA 28112
JUNE 13, 2023 – 6:00 P.M.
AGENDA
www.monroenc.org**

RECOGNITIONS

1. Invocation
2. Pledge of Allegiance
3. Charlotte-Monroe Executive Airport Enhancements
4. Union County Public Schools Teacher of the Year Sarah Lefebvre
5. Union County Public Schools Assistant Principal of the Year Jamee Giers
6. Public Comment Period

PUBLIC HEARINGS

Please adhere to the following guidelines:

- Proceed to the podium, and state your name and address clearly;
 - Be concise; avoid repetition; limit comments to three (3) minutes or less;
 - Designate a spokesperson for large groups.
7. Level III Economic Development Incentive Grant to Coca-Cola Consolidated, Inc.
 - A. Public Hearing
 - B. Action
 8. Annexation of 42.11 Acres and Rezoning for Total of 43.79 Acres Located at Intersection of Lancaster Avenue and ML King, Jr. Boulevard for Planned Unit Development Lancaster Avenue
 - A. Public Hearing
 - B. Action
 9. Annexation of 8.681 Acres, Rezoning and Water and Sewer Developer Agreement Requests for Total of 24.828 Acres Located Along E. Sunset Drive for Planned Unit Development Monroe Meadows
 - A. Public Hearing
 - B. Action

10. Downtown PRONTO and Meet Me Downtown Incentive Grants for Rocko's Italian Deli
 - A. Public Hearing
 - B. Action
11. Fiscal Year 2023-2024 Budget
 - A. Public Hearing
 - B. Action

CONSENT AGENDA

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

12. Annexation, Zoning Map Amendment and Water and Sewer Developer Agreement Requests for 21.695 Acres Located at Intersection of ML King, Jr. Boulevard and Weddington Road for Planned Unit Development Starlite
 - A. Resolution Directing Clerk to Investigate Petition Received under G.S. §160A-31
 - B. Resolution Fixing Date of Public Hearing to be Held July 18, 2023 on Question of Annexation Pursuant to G.S. §160A-31
 - C. Call for Public Hearing to be Held July 18, 2023 to Consider Zoning Map Amendment Request to Rezone 21.695 Acres Located at Intersection of ML King, Jr. Boulevard and Weddington Road from Community Corridor Mixed-Use 2 to Planned Unit Development Starlite and Water and Sewer Developer Agreement
13. ArcGIS Enterprise Agreement for GIS Software License
 - A. Agreement with Environmental Systems Research Institute, Inc.
 - B. City Manager to Execute Documents
14. Budget Adjustments for Budgetary Compliance for Fiscal Year 2023 Budget
 - A. Budget Amendment
 - B. Capital Project Budget Ordinance
15. Budget Amendment for Fire Department Grant from FM Global and Payment from Glass Mountain Productions
16. Budget Ordinance for Special Revenue Fund Project for American Rescue Plan Act of 2021 for Obligation of Funding for Specific Projects
17. Call for Public Hearings to be Held July 18, 2023
 - A. Sale and Disposal of City-Owned Property Located at 108 N. Main Street
 - B. Zoning Map Amendment Request to Rezone 302 Secrest Avenue from Neighborhood Business District to General Industrial
 - C. Code of Ordinances Text Amendment to Section 4.2 titled Residential Zoning Districts of Chapter 157 titled Unified Development Ordinance

- D. Code of Ordinances Text Amendment to Section 5.10 titled Mixed-Use District Incentives of Chapter 157 titled Unified Development Ordinance
- E. Code of Ordinances Text Amendment to Section 8.8.3 titled Open Space Standards of Chapter 157 titled Unified Development Ordinance
- 18. Charlotte-Monroe Executive Airport Master Service Agreement for Airport Consultant Services
 - A. Renewal Agreement with Talbert, Bright and Ellington, Inc.
 - B. City Manager to Execute Documents
- 19. Conveyance of Aircraft Curtis C-46 Commando The Tinker Belle (N78774) and Associated Parts to Military Aviation Museum
 - A. Resolution Approving Conveyance of Property
 - B. Sale Proceeds Returned to Monroe Tourism Development Authority Capital Fund
- 20. Energy Services Department Articulating and Telescopic Material Handling Bucket Truck
 - A. Award of Contract to Altec Industries, Inc. through Sourcewell Cooperative Purchasing Program
 - B. City Manager to Execute Documents
- 21. Energy Services Department Articulating Non-Overcenter Aerial Device Bucket Trucks
 - A. Award of Contract to Altec Industries, Inc. through Sourcewell Cooperative Purchasing Program
 - B. City Manager to Execute Documents
- 22. Minutes of City Council Meetings of May 9, 2023 and May 11, 2023
- 23. Ordinance Amending Code of Ordinances to Add Portion of Streets in Glendalough Neighborhood, Dogwood Forest, Lexie Lane, Shining Light Church Road, Help Street and Willis Way and Delete Allen Street in Schedule II titled Through Streets of Chapter 75 titled Traffic Schedules
- 24. Ratification of Annual Service/Purchase Contracts Exceeding \$100,000 for Fiscal Year 2024
 - A. Ratification of Annual Service/Purchases Contracts
 - B. City Manager to Execute Documents
- 25. Resolutions
 - A. Designating Individuals Authorized to Perform Natural Gas Future Purchase Transactions
 - B. Equipment Purchases in Fiscal Year 2023-2024
- 26. Sidewalk Variance Request by Eagle Engineering, Inc. for Rocky River Business Park
- 27. Tax Releases for April 2023

INFORMATIONAL COMMITTEE MINUTES, COMMITTEE STAFF NOTES AND REPORTS

- 28. Committee Minutes/Staff Notes
 - A. Minutes of Citizens Appointment Committee Meeting of March 13, 2023
 - B. Minutes of Diversity, Equity and Inclusion Committee Meeting of April 13, 2023
 - C. Minutes of Downtown Advisory Board Meeting of February 28, 2023
 - D. Minutes of General Services Committee Meeting of May 4, 2023
 - E. Minutes of Public Safety Committee Meeting of April 3, 2023
- 29. Disbursement of Fiscal Year 2022-2023 City Council Discretionary Funds
 - A. Council Member Freddie Gordon
 - B. Mayor Pro Tem Gary Anderson
- 30. Financial Reports for April 2023
- 31. Summary of Contracts Awarded, Change Orders Approved and City Manager's Settlement of Claims for May 2023

REGULAR AGENDA

- 32. Windsor Windows & Doors Update
- 33. Closed Session Pursuant to North Carolina General Statute Section 143-318.11(a)(1) and Section 159B-38

- **Agenda** is tentative and is subject to change up to and including the time of the Meeting.
- **Addressing Item on Agenda:** Prior to the Meeting, please complete the Sign-up Sheet located in the Lobby area. Each speaker will be limited to three minutes.
- **Addressing Item Added to Agenda during Meeting:** Please raise your hand during the item you wish to address. Each speaker will be limited to three minutes.
- **Cell Phones/Pagers:** As a courtesy, please turn off cell phones and pagers while Meeting is in progress.
- **Rules Governing Public Comment Period During City Council Regular Meetings** (*Resolution R-2019-23*):
 1. A Public Comment Period shall be placed on the agenda of each City Council Regular Meetings. Said agenda item shall occur following any recognitions such as Proclamations or recognitions of citizens and groups, but no later than before the start of the Consent Agenda considered by Council during the meeting.
 2. Each person desiring to speak during the Public Comment Period shall sign up to speak prior to the start of the meeting on the form provided by listing their name and topic on which he or she will speak.
 3. A total time of thirty (30) minutes will be allotted for the Public Comment Period at the end of which those who signed up to speak may be requested to hold their comment until the next regular Public Comment Period during which they will be given priority for comment. Council, in its discretion, may extend the time allotted for Public Comment.
 4. Each speaker shall be allotted up to three (3) minutes to speak which shall be strictly observed unless otherwise extended at the discretion of the Council.
 5. Speakers shall at all times maintain proper decorum and shall make their comments in a civil manner. Speakers shall remain at the podium to make comments and not approach Council or staff without the express invitation of the Mayor or presiding officer.
 6. At the request of Council, groups of persons supporting or opposing the same positions may be asked to designate a spokesperson to speak.
 7. Speakers shall not speak on any topic which is the subject of a public hearing on the same agenda.
 8. Council will refrain from engaging in a dialogue with speakers except to the extent necessary to clarify the speaker's position.
 9. No formal action will be taken by Council during the same meeting on any matter which was initially introduced during the Public Comment Period.
 10. Council shall not restrict the subject matter of any comment based on content in any way except as provided herein.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Bridgette H. Robinson, City Clerk

PREPARED BY: Bridgette H. Robinson, City Clerk

SUBJECT: Public Comment Period

SUMMARY STATEMENT

The Public Comment Period is set aside to receive comment from the Public in accordance with North Carolina General Statutes.

REVIEW

RULES GOVERNING THE PUBLIC COMMENT PERIOD DURING CITY COUNCIL REGULAR MEETINGS

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10. Council shall not restrict the subject matter of any comment based on content in any way except as provided herein.

RECOMMENDATION

Receive public comment.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: R. Christopher Platé, Executive Director, Monroe-Union County
Economic Development Commission

PREPARED BY: Ron Mahle, Existing Industry Manager

SUBJECT: Request Level III Economic Development Incentive Grant to Coca-Cola
Consolidated, Inc.

SUMMARY STATEMENT

City Council is requested to consider the award of a Level III Economic Development Incentive Grant to Coca-Cola Consolidated, Inc., in an amount not to exceed \$300,000.00 over a five-year period.

REVIEW

Our office began discussions with Coca-Cola Consolidated, Inc., (under code name Project Bottle) in the autumn of 2022.

The project under consideration is a \$15,000,000 investment in a new 42,000 square foot building expansion and the purchase and installation of related production equipment at Coca-Cola remanufacturing facility located in the Monroe Corporate Center. The company is headquartered in Charlotte, North Carolina, and has had its remanufacturing center in Monroe since 1996. They currently employ 58 people.

If Monroe is selected, the project could involve the construction of \$12,000,000 of new production, training, and warehouse space and the installation of approximately \$3,000,000 of new equipment at its location within the Monroe Corporate Center. The project is anticipated to retain the current number of employees and create a minimum of 5 new jobs paying an initial wage of up to \$22/hour.

Monroe-Union County Economic Development Commission staff has reviewed the details of the project and recommend the award of a Level III Economic Development Incentive Grant in an amount not to exceed \$300,000 paid over a five-year period, as inducement to lure the potential investment.

Given the projected capital investment, a Level III Economic Development Incentive Grant would be in an amount not to exceed \$300,000.00 to be paid in five (5) annual payments beginning in FY 2026 based upon appraised value each year as appraised by the Union County Tax Administration office. This grant is based on the company's projected total investment of \$15,000,000 in new equipment and building(s) over the grant period, but not less than \$2,000,000. Considering its projected investment in the City of Monroe, the current tax rate and assuming a consistent assessed value with no depreciation, the company would pay estimated ad valorem taxes on the new taxable investment of \$376,875.00 over the grant period. Actual tax revenue to the City will be based on the assessed value of the investment each year depending upon the depreciation schedule and timing of the investments.

Staff has reviewed the details of the project and conducted a cost-benefit analysis that shows the project has a 1.36 to 1.0 ratio for the term of the grant and a 13.33 to 1.0 ratio for the life of the project.

RECOMMENDATION

It is the recommendation of the Monroe-Union County Economic Development Commission staff that Monroe City Council award a Level III Economic Development Incentive Grant to Coca-Cola Consolidated, Inc., in an amount not to exceed \$300,000.

The recommended actions before City Council are as follows:

- A. Council action needed – Motion to adopt Resolution Awarding Incentive Agreement *OR* Motion to deny grant
- B. Council action needed (*only required if Resolution Awarding Incentive Grant approved*) - Motion to approve the Incentive Agreement

Attachment(s):
R-2023-40
Incentive Agreement
Acceptance of Incentive Form

**RESOLUTION OF MONROE CITY COUNCIL
TO AWARD LEVEL III ECONOMIC DEVELOPMENT INCENTIVE GRANT TO
COCA-COLA CONSOLIDATED, INC.
R-2023-40**

WHEREAS, the City of Monroe has adopted an Economic Development Grant Program, hereinafter “Program”; and,

WHEREAS, Coca-Cola Consolidated, Inc., has duly applied for a Level III Economic Development Incentive Grant under said program; and,

WHEREAS, a public hearing was conducted by the City Council on June 13, 2023, at which hearing testimony was given by Monroe-Union County Economic Development Existing Industry Manager, Ron Mahle and a company representative; and,

WHEREAS, the proposed investment for this project is anticipated to be approximately \$15,000,000: and,

WHEREAS, the City Council makes the following findings with respect to said application:

1. All facilities, if Monroe is the selected location, are proposed to be built and/or improved by the applicant on property currently within the corporate limits of the City of Monroe.
2. The applicant will be the principal employer of persons with respect to the grant application under the Program.
3. The applicant is a manufacturing business, which will have a minimum new investment of \$2,000,000 in new taxable machinery, equipment, and building improvements which qualifies them for an economic development incentive grant.
4. No other grant from the Program has been awarded to the applicant for this project.
5. The applicant is not in the retail or the construction trade.
6. That the applicant meets all other applicable requirements of the Grant Program set forth by the City Council.

WHEREAS, based on the above findings and other documentation in the file, the City Council concludes that the applicant qualifies for a Level III Grant under the Program for an amount not to exceed Three-Hundred Thousand Dollars (\$300,000.00) paid over a five-year grant period, beginning in Fiscal Year 2026. With qualification for the grant established and the economic benefits accrued to the City in the form of new employment, increased tax base and increased City utility revenues, the grant application should be approved subject to compliance with the Program and subject to appropriation; and,

WHEREAS, the City of Monroe anticipates entering into an Economic Incentive Grant Agreement with Coca-Cola Consolidated, Inc., if Monroe is the selected location and pursuant to the City of Monroe Economic Development Incentive Grant Policy.

NOW THEREFORE BE IT RESOLVED THAT the grant application of Coca-Cola Consolidated, Inc., for a Level III Grant be approved subject to compliance with the requirements and provisions of the Program and subject to appropriation. Staff is hereby authorized to negotiate the Economic Development Incentive Grant Agreement and the Mayor is hereby authorized to execute on behalf of the City the Economic Development Incentive Grant Agreement with Coca-Cola Consolidated, Inc., under the terms stated above and pursuant to the City of Monroe Economic Development Incentive Grant Policy.

Adopted this 13th day of June 2023.

Attest:

Marion L. Holloway, Jr., Mayor

Bridgette H. Robinson, City Clerk

**NORTH CAROLINA
UNION COUNTY**

**ACCEPTANCE OF ECONOMIC
DEVELOPMENT GRANT**

THAT WHEREAS, by Resolution adopted by the Monroe City Council on, June 13, 2023, Coca-Cola Consolidated, Inc., was awarded a Level III Economic Development Incentive Grant pursuant to the City's Economic Development Grant Program; and,

WHEREAS, Coca-Cola Consolidated, Inc., wishes to formally accept said Grant and acknowledge its obligation to abide by the terms of the Grant Program and the Resolution both of which are attached hereto and incorporated herein by reference.

NOW THEREFORE, Coca-Cola Consolidated, Inc., agrees as follows:

1. That it accepts said grant and covenants that it will abide by the attached Resolution and Grant Program which it has read and understands.
2. That it further understands that the grant award was based on representations made in the grant application and at the public hearing at which the grant was awarded.

ATTEST:

B. Jack Casey II – Senior Manager Property & Fleet Tax

Coca-Cola Consolidated, Inc.

Angela B. Pulley, VP – Tax

(SEAL)

The Mayor and City Clerk hereby acknowledge the award of this Grant.

ATTEST:

Bridgette H. Robinson, City Clerk

CITY OF MONROE

Marion L. Holloway, Jr., Mayor

(SEAL)

NORTH CAROLINA

UNION COUNTY

This **INCENTIVE AGREEMENT** made and entered into this 13th day of June 2023 between COCA-COLA CONSOLIDATED, INC. (the “Company”) and the CITY OF MONROE (the “City”).

WHEREAS, North Carolina General Statutes §158-7.1 authorizes a municipality to undertake an economic development project by extending assistance to a company as an incentive to cause the company to expand its operations thereby expanding the tax base of the City and providing jobs for its citizens; and

WHEREAS, the Monroe City Council adopted an Economic Development Incentive Grant Program to provide such assistance as an incentive for expanding business investments in the City of Monroe; and

WHEREAS, the Company intends to make improvements to real property and purchase and install new manufacturing equipment at its facility in Monroe and thereby invest approximately \$15 Million Dollars (\$15,000,000) in taxable capital improvements and equipment and anticipates retaining and/or creating jobs; and

WHEREAS, such expansion of a business qualifies it for a Level III Economic Development Incentive Grant by the City, and the City Council of the City of Monroe, after public hearing, approved awarding up to a maximum amount of \$300,000.00 to the Company over a five (5) year period based on the qualifying capital investment of the Company; and

WHEREAS, the Company and the City enter into this agreement to describe the incentives to be provided by the City in connection with the Company’s investments.

NOW THEREFORE, in consideration of the foregoing premises and the mutual covenants contained in this Agreement, the Parties agree as follows:

- 1. Capital Investments:** The Company commits to investing approximately Fifteen Million Dollars (\$15,000,000), but no less than Two Million Dollars (\$2,000,000.00), in new taxable building improvements, machinery, and equipment over a five (5) year period beginning in 2023. Said improvements and new investment shall be located in the City of Monroe and will include the tax value of property relocated into the City as well as newly acquired property. The Company shall provide the City with all necessary documentation and access to inspect improvements necessary to confirm compliance by the Company prior to the City’s annual appropriation of the grant.
- 2. Annual Grants:** The City agrees to pay to the Company up to a maximum amount of Three Hundred Thousand Dollars (\$300,000.00) spread over a five (5) year period beginning with City fiscal year 2026. Each annual payment shall be appropriated by the Monroe City

Council as part of its annual budget adoption process pursuant to the requirements of North Carolina law. The amount of each annual payment shall be based upon proof that the qualifying capital investments have been made by the Company during the preceding year.

- 3. Limitations:** Any grants provided under this Agreement are subject to the Company meeting the minimum qualifications required by the City of Monroe Economic Development Incentive Grant Program, the terms of which are incorporated herein by reference and upon the terms and conditions set out in attached Exhibit A which are incorporated herein. The minimum qualifications require capital expenditures by the Company with an ongoing presence in the City of Monroe which results in the associated additional investment as shown on the Union County tax records. In any year that the Company's capital expenditures fail to meet the minimum qualifications set out in the Economic Development Incentive Grant Program, the Company shall not be entitled to a grant payment for that year.
- 4. Assignments:** No party shall sell or assign any interest in or obligation under this Agreement without the prior expressed written consent of all the parties.
- 5. Limitation of Obligation by the City: NO PROVISION OF THIS AGREEMENT SHALL BE CONSTRUED OR INTERPRETED AS CREATING A PLEDGE OF THE FAITH AND CREDIT OF THE CITY WITHIN THE MEANING OF ANY CONSTITUTIONAL DEBT LIMITATION.** No provision of this Agreement shall be construed or interpreted neither as delegating governmental powers nor as a donation or the lending of the credit of the City within the meaning of the North Carolina constitution. This Agreement shall not directly or indirectly or contingently obligate the City to make any payments beyond those appropriated in the City's sole discretion for any fiscal year in which this Agreement shall be in effect. No provision of this agreement shall be construed to pledge or create a lien on any class or source of the City's moneys, nor shall any provision of this Agreement restrict to any extent prohibited by law, any action or right of action on the part of any future City governing body. To the extent of any conflict between this paragraph and any other provision of this Agreement, this paragraph shall take priority.
- 6. Miscellaneous:**

 - A.** This Agreement shall be governed by and interpreted by the laws of the State of North Carolina.
 - B.** Any Communication required or permitted by this Agreement must be in writing and shall be deemed given when delivered by hand or mailed first-class mail, postage paid, and addressed as follows:

If to the Company: Coca-Cola Consolidated, Inc.
Angela B. Pulley, Vice President, Tax
CCBCC Operations, LLC
4115 Coca-Cola Plaza
Charlotte, NC 28211

If to the City: City of Monroe
Post Office Box 69
Monroe, North Carolina 28111-0069
Attn: Mr. R. Christopher Platé, Executive Director of
Monroe-Union County Economic Development
Commission

- C. If any provision of this Agreement shall be determined to be unenforceable, that provision shall be severable and shall not affect any other provision of this Agreement.
- D. This Agreement constitutes the entire agreement between the parties, and this Agreement shall not be changed or modified except in writing signed by all the parties.
- E. Subject to the specific provisions of this Agreement, this Agreement shall be binding upon and inure to the benefit of and be enforceable by the parties and their respective successors and assigns.
- F. **E-Verify Requirement.** The Company shall comply with the requirements of Article 2 of Chapter 64 of the General Statutes. Further, if the Company utilizes a subcontractor, the Company shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the General Statutes.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in their corporate names by their duly authorized officers, all as of the date first above written.

COCA-COLA CONSOLIDATED, INC.

ATTEST:

Angela B. Pulley, VP – Tax

B. Jack Casey II – Senior Mgr.,
Property & Fleet Tax

(SEAL)

The Mayor and City Clerk hereby acknowledge the award of grant.

CITY OF MONROE

ATTEST:

Marion L. Holloway, Jr., Mayor

Bridgette H. Robinson, City Clerk

(SEAL)

EXHIBIT A:

1. The Company must invest no less than \$2,000,000 in new taxable improvements, buildings, machinery, and equipment over a five (5) year period, beginning in 2023. Such investment will include the tax value of property relocated into the City as well as newly acquired property.
2. The Company must be in good standing with the City during the grant period in order to receive each of the annual grant payments. If at any time the Company fails to be in good standing, grant payments will be suspended until such time the Company returns to good standing. The Company may receive payment prior to its fulfillment of the qualifying investment, but the payment will be issued in proportion to the investment that has been completed to date of the payment request.
3. The Company must request each year's annual grant payment and file the proper form which is available from the Economic Development Department.
4. The City will appropriate the calculated Maximum Annual Grant Payment under this Agreement for the Company each fiscal year for the five (5) year period, beginning in City fiscal year 2026. The calculated Maximum Annual Grant Payment for the Company, which is based on \$15,000,000 capital investment, inclusive of the tax value of property relocated into the City, and a grant factor of .020, will not exceed \$300,000. The Actual Grant Payment may differ as it is calculated using the current year's Grant Factor and the current year's assessed value of the real property and personal property associated with this Agreement.
5. The City will pay the grant payment within sixty (60) days confirmation of the investment, and confirmation of good standing of the Company. The payment will be in the form of a check mailed or hand delivered to the local facility.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Lisa Stiwinter, Planning and Development Director

PREPARED BY: Doug Britt, Senior Planner

SUBJECT: Annexation and Zoning Map Amendment request for Planned Unit Development Lancaster Avenue (Parcel ID #'s: 09-321-008-80, 09-321-008-90, and 09-321-008-A)

SUMMARY STATEMENT

City Council is requested to consider the annexation of 42.11 acres and a zoning map amendment for the properties located along Lancaster Avenue and ML King Jr. Boulevard further identified as tax parcel #'s 09-321-008-80, 09-321-008-90, and 09-321-008-A. The request is to annex and rezone the properties from Union County RA-40 and City of Monroe Residential Medium Density (RMD) to Planned Unit Development "Lancaster Avenue".

REVIEW

The applicant, Kyle DiPretoro with DP Development is requesting to annex 42.11 acres and a Planned Unit Development rezoning in order to develop a residential subdivision that will consist of 86 single-family detached homes. The total area of the project is 43.79 acres, with 22.2 acres or 50.6% of that reserved as common open space. The density of this project is 1.96 units per acre.

AREA CHARACTERISTICS

Adjoining Land Uses and Zoning District. There has been over 1,100 lots approved within a half mile radius of the subject property since 2018.

	Existing Uses	Zoning District
North	Residential	Residential Low Density (RLD)
East	Residential	Residential Low Density (RLD) & Residential High Density (RHD)

	Existing Uses	Zoning District
South	Vacant	RA-40 Union County & Residential Medium Density (RMD) City of Monroe
West	Vacant	RA-40 & RA-20 Union County

Proposal

The applicant is requesting a Planned Unit Development rezoning in order to develop a residential subdivision that will consist of 86 single-family detached homes. The total area of the project is 43.79 acres, with 22.2 acres or 50.6% of that reserved as common open space. The developer is proposing the minimum lot width for the project to be 55 feet with an overall project density of 1.96 units per acre.

REQUIREMENTS

Density & Dimensional Standards

The density of the proposed project is 1.96 units per acre. The minimum lot size is 6,720 square feet with a range up to approximately 13,090 square feet. The data below is simply to provide the board with information to compare the proposed density being requested to what is allowed by the zoning ordinance in other residential districts in Monroe.

Zoning District	Maximum Allowable Density
RMD	3 units/acre by-right; 4 units/acre clustering
RLD	2 units/acre
RR	1 unit/acre

The minimum setbacks and lot width proposed are as follows:

Front: 20 feet

Side: 7 feet

Corner Lot Side: 10 feet

Rear: 20 feet

Maximum Building Height: 35 feet

Lot Width	Number of Lots
55-foot	25
60-foot	42
75-foot	19
Total Lots	86

Buffering & Landscaping

Street trees will be provided at a rate of at least one (1) tree per lot and corner lots will be provided with at least two (2) street trees. All houses will have at least one (1) yard tree per lot. All trees planted will be a minimum of three (3) inches in caliper measured six (6) inches above grade.

A ten (10) foot landscaped street yard buffer has been provided as required by ordinance along Lancaster Avenue and ML King Jr. Boulevard. The ordinance also requires a 50-foot buffer around the perimeter of the site which is required to be improved with trees, shrubs, and a six (6) foot berm, fence or wall. The developer is proposing for the 50 fifty-foot buffer to remain

undisturbed with the exception of utility crossings and will provide landscaping as depicted in the detail on the landscape plan where there are unvegetated areas. As part of the Planned Unit Development (PUD) the developer is requesting a deviation to not install the six (6) foot berm, fence or wall within the buffer. Since the buffer is proposed as undisturbed this will satisfy the ordinance requirement of at least ten percent (10%) of all existing trees shall be preserved. The buffer areas are comprised of 6.55 acres and ten percent (10%) of the site for required tree preservation is 4.29 acres.

According to the Unified Development Ordinance a tree survey is required to show all trees at least twenty-five (25) inches in circumference or greater within the required buffer and all trees greater than seventy-five (75) inches in circumference outside of the buffer. A tree survey was provided which depicted all trees on the site that were greater than twenty-five (25) inches in circumference. As indicated on the site plan both the stream buffers and perimeter buffers are to remain undisturbed with the exception of utility crossings to serve the project site. According to the tree survey provided there are approximately 16 trees that are seventy-five (75) inches in circumference or greater that will need to be removed and mitigated. The final tree mitigation plan will be determined at the erosion control plan review stage if the project is approved.

Open Space

The project is required to provide 35% open space, which would equal 15.33 acres. The applicant has provided approximately 22.2 acres, which is 50.6% of the total site. The ordinance states a maximum of 25% of the total required open space may include stormwater features and only wet stormwater facilities may be counted toward this requirement. Since at this time the stormwater features have not been identified as either a dry or wet stormwater feature the two (2) acre area allocated for stormwater will not be counted toward the open space area. Additionally, a maximum of 20% of the total required open space may be environmentally sensitive lands such as wetlands, protected stream buffers, and floodplains. There is approximately 4.5 acres of stream buffers/wetland areas and the ordinance will allow 3.06 acres to be counted toward the open space area and the remaining 1.44 acres will not be credited.

Required Open Space (35% of project area)	15.33 acres
Provided Open Space	22.2 acres
Stormwater Feature Area not Credited	-2.0 acres
Environmentally Sensitive Lands not Credited	-1.44 acres
Net Usable Open Space	18.76 acres

Planned Unit Developments greater than twenty-five acres in size, but less than fifty acres in size are required to include at least two (2) small open space types, two (2) medium open space types, and one (1) large open space type. The small open space areas require a range of area from 500 square feet to 1 acre, the medium open space type requires 1-2.5 acres, and the large requires 2.5 acres or more. The open space features proposed for this project are as follows:

-Small amenity areas: pocket parks with sitting areas

-Medium amenity areas: children's playground and recreation play green areas

-Large amenity area: linear park area that will include a gazebo with a hardscaped seating area and bike/walking trail.

Elevations

The developer is proposing the homes to be a minimum of 1,500 heated square feet. The proposed exterior building materials will include fiber cement, stone, stucco, and/or brick. Vinyl will only be used for windows, doors, garage doors, soffits, trim and railings. Four courses of brick/brick veneer will extend up the face of the slab. The front facades shall consist of at least 30% of non-lap siding fiber cement (i.e. cedar shake, board & batten, panel), window treatments, front porches, brick, stone, and/or stucco. Brick, stone, or stucco must comprise 15% of the front façade. The developer is proposing for 60% (52) of the homes to be at least a 40-foot wide product. Garages shall not extend more than five (5) feet beyond the front façade.

Parking

All homes will be furnished with a two (2) car garage. All front load garages will have carriage style trim and/or hardware that mimics carriage style doors. Driveways will be paved and will be able to accommodate at least two (2) vehicles.

Sidewalk

A five-foot (5') wide sidewalk will be provided along both sides of the interior roads throughout the development. An eight-foot (8') wide sidewalk will be provided along Lancaster Avenue and ML King Jr. Boulevard.

Stormwater

The applicant will be required to provide stormwater management to treat the stormwater runoff for the project. The stormwater will be evaluated and reviewed, if the project is approved by City Council, at the building permit stage of the process. The location, size and type of storm water management systems depicted on the rezoning plan are subject to review and approval as part of the full development plan submittal and are not implicitly approved with this rezoning. Adjustments may be necessary in order to accommodate actual storm water treatment requirements and actual site discharge points. At the time of site plan submittal, site will meet stormwater management requirements in accordance with Chapter 159 Stormwater Management Ordinance of the Monroe Code of Ordinances.

Stream Buffer

All streams located on the site have been provided with a 35 ft. undisturbed stream buffer on both sides as required by the ordinance.

Schools

The Lancaster Ave PUD is a proposed 86-unit single family unit development on tax parcels 09-321-008-80, 09-321-008-90, and 09-321-008-A located between, and connects to both Martin Luther King Junior Boulevard and Lancaster Avenue. According to David Burnett with Union County Public Schools this development is located within the following school attendance areas:

Walter Bickett Elementary	Currently at 60% of rated capacity
Monroe Middle School	Currently at 85% of rated capacity
Monroe High School	Currently at 72% of rated capacity

This project, by itself, is not expected to adversely impact these listed school enrollments. Should many of the proposed developments with the Monroe cluster be fully realized within a short build-out period, these school enrollments would be problematic.

Transportation

The proposal includes an entrance on Lancaster Avenue. The developer is proposing for the project to have publicly maintained streets by the City of Monroe. The streets will be constructed and inspected to the City of Monroe street standards. A traffic impact study was completed for this project as required by the ordinance and was reviewed by both the City of Monroe Engineering Department and the North Carolina Department of Transportation (NCDOT). The required transportation improvements for the project are as follows:

Lancaster Avenue

1. Construct a northbound left-turn lane along Lancaster Avenue at the project entrance.

The remaining recommendations in the Transportation Impact Analysis were required when an access point was proposed on MLK Jr. Boulevard; however, since that access has been removed, those improvements are no longer warranted.

Water/Sewer

Based on the current water and sewer capacity, flow projections, and planned capital improvements, the City of Monroe has water and sewer capacity to serve the project. The project may require phased permitting and water meter sets pursuant to a development agreement if approved by City Council, and consistent with the schedule for waste water treatment plant expansion. All onsite and offsite water and sewer main extensions for the proposed development shall be designed by a professional engineer, constructed and financed at the developer's expense in accordance with the City of Monroe's Standards and Extension Policy. Any required offsite easements are to be obtained by the Developer at their expense.

LAND USE AND TRANSPORTATION PLAN CONSISTENCY

The Land Use and Transportation Plan indicates this area is Suburban. Residential uses are priority uses within this character area and the permitted density is 2-4 units per acre. While residential uses typically take the form of neighborhoods with uniform housing types and densities, a mix of housing types and lot sizes is preferred in Suburban locations. Single-family uses are listed as a priority use in this character area. Strategic connections to the off-street multi-use trail network are preferred and open space should be preserved in both active and passive forms within neighborhoods.

The proposed use is not consistent with the Land Use and Transportation Plan because the density requirement for the Suburban land use category is 2-4 units per acre and the proposal has a density of 1.96 units per acre. However, planning staff believes the proposal is a reasonable use because it will provide additional housing options closer to the core versus on the outskirts creating sprawl and will provide a mix of lot sizes.

PUBLIC NOTIFICATION

The applicant mailed an information letter and held a neighborhood meeting on December 13, 2022 at Walter Bickett Elementary School to discuss the project with local residents. There were six (6) people in attendance at the meeting.

A rezoning notification sign was posted 10 days prior to the public hearing.

Official rezoning notification letters was sent to the adjacent property owners located within at least 150 feet, 10 days prior to the public hearing.

RECOMMENDATION

Planning Board and staff recommend approval of the annexation and rezoning to Planned Unit Development Lancaster Avenue.

Attachments: Attachment 1-Ortho Map
Attachment 2-Service Impact Analysis
Attachment 3-Annexation Plat
Attachment 4-Certificate of Sufficiency
Attachment 5-O-2023-21
Attachment 6-Zoning Map
Attachment 7-Site Plan
Attachment 8-Elevations
Attachment 9-TIA Recommendations
Attachment 10-Future Land Use Map
Attachment 11-FLUM Description
Attachment 12-APO List
Attachment 13-APO Map
Attachment 14-Neighborhood Meeting Minutes
Attachment 15-Draft PB Minutes
Attachment 16-R-2023-41 Approval
Attachment 17-R-2023-41 Denial
Attachment 18-O-2023-22 Section 157.1.2.1

City Council will need to take action on the following items:

Approval Actions:

- 1) Motion that Petition met the requirements of North Carolina General Statute 160A-31; Second
- 2) Motion to adopt Ordinance extending the corporate; Second
- 3) Motion to adopt Resolution Approving Land Use and Transportation Plan Compliance; Second
- 4) Motion to adopt Ordinance amending section 157.1.2.1; Second

Denial Actions:

- 1) Motion that Petition did not meet the requirements of North Carolina General Statute 160A-31; Second
- 2) Motion to deny annexation request; Second
- 3) Motion to adopt Resolution Denying Land Use and Transportation Plan Compliance; Second
- 4) Motion to deny zoning map amendment; Second

Ortho Map

Case #: PLANXA 2023-00026

Legend

- Centerlines
- City Limits
- ETJ
- streams
- Parcels

Existing: Union County RA-40
and Residential Medium
Density-City

Owner: Plyler Farms, LLC

Acres: 43.79



0 580 1,160
Feet

PLYLER FARMS
SERVICE DELIVERY IMPACT ANALYSIS

Administration / Finance / Human Resources:

The current tax rate is .5025. The developer is proposing the projected house sale prices will be \$450,000. The additional yearly tax revenue based on the developer's average single-family house price would generate an average of approximately \$2,261.25 for each single family home. Assuming a 50% build out, the yearly tax revenue would be \$97,234; assuming a 100% build out, the yearly tax revenue would be \$194,468.

Law Enforcement Services:

The residents, businesses and property owners of the City of Monroe receive service and protection from the City of Monroe Police Department. The department is funded through the City's General Fund budget and serves all incorporated areas of the City.

CURRENT LEVEL OF SERVICE

Police service within the City of Monroe is currently provided by a municipal department made up of 100 full time sworn officers, 6 part-time officers, 4 part-time civilian employees and 11 fulltime civilian employees. At the current population figure of 34,562, the number of sworn positions reflects a police citizen ratio of 2.5 sworn officers per 1,000 residents.

The current geographical service area encompasses 29.63 square miles, containing approximately 169 centerline miles of City and DOT maintained streets, plus private roads, parking areas and alleys.

All sworn personnel are trained and certified law enforcement officers while several officers possess specialized training and experience in the administration of breath tests for alcohol, and the use of moving and stationary radar speed detection equipment. Each sworn officer is subjected to continued in-service training in such areas as the use of firearms, criminal investigation, crisis control and professional conduct.

The Department headquarters is located in historic downtown Monroe and serves the City through a total of four response zones. The department deploys officers through a single-car, one officer per car, patrol system that has proven to be economically sound and operationally efficient. Uniformed patrols are currently conducted utilizing 12-hour shifts that rotate every 28 days between day and night. Patrol operations are conducted on a 24-hour basis seven days a week. Supervisors direct the operation of patrol officers and can make adjustments in assignments as required to compensate for existing demand levels.

Statistical and computational data regarding current.

TABLE 1 - DATA FOR EXISTING SERVICE AREA

Estimated Population:	34,562
-----------------------	--------

Classification of Area:	Urban & suburban
Geographical Area (Size):	29.63 square miles
Linear Highway Miles:	169 miles (City & DOT)
Annual Calls for Service	63,864 (2 calls per resident)
Average Response Time:	3.38 minutes (all priorities included)

TABLE 2 - DATA FOR ALL REZONING AREAS

Estimated Population:	258(Based on 86 homes multiplied by the average of 3 persons per household.)
Classification of Area:	Urban & suburban
Geographical Area (Size):	Less than 1 square mile
Linear Highway Miles:	Less than 1 mile
Projected annual calls for service	160 (Est. Based on calls for Service in Lexington Commons subdivision 1.87 per unit)
Projected Average Response Time:	5.1 Minutes (all priorities included)

Lexington Commons vs Plyler Farms

In looking at potential impacts on law enforcement services we analyzed Fieldstone Farm Sub-Division in Indian Trail which is similar to the proposed annexation property.

Lexington Commons		Plyler Farms	
Average acreage	0.25 Acre	Average acreage	Est. 0.48 Acre
Homes	233	Homes	86
Average Value	\$337,000	Average Value	\$450,000
Calls for Service 2022	436	Est. Calls for Service per Year	160

LEVEL OF SERVICE TO ANNEXATION AREA

On the effective date of rezoning by the City, all residents and property owners will be eligible to receive police service on substantially the same basis and in the same manner by which these

services are provided to the rest of the City prior to annexation.

The proposed annexation area will be absorbed into the current district and response zones. Service to the proposed rezoned area with continuing growth in the area will have a long-term effect at our current officer allocation. Deployment of personnel will be monitored and adjusted to accommodate the expanded service area and provide traffic enforcement and control services to the expanded jurisdiction. The increase in demand for service in the general area will have an impact on timely service delivery at our current officer allocation.

Based on this analysis, with the population increase with Waxhaw Landing Phase 1 and 3, with the additional 195 population in phase 2 and the 122 conservative estimate increase for calls for service, additional officers will be required to adequately service this area. The additional land, area, street mileage and dwelling units will have a significant future impact on police services and additional employees will be required.

Fire Services:

The proposed annexation will be served from existing Monroe Fire Stations and there will be no immediate measurable cost impact to the fire department to serve this area, however the fire department will not be able to meet our response time goals inside of this sub division if it were built today. As the city limits continues to expand to the southwest and the population and housing density increases in this direction, an additional fire station will be needed to meet response time goals. Fire Station 1 would cover this area in the existing planning zone (MF07). The Springs Volunteer Fire Department (VFD) currently provides service to the proposed annexation area with two fire stations and there could be some debt service payments required. The proposed annexed area is estimated to be approximately 43 acres. The total district size of the Springs VFD area is approximately 43 square miles or approximately 27,520 acres. Thus, the proposed annexation area is a very small percentage of Springs total area. The required debt service is expected to be minimal.

Monroe Fire Department would have primary responsibility to provide services to the annexed area. If needed, Monroe Fire Department would request assistance from Springs VFD via the automatic and mutual aid agreement with them. Our current agreements are reciprocal with no financial cost to either party. It is anticipated the current practice of aid between the two agencies would remain in place without any potential aid cost.

Engineering and Stormwater, and Solid Waste Collection and Recycling

The City of Monroe's Engineering Department is responsible for street maintenance as well as the City's stormwater drainage system. The proposed annexation of the Plyler Farms project located off Lancaster Ave/ML King Jr Blvd is expected to have little to no immediate impact on the operating budgets for the Department provided that the proposed streets and drainage system serving the development are built in accordance with the City of Monroe Standard Specification and Detail Manual. A minimum level of maintenance service is typically provided on newer streets for the first 15 to 20 years. Basic maintenance including debris removal, catch basin routes, street sweeping, snow removal, etc. is provided on the streets once they are accepted for maintenance. The average life expectancy for a pavement structure is 15 to 20 years with costs increasing as the roads deteriorate due to pavement repairs and ultimately need resurfacing as they

become eligible under the City's Pavement Management Program. Approximately 0.89 miles of new public streets are proposed within the Plyler Farms Subdivision. Based on current Powell Bill receipts, the subdivision is expected to generate annual Powell Bill revenue in the amount of \$6,219.30 upon completion. The Vehicle Tax of \$35 per vehicle should generate \$4,816 per year assuming 1.6 vehicles per household in the 86 lot subdivision. By General Statute 136-41.3, Powell Bill funds are *"primarily for the resurfacing of streets within the corporate limits of the municipality but may also be used for the purposes of maintaining, repairing, constructing, reconstructing or widening of any street or public thoroughfare including bridges, drainage, curb and gutter, and other necessary appurtenances within the corporate limits of the municipality or for meeting the municipality's proportionate share of assessments levied for such purposes, or for the planning, construction and maintenance of bikeways, greenways, or sidewalks."* The Vehicle Tax is used exclusively for resurfacing municipal eligible Powell Bill streets. Depending upon necessary repairs completed in conjunction with the street resurfacing, costs have averaged \$456,600 per mile of roadway for the past four years but are trending up. As the subdivision progresses past the 20 year age, street repair costs are likely to increase at a rate that will surpass the revenues being generated through Powell Bill and the Vehicle Tax. Street lighting is provided by the City of Monroe on all public streets with an estimated annual cost of \$5,285 for the development based on current costs. Street lighting costs are provided by the General Fund which would be the source of the biggest immediate impact. Stormwater fees will be required monthly for each constructed lot in accordance with the Stormwater Utility and Enterprise Fees established by the Fees Schedule Ordinance. The cost to the City to provide solid waste pickup to 564 homes would be \$1,609.80. Revenues back to the City would be \$1,831.80 at our current rate of \$21.30 per home.

Planning Department:

The 2020 United States Census states that the average household size was 2.53; assuming this is still accurate, the projected population of this development, once complete, would be approximately 281.

Energy Services:

The Electric service is to be provided by the City of Monroe. Electric service cost is estimated to be \$221,200, the construction cost will be recovered by revenues in 7.5 years.

Natural Gas service cost is estimated to be \$136,576.61, the construction cost will be recovered by revenues in 7.0 years.

Water Resources:

This project proposes a subdivision of three parcels for the development of 86 lots for single family homes. Assuming homes are 4 bedrooms each and using a flow of 120 gpd/bedroom, the anticipated average daily flow demand upon build-out is 41,200 gpd.

- a. We are confirming that the City of Monroe currently has water and sewer capacity to serve the project based on our current sewer capacity, flow projections, and planned capital improvements.

All capital cost of water and sewer main extensions will be funded by the developer at no cost to the City per the City Water and Sewer Extensions Policy.

Water and wastewater treatment plant capacity cost will be fully offset by existing capacity fees to be paid by the developer at the time they request a meter connection to the system.

Meter reading and billing costs will be fully offset by existing utility rates paid by each customer once they establish utility service.

Water distribution costs will be dependent on the final demand for water exhibited by each customer connecting to the water system, but will be fully offset by existing utility rates.

Sewer collection costs will be dependent on the final volume of sewer discharged to the City system, as exhibited by each customer connecting to the sewer system, but will be fully offset by existing utility rates.

STATE PLANE COORDINATE VALUES WERE OBTAINED USING A CARLSON BRX-6 GPS USING THE VIRTUAL REFERENCE STATIONS

THE UNION COUNTY BOARD OF EDUCATION NOW OR FORMERLY DB 1821 PG 27 PARCEL # 09-321-002A

BROOKS FARM HOMEOWNERS ASSOCIATION, INC NOW OR FORMERLY COMMON AREA DB 1315 PG 515 PC E FILE 504 & 505 PARCEL # 09-321-126

DEPARTMENT OF TRANSPORTATION, AN AGENCY OF THE STATE OF NORTH CAROLINA 5109-71 FEE SIMPLE 3446-547

BROOKS FARM HOMEOWNERS ASSOCIATION, INC NOW OR FORMERLY COMMON AREA DB 1315 PG 515 PC E FILE 504 & 505 PARCEL # 09-321-126

I, _____, CITY CLERK OF THE CITY OF MONROE, NORTH CAROLINA, HEREBY CERTIFY THAT ON THE _____ DAY OF _____, 20____, THE CITY COUNCIL APPROVED THIS PLAT ANNEXATION AND RECORDING.

DATE _____ CITY CLERK _____ (SEAL)

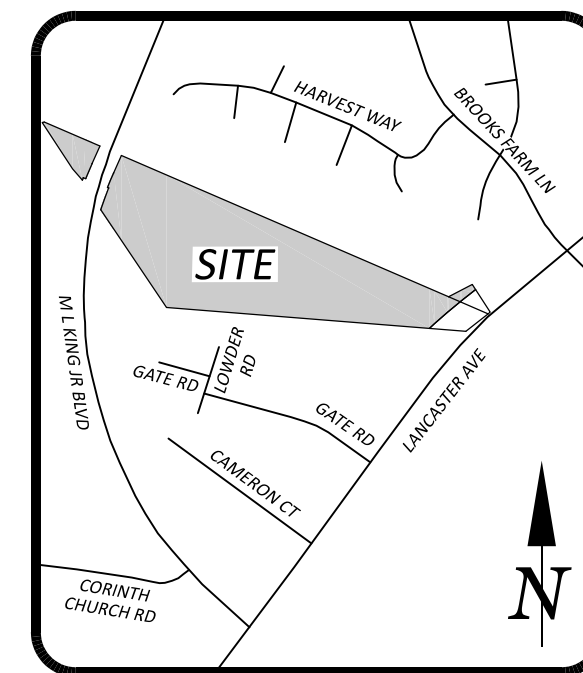
CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	3,130.00'	127.83'	127.82'	S 22°56'13" W	2°20'24"
C2	3,150.00'	20.42'	20.42'	S 21°29'48" W	0°22'17"
C3	2,920.00'	179.26'	179.23'	N 20°08'07" E	3°31'03"
C4	2,930.00'	123.86'	123.85'	N 22°50'35" E	2°25'19"

GPS SURVEY

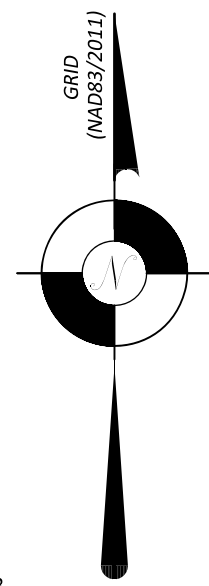
"I, CHRISTOPHER D. FAULK, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:

1. CLASS OF SURVEY: A (1:10,000)
2. POSITIONAL ACCURACY: 0.07 50ppm±
3. TYPE OF GPS FIELD PROCEDURE: GNSS REAL-TIME NETWORK
4. DATES OF SURVEY: 07/07/2022
5. DATUM/EPOCH: NAD83(2011) / NAVD88
6. PUBLISHED/FIXED CONTROL USE: MONROE CORS
7. GEOID MODEL USED: GEOID 18
8. COMBINED GRID FACTORS: 0.99986249
9. UNITS: US SURVEY FEET

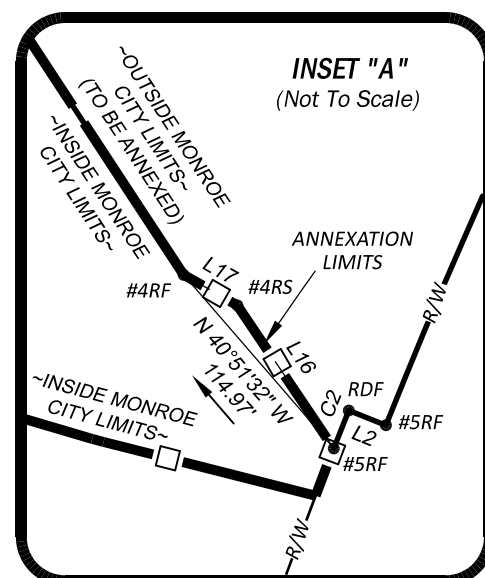
LINE	BEARING	DISTANCE
L1	S 24°01'46" W	147.07'
L2	N 68°20'54" W	20.00'
L3	N 78°37'05" E	16.98'
L4	N 68°57'23" W	9.78'
L5	S 51°53'58" W	21.07'
L6	N 24°02'14" E	146.98'
L7	S 50°25'17" W	129.75'
L8	S 48°33'07" W	131.41'
L9	S 47°08'17" W	54.08'
L10	N 51°59'57" E	294.58'
L11	N 63°27'59" W	566.38'
L12	N 63°19'42" W	887.05'
L13	N 48°03'50" W	3,143.43'
L14	S 51°39'12" W	139.47'
L15	S 50°25'17" W	12.56'
L16	N 33°59'28" W	86.33'
L17	N 60°17'54" W	31.02'



VICINITY MAP
(Not to Scale)



BRD LAND & INVESTMENT NOW OR FORMERLY DB 8454 PG 298 PARCEL # 09-321-003



TOTAL ANNEXATION AREA THIS PLAT IS 42.11 ACRES

LEGEND

RF REBAR FOUND
RS REBAR SET
IPF IRON PIPE FOUND
RDF R/W DISK FOUND
CP COMPUTED POINT
R/W RIGHT-OF-WAY
SF SQUARE FOOT
PC PLAT CABINET
DB DEED BOOK
PG PAGE
PUE PERMANENT UTILITY EASEMENT
SSE SANITARY SEWER EASEMENT
SS SANITARY SEWER MANHOLE

— LINES SURVEYED
— LINES NOT SURVEYED
— RIGHT-OF-WAY
— EXISTING EASEMENT
— EXISTING CITY LIMITS
— SEWER LINE
— OVERHEAD POWER LINE
— EXISTING ANNEXED AREA



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OWNERSHIP INFORMATION :

PARCEL 09-321-008 90, DB 5538 PG 73, TRACT TWELVE: PLYLER FARMS, LLC PO BOX 67, MONROE NC 28110 & PARCEL # 09-321-008A, DB 5538 PG 81, A PORTION OF TRACT EIGHT: PLYLER COMMERCIAL INVESTMENTS, LLC PO BOX 67, MONROE NC 28110

GRAPHIC SCALE



(IN FEET)
1 inch = 200 ft.

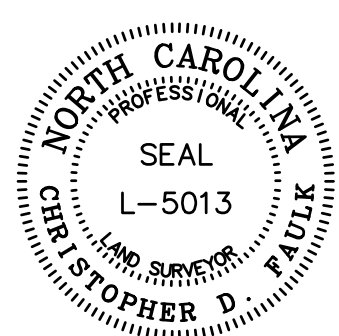
Surveyed by: CDF

REVISIONS:		
1)	8-10-22	COMMENTS ADDRESSED TRL
2)	11-02-22	COMMENTS ADDRESSED JKD
3)	12-13-22	COMMENTS ADDRESSED ART
4)	01-23-23	COMMENTS ADDRESSED ART

"I, CHRISTOPHER D. FAULK, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (SEE DESCRIPTION RECORDED IN BOOK 5538, PAGE 73 & 81; THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10,000; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 7TH DAY OF NOVEMBER, A.D., 2022.

"PRELIMINARY PLAT NOT FOR RECORDATION, CONVEYANCES, OR SALES"

PROFESSIONAL LAND SURVEYOR L-5013



I, Christopher D. Faulk, Professional Land Surveyor No. L-5013, certify to one or more of the following as indicated thus, ☒ or ☐.

- ☒ C. That this plat is of a survey of an existing parcel or parcels of land.

THIS IS TO CERTIFY THAT THIS SURVEY IS AN ANNEXATION SURVEY, WHICH IS AN EXCEPTION TO THE DEFINITION OF "SUBDIVISION" PURSUANT TO GENERAL STATUTE 47-30f11d. MADE THIS 13TH, DAY OF JULY 2022.

"PRELIMINARY PLAT NOT FOR RECORDATION, CONVEYANCES, OR SALES"

PROFESSIONAL LAND SURVEYOR L-5013

ANNEXATION BOUNDARY FOR THE CITY OF MONROE

AT PROPERTY KNOWN AS
THE PROPERTY OF
PLYLER FARMS, LLC AND
PLYLER COMMERCIAL INVESTMENTS, LLC
MONROE TOWNSHIP, UNION COUNTY, NC

METROLINA
LAND SURVEYING, INC.
SURVEYING • MAPPING • PLANNING

8521 CROWN CRESCENT CT.
CHARLOTTE, NC 28227

P (704) 741-1700
C (980) 721-2353
NC #C-4584 & SC #C-6106

Job No. 099-22-43
Date 7/13/22
Proj. Mgr. DCC
Drawn JKD/TRL/ART
Checked CDF
Sheet 1 OF 1

CERTIFICATE OF SUFFICIENCY
42.11 ACRES LOCATED AT INTERSECTION OF
LANCASTER AVENUE AND ML KING, JR. BOULEVARD

To the City Council of the City of Monroe, North Carolina:

I, Bridgette H. Robinson, City Clerk, do hereby certify that I have investigated the Petition attached hereto and have found as a fact that said Petition is signed by all owners of real property lying in the area described therein, in accordance with G.S. 160A-31.

In witness whereof, I have hereunto set my hand and affixed the seal of the City of Monroe, this 9th day of May, 2023.

Bridgette H. Robinson

Bridgette H. Robinson, City Clerk





CITY OF MONROE
Petition Requesting Annexation

DATE: 8.2.22

To the City Council of the City of Monroe:

1. I/We the undersigned owner(s) of real property respectfully request that the area described in Item 2 below be annexed to the City of Monroe. Furthermore, I/we do declare and certify that all legal owners of real property in the annexation area have signed this petition in Item 3 below.
2. The area to be annexed is (choose one):

☒ Contiguous to the primary corporate limits of the City of Monroe. A complete and accurate legal description of the property and a recently prepared survey map are attached.

OR

☐ Not contiguous to the primary corporate limits of the City of Monroe. A complete and accurate legal description of the property, a recently prepared survey map, and a map showing the area proposed for annexation in relation to the primary corporate limits of the City are attached. In addition, in compliance with Session Law 2003-321, I/we certify that:

- (A) The nearest point on the proposed satellite corporate limits must be not more than two miles from the primary corporate limits of the annexing city or must be contiguous to the satellite corporate limits of the annexing city; and
- (B) No point on the proposed satellite corporate limits may be closer to the primary corporate limits of another city than to the primary corporate limits of the annexing city, except that this subdivision does not apply if the area proposed for annexation is contiguous to the satellite corporate limits.

3. I/We acknowledge that any zoning vested rights acquired pursuant to G.S. 160A-385.1 or G.S. 153A-344.1 must be declared and identified on this petition. I/We further acknowledge that failure to declare such rights on this petition shall result in a termination of vested rights previously acquired for the property. If zoning vested rights are claimed, indicate below and attach proof (copy of a valid building permit, conditional use permit, etc.)

Name (please type or print)	Address (please type or print)	Vested Rights? * (yes or no)	Signature
Jane Vandiver	2034 Lancaster Ave (Parcel 09321008A)	No	<i>Jane P. Vandiver</i>
Jane Vandiver	0 Lancaster Ave (Parcels 09321008 80 and 09321008 90)	No	<i>Jane P. Vandiver</i>

***If you answer yes, you must attach a detailed description of the right you are claiming; otherwise you will forfeit this right within the City.**

Number and attach additional pages as needed. Indicate here how many pages are attached: _____

Page 1 of 3

Staff/ Applications, Checklists, Forms and Guidelines/ Annexation
8-11-17

**ORDINANCE TO EXTEND CORPORATE LIMITS OF
CITY OF MONROE, NORTH CAROLINA
O-2023-21**

WHEREAS, the City Council has been petitioned under G.S. 160A-31 to annex the area described below; and

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

WHEREAS, the City Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at the City Hall Council Chambers at 6:00 p.m. on June 13, 2023, after due notice by publication on June 3 and June 10, 2023; and

WHEREAS, the City Council finds that the petition meets the requirements of G.S. 160A-31; and

WHEREAS, the City Council further finds that the petition has been signed by all the owners of real property in the area who are required by law to sign; and

WHEREAS, the City Council further finds that the petition is otherwise valid, and that the public health, safety and welfare of the City of Monroe and of the area proposed for annexation will be best served by annexing the area described;

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

Section 1. By virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made part of the City of Monroe as of June 13, 2023:

**LEGAL DESCRIPTION OF 42.11 ACRES Consisting of the property of Plyler Farms,
LLC, Tax Parcel 09-321-008 90 and a portion of the property of Plyler Commercial
Investments, LLC, a portion of Tax Parcel 09-321-008A**

Area 1 consisting of 1.80 acres

BEING in North Carolina, Union County, Monroe Township BEGINNING at a NC grid monument "T 51" having North Carolina State Plane coordinates in US Survey feet of: North 449,653.53 and East 1,523,300.79 and tied to the North American Datum 83/2011: thence S 48° 3' 50" E, 3,143.43 feet to found number 4 rebar, on the line of now or formerly the BRD Land & Investment property recorded in Record Book 8464, Page 298 in the Union County Register of Deeds, a common corner with now or formerly The Union County Board of Education property recorded in Record Book 1821, Page 27 in the Union County Register of Deeds and said rebar being on the existing city limits line of now or formerly the City of Monroe annexation ordinance recorded in Record Book 8457, Page 147 in the Union County Register of Deeds and of now or formerly the City of Monroe annexation ordinance recorded in Record Book 3535, Page 402 in the Union County Register of Deeds, and being THE TRUE POINT OF BEGINNING: thence with said city limits line recorded in Record Book 3535, Page 402 and the said Union County Board of Education property N 78° 37' 5" E, 16.98 feet to a found 1/2-inch iron pipe, a common corner with now or formerly the Brooks Farm Homeowners Association, Inc. property recorded in Record Book 1315, Page 515 in the Union County Register of Deeds and said pipe being on now or formerly the City of Monroe annexation ordinance recorded in Record Book 600, Page 407 in the Union County Register of Deeds; thence with the said city limits line and the said Brooks Farm Homeowners Association, Inc. property S 66° 38' 3" E, 468.64 feet to a set number 4 rebar, a common corner with now or formerly the Department of Transportation, an Agency of the State of North Carolina property recorded in Record Book 5146, Page 547 in the Union County Register of Deeds, property being used for M L King Jr Blvd (NC 200), and a common corner with now or formerly the Department of Transportation, an Agency of the State of North Carolina property recorded in Record Book 5109, Page 74 in the Union County Register of Deeds, property being used for M L King Jr Blvd (NC 200); thence leaving the existing city limits line and with the said Department of Transportation property four (4) calls as follows: 1) S 24° 1' 46" W, 147.07 feet to a found right-of-way disc; 2) with a curve to the left having an arc length of 127.83 feet, a radius of 3,130.00 feet, and a chord bearing of S 22° 56' 13" W, 127.82 feet to a found number 5 rebar; 3) N 68° 20' 54" W, 20.00 feet to a found right-of-way disc; 4) with a curve to the left having an arc length of 20.42 feet, a radius of 3,150.00 feet, and a chord bearing and distance of S 21° 29' 48" W, 20.42 feet to a found number 5 rebar, a common corner with now or formerly the Department of Transportation, an Agency of the State of North Carolina property recorded in Record Book 5109, Page 71 in the Union County Register of Deeds, property being used for M L King Jr Blvd (NC 200) and a common corner with now or formerly the BRD Land & Investment property recorded in Record Book 8464, Page 298 in the Union County Register of Deeds, and being on now or formerly the City of Monroe annexation ordinance recorded in Record Book 8457, Page 147 in the Union County Register of Deeds; thence with the existing city limits line and the said BRD Land & Investment property three (3) calls as follows: 1) N 33° 59' 28" W, 86.33 feet to a set number 4 rebar; 2) N 60° 17' 54" W, 31.02 feet to a found number 4 rebar; 3) N 33° 17' 23" W, 429.73 feet to the TRUE POINT AND PLACE OF BEGINNING and containing 1.80

acres more or less as shown on an annexation plat entitled “Annexation Boundary for the City Of Monroe, the Property of Plyler Farms, LLC and Plyler Commercial Investments, LLC” as prepared by Metrolina Land Surveying, Inc., Charlotte, NC, surveyed by Christopher D. Faulk and dated July 13, 2022, last revised March 27, 2023.

Area 2 consisting of 40.05 acres and 0.26 acres

BEING in North Carolina, Union County, Monroe Township BEGINNING at a NC grid monument “T 51” having North Carolina State Plane coordinates in US Survey feet of: North 449,653.53 and East 1,523,300.79 and tied to the North American Datum 83/2011: thence S 48° 3’ 50” E, 3,143.43 feet to found number 4 rebar, on the line of now or formerly the BRD Land & Investment property recorded in Record Book 8464, Page 298 in the Union County Register of Deeds, a common corner with now or formerly The Union County Board of Education property recorded in Record Book 1821, Page 27 in the Union County Register of Deeds and said rebar being on the existing city limits line of now or formerly the City of Monroe annexation ordinance recorded in Record Book 8457, Page 147 in the Union County Register of Deeds and of now or formerly the City of Monroe annexation ordinance recorded in Record Book 3535, Page 402 in the Union County Register of Deeds: thence with said city limits line recorded in Record Book 3535, Page 402 and the said Union County Board of Education property N 78° 37’ 5” E, 16.98 feet to a found 1/2-inch iron pipe, a common corner with now or formerly the Brooks Farm Homeowners Association, Inc. property recorded in Record Book 1315, Page 515 in the Union County Register of Deeds and said pipe being on now or formerly the City of Monroe annexation ordinance recorded in Record Book 600, Page 407 in the Union County Register of Deeds; thence with the said city limits line and the said Brooks Farm Homeowners Association, Inc. property S 66° 38’ 3” E, 468.64 feet to a set number 4 rebar, a common corner with now or formerly the Department of Transportation, an Agency of the State of North Carolina property recorded in Record Book 5146, Page 547 in the Union County Register of Deeds, property being used for M L King Jr Blvd (NC 200), and a common corner with now or formerly the Department of Transportation, an Agency of the State of North Carolina property recorded in Record Book 5109, Page 74 in the Union County Register of Deeds, property being used for M L King Jr Blvd (NC 200); thence continuing with the said city limits line and the said Department of Transportation property S 66° 38’ 3” E, 199.92 feet to set number 4 rebar, a common corner with now or formerly the Brooks Farm Homeowners Association, Inc. property recorded in Record Book 1315, Page 515 in the Union County Register of Deeds, THE TRUE POINT OF BEGINNING: thence with the existing city limits line and the said Brooks Farm Homeowners Association, Inc. property two (2) calls as follows: 1) S 66° 38’ 3” E, 2,759.27 feet to a found 3/4-inch iron pipe; 2) N 62° 33’ 28” E, 206.54 feet to a found number 4 rebar, a common corner with now or formerly the James Carson Griffin and wife Susan C. Griffin property recorded in Deed Book 454, Page 659 in the Union County Register of Deeds; thence leaving the existing city limits line and with the said Griffin property S 32° 56’ 19” E, 47.00 feet to a set number 4 rebar on the line of now or formerly the Plyler Commercial Investments, LLC property recorded in Record Book 5538, Page 81 in the Union County Register of Deeds and said rebar being on now or formerly the City of Monroe city limits line recorded in Plat Cabinet B, Files 20A and 24B through 27B in the Union County Register of Deeds; thence with the said city limits line and crossing the said Plyler Commercial Investments, LLC property two (2) calls as follows: 1) S 51° 39’ 12” W, 139.47 feet to a computed point; 2) S 50° 25’ 17” W, 12.56 feet to a computed point on the line of now or formerly the Plyler

Farms, LLC property recorded in Record Book 5538, Page 73 in the Union County Register of Deeds; thence with the said city limits line and crossing the said Plyler Farms, LLC property three (3) calls as follows: 1) S 50° 25' 17" W, 129.75 feet to a computed point; 2) S 48° 33' 7" W, 131.41 feet to a computed point; 3) S 47° 8' 17" W, 54.08 feet to a set number 4 rebar on the line of now or formerly the Shannen Ronald Bretz and wife Eleanor Annemarie Bretz property recorded in Record Book 6518, Page 195 in the Union County Register of Deeds; thence leaving the existing city limits line and with the said Bretz property N 85° 25' 48" W, 2,042.01 feet to a found number 12 rebar, a common corner with now or formerly the Victor N. Shaw property recorded in Record Book 924, Page 861 in the Union County Register of Deeds; thence with the said Shaw property N 33° 57' 36" W, 912.32 feet to a set number 4 rebar on the line of now or formerly the Department of Transportation, an Agency of the State of North Carolina property recorded in Record Book 5109, Page 71 in the Union County Register of Deeds, property being used for M L King Jr Blvd (NC 200) and a common corner with now or formerly the Department of Transportation, an Agency of the State of North Carolina property recorded in Record Book 5109, Page 74 in the Union County Register of Deeds, property being used for M L King Jr Blvd (NC 200); thence with the said Department of Transportation property four (4) calls as follows: 1) with a curve to the right having an arc length of 179.26 feet, a radius of 2,920.00 feet, and a chord bearing and distance of N 20° 8' 7" E, 179.23 feet to a found right-of-way disc; 2) N 68° 57' 23" W, 9.78 feet to a found right-of-way disc; 3) with a curve to the right having an arc length of 123.86 feet, a radius of 2,930.00 feet, and a chord bearing and distance of N 22° 50' 35" E, 123.85 feet to a found right-of-way disc; 4) N 24° 2' 14" E, 146.98 feet to THE TRUE POINT AND PLACE OF BEGINNING and containing 40.31 acres more or less as shown on an annexation plat entitled "Annexation Boundary for the City Of Monroe, the Property of Plyler Farms, LLC and Plyler Commercial Investments, LLC" as prepared by Metrolina Land Surveying, Inc., Charlotte, NC, surveyed by Christopher D. Faulk and dated July 13, 2022, last revised March 27, 2023.

The annexation plat showing Area 1 and Area 2 above is recorded in Plat Cabinet _____, File _____, in the Union County Register of Deeds.

Section 2. Upon and after June 13 2023, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of Monroe and shall be entitled to the same privileges and benefits as other parts of the City of Monroe. Said territory shall be subject to municipal taxes according to G.S. 160A-31.

Section 3. The City of Monroe shall cause to be recorded in the office of the Register of Deeds of Union County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Union County Board of Elections, as required by G.S. 163-288.1.

Adopted this 13th day of June, 2023.

Marion L. Holloway, Jr., Mayor

Attest:

APPROVED AS TO FORM:

Bridgette H. Robinson, City Clerk

Richard Long, City Attorney

**NORTH CAROLINA
UNION COUNTY**

I, Sherry K. Hicks, Notary Public, in and for said County and State, do hereby certify that Bridgette H. Robinson personally appeared before me this day and acknowledged that she is the City Clerk of the City of Monroe, a municipal corporation of said state, and that by virtue of said office is also Clerk to the City Council of said City, and that by authority duly given and as an act of said City, the foregoing instrument was signed in the name of the City and in her presence by its Mayor, sealed with the corporate seal of said City, and attested by herself as its City Clerk.

Witness my hand and notarial seal, this 13th day of June, 2023.

_____(SEAL)
Sherry H. Hicks, Notary Public
My Commission Expires: 01/04/2026

Zoning Map

Case #: PLANXA 2023-00026

Legend

-  Centerlines
-  City Limits
-  ETJ
-  streams
-  Parcels

Zoning Districts

NEW_ZONING

-  CD
-  NB
-  OM
-  RHD
-  RLD
-  RMD

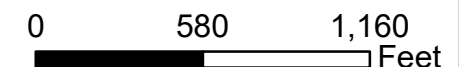
UC Zoning Districts

ZONE

-  RA-20
-  RA-40

Existing: Union County RA-40
and Residential Medium
Density-City

Owner: Plyler Farms, LLC





Note: Images are conceptual in nature and intended to show commitment to amenities package. Actual location and design of elements will be determined at time of construction design submittal and subject to change based on City requirements.

Conceptual Rezoning Plan

Lancaster Avenue

Conceptual Rezoning Plan



Lancaster Avenue

City of Monroe, North Carolina

October 18, 2022

revised: April 6, 2023

Page 1 of 1

Note: NOT FOR CONSTRUCTION - Conceptual Plans Only, lot yield and layout subject to change based on final design and approvals.





















TRAFFIC IMPACT ANALYSIS

Plyler Farms

MONROE, NORTH CAROLINA



REPORT PREPARED FOR:

BRD Land & Investment, LP
259 Textile Way, Suite 102
Fort Mill, SC 29715

REPORT PREPARED BY

Impact Designs, Inc.
PO Box 3728
Mooresville, NC 28117
nick@impactdesignsinc.com

4. SUMMARY OF FINDINGS AND RECOMMENDATIONS

A traffic impact study was conducted for the proposed Plyler Farms residential development in accordance NCDOT guidelines. The proposed development is located on the west side of Lancaster Avenue in Monroe, North Carolina. The development is expected to consist of up to 104 single family detached homes to be completed in 2025. Access to the site is to be provided via one full movement connection to Lancaster Avenue and one full movement connection to N M.L.K. Jr. Boulevard.

The study was determined through coordination with NCDOT and consists of the following intersections:

- N M.L.K. Jr. Boulevard and Site Access A
- Lancaster Avenue and Site Access B

For the purpose of this analysis, the study intersections listed above were analyzed under the following scenarios:

- Build (2025) Conditions

Traffic operations during the AM and PM peak hours were modeled for each scenario. The results of each scenario were compared to determine impacts from background traffic growth and the proposed development.

The capacity analysis indicates that all movements at the study intersections are expected to operate at a reasonable LOS. No mitigation is recommended based on capacity.

Recommendations:

- Install a 50' left turn lane with appropriate taper on N M.L.K. Jr. Boulevard at Site Access A. (100' required by NCDOT)

Additional Improvements Required by NCDOT

- Install a right turn lane into Access A with 50' of storage and appropriate taper.
Install a left turn lane into Access B with 100' of storage and appropriate taper.

Future Land Use Map

Case #: PLANXA 2023-00026

Legend

- Centerlines
- City Limits
- ETJ
- streams
- Parcels

FLUM

Future Land Use Character Area

- Suburban

Existing: Union County RA-40
and Residential Medium
Density-City

Owner: Plyler Farms, LLC

0 580 1,160
Feet

Future Land Use Plan Consistency

The Future Land Use Plan indicates this area is Suburban. While residential uses typically take the form of neighborhoods with uniform housing types and densities, a mix of housing types and lot sizes is preferred in Suburban locations. Multimodal connectivity between neighborhoods and to nearby centers also should be emphasized. Strategic connections to the off-street multi-use trail network are preferred and open space should be preserved in both active and passive forms within neighborhoods. The density for suburban residential is 2-4 units per acre.

ACCTNO	NAME1	ADDRESS	CITY	STATE	ZIP
09286138	HERRELL H GENE	1106 ARDEN DR	MONROE	NC	28112
09286057	WALTON LORRAINE M	2057 LANCASTER AVE	MONROE	NC	28112
09321048	FRANCIS LLC	4115 SAINT JOSEPH DR	INDIAN TRAIL	NC	28079
09321073	MANEY CHRISTOPHER	2216 BROOKLINE CT	MONROE	NC	28112
09321088	BARBER MAXINE L	706 HARVEST WAY	MONROE	NC	28112
09327024	SHAW VICTOR N	2050 CORINTH CHURCH RD	MONROE	NC	28112
09286137	HERRELL H GENE	1106 ARDEN DR	MONROE	NC	28112
09286141	TARTAN ASSOCIATES	815 BRIDGEWATER DR	MONROE	NC	28112
09321007	RUBIO ARTURO ULISES MARTINEZ	134 PEDRO ST STE L	MONROE	NC	28110
09321027	RORIE DENNIS J	2117 PLEASANT KNOLL LN	MONROE	NC	28112
09321033	ARAUJO ANGEL J	2112 PLEASANT KNOLL LN	MONROE	NC	28112
09321044	HOLMES TRACY M	2113 FIELD POND LN	MONROE	NC	28112
09321047	OWEN WADE K	2212 FIELD POND LN	MONROE	NC	28112
09321049	WATTS ODELL	2204 FIELD POND LN	MONROE	NC	28112
09321054	TENNANT LAWRENCE D	2209 WHEATON WAY	MONROE	NC	28112
09321055	PENEGAR CHARLES RICHARD	2213 WHEATON WAY	MONROE	NC	28112
09321008 80	PLYLER FARMS LLC	PO BOX 67	MONROE	NC	28110
09321008A	PLYLER COMMERCIAL INVESTMENTS LLC	PO BOX 67	MONROE	NC	28110
09321026	REYES RIGOBERTO JIMENEZ	2113 PLEASANT KNOLL LN	MONROE	NC	28112
09321051	ASSOCIATION INC	%HAWTHORNE MANAGEMENT COMPANY	CHARLOTTE	NC	28220
09321071	RUIZ SERVANDO G	2209 BROOKLINE CT	MONROE	NC	28112
09321085	BERRY TIMOTHY WAYNE	2200 RYEFIELD WAY	MONROE	NC	28112
09321092	GRAY PATRICIA C	711 HARVEST WAY	MONROE	NC	28112
09321090	Resident				
09286134	TARTAN ASSOCIATES	815 BRIDGEWATER DR	MONROE	NC	28112
09321023	ASSOCIATION INC	%HAWTHORNE MANAGEMENT COMPANY	CHARLOTTE	NC	28220
09321031	FLETCHER CATHY LAVERNE	2120 PLEASANT KNOLL LN	MONROE	NC	28112
09321042	BROWN GINA	2203 FIELD POND LN	MONROE	NC	28112
09321052	STURDIVANT DEBRA PERRY	4881 ANNEISE DR	HARRISBURG	NC	28075
09321070	SMART CARL W	2205 BROOKLINE CT	MONROE	NC	28112

09321075	STANLEY PHILIP L	2208 BROOKLINE CT	MONROE	NC	28112
09321080	MILE HIGH BORROWER 1 (VALUE) LLC	PO BOX 4050	SCOTTSDALE	AZ	85261
09321087	WHITLEY JACKIE L	710 HARVEST WAY	MONROE	NC	28112
09286136	BREWER BAUCOM PROPERTIES LLC	PO BOX 769	MARSHVILLE	NC	28103
09286139	HERRELL H GENE	1106 ARDEN DR	MONROE	NC	28112
09286140	HERRELL H GENE	1106 ARDEN DR	MONROE	NC	28112
09286135	TARTAN ASSOCIATES	815 BRIDGEWATER DR	MONROE	NC	28112
09321003	BRD LAND & INVESTMENT LP	C/O PAM HARDING	FORT MILL	SC	29715
09321037	HILL JEFFERY	842 HARVEST WAY	MONROE	NC	28112
09321038	ALSBROOKS JAMES	838 HARVEST WAY	MONROE	NC	28112
09321056	HESS SEAN D	2216 WHEATON WAY	MONROE	NC	281126189
09321058	THOMAS BELYNDA HELMS	2208 WHEATON WAY	MONROE	NC	28112
09321077	WILLIAMS SANDRA A	2200 BROOKLINE CT	MONROE	NC	28112
09321078	HOLMES EVELYN S	2201 RYEFIELD WAY	MONROE	NC	28112
09321084	SNEED JENNIFER	2204 RYEFIELD WAY	MONROE	NC	28112
09286133	JEM PARTNERSHIP	815 BRIDGEWATER DR	MONROE	NC	28112
09321002A	UNION COUNTY BOARD OF EDUCATION	400 N CHURCH ST	MONROE	NC	28112
09321009 90	BRETZ ELEANOR ANNEMARIE	2108 LANCASTER AVE	MONROE	NC	28112
09321025	HALLAS TIMOTHY PATRICK	2109 PLEASANT KNOLL LN	MONROE	NC	28112
09321028	PAYAN JUAN CARLOS	2121 PLEASANT KNOLL LN	MONROE	NC	28112
09321032	BEDNARZ CALEB M	2116 PLEASANT KNOLL LN	MONROE	NC	28112
09321036	MARTINEZ DAMIANA A	1701 LAKE LEE DR	MONROE	NC	28112
09321053	ALTENKIRCH AARON M	2205 WHEATON WAY	MONROE	NC	28112
09321057	TUCKER TIMOTHY DEWAYNE	2212 WHEATON WAY	MONROE	NC	28112
09321059	PAPPAS MICHAEL PAUL	2204 WHEATON WAY	MONROE	NC	28112
09321060	FLEMING MAURICE EUGENE	2200 WHEATON WAY	MONROE	NC	28112
09321076	CARNEY BRIAN	332 GATEWOOD LN	MATTHEWS	NC	28104
09321086	MORENO RAMON SILVA	720 HARVEST WAY	MONROE	NC	28112
09321089	BELL JAMES M	1341 LONGLEAF CT	MATTHEWS	NC	28104
09321008 90	PLYLER FARMS LLC	PO BOX 67	MONROE	NC	28110
09321024	WALLACE GARY	2103 PLEASANT KNOLL LN	MONROE	NC	28112
09321029	THE NPA TRUST	1010 RAYWOOD CT	MATTHEWS	NC	28104

09321034	COFFEY BETIS M	2108 PLEASANT KNOLL LN	MONROE	NC	28112
09321035	RAYMOND OLGA V	2104 PLEASANT KNOLL LANE	MONROE	NC	28112
09321043	WARREN GASTON G	2209 FIELD POND LAND	MONROE	NC	28112
09321046	THOMAS BENJAMIN PAUL	2216 FIELD POND LN	MONROE	NC	28112
09321050	SMITH THOMAS P III	2200 FIELDPOND LN	MONROE	NC	28112
09321072	PROGRESS RESIDENTIAL BORROWER 9 LLC	PO BOX 4090	SCOTTSDALE	AZ	85261
09321074	MATA JOSE LUIS ALCAUTER	2212 BROOKLINE CT	MONROE	NC	28112
09321081	TAH 2017-2 BORROWER LLC	C/O TRICON AMERICAN HOMES LLC	SANTA ANA	CA	92705
09321083	BARKER BRIAN A	2208 RYEFIELD WAY	MONROE	NC	28112
09321126	ASSOCIATION INC	%HAWTHORNE MANAGEMENT COMPANY	CHARLOTTE	NC	28220
09321006B	GRIFFIN JAMES CARSON	289 BELTON CIRCLE	ABBEVILLE	SC	29620
09321009 80	BRETZ ELEANOR ANNEMARIE	2108 LANCASTER AVE	MONROE	NC	28112
09321030	BAGBY RICHARD B	2124 PLEASANT KNOLL LN	MONROE	NC	28112
09321039	JENKINS DAHN J	834 HARVEST WAY	MONROE	NC	28112
09321040	OFFERPAD SPE BORROWER A LLC	2150 EAST GERMANN RD SUITE 1	CHANDLER	AZ	85286
09321045	ALARCON AINET R	2217 FIELD POND LN	MONROE	NC	28112
09321069	TUTKOWSKI BRANDON M	2201 BROOKLINE CT	MONROE	NC	28112
09321079	MARON EDITH F	2205 RYEFIELD CT	MONROE	NC	28112
09321082	LEWIS CORINE CHRISTIANE	2212 RYEFIELD WAY	MONROE	NC	28112

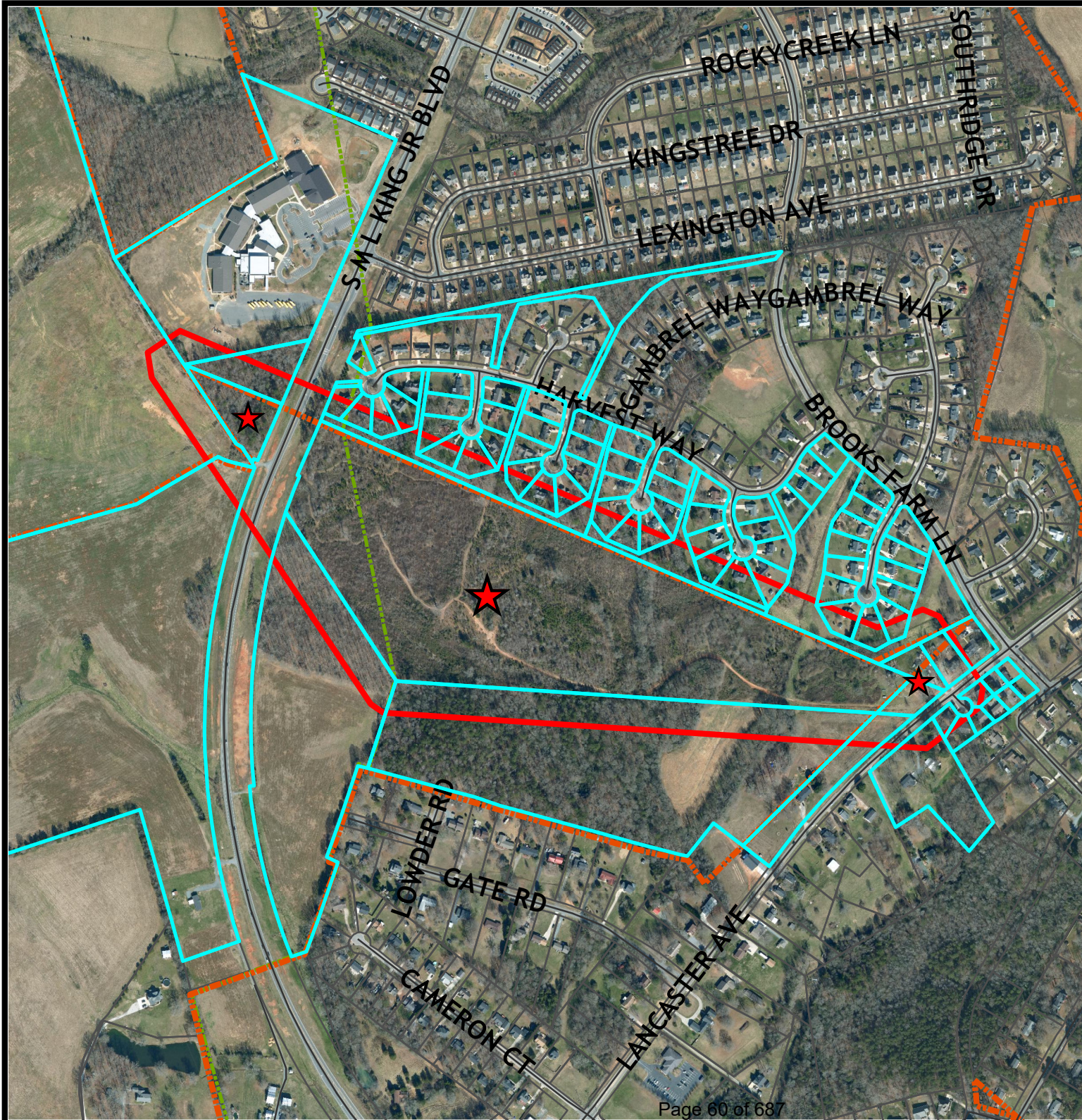
APO Map

Case: ANX/PUD
LANCASTER AVENUE

Legend

- Centerlines
- Parcels
- City Limits
- ETJ
- 150-foot buffer
- Notified Properties
- Subject Property

81 Properties Notified



January 13, 2023

Mr. Doug Britt
City of Monroe Planning Department
300 W Crowell Street, Monroe, NC 28112

RE: Lancaster Neighborhood Meeting Summary

Dear Doug:

The neighborhood meeting for the proposed Planned Unit Development – Lancaster Avenue was held **on Tuesday December 13, 2022 from 5 – 6:30 p.m at Walter Bickett Elementary School**. Of the 32 neighborhood notices mailed out, 8 people were in attendance, 2 of which were the developer's representatives.

Questions and comments:

Buffer:

The adjacent neighbors were happy to see a proposed 50' buffer. The development team explained this buffer would retain the existing vegetation there and not have to replant unless necessary. The team also added that a tree survey was underway (as of the writing of this summary, it has been completed and is shown on the rezoning plan) to identify existing trees.

Environmental Features:

One neighbor informed the development team of wetlands behind their property. The development team informed the neighborhood that a wetlands delineation had been completed for the property and shown on the plan.

Homes:

Neighbors asked about the types of homes, price points and the average size. The development team informed them that single family detached homes were proposed for the property, price points would be market rate and the average sizes would be 1,600 – 2,600 sf. The neighbors did not want to see homes built on the property but understood this land would be developed.

Sincerely,



Principal/Senior Planner

Attached:

APO Maps

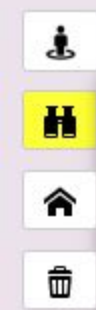
APO List

Meeting Flyer/Mailer

Meeting sign In Sheet

Go!

Settings Search Hand Previous Next Parcels [i] []



Search By:

Parcel Number ▾

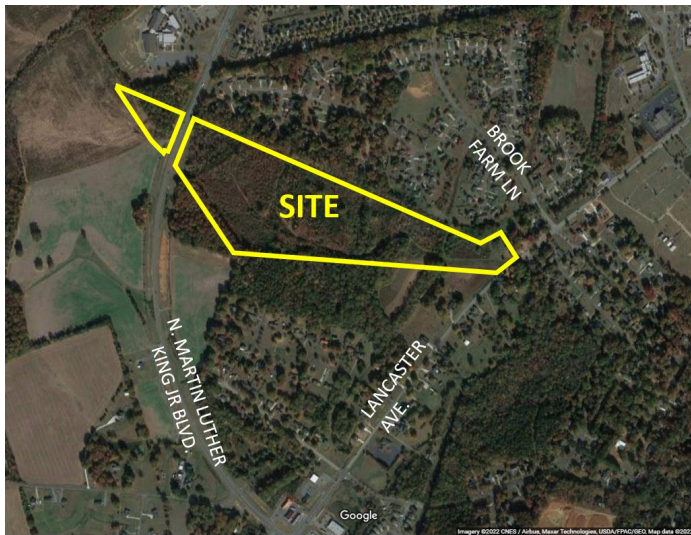
Enter Parcel Number Go!



	Parcel Number	Owner	Owner	Mailing Address	Mailing City	Mailing Sate	Mailing Zip
1	9321045	ALARCON AINET R		2217 FIELD POND LN	MONROE	NC	28112
2	9321030	BAGBY RICHARD B	BAGBY SHARON C	2124 PLEASANT KNOLL LN	MONROE	NC	28112
3	9321088	BARBER RONALD W	BARBER MAXINE L	706 HARVEST WAY	MONROE	NC	28112
4	9321083	BARKER BRIAN A	BARKER DORIS A	2208 RYEFIELD WAY	MONROE	NC	28112
5	9321089	BELL JAMES M		1341 LONGLEAF CT	MATTHEWS	NC	28104
6	09321009 80	BRETZ SHANNEN RONALD	BRETZ ELEANOR ANNEMARIE	2108 LANCASTER AVE	MONROE	NC	28112
7	9321023	BROOKS FARM HOMEOWNERS ASSOCIATION INC	HAWTHORNE MANAGEMENT COMPANY	PO BOX 11906	CHARLOTTE	NC	28220
8	9321031	FLETCHER CATHY LAVERNE		2120 PLEASANT KNOLL LN	MONROE	NC	28112
9	9321048	FRANCIS LLC		4115 SAINT JOSEPH DR	INDIAN TRAIL	NC	28079
10	09321006B	GRIFFIN JAMES CARSON	GRIFFIN SUSAN C	289 BELTON CIRCLE	ABBEVILLE	SC	29620
11	9321056	HESS SEAN D		2216 WHEATON WAY	MONROE	NC	281126189
12	9286133	JEM PARTNERSHIP		815 BRIDGEWATER DR	MONROE	NC	28112
13	9321082	LEWIS CORINE CHRISTIANE		2212 RYEFIELD WAY	MONROE	NC	28112
14	9321073	MANEY CHRISTOPHER	MANEY BRITTANY LONG	2216 BROOKLINE CT	MONROE	NC	28112
15	9321074	MATA JOSE LUIS ALCAUTER		2212 BROOKLINE CT	MONROE	NC	28112
16	9321080	MILE HIGH BORROWER 1 (VALUE) LLC		PO BOX 4050	SCOTTSDALE	AZ	85261
17	9321047	OWEN WADE K		2212 FIELD POND LN	MONROE	NC	28112
18	9321028	PAYAN JUAN CARLOS		2121 PLEASANT KNOLL LN	MONROE	NC	28112
19	9321055	PENEGAR CHARLES RICHARD		2213 WHEATON WAY	MONROE	NC	28112
20	09321008 90	PLYLER FARMS LLC		PO BOX 67	MONROE	NC	28110
21	9321072	PROGRESS RESIDENTIAL BORROWER 9 LLC		PO BOX 4090	SCOTTSDALE	AZ	85261
22	9327024	SHAW VICTOR N		2050 CORINTH CHURCH RD	MONROE	NC	28112
23	9321081	TAH 2017-2 BORROWER LLC	C/O TRICON AMERICAN HOMES LLC	1508 BROOKHOLLOW DRIVE	SANTA ANA	CA	92705
24	9286141	TARTAN ASSOCIATES		815 BRIDGEWATER DR	MONROE	NC	28112
25	9321054	TENNANT LAWRENCE D	TENNANT LISA M	2209 WHEATON WAY	MONROE	NC	28112
26	9321029	THE NPA TRUST		1010 RAYWOOD CT	MATTHEWS	NC	28104
27	9321046	THOMAS BENJAMIN PAUL	THOMAS KERRY	2216 FIELD POND LN	MONROE	NC	28112
28	9321057	TUCKER TIMOTHY DEWAYNE		2212 WHEATON WAY	MONROE	NC	28112
29	09321002A	UNION COUNTY BOARD OF EDUCATION		400 N CHURCH ST	MONROE	NC	28112
30	9286057	WALTON LORRAINE M		2057 LANCASTER AVE	MONROE	NC	28112
31	9321087	WHITLEY JACKIE L	WHITLEY MALLORY	710 HARVEST WAY	MONROE	NC	28112
32	9321090			701 HARVEST WAY	MONROE	NC	28112

COMMUNITY MEETING
Notice to interested parties of a rezoning petition

Subject:	Rezoning for Lancaster Avenue
Petitioner/Developer:	DP Development
Current Land Use:	Vacant
Existing Zoning:	RLD, RMD
Rezoning Requested:	PUD
<u>Date and Time of Meeting:</u>	Tuesday, December 13th, 2022, from 5:00 – 6:30 PM
Location of Meeting:	Walter Bickett Elementary School Media Center 830 N M.L.K. Jr Blvd Monroe, NC 28112
Date of Notice:	11/30/22



Site Location

We are assisting DP Development (the “Petitioner”) to submit a conceptual rezoning plan for an approximately ±40-acre site located at 2034 Lancaster Avenue. We are taking this opportunity to provide basic information concerning the Petition and extend an invitation to attend a Neighborhood Meeting.

Background and Summary of Request:

This petition involves a request to submit a conceptual rezoning plan for the ±40-acre Site located located at 2034 Lancaster Avenue from RLD and RMD to a PUD. The request is to allow the development of the Site with a single-family residential community.

Neighborhood Meeting Date and Location:

The Union County, North Carolina records indicate that you are either a representative of a registered neighborhood organization or an owner of property near the Site. **Accordingly, we are extending an invitation to attend the upcoming Neighborhood Meeting to be held on Tuesday, December 13th, 2022, from 5:00 – 6:30 PM at the Walter Bickett Elementary School Media Center located at 830 N M.L.K. Jr Blvd, Monroe, NC 28112.** Representatives of the Petitioner will be available to discuss this rezoning proposal.

In the meantime, should you have any questions about this matter, you may call Sara Shirley at (704) 749-1021 or email sshirley@american-ea.com. Please be sure to reference “Lancaster Avenue” in the subject line. Thank you.

cc: Doug Britt, City of Monroe Planning Department
Kyle DiPretoro, DP Development

Lancaster Avenue COMMUNITY MEETING SIGN IN

December 13, 2022

5:00 P.M.

Walter Bickett Elementary School

	NAME OF ATTENDEE (PRINT)	ADDRESS OF ATTENDEE (PRINT)	EMAIL ADDRESS OF ATTENDEE
1	Cathy Fletcher	2120 Pleasant Knoll Ln	Fletcher.cathy@Rockwell.com
2	KAE BARRY	2124 PLEASANT KNOLL LN	
3	Richard Barry	11 11	RailHog@outlook.com
4	DORIS BARKER	2208 Ryefield way	dborisab83@gmail.com
5	Brian Barker	2208 Ryefield way	
6	Benjamin Thomas		
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PLANNING BOARD MEETING

May 3, 2023 @ 6:00 PM
City Hall – Conference Room
300 W. Crowell Street, Monroe, NC

Item 4. Annexation of 42.11 acres and a zoning map and text amendment for properties located along Lancaster Avenue and ML King Boulevard further identified as tax parcel #'s: 09-321-008-80, 09-321-008-90, and 09-321-008-A. The request is to annex and rezone the properties from Union County RA-40 and City of Monroe Residential Medium Density (RMD) to Planned Unit Development (PUD) “Lancaster Avenue”.

Doug Britt, Senior Planner, approached the podium and said, the Planning Board is requested to consider the annexation of 42.11 acres and a zoning map and text amendment for the properties located along Lancaster Avenue and ML King Jr. Boulevard. The request is to annex and rezone the properties from Union County RA-40 and City of Monroe Residential Medium Density (RMD) to Planned Unit Development “Lancaster Avenue”.

The applicant is requesting to annex 42.11 acres and a Planned Unit Development rezoning in order to develop a residential subdivision that will consist of 86 single-family detached homes. The total area of the project is 43.79 acres, with 22.2 acres or 50.6% of that reserved as common open space. The density of this project is 1.96 units per acre. Adjoining Land Uses and Zoning District.

The applicant is requesting a Planned Unit Development rezoning in order to develop a residential subdivision that will consist of 86 single-family detached homes. The total area of the project is 43.79 acres, with 22.2 acres or 50.6% of that reserved as common open space. The developer is proposing the minimum lot width for the project to be 55 feet with an overall project density of 1.96 units per acre.

The density of the proposed project is 1.96 units per acre. The minimum lot size is 6,720 square feet with a range up to approximately 13,090 square feet. The data below is simply to provide the board with information to compare the proposed density being requested to what is allowed by the zoning ordinance in other residential districts in Monroe.

The minimum setbacks and lot width proposed are as follows:

Front: 20 feet

Side: 7 feet

Corner Lot Side: 10 feet

Rear: 20 feet

Maximum Building Height: 35 feet

Lot Width	Number of Lots
55-foot	25
60-foot	42
75-foot	19
Total Lots	86

Street trees will be provided at a rate of at least one (1) tree per lot and corner lots will be provided with at least two (2) street trees. All houses will have at least one (1) yard tree per lot. All trees planted will be a minimum of three (3) inches in caliper measured six (6) inches above grade.

A ten (10) foot landscaped street yard buffer has been provided as required by ordinance along Lancaster Avenue and ML King Jr. Boulevard. The ordinance also requires a 50-foot buffer around the perimeter of the site which is required to be improved with trees, shrubs, and a six (6) foot berm, fence or wall. The developer is proposing for the 50 fifty-foot buffer to remain undisturbed with the exception of utility crossings and will provide landscaping as depicted in the detail on the landscape plan where there are unvegetated areas. As part of the Planned Unit Development (PUD) the developer is requesting a deviation to not install the six (6) foot berm, fence or wall within the buffer. Since the buffer is proposed as undisturbed this will satisfy the ordinance requirement of at least ten percent (10%) of all existing tress shall be preserved. The buffer areas are comprised of 6.55 acres and ten percent (10%) of the site for required tree preservation is 4.29 acres.

According to the Unified Development Ordinance a tree survey is required to show all trees at least twenty-five (25) inches in circumference or greater within the required buffer and all trees greater that seventy-five (75) inches in circumference outside of the buffer. A tree survey was provided which depicted all trees on the site that were greater than twenty-five (25) inches in circumference. As indicated on the site plan both the stream buffers and perimeter buffers are to remain undisturbed with the exception of utility crossings to serve the project site. According to the tree survey provided there are approximately 16 trees that are seventy-five (75) inches in circumference or greater that will need to be removed and mitigated. The final tree mitigation plan will be determined at the erosion control plan review stage if the project is approved.

The project is required to provide 35% open space, which would equal 15.33 acres. The applicant has provided approximately 22.2 acres, which is 50.6% of the total site. The ordinance states a maximum of 25% of the total required open space may include stormwater features and only wet stormwater facilities may be counted toward this requirement. Since at this time the stormwater features have not been identified as either a dry or wet stormwater feature the two (2) acre area allocated for stormwater will not be counted toward the open space area. Additionally, a maximum of 20% of the total required open space may be environmentally sensitive lands such as wetlands, protected stream buffers, and floodplains. There is approximately 4.5 acres of stream buffers/wetland areas and the ordinance will allow 3.06 acres to be counted toward the open space area and the remaining 1.44 acres will not be credited.

Required Open Space (35% of project area)	15.33 acres
Provided Open Space	22.2 acres
Stormwater Feature Area not Credited	-2.0 acres
Environmentally Sensitive Lands not Credited	-1.44 acres
Net Usable Open Space	18.76 acres

Planned Unit Developments greater than twenty-five acres in size, but less than fifty acres in size are required to include at least two (2) small open space types, two (2) medium open space types, and one (1) large open space type. The small open space areas require a range of area from 500 square feet to 1 acre, the medium open space type requires 1-2.5 acres, and the large requires 2.5 acres or more. The open space features proposed for this project are as follows:

-Small amenity areas: pocket parks with sitting areas

-Medium amenity areas: children's playground and recreation play green areas

-Large amenity area: linear park area that will include a gazebo with a hardscaped seating area and bike/walking trail.

The developer is proposing the homes to be a minimum of 1,500 heated square feet. The proposed exterior building materials will include fiber cement, stone, stucco, and/or brick. Vinyl will only be used for windows, doors, garage doors, soffits, trim and railings. Four courses of brick/brick veneer will extend up the face of the slab. The front facades shall consist of at least 30% of non-lap siding fiber cement (i.e. cedar shake, board & batten, panel), window treatments, front porches, brick, stone, and/or stucco. Brick, stone, or stucco must comprise 15% of the front façade. The developer is proposing for 60% (52) of the homes to be at least a 40-foot wide product. Garages shall not extend more than five (5) feet beyond the front façade.

All homes will be furnished with a two (2) car garage. All front load garages will have carriage style trim and/or hardware that mimics carriage style doors. Driveways will be paved and will be able to accommodate at least two (2) vehicles. A five-foot (5') wide sidewalk will be provided along both sides of the interior roads throughout the development. An eight-foot (8') wide sidewalk will be provided along Lancaster Avenue and ML King Jr. Boulevard.

The applicant will be required to provide stormwater management to treat the stormwater runoff for the project. The stormwater will be evaluated and reviewed, if the project is approved by City Council, at the building permit stage of the process. The location, size and type of storm water management systems depicted on the rezoning plan are subject to review and approval as part of the full development plan submittal and are not implicitly approved with this rezoning. Adjustments may be necessary in order to accommodate actual storm water treatment requirements and actual site discharge points. At the time of site plan submittal, site will meet stormwater management requirements in accordance with Chapter 159 Stormwater Management Ordinance of the Monroe Code of Ordinances.

All streams located on the site have been provided with a 35 ft. undisturbed stream buffer on both sides as required by the ordinance.

The Lancaster Ave PUD is a proposed 86-unit single family unit development on tax parcels 09-321-008-80, 09-321-008-90, and 09-321-008-A located between, and connects to both Martin Luther King Junior Boulevard and Lancaster Avenue. According to David Burnett with Union County Public Schools this development is located within the following school attendance areas:

Walter Bickett Elementary	Currently at 60% of rated capacity
Monroe Middle School	Currently at 85% of rated capacity
Monroe High School	Currently at 72% of rated capacity

This project, by itself, is not expected to adversely impact these listed school enrollments. Should many of the proposed developments with the Monroe cluster be fully realized within a short build-out period, these school enrollments would be problematic.

The proposal includes an entrance on Lancaster Avenue. The developer is proposing for the project to have publicly maintained streets by the City of Monroe. The streets will be constructed and inspected to the City of Monroe street standards. A traffic impact study was completed for this project as required by the ordinance and was reviewed by both the City of Monroe Engineering Department and the North Carolina Department of Transportation (NCDOT). The required transportation improvements for the project are as follows:

Lancaster Avenue

1. Construct a northbound left-turn lane along Lancaster Avenue at the project entrance.

Based on the current water and sewer capacity, flow projections, and planned capital improvements, the City of Monroe has water and sewer capacity to serve the project. The project may require phased permitting and water meter sets pursuant to a development agreement if approved by City Council, and consistent with the schedule for waste water treatment plant expansion. All onsite and offsite water and sewer main extensions for the proposed development shall be designed by a professional engineer, constructed and financed at the developer's expense in accordance with the City of Monroe's Standards and Extension Policy. Any required offsite easements are to be obtained by the Developer at their expense.

The Land Use and Transportation Plan indicates this area is Suburban. Residential uses are priority uses within this character area and the permitted density is 2-4 units per acre. While residential uses typically take the form of neighborhoods with uniform housing types and densities, a mix of housing types and lot sizes is preferred in Suburban locations. Single-family uses are listed as a priority use in this character area. Strategic connections to the off-street multi-use trail network are preferred and open space should be preserved in both active and passive forms within neighborhoods.

The proposed use is not consistent with the Land Use and Transportation Plan because the density requirement for the Suburban land use category is 2-4 units per acre and the proposal has a density of 1.96 units per acre. However, planning staff believes the proposal is a reasonable use because it will provide additional housing options closer to the core versus on the outskirts creating sprawl and will provide a mix of lot sizes.

The applicant mailed an information letter and held a neighborhood meeting on December 13, 2022 at Walter Bickett Elementary School to discuss the project with local residents. There were six (6) people in attendance at the meeting.

A rezoning notification sign will be posted 10 days prior to the public hearing.

Official rezoning notification letters will be sent to the adjacent property owners located within at least 150 feet, 10 days prior to the public hearing.

Planning staff recommends approval of the annexation and rezoning to Planned Unit Development “Lancaster Avenue” and I’ll be happy to answer any questions that you might have. The applicant is also here.

Archie Morgan asked can you show on the map where Union Academy is in proximity to this?

Doug Britt pulls up the map on the screen and says Union Academy is going to be to the North. Union Academy is basically right across the street from the Food Lion.

Margaret Desio asked why is there not an entrance onto MLK?

Doug Britt said I will let the applicant answer that question. But, an entrance is not required. The City will not require a second access unless they had more than 100 lots. Since they are less than 100 lots, they are only at 86, they aren’t required to have two access points.

Margaret Desio asked would you go over one more time, you said the size of the lots were x amount this size and x amount that size. Could you go over that one more time?

Doug Britt said yes, there are 3 lots types. There are 55 ft. wide lots and there is 25 of those and then there’s 60 ft. wide lots and there’s 42 of those. Then, the last type are the 75 ft. wide lots and there’s 19 of those.

Margaret Desio asked how about the very first ones when you turn in off of 200?

Doug Britt said those are the 55 ft. wide lots. When you turn in off 200, you go by the 55 ft. wide lots, then you will hit the 60 ft. wide lots and then at the same time you are hitting the 75 wide lots, then you end up at a cul-de-sac.

Jennifer Smith asked are there 4 right there at the entrance?

Doug Britt said yes, these are 4-55 ft. wide lots. And the reason there is a gap there is because there is a stream that goes right through there. So, that’s why if you’re wondering why I didn’t go lot to lot, there’s a stream there and that’s why there’s not lots there.

Archie Morgan asked these homes will be a minimum of 1,500 square ft.?

Doug Britt said the homes will be a minimum of 1,500 square ft., that’s correct.

Margaret Desio asked up to?

Doug Britt said we don’t put a max on them.

Margaret Desio said ok, I just don’t want half of them to be 1,500 square ft. and the other half of them to be 1,600 square ft.

Doug Britt said I'll be honest, and I know Planning Board and Council have concerns about houses. But, even with some of the smaller neighborhoods, it's always a little surprising about the size of the houses. There is one off Olive Branch Road that they are building and it was one of Keri's projects, and they are small lots, but the houses that we see that we approved in there are anywhere from 2,800-3,200 square ft. Just by track panel of what we see, whatever the minimum is, whether its 1,500 or 1,700 or whatever number it is, that is by far and there is very few at that size that we end up seeing when we're going through the permit process. If it's a lot for X, Y, Z subdivision, all the stuff is in the permit software for us to look at, the application, they do a plot plan, they have the home elevation, and so when we approve a project, we get them to submit a portfolio of the elevations that they are going to do. We will have a list of all the elevations for each project, the first thing we do is look to make sure that elevation or the pros is one that's approved, then if we've approved it we know it's going to meet the threshold of the square footage since we've already reviewed it. Then what we do is, we have a set of comments, because every subdivision is unique to themselves, so we have a set of comments for each subdivision and we put those comments into that permit so that they know what those requirements are as well. So, they know it on the front end and they know it on the back end when they sign off on the permit, they know what the minimum lot size is, the paved driveway, the yard trees, the street trees, all that gets printed on the permit when they get their permit to build their house.

Jennifer Smith, Vice Chair, asked does anyone on the Board have any questions for Doug? (there were none) Is the applicant here to speak?

Stephen Bennett approached the podium and introduced himself and he said I am an attorney here in town and my address is 314 N. Hayne St. and I represent the Kyle with DP Development in regards to Plyler Farms, I know it's referenced as Lancaster Avenue. I think Doug did an excellent summation of the project and I am going to hit the highlights from our perspective and before I jump into that, I would like to thank the Planning Board. You guys have been very willing to meet with us and provide educated feedback, some really good feedback that hopefully we have internalized and put into this site plan and I think we've come up with a good project for everyone here. I think the main point that I want to focus on tonight is not necessarily what we are presenting, but the evolution of this project. When I first came into this, it was 104-55 ft. lots, now it's down to 86 and we have 55 foot lots, we have 60 foot lots and 75 foot lots and the beauty of the 75 ft. lot, is that it's a huge lot for Monroe and you can put side load garage houses on it, which is a great thing. I think that is where we are going as a city and I think that's important. I think one other important thing is the buffer itself and it does say undisturbed and I know we are asking for a deviation from the berm and there is a good reason for that. Because there are a lot of good trees and some of which would be caught up in that tree mitigation issues and it's kind of like what is the point in cutting all of the good trees, just to replace them with tiny trees. I think that is a reasonable compromise to leave it as existing. I think Doug took a little of my thunder because the main thing that Kyle and I have worked on in the past month and a half is to get better elevations to you. I think that's very apparent when you look at the ones in the packet versus what it is now. We've got 1 and 2 story options. Generally speaking, I know you were kind of concerned about the square footage of things and the range is going to be 1,600 up to 3,000 and obviously the square footage of a one story homes is naturally going to be lower. But, once you have those big, 75 ft. lots and you have a side load garage, that's not going to be a 1,500 sq.ft. house. As you know, at this point, exteriors are a mixed of materials and you guys are well versed in that.

Jennifer Smith said I am seeing more and more houses with a garage setback from the front of the house, which I think gives a lot of dimension and it looks really nice.

Mr. Bennett said in terms of amenities, Doug highlighted that with a PUD or a Planned Unit Development, for this particular one and based on the size, there are the 2 small open spaces, the 2 medium open spaces and the 1 large open space. For this, we are kind of directing you where we are going to put things. I think one really cool part about this project, it's not just a trail, but it's a hardscape trail and that is a really nice feature in an 86 lot neighborhood. We will have a nice pedestrian bridge across the stream. This parcel is a little difficult, you will see the reason that the 55 ft. lots are kind of way up front. It's because they are multiple streams that go through this wetland concerns and it was hard to come up with this and I think Kyle did a good job of coming up with a good project that works for this piece of property and fits in to your plan for the city. We are going to do a very nice landscape entrance and it does have 5 ft. sidewalks throughout and there is going to be an 8 ft. sidewalk there on Lancaster Avenue. We have a minimum on 1 tree per lot and 2 trees per corner lot and obviously we are trying to save as much forest out there as we can. As you know, Doug touched on the TIA and I'm glad you brought this up, Ms. Desio. The original plan had access on MLK and once we dropped down below 100 lots, we were able to get rid of that and there is a benefit. It doesn't dump traffic directly onto MLK, which is already a busy road, it also makes this neighborhood not a cut through for people trying to get over there.

Margaret Desio said I can understand that, but if it did exist onto MLK and Lancaster Avenue is already pretty congested, but I understand.

Mr. Bennett said not only that, but dealing with DOT to get an access out there is a bear in itself.

Jennifer Smith said there's just no way to avoid traffic. It's just as it is.

Mr. Bennett said I will say this, looking at a recent project, the right of way for MLK is awfully big and it could be a 4 lane road, if somebody would build it.

Margaret Desio asked do we have a name for this project?

Mr. Bennett said Plyler Farms. In terms of the highlights, I am here to answer questions if anybody has any.

Jennifer Smith asked does anyone have any questions?

Archie Morgan said I don't, but I am anxious to hear from some of the people that came tonight.

Mr. Bennett said thank you folks.

Jennifer Smith said thank you very much. Is there anybody here that would like to speak for this project? (There was none.) She asked is there anybody that would like to speak against this project? (there was none.) With that said, we will move forward. Are there any concerns from the Board?

Archie Morgan said my concern is you can't get land in the county, they have no water and sewer and more and more the City is being asked to annex. We've got anywhere from 7,000-8,000 homes that have yet to be built in the City of Monroe. It's just a little concerning to me, we've got subdivisions everywhere and plenty more coming. I'm just a little concerned about all this annexation that we are being asked to approve.

Margaret Desio said I agree. I also feel that we have the water and sewer, so we know developers want our water and sewer, so in turn, we are asking the developers to give us something much better than the 8,000 permits that have already been pulled. I think that this development is going that way. When I first saw this development, the elevations were the exact same as the 8,000 that have already been permitted.

Jennifer Smith said just say it, they were horrible.

Margaret Desio said they were awful. So, my suggestion to Kyle was to give us something better, give us bigger lots, give us not all front load garages. Give us a variety of exteriors and he has come to us and he has done that. I am most appreciative of it; I thank him very much. I think more and more, we are going to have to start saying that we have now taken one step up, we are going to have to take two steps up.

Archie Morgan said we've got an 8 ft. sidewalk that's wider than between the houses.

Margaret Desio said that's true.

Kenneth Deal said that's really not true, let me clarify. First off, we're migrating from the old UDO to the new UDO, now we are in the new UDO. We got tore apart under conditional districting under the old UDO and that's why we have all these 40 ft. wide lots with the trailers without the wheels on them that are out there pending. A lot of them aren't going forward very well because of other issues that change depending on the project. But, what we are trying to do and what we are asking people kind of off the record before they come forward, is to give us more. Like Margaret said, we want neighborhoods that have varying size lots, not all 150-40 ft. wide lots. We want side loading garage and front loading garages; we want better elevations for the home buyers to pick from when they build on the lots. Kyle has listened to us about all these 5 ft. setbacks on the lots, when you have a 5 ft. wide side setbacks, that means you've got 10 ft. between the house of which they can throw in an air conditioner and a pop out window and you might be able to walk and zig zag through. He listened to that and he took his to 7 ft., he's not required to do that, but he listened and met us halfway. That's what when we look at annexation, it's like give us what we want and what our people need. We've got thousands of starter homes on the books right now, we need something that they can move up into. If you move into a neighborhood and you love it and you outgrow your little home in your 50 ft. wide lot, move up to the 75 ft. wide lot. This neighborhood gives you 3 different levels that you can choose from where you know everybody and you know your neighbors. It gives them things that they can do in their own neighborhood and by cutting it below 104 units, to less than 100 units, the developer has taken the land and given back to the City. As far as the people here need to understand, you've seen the demos going on out there and you see what's going up, nothing what we are trying to give you looks anything like what you are seeing. We've really tightened up and said, hey, if you can't bend out way a little bit, then we simply don't make you part of Monroe and you don't get the water, sewage, gas and

electric that we've built as a city for free, because they haven't paid for it yet. I think Doug can correct me if I'm wrong, but just Energy Services alone, they figure well if they get their investment back in 5 years, then it's a gain for the City.

Doug Britt said I think it's 7 years.

Kenneth Deal said that's even better for the developer, let's change it to 5, we will work on that. Anyways, what I am trying to do is expand on what Margaret has said. Growth is inevitable, you can't stop it, but you can control it and you can't get what you want for a project. This project has brought everything the individual members have met with these people. Nothing that has been asked for, has been denied. The elevations are light years above anything that's come before this Board a year prior and we've got the old Chairman here who would probably stand up and say that is correct.

Jennifer Smith said Kyle, you did a fabulous job in listening to us and I cannot thank you because what an addition this can add to that area and the growth that I think that it can bring even more homes of that caliber. What is the price point of these homes?

Kyle with DP Development said you are looking at anywhere from \$400,000-\$600,000, depending on the market.

Jennifer Smith said fabulous.

Margaret Desio said I have one more question, it's the ever popular rental cap. Is that something that we are willing to discuss? Because we are trying to eliminate rental properties because we have so much here in Monroe. Before I would really say 100% that I'm for this, we need to talk about a rental cap. If you get these houses built and everything goes sideways, like it has for the past couple months, these developers will rent these properties and I can understand that. They need money, they need to do this, but we don't want rental neighborhoods in Monroe. So, is that your job to decide whether there is going to be a rental? Since you are the developer.

Kyle with DP Development said I would be looking for you guys for direction and I see this as a for sale community, but to your point, there is always a risk. But, yes, I understand your position on that and I think I've been open and willing to listen to you guys on what you want and I've tried to incorporate those to the extent possible, so I am certainly open to that in this instance as well. If there is a rental cap that you guys have in mind, or you would want to propose...

Jennifer Smith said 50%.

Margaret Desio said 20%.

Richard Long said that's not part of our UDO, that would be part of their CCR's.

Margaret Desio said ok, that's what I was thinking.

Mr. Bennett said that is correct, that would be enforced privately in the CCR's.

Margaret Desio said I don't know if that's Kyle's job or if that's whoever builds the houses job.

Kyle with DP Development said it depends, sometimes it will be my job and sometimes it will be my job, in conjunction with the builder, itself. I've done CCR's on many, many communities and I would say that we are definitely open to that and I have no objection to it.

Margaret Desio said City Council is going to put a rental cap on it anyways. If we don't do the rental cap, City Council is going to do it.

Jennifer Smith asked that would be with the HOA, right?

Kyle with DP Development said yes.

Patrick Furr said I would like to jump in here and get this over with so we can go on to the next one. I want to commend these two ladies (Jennifer Smith and Margaret Desio), they do most of the elevation checking and they have a vision for this town and a dream and they've done a fantastic job. We haven't had anything like this in Monroe. Nothing like this is happening and I hope everyone in this room can see how hard these ladies work. Down on the far end of the dais, we've got the Commander (Kenneth Deal) and he takes care of the density and what a great job getting those bigger lots. As far as myself, thank you for bringing this project forward. I like what you've done with the amenities and you are thinking more of the community, I like what you're doing with the landscaping out front. Where we aren't driving by and seeing 30 ft. of brush guard mess and then all of a sudden, there is a statue, sign that says come visit us. It's a nice job.

Jennifer Smith (Vice Chair) asked if there are any further discussions?

Ron Pereira approached the podium and introduced himself and he said I live at 118 Styx Drive in Monroe. One thing I don't hear in the discussion this evening is the long range projection of what the Monroe area is going to look like 50 years from now. From what I'm hearing, your vision is going to be Lancaster Avenue covering the whole area, so if we keep doing what we're doing tonight, in 50 years from now, you are going to have something very similar to Las Angeles. There is not going to be any rural area, it's all going to be housing that is 15 ft. apart. I assume that you all have taken this into consideration when you are doing what you're doing tonight and this is where we are going and that's what is going on happen. Now, whether now any of can try to alter this or try to do something different or try to have some kind of housing that promotes peoples healthy living styles where they can have individual lives instead of living in boxes, if you will. I'm not sure how much individuality can result from all of this and that's what I wanted to mention tonight that what you are doing here is not just approving one development, what you are doing is approving the vision for the City of Monroe for the next 50 years or 100 years. I started thinking about it and I'm 85 years old, so it's not my concern anymore, but I started thinking about my grandchildren who will probably go to this new science museum and there will be a little exhibit there showing what squirrels and birds used to look like and showing them that this is a tree and we used to have these here before we had all of these housing developments.

Jennifer Smith said it will be up to them.

Mr. Pereira said that's all I wanted to mention is that I think what you are doing here is not just approving a development, you are doing the long range plan for the City of Monroe for the next 50 years and I just hope you have that in your thinking. Thank you very much.

Jennifer Smith said thank you for your comments.

Kenneth Deal said you are correct, sir.

Archie Morgan said I can tell you that young people now and it concerns me too and I'm old school too. But, that's what people are looking for now, they don't want to work all week and spend all weekend mowing grass and weed eating and all that stuff. They want nicer subdivisions, like this one, they want amenities and so forth. They don't want to be stuck in that yard and I'm from the place where you can give me at least an acre, if not more, well that's not really what's going on now. They don't want to be stuck caring for that acre and then they have to go back to work on Monday?

Jennifer Smith asked do we have anymore further discussions? (There were none) We will go ahead and move on.

Motion: Kenneth Deal made a motion Approving the annexation request.

Second: Patrick Furr

Action: The motion passed unanimously with the following votes:

AYES: Jennifer Smith, Margaret Desio, Kenneth Deal, Patrick Furr and Archie Morgan

NAYS: None

Motion: Kenneth Deal made a motion Approving the Resolution of Land Use and Transportation Plan Compliance and authorization for Staff to draft the resolution based on the reasons provided and authorize the Vice Chair to sign at a later date.

Second: Patrick Furr

Action: The motion passed unanimously with the following votes:

AYES: Jennifer Smith, Margaret Desio, Kenneth Deal, Patrick Furr and Archie Morgan

NAYS: None

Motion: Kenneth Deal made a motion recommending the Adoption of the Ordinance amending section 157.1.2.1.

Second: Patrick Furr

Action: The motion passed unanimously with the following votes:

AYES: Jennifer Smith, Margaret Desio, Kenneth Deal, Patrick Furr and Archie Morgan

NAYS: None

**RESOLUTION APPROVING LAND USE AND TRANSPORTATION PLAN
COMPLIANCE PLANNED UNIT DEVELOPMENT “LANCASTER AVENUE”**

R-2023-41

WHEREAS, in accordance with the provisions of North Carolina General Statute 160D-605, the City Council does hereby find and determine that the adoption of the zoning map amendment for Planned Unit Development “*Lancaster Avenue*” further described below property is not consistent with the adopted Land Use and Transportation Plan. The Land Use and Transportation Plan identifies this area as Suburban. Single-family uses are listed as a priority use in this character area, and the proposed project is for the development of single-family homes. The suburban character area states the density for residential is 2-4 units per acre. This development is 1.96 units per acre; therefore, it is not consistent. However, this proposal is a reasonable use and in the public interest because it will provide additional housing options closer to the city core versus on the outskirts creating sprawl and offers a mix of lot sizes. Based on this information, the conditions have changed which justify amending the Land Use and Transportation Plan. As a result of this zoning map amendment approval, the Land Use and Transportation Plan is amended to reflect the land use modification.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Approving Land Use and Transportation Plan Compliance for property with Union County Tax Parcel Number(s): 09-321-008-80, 09-321-008-90, and 09-321-008-A.

Adopted this 13th day of June, 2023.

Attest:

Marion L. Holloway Jr., Mayor

Bridgette H. Robinson, City Clerk

**RESOLUTION DENYING LAND USE AND TRANSPORTATION PLAN
COMPLIANCE PLANNED UNIT DEVELOPMENT “LANCASTER AVENUE”**

R-2023-41

WHEREAS, in accordance with the provisions of North Carolina General Statute 160D-605, the City Council does hereby find and determine that the adoption of the zoning map amendment for Planned Unit Development “Lancaster Avenue” further described below property is not consistent with the adopted Land Use and Transportation Plan. The Land Use and Transportation Plan identifies this area as Suburban. Single-family uses are listed as a priority use in this character area, and the proposed project is for the development of single-family homes. The suburban character area states the density for residential is 2-4 units per acre. This development is 1.96 units per acre; therefore, it is not consistent with the Land Use and Transportation Plan. This area is also seeing an increase in traffic due to recent construction in the area and additional traffic caused by the additional lots could negatively affect the current conditions and current residents in the area; therefore, the project is not reasonable or in the public interest.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Denying Land Use and Transportation Plan Compliance for property with Union County Tax Parcel Number(s): 09-321-008-80, 09-321-008-90, and 09-321-008-A.

Adopted this 13th day of June, 2023.

Attest:

Marion L. Holloway Jr., Mayor

Bridgette H. Robinson, City Clerk

ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 157: ZONING CODE
O-2023-22

Preamble

Pursuant to authority conferred by Chapter 160D-701 of the North Carolina General Statutes, as amended and for the purpose of promoting the health, safety, morals, or general welfare of the inhabitants of the City by lessening congestion in and around the streets; securing safety; preventing the overcrowding of land; avoiding undue congestion; and facilitating the adequate provision of transportation,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE XV, CHAPTER 157 ZONING CODE OF THE CITY OF MONROE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

Section 1. Amend §157.1.2.1 **OFFICIAL ZONING MAP** as follows:

Rezone the properties located along Lancaster Avenue and ML King Jr. Boulevard and further identified as tax parcel #'s 09-321-008-80, 09-321-008-90, and 09-321-008-A. The request is to rezone the properties from Union County RA-40 and City of Monroe Residential Medium Density (RMD) to Planned Unit Development "Lancaster Avenue".

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 13th day of June, 2023.

Attest:

Marion L. Holloway Jr., Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Lisa Stiwinter, Planning and Development Director

PREPARED BY: Doug Britt, Senior Planner

SUBJECT: Annexation and Zoning Map Amendment request for Planned Unit Development Monroe Meadows (Parcel ID #s: 09-195-022-80 and 09-195-022-90)

SUMMARY STATEMENT

City Council is requested to consider an annexation and zoning map amendment for the properties located along E. Sunset Drive further identified as tax parcel #s 09-195-022-80 and 09-195-022-90. The request is to annex 8.233 acres and rezone a total of 24.828 acres City of Monroe Residential Medium Density (RMD) to Planned Unit Development Monroe Meadows. City Council is further requested to consider a Development Agreement for phased sewer permitting and water meter sets if the Planned Unit Development is approved.

REVIEW

The applicant, NVR is requesting to annex 8.233 acres and a Planned Unit Development rezoning in order to develop a residential subdivision that will consist of 144 single-family attached townhomes. The total area of the project is 24.828 acres, with 8.92 acres or 35.9% of that reserved as common open space. The density of this project is 5.8 units per acre.

AREA CHARACTERISTICS

Adjoining Land Uses and Zoning District.

	Existing Uses	Zoning District
North	Single Family Residential	Residential Medium Density (RMD)
East	Residential, Office, Multi-Family Apartments	Residential Medium Density (RMD), Office Medical (OM), Residential High Density (RHD)

	Existing Uses	Zoning District
South	Multi-Family Apartments	Residential High Density (RHD)
West	Multi-Family Apartments, Monroe Middle School	Residential High Density (RHD), Residential Medium Density (RMD)

Proposal

The applicant is requesting a Planned Unit Development rezoning in order to develop a residential subdivision that will consist of 144 single-family attached townhomes. The total area of the project is 24.828 acres, with 8.92 acres or 35.9% of that reserved as common open space. The developer is proposing the minimum lot width for the project to be 22 feet. The overall project density is 5.8 units per acre.

REQUIREMENTS

Density & Dimensional Standards

The density of the proposed project is 5.8 units per acre. The minimum lot size is 1,760 square feet. The data below is simply to provide the board with information to compare the proposed density being requested to what is allowed by the zoning ordinance in other residential districts in Monroe.

Zoning District	Maximum Allowable Density
RHD	10 units/acre
RMD	3 units/acre by-right; 4 units/acre clustering
RLD	2 units/acre
RR	1 unit/acre

The minimum setbacks proposed are as follows:

Front: 20 feet

Side: 5 feet

Interior Side: 0 feet

Rear: 6 feet

Maximum Building Height: 3-stories (39-feet)

Buffering & Landscaping

Street trees will be provided as depicted on the site plan with a caliper of 2.5 inches measured 6-inches above grade. Yard trees will be planted in accordance with the elevations submitted.

A ten (10) foot landscaped street yard buffer has been provided, as required by ordinance, along E. Sunset Drive. The ordinance also requires a 50-foot buffer along the northern and a portion of the western property line; the applicant is providing the required buffer in these areas. The ordinance requires a 25-foot buffer along the eastern and a portion of the western property lines; the applicant is providing the appropriate buffer in these areas as well. The buffers are required to include a mix of trees and shrubs. The 50-foot buffer also requires a 6-foot tall berm, fence, or wall; the applicant is proposing a 6-foot tall black aluminum picket style fence. The applicant is proposing to supplement existing vegetation with required plantings in the buffers.

The ordinance requires a 10% tree save area, the applicant has complied with the requirement and is proposing 2.52 acres of 10.2% tree save area, the tree save is indicated with hatches on the site plan. The ordinance also requires a tree survey to show all trees at least twenty-five (25) inches in circumference or greater within the required buffer and all trees greater than seventy-five (75) inches in circumference outside of the buffer. A tree survey was provided which depicted all trees on the site that were greater than twenty-five (25) inches in circumference. According to the tree survey provided there are approximately six (6) trees that are seventy-five (75) inches in circumference or greater that will either be preserved or mitigated. The final tree mitigation plan will be determined at the erosion control plan review stage if the project is approved.

Open Space

The project is required to provide 35% open space, which would equal 8.69 acres. The applicant has provided approximately 8.92 acres, which is 35.9% of the total site. The ordinance states a maximum of 25% of the total required open space may include stormwater features and only wet stormwater facilities may be counted toward this requirement. The applicant is showing the stormwater feature will cover 1.53 acres, which is 17.6% of the open space.

Planned Unit Developments less than twenty-five (25) acres in size are required to include at least two (2) small open space types and one (1) medium open space type. The small open space areas require a range of area from 500 square feet to 1 acre and the medium open space type requires 1-2.5 acres. The open space features proposed for this project are as follows:

- Small amenity areas: disc golf, dog park, pergola
- Medium amenity areas: event lawn with pergola and trail loop

Elevations

The developer is proposing the townhomes to be a minimum of 1,432 heated square feet. The proposed exterior building materials will include fiber cement, stone, stucco, and/or brick. Four courses of brick/brick veneer will extend up the face of the slab on the front and sides. The front facades shall consist of at least 25% brick or stone.

Parking

All townhomes will be furnished with a one (1) car garage at minimum. All front load garages will have carriage style trim and/or hardware that mimics carriage style doors and/or have windows along the top. Driveways will be paved and will be able to accommodate at least two (2) vehicles.

Sidewalk

A five-foot (5') wide sidewalk will be provided along both sides of the interior roads throughout the development. An eight-foot (8') wide sidewalk will be provided along E. Sunset Drive.

Stormwater

The applicant will be required to provide stormwater management to treat the stormwater runoff for the project. The stormwater will be evaluated and reviewed, if the project is approved by City Council, at the building permit stage of the process. The location, size and type of storm water management systems depicted on the rezoning plan are subject to review and approval as part of the full development plan submittal and are not implicitly approved with this rezoning. Adjustments may be necessary in order to accommodate actual storm water treatment requirements and actual site discharge points. At the time of site plan submittal, site will meet stormwater

management requirements in accordance with Chapter 159 Stormwater Management Ordinance of the Monroe Code of Ordinances.

Schools

The Monroe Meadows PUD is a proposed 144-unit single family unit development on tax parcels 09-195-022-80 and 09-195-022-90 located along E. Sunset Drive. The project falls within the following school zones:

East Elementary	Currently at 73% of rated capacity
Monroe Middle School	Currently at 85% of rated capacity
Monroe High School	Currently at 72% of rated capacity

Transportation

The proposal includes an entrance on E. Sunset Drive and Winburn Street. The developer is proposing for the project to have publicly maintained streets by the City of Monroe. The streets will be constructed and inspected to the City of Monroe street standards. A traffic impact study was completed for this project as required by the ordinance and was reviewed by both the City of Monroe Engineering Department and the North Carolina Department of Transportation (NCDOT). A left turn lane will be provided along E. Sunset Drive to enter this site; however, based on the Traffic Impact Analysis, no additional transportation improvements are recommended.

Water/Sewer

Based on the current water and sewer capacity, flow projections, and planned capital improvements, the City of Monroe has water and sewer capacity to serve the project. The project will require phased permitting and water meter sets pursuant to a development agreement if approved by City Council, and consistent with the schedule for waste water treatment plant expansion. The agreement will allow the City to take proactive steps to prevent any over-allocation of capacity, whether on-paper or actual flow. This is prudent prior to the planned expansion of the City's wastewater treatment plant (WWTP) tentatively scheduled for completion in 2028. Phased sewer permitting and water meter sets via the Development Agreement supports the implementation of the City sewer capacity use strategy for balancing residential and non-residential projects and will facilitate the City maximizing economic development opportunity as approved by City Council.

All onsite and offsite water and sewer main extensions for the proposed development shall be designed by a professional engineer, constructed and financed at the developer's expense in accordance with the City of Monroe's Standards and Extension Policy. Any required offsite easements are to be obtained by the Developer at their expense.

LAND USE AND TRANSPORTATION PLAN CONSISTENCY

The Land Use and Transportation Plan indicates this area is in the Traditional Character Area. Traditional Development, which surrounds the downtown core, is anchored by the city's most historic neighborhoods. This designation allows some small-scale commercial and service uses that support surrounding residences. The dense transportation network offers easy access to downtown. The design and scale of neighborhoods encourages active living and affords residents the ability to live, work, shop, and play within a walkable community. Buildings are generally oriented toward a comprehensive network of walkable streets. Cul-de-sacs should be limited to the

extent possible, such as locations where topography, natural features, or existing development makes other street connections prohibitive. Requiring pedestrian connections and designating stubouts for future street connections is encouraged.

Multi-family, which includes townhomes, is a priority use in this character area. Residential density for this character area is 4-10 units per acre. The proposed project is consistent with the land use and transportation plan.

PUBLIC NOTIFICATION

The applicant mailed an information letter and held a neighborhood meeting on January 19, 2023 at Monroe High School to discuss the project with local residents. There were three (3) people in attendance at the meeting.

A rezoning notification sign was posted 10 days prior to the public hearing.

Official rezoning notification letters was sent to the adjacent property owners located within at least 150 feet, 10 days prior to the public hearing.

RECOMMENDATION

Planning Board and Staff recommended approval of the annexation and the Planned Unit Development Monroe Meadows with modifications to the stoops on the front elevations. The developer has made modifications to the elevations since the Planning Board meeting.

Attachments: Attachment 1-Ortho Map
Attachment 2-Service Impact Analysis
Attachment 3-Annexation Plat
Attachment 4-Certificate of Sufficiency
Attachment 5-O-2023-23
Attachment 6-Zoning Map
Attachment 7-Site Plan & Elevations
Attachment 8-TIA Recommendations
Attachment 9-Future Land Use Map
Attachment 10-FLUM Description
Attachment 11-APO List
Attachment 12-APO Map
Attachment 13-Neighborhood Meeting Minutes
Attachment 14-Draft PB Minutes
Attachment 15-R-2023-42 Approval
Attachment 16-R-2023-42 Denial
Attachment 17-O-2023-24 Section 157.1.2.1
Attachment 18-Water & Sewer Developer Agreement
Attachment 19-Water & Sewer Developer Agreement Exhibit A
Attachment 20-O-2023-25 Water & Sewer Developer Agreement Ordinance

City Council will need to take action on the following items:

Approval Actions:

- 1) Motion that Petition met the requirements of North Carolina General Statute 160A-31; Second
- 2) Motion to adopt Ordinance extending the corporate; Second
- 3) Motion to adopt Resolution Approving Land Use and Transportation Plan Compliance; Second
- 4) Motion to adopt Ordinance amending section 157.1.2.1; Second
- 5) Motion to approve Developer Agreement for phased sewer permitting and water meter sets (only required if Planned Unit Development is approved); Second
- 6) Motion to authorize the City Manager to execute any and all necessary documents with regard to the Developer agreement; Second
- 7) Motion to adopt Ordinance amending section 59.04; Second

Denial Actions:

- 1) Motion that Petition did not meet the requirements of North Carolina General Statute 160A-31; Second
- 2) Motion to deny annexation request; Second
- 3) Motion to adopt Resolution Denying Land Use and Transportation Plan Compliance; Second
- 4) Motion to deny zoning map amendment; Second

Ortho Map

Case #: PLANXA 2023-00018

Legend

- Centerlines
- City Limits
- streams
- ▭ Parcels

Existing: Residential Medium
Density (RMD)

Owner: Tom Eubanks

Acres: 24.82



0 290 580
Feet

MONROE MEADOWS
SERVICE DELIVERY IMPACT ANALYSIS

Administration / Finance / Human Resources:

The current tax rate is .5025. The developer is proposing the projected house sale prices will be \$350,000. The additional yearly tax revenue based on the developer's average single-family house price would generate an average of approximately \$1,758.75 for each single family home. Assuming a 50% build out, the yearly tax revenue would be \$126,630; assuming a 100% build out, the yearly tax revenue would be \$253,260.

Law Enforcement Services:

The residents, businesses and property owners of the City of Monroe receive service and protection from the City of Monroe Police Department. The department is funded through the City's General Fund budget and serves all incorporated areas of the City.

CURRENT LEVEL OF SERVICE

Police service within the City of Monroe is currently provided by a municipal department made up of 100 full time sworn officers, 6 part-time officers, 4 part-time civilian employees and 11 fulltime civilian employees. At the current population figure of 34,562, the number of sworn positions reflects a police citizen ratio of 2.5 sworn officers per 1,000 residents.

The current geographical service area encompasses 29.63 square miles, containing approximately 169 centerline miles of City and DOT maintained streets, plus private roads, parking areas and alleys.

All sworn personnel are trained and certified law enforcement officers while several officers possess specialized training and experience in the administration of breath tests for alcohol, and the use of moving and stationary radar speed detection equipment. Each sworn officer is subjected to continued in-service training in such areas as the use of firearms, criminal investigation, crisis control and professional conduct.

The Department headquarters is located in historic downtown Monroe and serves the City through a total of four response zones. The department deploys officers through a single-car, one officer per car, patrol system that has proven to be economically sound and operationally efficient. Uniformed patrols are currently conducted utilizing 12-hour shifts that rotate every 28 days between day and night. Patrol operations are conducted on a 24-hour basis seven days a week. Supervisors direct the operation of patrol officers and can make adjustments in assignments as required to compensate for existing demand levels.

Statistical and computational data regarding current service area and existing level of police services provided are reflected in **Table 1**, Data for Existing Service Area.

TABLE 1 - DATA FOR EXISTING SERVICE AREA

Estimated Population:	34,562
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Classification of Area:	Urban & suburban
Geographical Area (Size):	29.63 square miles
Linear Highway Miles:	169 miles (City & DOT)
Annual Calls for Service	63,864 (2 calls per resident)
Average Response Time:	3.38 minutes (all priorities included)

TABLE 2 - DATA FOR ALL REZONING AREAS

Estimated Population:	432 (Based on 144 homes multiplied by the average of 3 persons per household.)
Classification of Area:	Urban & suburban
Geographical Area (Size):	Less than 1 square mile
Linear Highway Miles:	Less than 1 mile
Projected annual calls for service	296 (Est. Based on calls for Service in Willow Glen Apartments 2.05 per unit)
Projected Average Response Time:	3.1 Minutes (all priorities included)

Southwinds vs Wildwood

In looking at potential impacts on law enforcement services, we analyzed Willow Glen Apartments in Monroe, which is similar to the proposed annexation property.

Willow Glen		Monroe Meadows	
Average acreage	0.10 Acre	Average acreage	Est. 0.17 Acre
Homes	120	Homes	144
Average Value	Unknown	Average Value	\$350,000
Calls for Service 2021	247	Est. Calls for Service per Year	296

LEVEL OF SERVICE TO ANNEXATION AREA

On the effective date of rezoning by the City, all residents and property owners will be eligible to

receive police service on substantially the same basis and in the same manner by which these services are provided to the rest of the City prior to annexation.

The proposed annexation area will be absorbed into the current district and response zones. Service to the proposed rezoned area with continuing growth in the area will have a long-term effect at our current officer allocation. Deployment of personnel will be monitored and adjusted to accommodate the expanded service area and provide traffic enforcement and control services to the expanded jurisdiction. The increase in demand for service in the general area will have an impact on timely service delivery at our current officer allocation.

Based on this analysis, with the additional 432 population and the 296 conservative estimate increase for calls for service, additional officers will be required to adequately service this area. The additional land, area, street mileage and dwelling units will have a significant future impact on police services and additional employees will be required.

Fire Services:

The proposed annexation will be served from existing Monroe Fire Stations and there will be no immediate measurable cost impact to the fire department to serve this area. Fire Station 2 would cover this area in existing planning zone (MF10).

The Griffith Road Volunteer Fire Department (VFD) currently provides service to the proposed annexation area with one fire station and there could be some debt service payments required. The proposed annexed area is estimated to be approximately 8.58 acres. The total district size of the Griffith Road VFD area is approximately 10.279 square miles or approximately 6578.56 acres. Thus, the proposed annexation area is a small percentage of Griffith Road total area. The required debt service is expected to be minimal.

Monroe Fire Department would have primary responsibility to provide services to the annexed area. If needed, Monroe Fire Department would request assistance from Griffith Road VFD via the automatic and mutual aid agreement with them. Our current agreements are reciprocal with no financial cost to either party. It is anticipated the current practice of aid between the two agencies would remain in place without any potential aid cost.

Engineering and Stormwater, and Solid Waste Collection and Recycling

The City of Monroe's Engineering Department is responsible for street maintenance as well as the City's stormwater drainage system. The proposed annexation of the Monroe Meadows project located off Sunset Drive is expected to have little to no immediate impact on the operating budgets for the Department provided that the proposed streets and drainage system serving the development are built in accordance with the City of Monroe Standard Specification and Detail Manual. A minimum level of maintenance service is typically provided on newer streets for the first 15 to 20 years. Basic maintenance including debris removal, catch basin routes, street sweeping, snow removal, etc. is provided on the streets once they are accepted for maintenance. The average life expectancy for a pavement structure is 15 to 20 years with costs increasing as the roads deteriorate due to pavement repairs and ultimately need resurfacing as they become eligible under the City's Pavement Management Program. Approximately 0.73 miles of new public streets are proposed within the Monroe Meadows Subdivision. Based on current

Powell Bill receipts, the subdivision is expected to generate annual Powell Bill revenue in the amount of \$9,139.70 upon completion. The Vehicle Tax of \$35 per vehicle should generate \$8,064 per year assuming 1.6 vehicles per household in the 144 lot subdivision. By General Statute 136-41.3, Powell Bill funds are *“primarily for the resurfacing of streets within the corporate limits of the municipality but may also be used for the purposes of maintaining, repairing, constructing, reconstructing or widening of any street or public thoroughfare including bridges, drainage, curb and gutter, and other necessary appurtenances within the corporate limits of the municipality or for meeting the municipality's proportionate share of assessments levied for such purposes, or for the planning, construction and maintenance of bikeways, greenways, or sidewalks.”* The Vehicle Tax is used exclusively for resurfacing municipal eligible Powell Bill streets. Depending upon necessary repairs completed in conjunction with the street resurfacing, costs have averaged \$456,600 per mile of roadway for the past four years but are trending up. As the subdivision progresses past the 20-year age, street repair costs are likely to increase at a rate that will surpass the revenues being generated through Powell Bill and the Vehicle Tax. Street lighting is provided by the City of Monroe on all public streets with an estimated annual cost of \$4,404 for the development based on current costs. Street lighting costs are provided by the General Fund which would be the source of the biggest immediate impact. Stormwater fees will be required monthly for each constructed lot in accordance with the Stormwater Utility and Enterprise Fees established by the Fees Schedule Ordinance. Solid Waste fees for the individual lots will also be in accordance with the Fee Schedule Ordinance as adopted by City Council. The cost to the City to provide solid waste pickup to 144 homes would be \$2,694.24. Revenues back to the City would be \$3,067.20 at our current rate of \$21.30 per home.

Planning Department:

The 2020 United States Census states that the average household size was 2.53; assuming this is still accurate, the projected population of this development, once complete, would be approximately 365.

Energy Services:

The Electric service is to be provided by the City of Monroe. Electric service cost is estimated to be \$364,800, the construction cost will be recovered by revenues in 8 years.

Natural Gas service cost is estimated to be \$107,915, the construction cost will be recovered by revenues in 4.1 years.

Water Resources:

The project proposes 144 Townhomes on 2 parcels encompassing a total of 24.82 acres, of which 16.2 acres, 1 parcel, is presently within the City of Monroe. The remaining 8.62 acres, 1 parcel, is proposed to be annexed into the City of Monroe as part of this project. Using an estimated 144 2-bedroom apartment units at @ 120 gpd/bedroom, the anticipated average daily flow demand upon build-out is approximately 34,560 gpd.

- A. We are confirming that the City of Monroe currently has water and sewer capacity to serve the project, this based on our current sewer capacity, flow projections, and planned capital Improvements.

All capital cost of water and sewer main extensions will be funded by the developer at no cost to the City per the City Water and Sewer Extensions Policy.

Water and wastewater treatment plant capacity cost will be fully offset by existing capacity fees to be paid by the developer at the time they request a meter connection to the system.

Meter reading and billing costs will be fully offset by existing utility rates paid by each customer once they establish utility service.

Water distribution costs will be dependent on the final demand for water exhibited by each customer connecting to the water system, but will be fully offset by existing utility rates.

Sewer collection costs will be dependent on the final volume of sewer discharged to the City system, as exhibited by each customer connecting to the sewer system, but will be fully offset by existing utility rates.



VICINITY MAP NOT TO SCALE

- LEGEND
- CP CALCULATED POINT
 - CONC. MONUMENT FOUND
 - RBF IRON REBAR FOUND
 - OTPF OPEN TOP PIPE FOUND
 - RBS IRON REBAR SET
 - POWER POLE
 - RIGHT OF WAY
 - PROPERTY LINE
 - ADJOINING PROPERTY LINE
 - CITY OF MONROE LIMIT LINE
 - OHP OVERHEAD POWER LINE
 - WATER LINE EASEMENT
 - ELECTRIC DISTRIBUTION LINE EASEMENT

ATLAS SURVEYING, INC.

13331 YORK CENTER DRIVE, SUITE E
CHARLOTTE, NC 28273
PHONE: (980) 949-8475
WEBSITE: WWW.ATLASSURVEYING.COM

I, KEITH BURNS, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THIS SURVEY:
CLASS OF SURVEY: AA
POSITIONAL ACCURACY: H=0.07
GPS PROCEDURE: REAL-TIME KINEMATIC
DATE OF SURVEY: 05/27/22
DATUM/EPOCH: NAD83/2011
PUBLISHED/FIXED CONTROL USE: AE9513 UN3
GEOD MODEL: 12B
COMBINED GRID FACTOR: 0.99986193
UNITS: US SURVEY FEET

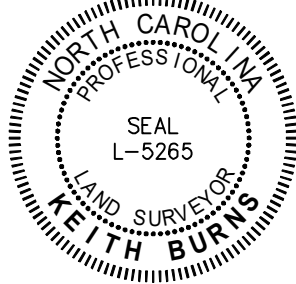
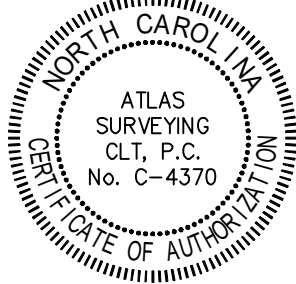
I, KEITH BURNS, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (LISTED REFERENCES); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN LISTED REFERENCES; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED IS 1:59,155.4; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

THIS IS TO CERTIFY THAT THIS SURVEY IS AN ANNEXATION SURVEY, WHICH IS AN EXCEPTION TO THE DEFINITION OF "SUBDIVISION" PURSUANT TO GENERAL STATUTE 47-30F.11D.

WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 19TH DAY OF APRIL, A.D., 2023.

KEITH BURNS
P.L.S. No. L-5265

KEITH BURNS
P.L.S. No. L-5265



- NOTES
- THIS PARCEL APPEARS TO LIE IN FEMA FLOOD ZONE DESIGNATION : ZONE X, FIRM MAP 3710543400J AND 3710544400J, COMMUNITY CITY OF MONROE EXTRATERRITORIAL JURISDICTION 370236 AND CITY OF MONROE 370236, EFFECTIVE DATE 10-16-2008.
 - COORDINATES ARE BASED ON NC GRID NAD 83(2011).
 - THE PURPOSE OF THIS PLAT IS TO ANNEX THIS PARCEL INTO THE CITY OF MONROE WITH NO GAPS OR OVERLAPS BETWEEN EXISTING ANNEXATION LIMITS.
 - ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES UNLESS OTHERWISE NOTED.
 - PROPERTY IS SUBJECT TO ALL RECORDED OR UNRECORDED EASEMENTS, RIGHTS OF WAY AND ENCUMBRANCES THAT MAY AFFECT THIS PROPERTY.

REFERENCES

- DB: 8224 PG: 0477
- DB: 7585 PG: 0351
- DB: 7165 PG: 0341
- MB: A PG: 54A
- DB: 179 PG: 607

EXISTING CITY LIMITS
PER 281-588
PB A PG 54A

N/F
THE MONROE CITY BOARD
OF EDUCATION
259-664
PID 09-234-016

LINE TABLE		
LABEL	BEARING	DISTANCE
L1	S 25°26'46" W	40.47'
L2	N 04°58'34" E	37.20'

20' WATER LINE MAINTENANCE
R/W PER MONROE WATER
RESOURCES (TYP.)
NO EASEMENT RECORD FOUND

20' WATER LINE MAINTENANCE
R/W PER MONROE WATER
RESOURCES (TYP.)
NO EASEMENT RECORD FOUND

30' DISTRIBUTION LINE
MAINTENANCE R/W
PER CITY OF MONROE (TYP.)
NO EASEMENT RECORD FOUND

N/F
OAKLAND BAPTIST, A CHURCH NONPROFIT
CORPORATION
6192-292
PID 09-198-009

N/F
OAKLAND BAPTIST, A CHURCH NONPROFIT
CORPORATION
6192-292
PID 09-198-008B

N/F
CORPORATION OF THE
PRESIDING BISHOP OF THE
CHURCH OF JESUS CHRIST
OF LATTER-DAY SAINTS
352-345
PID 09-198-008A

N/F
WILSON WOOD PROPERTIES

297-755
PID 09-195-022 80

N/F
WILSON WOOD PROPERTIES

297-755
PID 09-195-022 90
378,153.81 SQ.FT./8.681 AC.
PARCEL ANNEXED INTO CITY OF MONROE
BY THIS PLAT

TOTAL AREA ANNEXED

8.681 AC.

NCGS MONUMENT
'UN 3' AE9513
N: 448,399.67
E: 1,545,765.10
COMBINED GRID FACTOR: 0.99986193
UNITS: US SURVEY FEET

S 86°13'24" W 5,758.55'
GRID TIE - NOT TO SCALE
GROUND DISTANCE=5759.35'

ANNEXATION BOUNDARY PREPARED FOR THE CITY OF MONROE ,
THE PROPERTY OF WILSON WOOD PROPERTIES

INSIDE THE CITY OF MONROE EXTRATERRITORIAL JURISDICTION AREA
UNION COUNTY, MONROE TOWNSHIP, NORTH CAROLINA

DATE DRAWN	04-28-2023	BY	JFSV
SURVEYED BY	BC	CITY OF MONROE MAP No.	-
SCALE	1"=80'	DATE OF SURVEY	06-16-2022
PROJECT No.	CLT-22074	SHEET No.	1 OF 1

I, REVIEW OFFICER OF
UNION COUNTY, CERTIFY THAT THIS MAP OR PLAT TO WHICH
THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY
REQUIREMENTS FOR RECORDING.

REVIEW OFFICER

I, CITY CLERK OF THE
CITY OF MONROE, NORTH CAROLINA, HEREBY CERTIFY THAT ON
THE DAY OF 2023, THE CITY COUNCIL
APPROVED THIS PLAT FOR ANNEXATION AND RECORDING.

DATE CITY CLERK (SEAL)

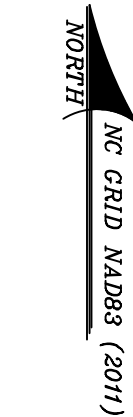
UNION COUNTY, NORTH CAROLINA

I, A NOTARY
PUBLIC OF UNION COUNTY, NORTH CAROLINA, CERTIFY
THAT KEITH BURNS, A PROFESSIONAL LAND SURVEYOR
PERSONALLY APPEARED BEFORE ME THIS DAY AND
ACKNOWLEDGED THE EXECUTION OF THE FOREGOING
INSTRUMENT. WITNESS MY HAND AND OFFICIAL SEAL
THIS DAY OF 2023.

MY COMMISSION EXPIRES

NOTARY PUBLIC

STAMP OR SEAL



CERTIFICATE OF SUFFICIENCY
8.681 ACRES LOCATED ALONG E. SUNSET DRIVE

To the City Council of the City of Monroe, North Carolina:

I, Bridgette H. Robinson, City Clerk, do hereby certify that I have investigated the Petition attached hereto and have found as a fact that said Petition is signed by all owners of real property lying in the area described therein, in accordance with G.S. 160A-31.

In witness whereof, I have hereunto set my hand and affixed the seal of the City of Monroe, this 9th day of May, 2023.

Bridgette H. Robinson
Bridgette H. Robinson, City Clerk





CITY OF MONROE
Petition Requesting Annexation

DATE: 12-6-22

To the City Council of the City of Monroe:

1. I/We the undersigned owner(s) of real property respectfully request that the area described in Item 2 below be annexed to the City of Monroe. Furthermore, I/we do declare and certify that all legal owners of real property in the annexation area have signed this petition in Item 3 below.
2. The area to be annexed is (*choose one*):

☐ Contiguous to the primary corporate limits of the City of Monroe. A complete and accurate legal description of the property and a recently prepared survey map are attached.

OR

☐ Not contiguous to the primary corporate limits of the City of Monroe. A complete and accurate legal description of the property, a recently prepared survey map, and a map showing the area proposed for annexation in relation to the primary corporate limits of the City are attached. In addition, in compliance with Session Law 2003-321, I/we certify that:

- (A) The nearest point on the proposed satellite corporate limits must be not more than two miles from the primary corporate limits of the annexing city or must be contiguous to the satellite corporate limits of the annexing city; **and**
- (B) No point on the proposed satellite corporate limits may be closer to the primary corporate limits of another city than to the primary corporate limits of the annexing city, except that this subdivision does not apply if the area proposed for annexation is contiguous to the satellite corporate limits.

3. I/We acknowledge that any zoning vested rights acquired pursuant to G.S. 160A-385.1 or G.S. 153A-344.1 must be declared and identified on this petition. I/We further acknowledge that failure to declare such rights on this petition shall result in a termination of vested rights previously acquired for the property. If zoning vested rights are claimed, indicate below and attach proof (copy of a valid building permit, conditional use permit, etc.)

Name (please type or print)	Address (please type or print)	Vested Rights? * (yes or no)	Signature
TOM ZUBANK	2033 Woodhaver Ave		TOM ZUBANK
	Charlotte NC 28211		

****If you answer yes, you must attach a detailed description of the right you are claiming; otherwise you will forfeit this right within the City.***

**ORDINANCE TO EXTEND CORPORATE LIMITS OF
CITY OF MONROE, NORTH CAROLINA
O-2023-23**

WHEREAS, the City Council has been petitioned under G.S. 160A-31 to annex the area described below; and

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

WHEREAS, the City Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at the City Hall Council Chambers at 6:00 p.m. on June 13, 2023, after due notice by publication on June 3 and June 10, 2023; and

WHEREAS, the City Council finds that the petition meets the requirements of G.S. 160A-31; and

WHEREAS, the City Council further finds that the petition has been signed by all the owners of real property in the area who are required by law to sign; and

WHEREAS, the City Council further finds that the petition is otherwise valid, and that the public health, safety and welfare of the City of Monroe and of the area proposed for annexation will be best served by annexing the area described;

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

Section 1. By virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made part of the City of Monroe as of June 13, 2023:

Legal Description of 8.681 Acres consisting of Tax Parcel 09-195-022 90
the property of Wilson Wood Properties

BEING in North Carolina, Union County, Monroe Township, BEGINNING at a NCGS Monument "UN 3" tied to the North American Datum 83(2011), having North Carolina State Plane coordinates in US Survey feet of: North 448,399.67 feet and East 1,545,765.10 feet: thence S 86° 13' 24" W, 5,759.35 feet to a found 1/2-inch rebar, the line of now or formerly the Wilson Wood Properties property recorded in Deed Book 297, Page 755 in the Union County Register of Deeds; thence crossing the said Wilson Wood Properties property N 79° 32' 33" W, 187.42 feet to a calculated point on the said Wilson Wood Properties property and being on the existing city limits line of now or formerly the City of Monroe, the annexation ordinance recorded in Deed Book 257, Page 21 in the Union County Register of Deeds and being the **TRUE POINT OF BEGINNING**: thence continuing across the said Wilson Wood Properties property and with the said existing city limits S 25° 26' 43" W, 40.47 feet to a calculated point in the centerline of Sunset Drive on the line of now or formerly the Corporation of the Presiding Bishop of the Church of Jesus Christ of Latter-Day Saints property recorded in Deed Book 352, Page 345 in the Union County Register of Deeds, and said calculated point being on the existing city limits line of now or formerly the City of Monroe, the annexation ordinance recorded in Deed Book 255, Page 166 in the Union County Register of Deeds; thence with the said existing city limits line and with the said Corporation of the Presiding Bishop of the Church of Jesus Christ of Latter-Day Saints property and with now or formerly the Oakland Baptist, A Church Nonprofit Corporation property recorded in Record Book 6192, Page 292 in the Union County Register of Deeds N 79° 17' 26" W, 496.55 feet to a calculated point in the centerline of Sunset Drive and being a corner of now or formerly The Monroe City Board of Education property recorded in Deed Book 259, Page 664 in the Union County Register of Deeds and being on the existing city limits line of now or formerly the City of Monroe, the annexation ordinance recorded in Deed Book 281, Page 588 in the Union County Register of Deeds; thence leaving Sunset Drive and with the said existing city limits line and with the said Board of Education property two calls as follows: 1) N 4° 58' 34" E, 37.20 feet to a set 5/8-inch rebar; 2) N 4° 58' 34" E, 701.72 feet to a calculated point on the line of now or formerly the Wilson Wood Properties property recorded in Deed Book 297, Page 755 in the Union County Register of Deeds and said calculated point being on the existing city limits line of now or formerly the City of Monroe, the annexation ordinance recorded in Deed Book 257, Page 21 in the Union County Register of Deeds; thence crossing the said Wilson Wood Properties property and with the said existing city limits line two (2) calls as follows: 1) S 61° 44' 33" E, 739.51 feet to a calculated point; 2) S 25° 26' 43" W, 489.21 feet to the **TRUE POINT AND PLACE OF BEGINNING** and containing 8.681 Acres more or less as shown on an annexation plat entitled "Annexation Boundary Prepared for the City of Monroe, the property of Wilson Wood Properties" prepared by Atlas Surveying, Inc., surveyed by Keith Burns, PLS, and dated April 28, 2023. Said annexation plat is recorded in Plat Cabinet ____, File ____, in the Union County Register of Deeds.

Section 2. Upon and after June 13 2023, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of Monroe and shall be entitled to the same privileges and benefits as other parts of the City of Monroe. Said territory shall be subject to municipal taxes according to G.S. 160A-31.

Section 3. The City of Monroe shall cause to be recorded in the office of the Register of Deeds of Union County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Union County Board of Elections, as required by G.S. 163-288.1.

Adopted this 13th day of June, 2023.

Marion L. Holloway, Jr., Mayor

Attest:

APPROVED AS TO FORM:

Bridgette H. Robinson, City Clerk

Richard Long, City Attorney

**NORTH CAROLINA
UNION COUNTY**

I, Sherry K. Hicks, Notary Public, in and for said County and State, do hereby certify that Bridgette H. Robinson personally appeared before me this day and acknowledged that she is the City Clerk of the City of Monroe, a municipal corporation of said state, and that by virtue of said office is also Clerk to the City Council of said City, and that by authority duly given and as an act of said City, the foregoing instrument was signed in the name of the City and in her presence by its Mayor, sealed with the corporate seal of said City, and attested by herself as its City Clerk.

Witness my hand and notarial seal, this 13th day of June, 2023.

(SEAL)
Sherry H. Hicks, Notary Public
My Commission Expires: 01/04/2026

Zoning Map

Case #: PLANXA 2023-00018

Legend

- Centerlines
- City Limits
- streams
- Parcels

Zoning Districts

- CD
- OM
- RHD
- RLD
- RMD

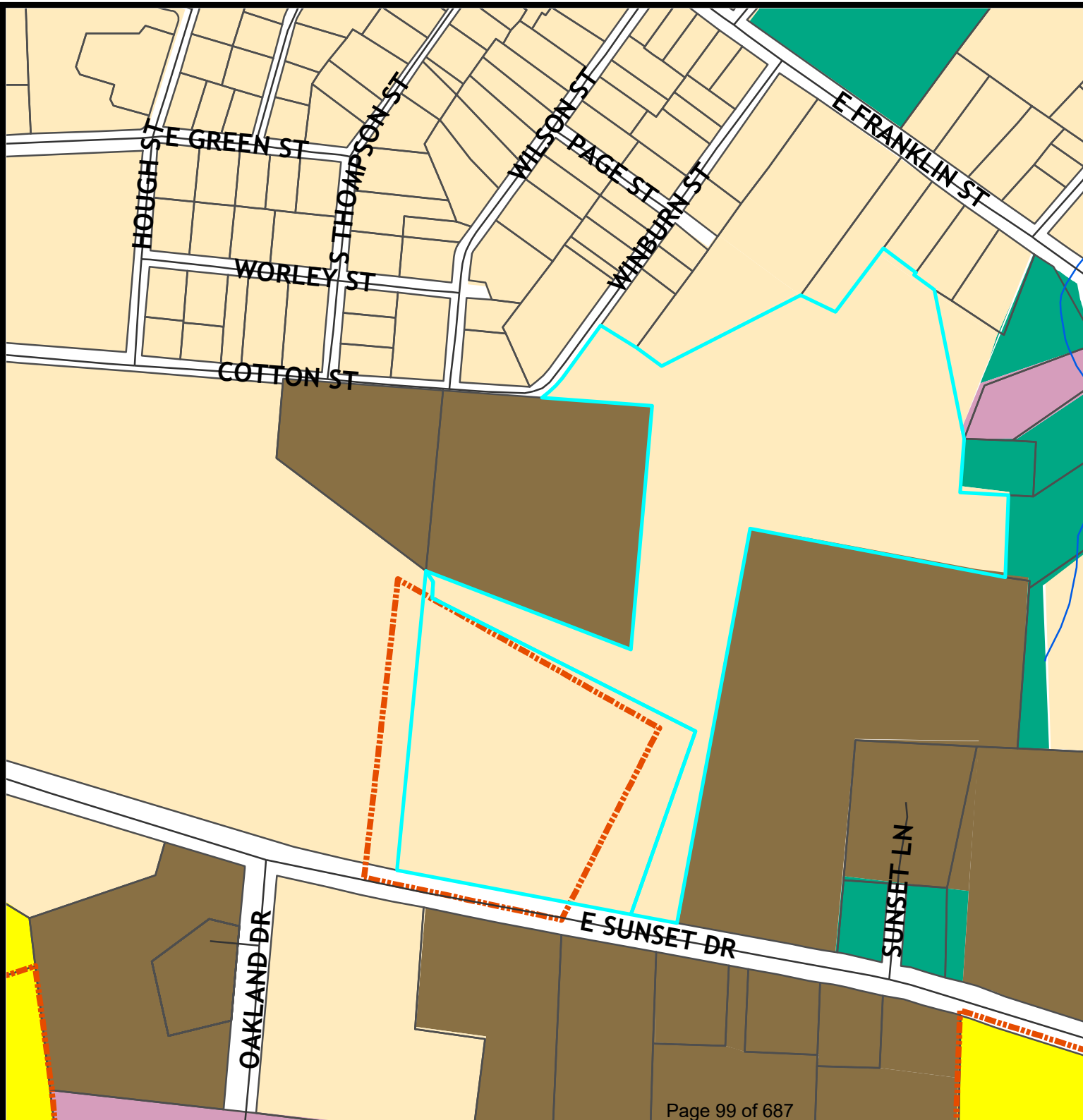
Existing: Residential Medium
Density (RMD)

Owner: Tom Eubanks

Acres: 24.82



0 290 580
Feet



Conditional District Rezoning

Site Plan of

MONROE MEADOWS TOWNHOMES

PARCELS # 09-195-022-80, 09-195-022-90

City of Monroe, North Carolina

PROJECT CONTACTS

OWNER

TOM EUBANKS
2033 WOODHAVEN ROAD
CHARLOTTE, NC 28211

DEVELOPER

NVR, INC
10710 SIKES PLACE, SUITE 250
CHARLOTTE, NC 28277
(864) 710-3989
CONTACT: SCOTT MUNDAY

CIVIL ENGINEER & LANDSCAPE ARCHITECT

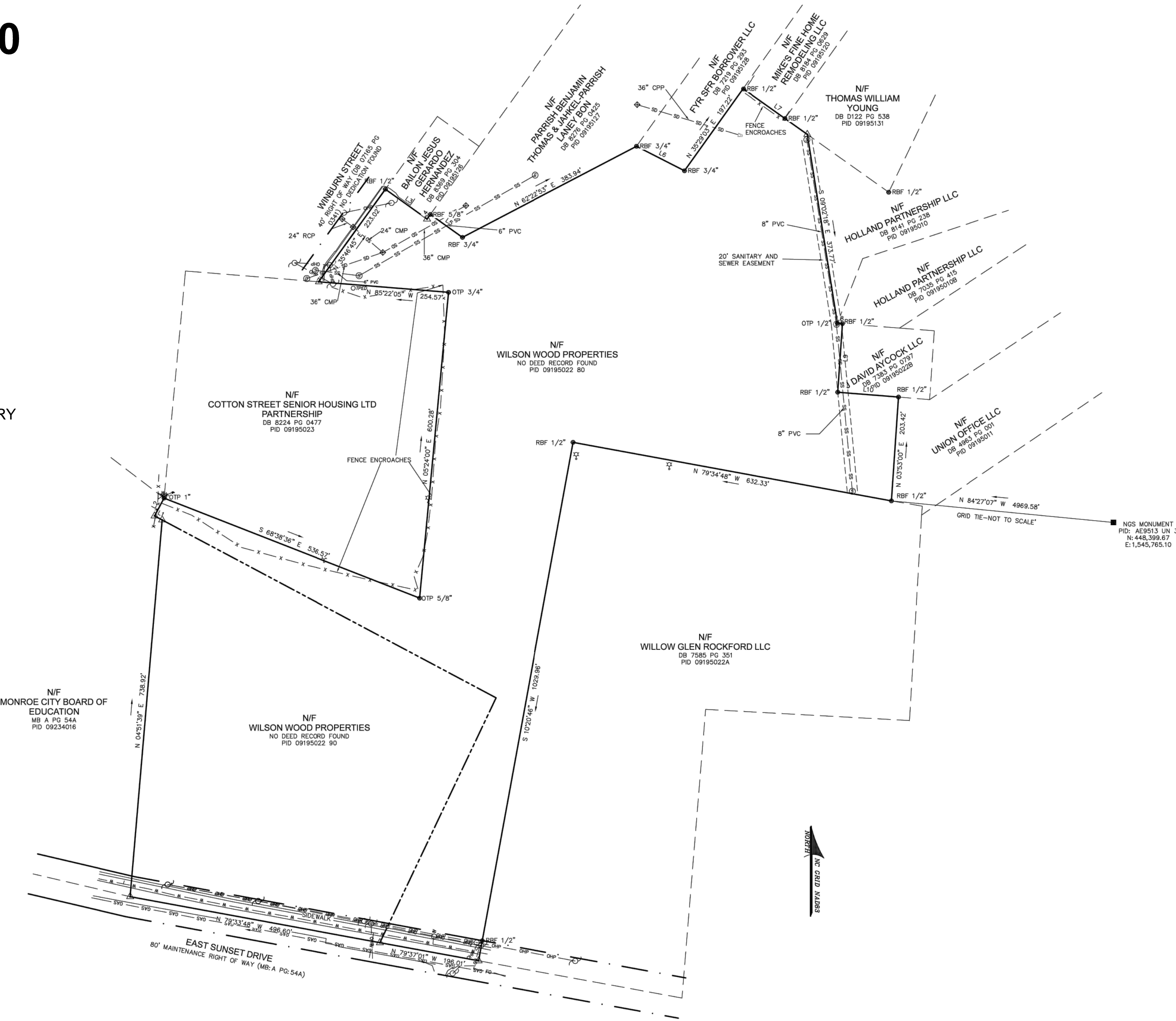
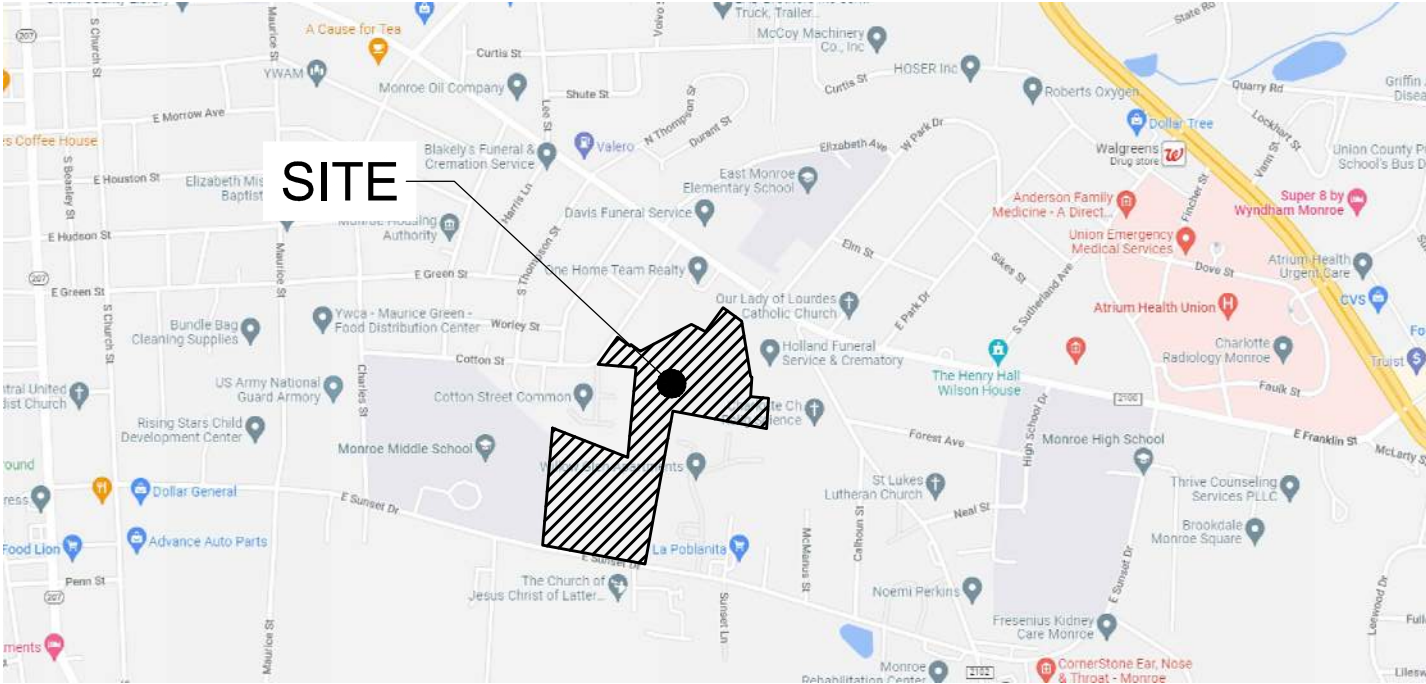
SEAMON, WHITESIDE AND ASSOCIATES, INC.
230 E PETERSON DRIVE, SUITE B
CHARLOTTE, NC 28217
PHONE: (980) 312-5450
CONTACT: TAYLOR CRITCHER, PLA

SHEET INDEX

SHEET C1.0 - COVER SHEET
SHEET C2.0 - REZONING PLAN
SHEET C3.0 - BERM PLANTING EXHIBIT
SHEET C4.0 - PERIMETER BUFFER EXHIBIT
SHEET C5.0 - PERIMETER FENCE EXHIBIT
SHEET C6.0 - TREE SURVEY OVERLAY
SHEET C7.0 - TYPICAL TOWNHOUSE PLANTING EXHIBIT
SHEET C7.1 - TYPICAL TOWNHOUSE PLANTING EXHIBIT
SHEET C7.2 - TYPICAL TOWNHOUSE PLANTING EXHIBIT
SHEET C7.3 - TYPICAL TOWNHOUSE PLANTING EXHIBIT
SHEET C8.0 - TYPICAL TOWNHOUSE PRECEDENT IMAGERY
SHEET C9.0 - AMENITY CONCEPTS

MONROE MEADOWS NOTES	
PARCEL # 09-195-022-80 # 09-195-022-90	EXISTING LAND USE UNDEVELOPED WOODED
PROJECT ACREAGE 25.022 ACRES	ADJACENT LAND USES GOVERNMENT/SCHOOL/CHURCH RESIDENTIAL COMMERCIAL
ZONING EXISTING: RMD PROPOSED: PUD	PROPOSED LAND USE MULTI-FAMILY TOWNHOMES 144 UNITS
FLOOD ZONES N/A	

VICINITY MAP (NOT TO SCALE)



NOTE: THIS PLAN IS CONCEPTUAL IN NATURE AND SUBJECT TO CHANGE.



MONROE MEADOWS TOWNHOMES - C1.0

NVR
MONROE, NORTH CAROLINA
CL1283 | MEM | 5.31.2022

NOTES

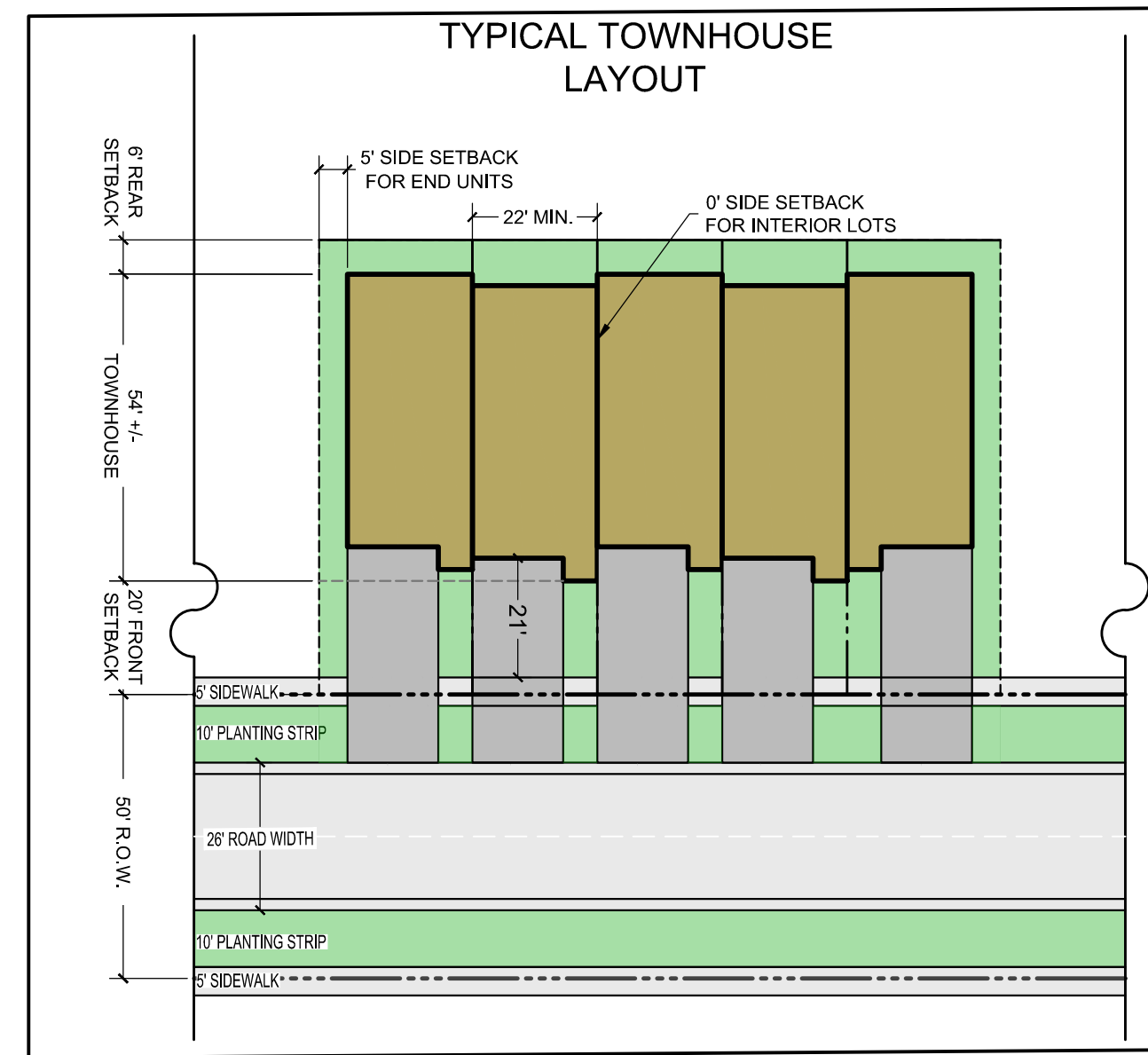
1. EXTERIOR MATERIALS SHALL BE LIMITED TO A MIX OF FIBER CEMENT, STONE, STUCCO, AND/OR BRICK MATERIALS AND THE FRONT FACADES SHALL BE PROVIDED WITH AT LEAST 25% BRICK OR STONE.
2. THE MINIMUM HEATING SQUARE FEET OF THE UNITS IS 1432 SF.
3. ALL DRIVEWAYS SHALL BE PAVED WITH CONCRETE OR ASPHALT FROM THE ROAD TO THE GARAGE AND SHALL BE ABLE TO ACCOMMODATE AT LEAST TWO (2) VEHICLES.
4. UNITS BUILT ON SLAB FOUNDATIONS SHALL HAVE A MINIMUM FOUR COURSE BRICK, OF STANDARD SIZE, EXTENDING UP THE FACE OF THE SLAB ON FRONT AND SIDES OF TOWNHOMES.
5. THE ARCHITECTURAL DESIGN ELEMENTS OF THE UNITS SHALL CONFORM TO THE GENERAL REQUIREMENTS STATED IN THE UDO.
6. THE MAJORITY OF ALL ROOF AREAS ON ANY HOUSE SHALL HAVE A MINIMUM 6/12 PITCH ROOF.
7. FRONT LAWNS OF ALL HOMES SHALL BE SODDED PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY.
8. ALL FRONT LOAD GARAGES SHALL HAVE WINDOWS ALONG THE TOP AND/OR CARRIAGE STYLE DOORS OR HARDWARE THAT MIMICS CARRIAGE STYLE DOORS.
9. FIVE (5) FOOT WIDE SIDEWALKS WILL BE REQUIRED ON BOTH SIDES OF THE STREET THROUGHOUT THE DEVELOPMENT.
10. SIGN REGULATIONS FOR THIS PROPERTY SHALL ADHERE TO THE RESIDENTIAL MEDIUM DENSITY SIGN REQUIREMENTS.
11. HOMEOWNERS ASSOCIATION WILL BE RESPONSIBLE FOR THE OWNERSHIP AND MAINTENANCE OF OPEN SPACE, COMMON AREAS, BMP AREAS, ETC.
12. COMMENCEMENT OF THE AMENITIES SHALL BEGIN BEFORE 50% OF THE CERTIFICATE OF OCCUPANCY'S ARE ISSUED.
13. ALL LANDSCAPING SHALL BE KEPT IN THRIVING CONDITION.
14. ALL ELEVATIONS, PACKETS, OR OTHER SUPPLEMENTAL MATERIAL SUBMITTED TO STAFF, PLANNING BOARD, AND OR CITY COUNCIL IN REFERENCE AND SUPPORT OF ANY CONDITIONAL DISTRICT SHALL BE REGARDED AS AN INTEGRAL ELEMENT OF THE APPROVED SITE PLAN. MINOR DEVIATIONS FROM SUBMITTED MATERIAL SHALL BE ALLOWED AT THE DISCRETION OF THE PLANNING DIRECTOR OR HIS DESIGNEE.
15. TREES AT LEAST 25 INCHES IN CIRCUMFERENCE WITHIN REQUIRED BUFFER SHALL BE TAGGED PRIOR TO ANY SITE CLEARANCE AND BE PRESERVED. TREES WITHIN THE DEVELOPMENT THAT ARE 75 INCHES OR GREATER IN CIRCUMFERENCE MUST BE PRESERVED AND SHOWN ON THE SURVEY AND SHALL NOT BE REMOVED EXCEPT AS IDENTIFIED IN SUBSECTION G OF THE CODE. TREE SURVEY MUST BE SUBMITTED PRIOR TO PROJECT BEING PROCESSED.
16. YARD TREES SHALL BE PLANTED IN ACCORDANCE TO THE TOWNHOUSE ELEVATION AND PLAN VIEW EXHIBITS FOR TYPICAL LOT PLANTINGS TO BE INCLUDED IN THE REZONING SUBMITTAL.
17. STREET TREES SHALL BE PROVIDED WHERE POSSIBLE WITH A CALIPER OF 2.5 INCHES MEASURED 6 INCHES ABOVE GRADE. STREET TREES SHOULD BE A VARIETY OF SPECIES.
18. ALL TOWNHOME UNITS SHALL HAVE A MINIMUM OF ONE CAR GARAGES.
19. PHASE 1 BUILD OUT 2025, PHASE 1 WILL CONSIST OF 79 UNITS, STORMWATER BMP, MAIL KIOSK, BERM ALONG SUNSET BOULEVARD, AND DOG PARK.
20. PHASE 2 BUILD OUT 2026, PHASE 2 WILL BE THE REMAINING 65 UNITS AND REMAINING AMENITIES.
21. ALL INTERSECTIONS TO HAVE ACCESSIBLE RAMPS IN ACCORDANCE WITH DETAILS 02.0501A-02.05.
22. THE COMMUNITY DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS SHALL INCLUDE A PROVISION REQUIRING TRASH AND RECYCLING RECEPTACLES TO BE STORED SO AS NOT TO BE VISIBLE FROM THE STREET.
23. A LIGHTING PLAN CONSISTENT WITH ALL CITY REQUIREMENTS SHALL BE INCLUDED WITH CONSTRUCTION PLANS IF PROJECT IS APPROVED.
24. REQUIRED ROAD IMPROVEMENTS, AS GENERALLY SHOWN ON THE PLAN, SHALL MEET NCDOT STANDARDS.
25. PLANNED 50' WIDE BUFFER WITH BERM ALONG E SUNSET DRIVE SHALL PROVIDE CODE REQUIRED STREET TREES AND SHRUBS, BUFFER WIDTH MAY VARY DEPENDING ON TURN LANE IMPROVEMENTS BUT BUFFER SHALL NOT ENCRoACH MORE THAN 50' INTO PROPERTY.
26. ALL TOWNHOME UNITS WILL FEATURE COVERED FRONT DOOR STOOPS, FOR 1-CAR GARAGE UNITS, THE ARCHITECTURAL STYLE WILL BE A MIX OF SHED ROOF WITH COLUMNS, HIP ROOF WITH COLUMNS, SHED ROOF WITH DECORATIVE SUPPORT BRACKETS, AND HIP ROOF WITH DECORATIVE SUPPORT BRACKETS. FOR 2-CAR GARAGE UNITS, THE ARCHITECTURAL STYLE WILL BE A SHED ROOF, ALL FRONT DOOR STOOP AND BAY WINDOW ROOFS WILL BE COVERED IN STANDING METAL SEAM.

PETITIONER VOLUNTARILY AGREES TO ALL CONDITIONS APPROVED BY CITY COUNCIL, WHICH ARE LISTED ON THIS SITE PLAN.

PETITIONER SIGNATURE DATE

AMENITIES

DOG PARK
EVENT LAWN
SHADE STRUCTURE / PERGOLA
DISC GOLF
TRAIL LOOP

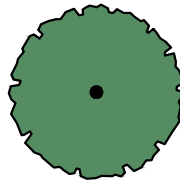


PARKING SUMMARY			
	# OF UNITS	PARKING REQUIRED	PARKING PROVIDED
TOWNHOUSE	144	288	288
2 PARKING SPACES / UNIT			
ON-STREET PARKING	N/A	0	50
TOTAL PARKING SPACES	144	288	338

NOTE: THIS PLAN IS CONCEPTUAL IN NATURE AND SUBJECT TO CHANGE.



STREET_TREE_PLANT_SCHEDULE



STREET TREES

Ulmus parvifolia 'Allee' TM / Allee Lacebark Elm
Zelkova serrata / Sawleaf Zelkova

157

2.5" CAL, 8-10', 6'-8", AS SHOWN
2.5" CAL, 8-10', 6'-8", AS SHOWN

ZONING & PRELIMINARY DUE DILIGENCE CHART

CURRENT ZONING	RMD
PROPOSED ZONING	PUD
NORTH BUFFER	TYPE 3 (25') AND TYPE 4 (50') BUFFERS
SOUTH BUFFER	TYPE 2 (20') BUFFER
EAST BUFFER	TYPE 3 (25') AND TYPE 4 (50') BUFFERS
WEST BUFFER	TYPE 3 (25') AND TYPE 4 (50') BUFFERS
FRONT SETBACK	20'-0"
SIDE SETBACK	5'-0"
REAR SETBACK	6'-0"
ADDITIONAL SETBACK	15' (CORNER LOT)
LOT OR BUILDING COVERAGE	50%
BUILDING HEIGHT	3 STORIES MAX
PARKING REQUIREMENT	2 PER DWELLING UNIT
OPEN SPACE REQUIREMENT	8.69 AC (35%)
OPEN SPACE PROVIDED	+/- 8.92 AC (35.9%)
MAX BLOCK SIZE	1,200'
TREE SAVE REQUIREMENTS	2.48 AC (10%)
TREE SAVE PROVIDED	2.52 AC (10.2%)
STORMWATER APPROACH	ON-SITE BMP
TREE ASSESSMENT PROVIDED	YES
CULTURAL RESOURCES	NO
ENVIRONMENTAL ISSUES	NO
PUMP STATION NEEDED	NO
WITHIN URBAN GROWTH BOUNDARY	NO
OTHER REQUIREMENTS	

SITE DATA

TOTAL SITE AREA	24.828 ACRES
TYPICAL LOT DIMENSIONS	22' x 80' TYP.
MINIMUM LOT SIZE	1,760 SF
PROPOSED LOTS	144
SITE DENSITY	5.80 UNITS/ACRE
LF OF ROAD	3,776 LF

TOWNHOME LOT SIZES			
LOT	MINIMUM LOT SIZE	LOT	MINIMUM LOT SIZE
1	1,760 SF	73	1,760 SF
2	1,760 SF	74	1,760 SF
3	1,760 SF	75	1,760 SF
4	1,760 SF	76	1,760 SF
5	1,760 SF	77	1,760 SF
6	1,760 SF	78	1,760 SF
7	1,760 SF	79	1,760 SF
8	1,760 SF	80	1,760 SF
9	1,760 SF	81	1,760 SF
10	1,760 SF	82	1,760 SF
11	1,760 SF	83	1,760 SF
12	1,760 SF	84	1,760 SF
13	1,760 SF	85	1,760 SF
14	1,760 SF	86	1,760 SF
15	1,760 SF	87	1,760 SF
16	1,760 SF	88	1,760 SF
17	1,760 SF	89	1,760 SF
18	1,760 SF	90	1,760 SF
19	1,760 SF	91	1,760 SF
20	1,760 SF	92	1,760 SF
21	1,760 SF	93	1,760 SF
22	1,760 SF	94	1,760 SF
23	1,760 SF	95	1,760 SF
24	1,760 SF	96	1,760 SF
25	1,760 SF	97	1,760 SF
26	1,760 SF	98	1,760 SF
27	1,760 SF	99	1,760 SF
28	1,760 SF	100	1,760 SF
29	1,760 SF	101	1,760 SF
30	1,760 SF	102	1,760 SF
31	1,760 SF	103	1,760 SF
32	1,760 SF	104	1,760 SF
33	1,760 SF	105	1,760 SF
34	1,760 SF	106	1,760 SF
35	1,760 SF	107	1,760 SF
36	1,760 SF	108	1,760 SF
37	1,760 SF	109	1,760 SF
38	1,760 SF	110	1,760 SF
39	1,760 SF	111	1,760 SF
40	1,760 SF	112	1,760 SF
41	1,760 SF	113	1,760 SF
42	1,760 SF	114	1,760 SF
43	1,760 SF	115	1,760 SF
44	1,760 SF	116	1,760 SF
45	1,760 SF	117	1,760 SF
46	1,760 SF	118	1,760 SF
47	1,760 SF	119	1,760 SF
48	1,760 SF	120	1,760 SF
49	1,760 SF	121	1,760 SF
50	1,760 SF	122	1,760 SF
51	1,760 SF	123	1,760 SF
52	1,760 SF	124	1,760 SF
53	1,760 SF	125	1,760 SF
54	1,760 SF	126	1,760 SF
55	1,760 SF	127	1,760 SF
56	1,760 SF	128	1,760 SF
57	1,760 SF	129	1,760 SF
58	1,760 SF	130	1,760 SF
59	1,760 SF	131	1,760 SF
60	1,760 SF	132	1,760 SF
61	1,760 SF	133	1,760 SF
62	1,760 SF	134	1,760 SF
63	1,760 SF	135	1,760 SF
64	1,760 SF	136	1,760 SF
65	1,760 SF	137	1,760 SF
66	1,760 SF	138	1,760 SF
67	1,760 SF	139	1,760 SF
68	1,760 SF	140	1,760 SF
69	1,760 SF	141	1,760 SF
70	1,760 SF	142	1,760 SF
71	1,760 SF	143	1,760 SF
72	1,760 SF	144	1,760 SF

MONROE MEADOWS TOWNHOMES - C2.0

NVR
MONROE, NORTH CAROLINA
CL1283 | MEM | 5.31.2023

PLANT PALETTE

COREOPSIS



SWITCH GRASS



CHINDO VIBURNUM



JAPANESE MAPLE



SHUMARD OAK



GEORGIA BLUE



KARL FOERSTER



CLEYERA



EASTERN REDBUD



GREEN ASH



SNOWBALL BUSH



MUHLY GRASS



CAMELLIA



SAUCER MAGNOLIA



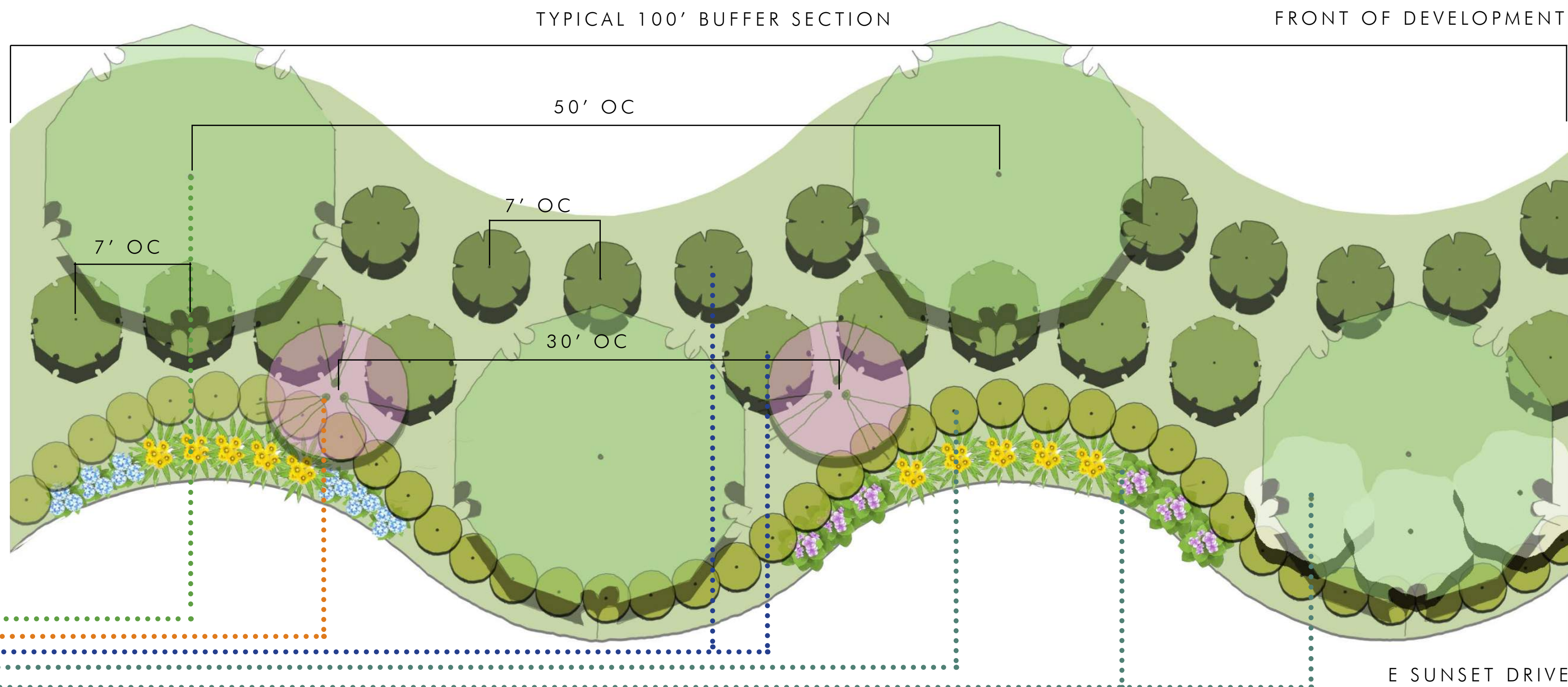
BLACK GUM



BERM SECTION



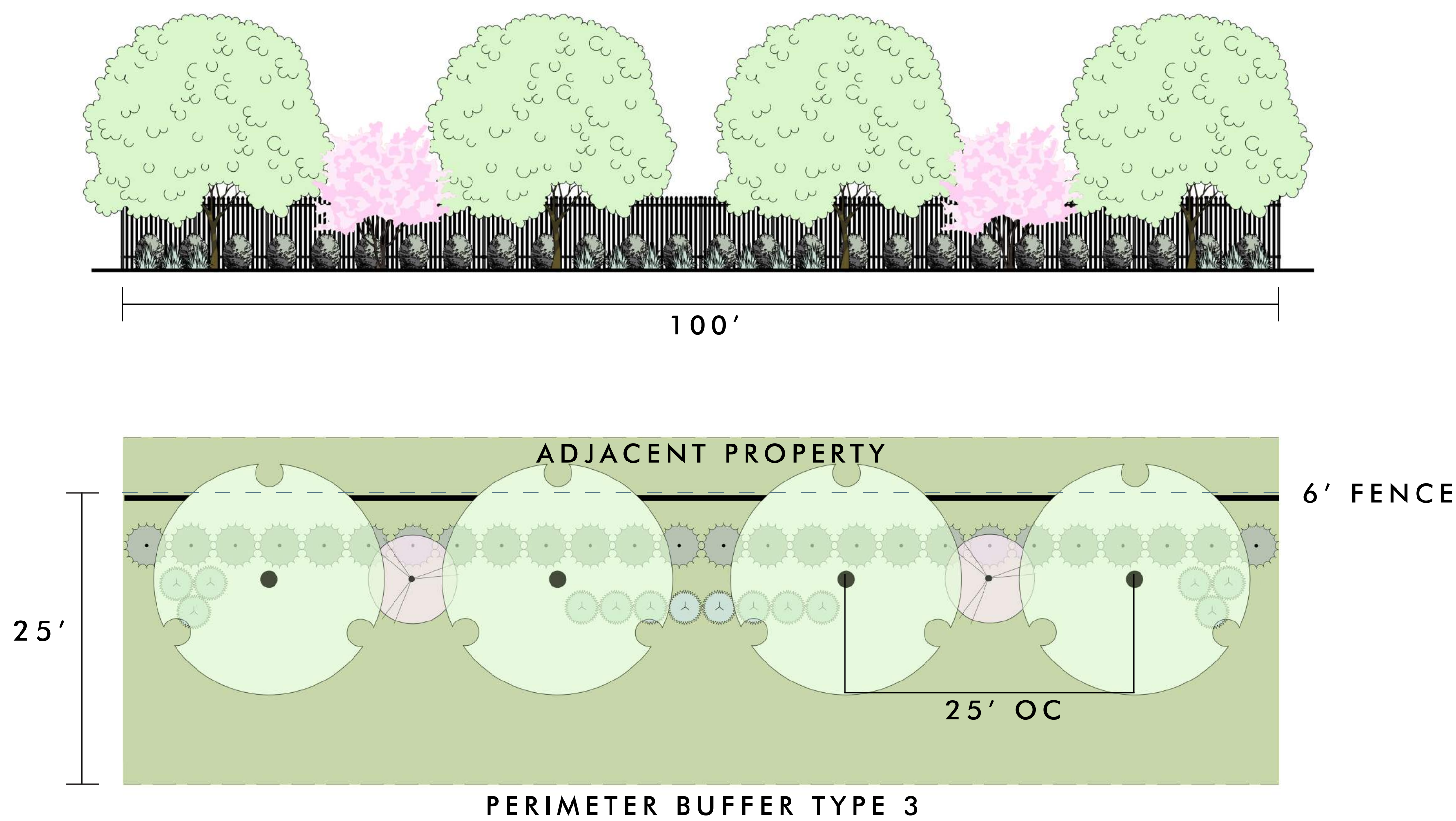
BERM PLANTING PLAN



BERM PLANTING STUDY ALONG E SUNSET DRIVE

NOTE: THIS PLAN IS CONCEPTUAL IN NATURE AND SUBJECT TO CHANGE

PERIMETER BUFFER TYPE 3

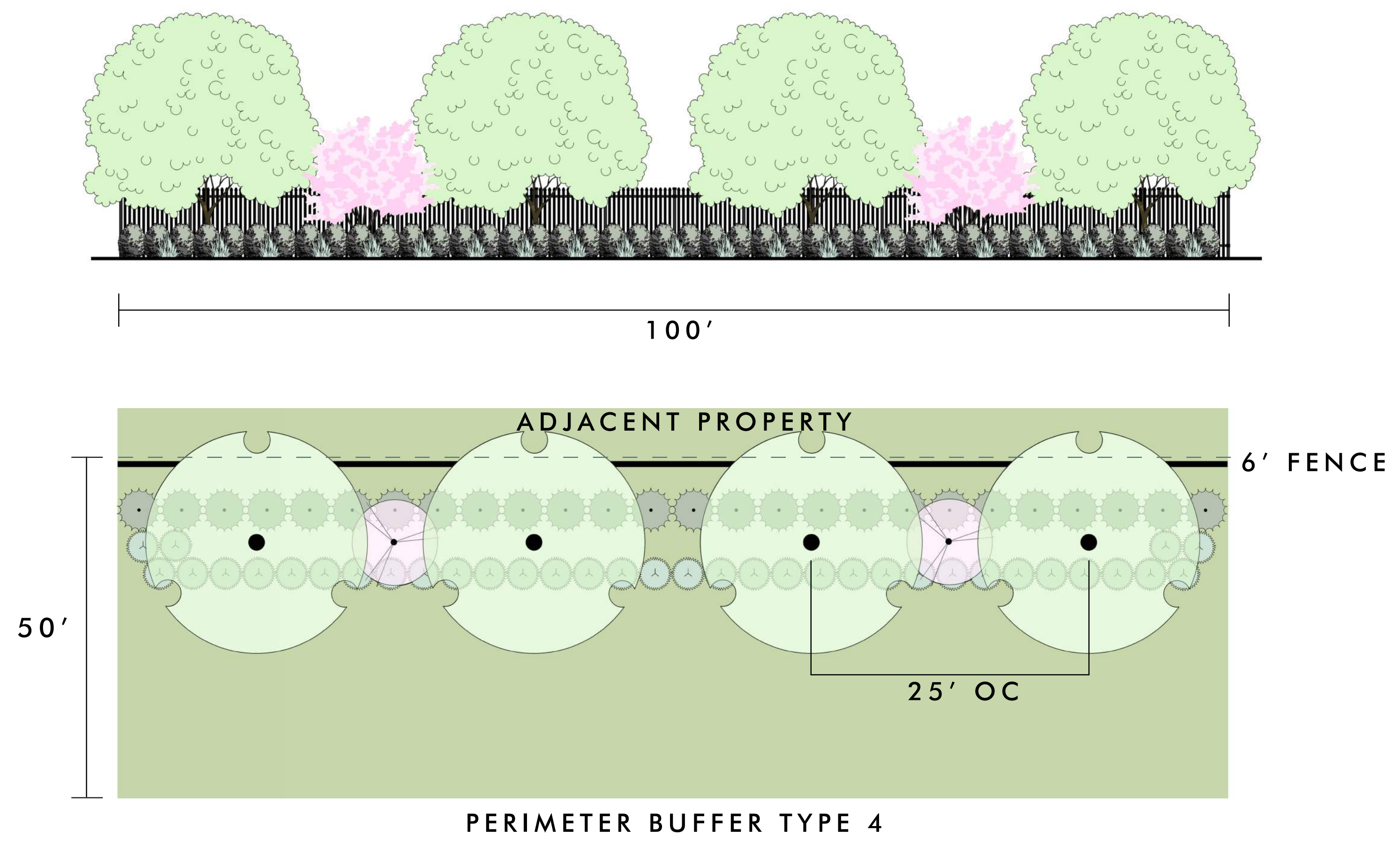


- PLANTING REQUIREMENTS
- 1. 25' WIDTH
 - 2. 4 DECIDUOUS/CANOPY TREES PER 100 LINEAR FEET
 - 3. 2 UNDERSTORY TREES PER 100 LINEAR FEET
 - 4. 30 SHRUBS/ORNAMENTAL GRASSES PER 100 LINEAR FEET
 - 5. 6' BLACK ALUMINUM PICKET FENCE
 - 6. PLANT SIZES SHALL MEET UDO REQUIREMENTS

NOTE: EXISTING TREE SAVE AND VEGETATION PRESERVED WITHIN REQUIRED BUFFER AREAS TO PARTIALLY SATISFY BUFFER REQUIREMENTS. SUPPLEMENTAL PLANTINGS MAY BE REQUIRED AFTER A POST CLEARING EVALUATION AND SITE WALK WITH A CITY OF MONROE PLANNER.



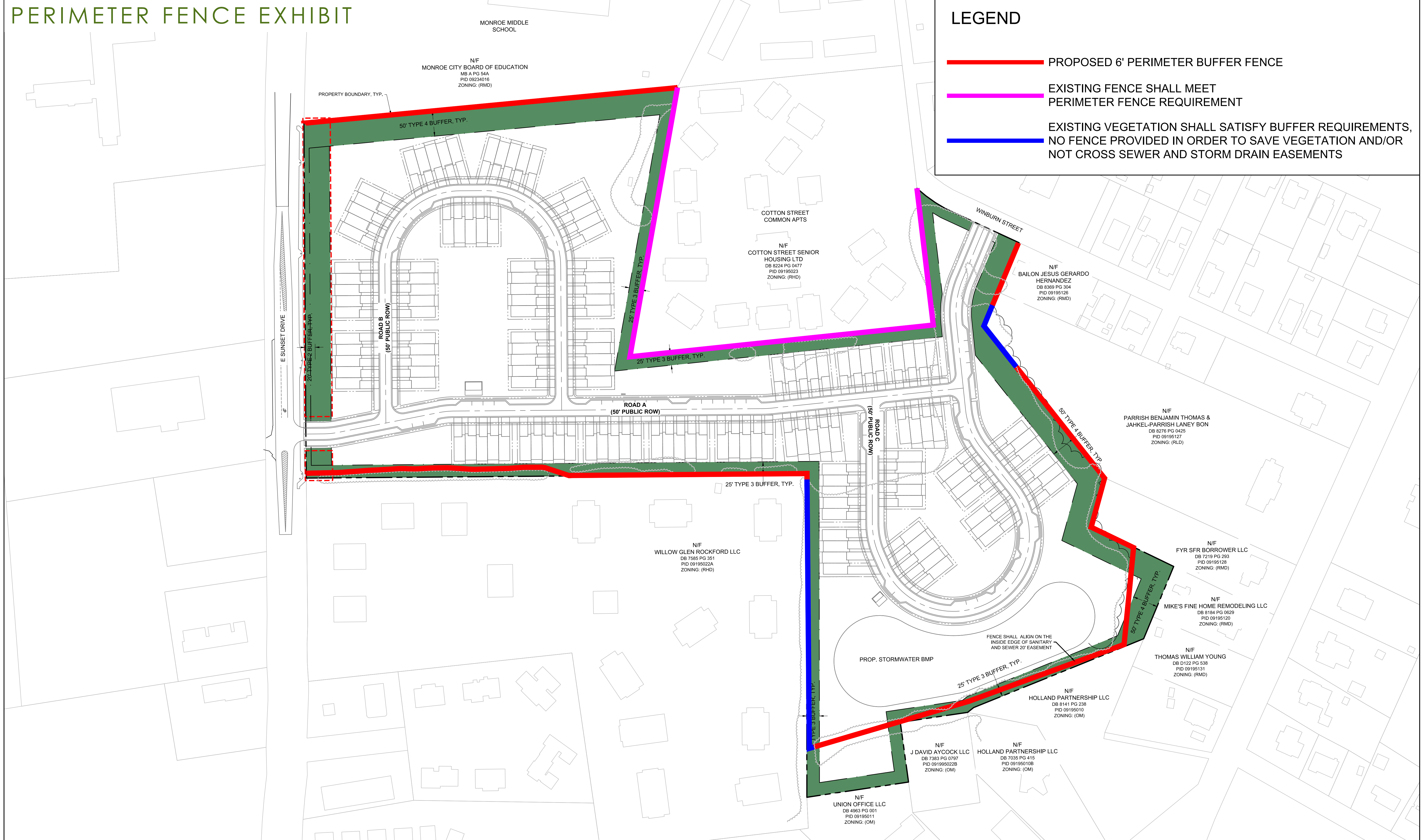
PERIMETER BUFFER TYPE 4



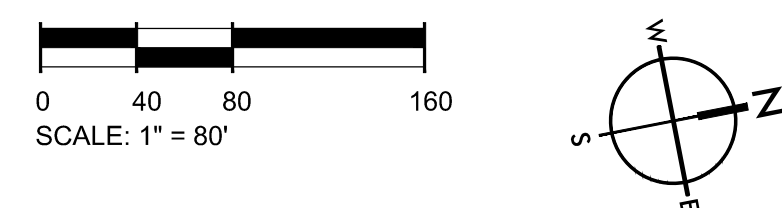
- PLANTING REQUIREMENTS
- 1. 50' WIDTH
 - 2. 4 DECIDUOUS/CANOPY TREES PER 100 LINEAR FEET
 - 3. 2 UNDERSTORY TREES PER 100 LINEAR FEET
 - 4. 60 SHRUBS/ORNAMENTAL GRASSES PER 100 LINEAR FEET
 - 5. 6' BLACK ALUMINUM PICKET FENCE
 - 6. PLANT SIZES SHALL MEET UDO REQUIREMENTS

NOTE: EXISTING TREE SAVE AND VEGETATION PRESERVED WITHIN REQUIRED BUFFER AREAS TO PARTIALLY SATISFY BUFFER REQUIREMENTS. SUPPLEMENTAL PLANTINGS MAY BE REQUIRED AFTER A POST CLEARING EVALUATION AND SITE WALK WITH A CITY OF MONROE PLANNER.

PERIMETER FENCE EXHIBIT



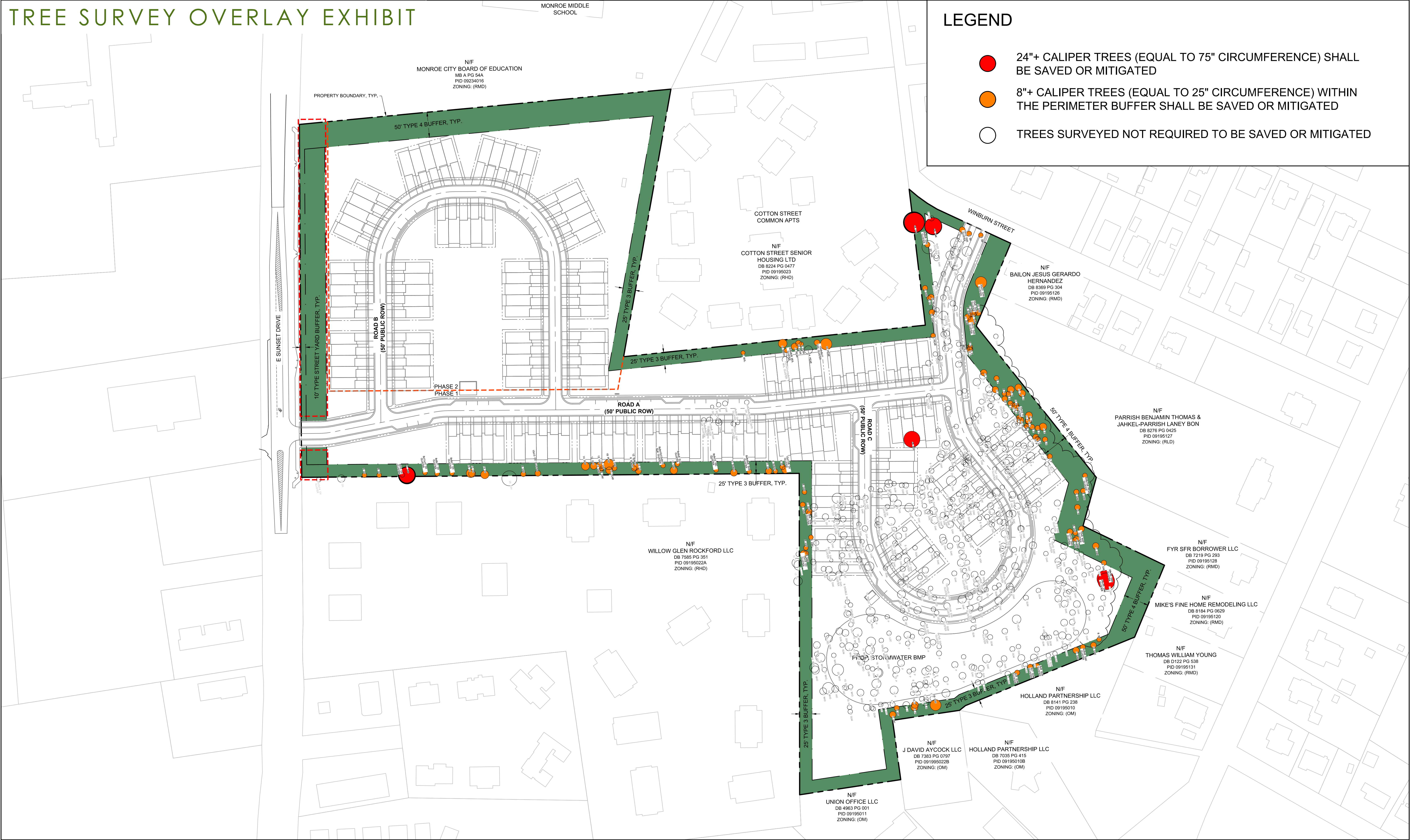
NOTE: THIS PLAN IS CONCEPTUAL IN NATURE AND SUBJECT TO CHANGE.



MONROE MEADOWS TOWNHOMES - C5.0

NVR
MONROE, NORTH CAROLINA
CL1283 | MEM | 4.13.2023

TREE SURVEY OVERLAY EXHIBIT



NOTE: THIS PLAN IS CONCEPTUAL IN NATURE AND SUBJECT TO CHANGE.



MONROE MEADOWS TOWNHOMES - C6.0

NVR
MONROE, NORTH CAROLINA
CL1283 | MEM | 4.13.2023

PLANT PALETTE



STREET TREES

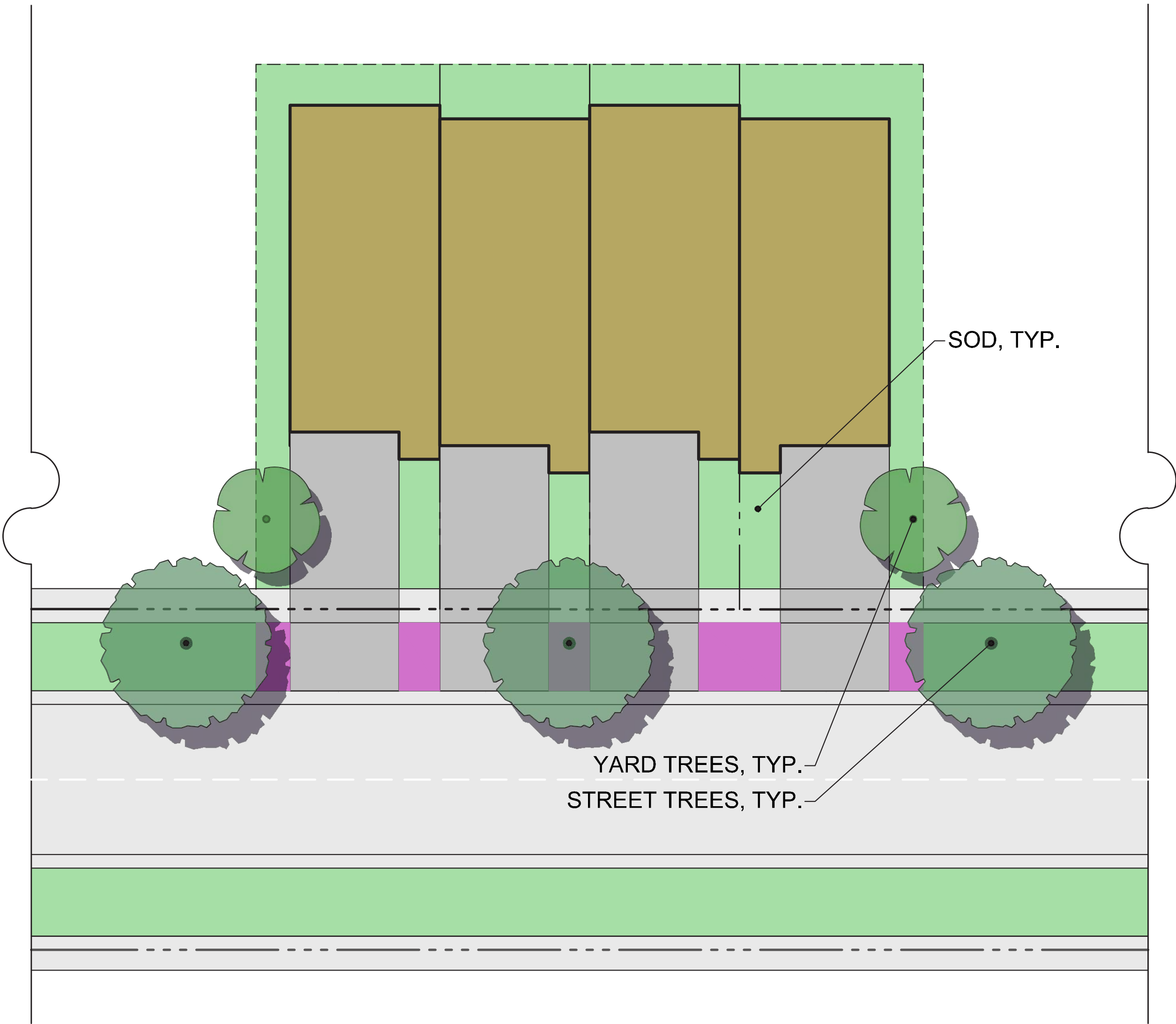
YARD TREES

RIGHT-OF-WAY PLANTINGS

TYPICAL 4-UNIT TOWNHOME
TWO CAR GARAGE



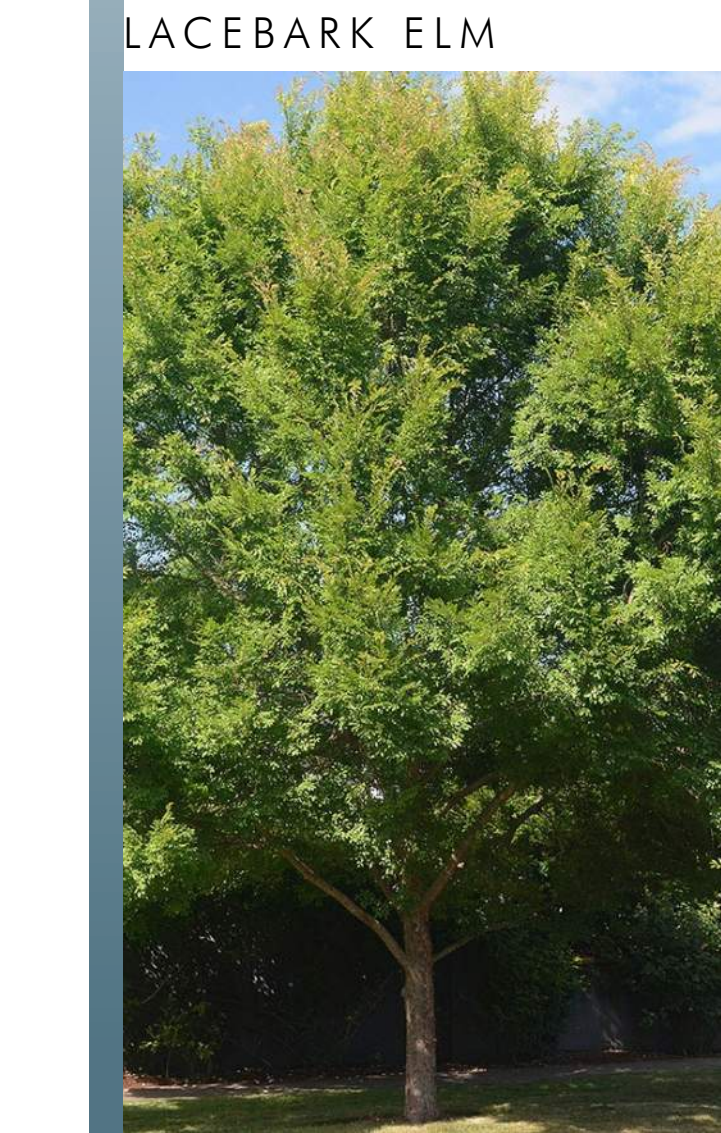
TOWNHOME PLANTING ELEVATION



TOWNHOME
PLANTING PLAN

NOTE: THIS PLAN IS CONCEPTUAL IN NATURE AND SUBJECT TO CHANGE

PLANT PALETTE



STREET TREES



YARD TREES

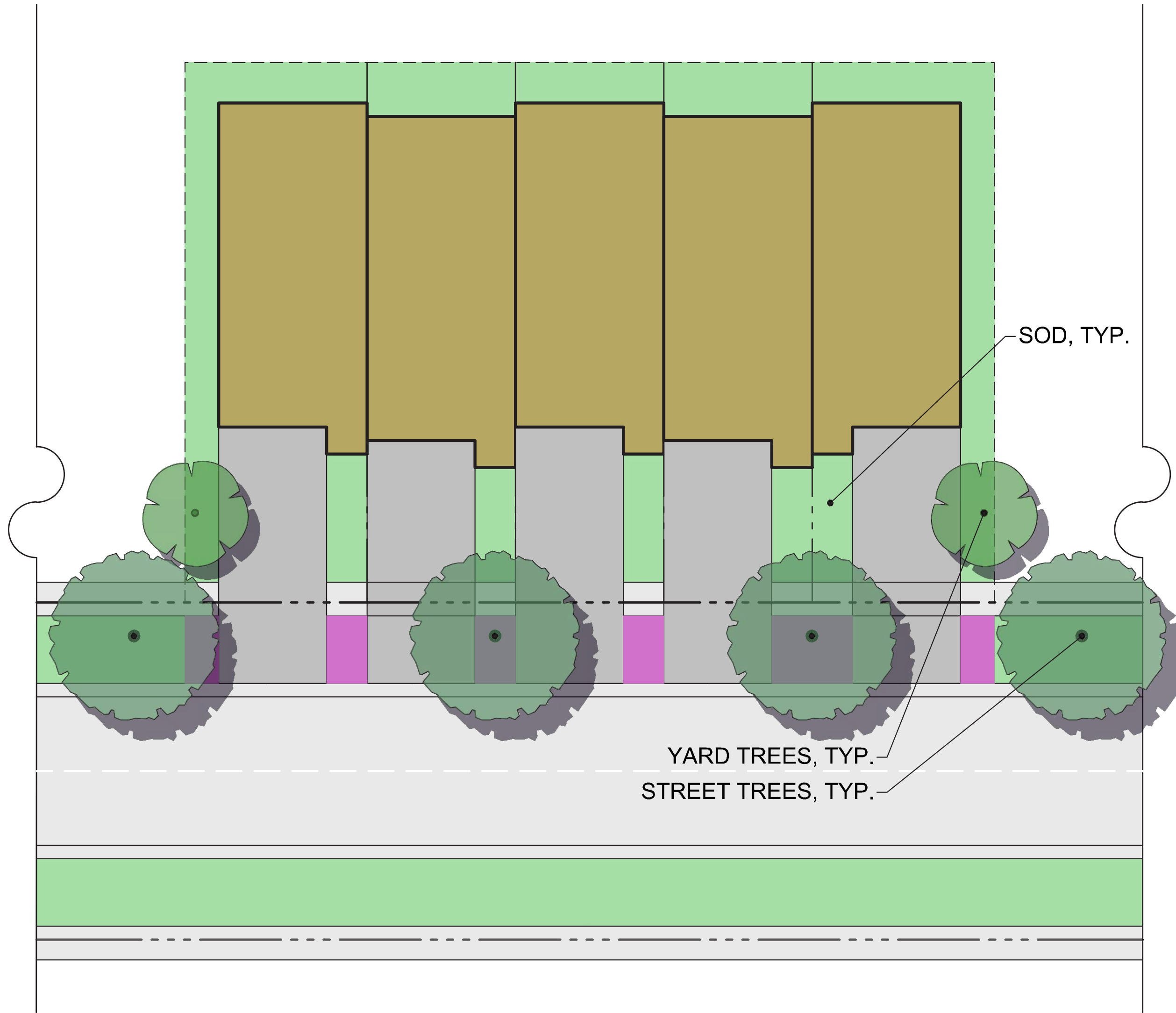


RIGHT-OF-WAY PLANTINGS

TYPICAL 5-UNIT TOWNHOME
TWO CAR GARAGE



TOWNHOME PLANTING ELEVATION



TOWNHOME
PLANTING PLAN

NOTE: THIS PLAN IS CONCEPTUAL IN NATURE AND SUBJECT TO CHANGE

PLANT PALETTE



STREET TREES

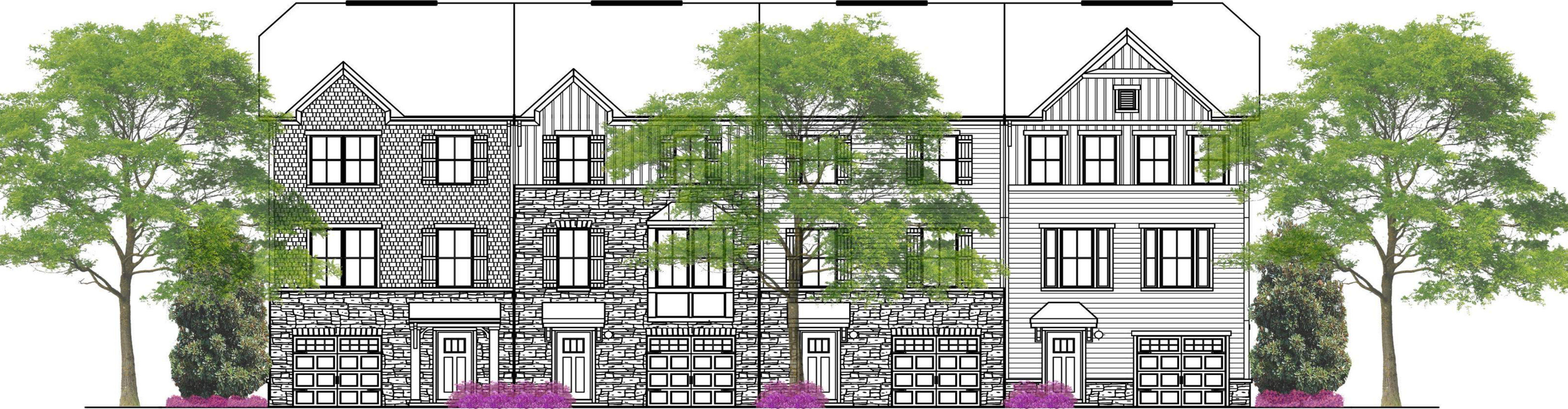


YARD TREES

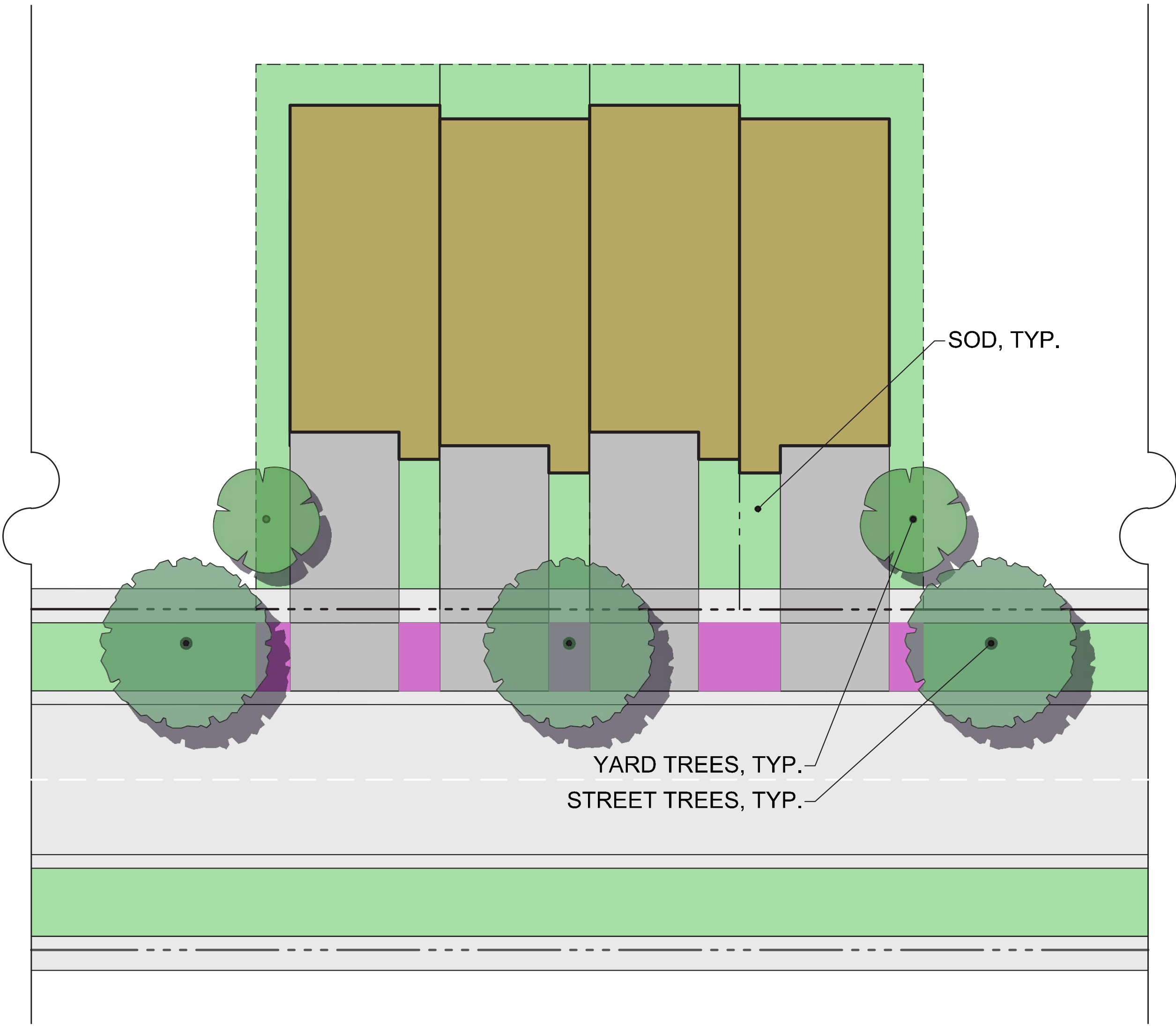


RIGHT-OF-WAY PLANTINGS

TYPICAL 4-UNIT TOWNHOME
ONE CAR GARAGE



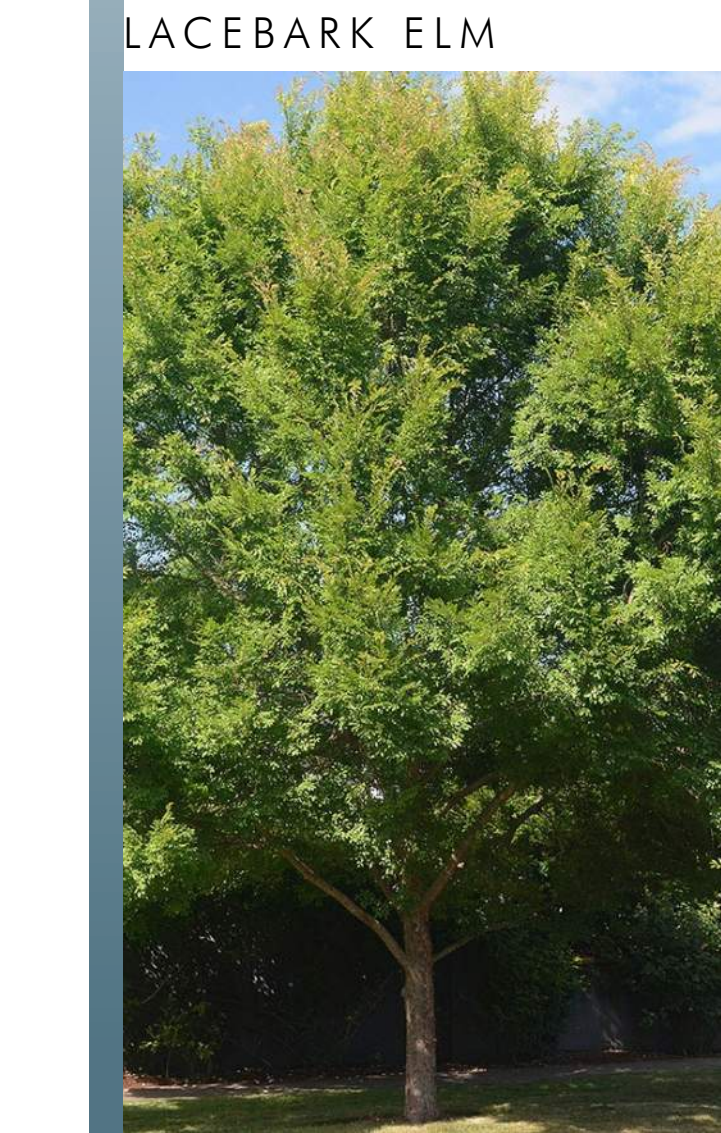
TOWNHOME PLANTING ELEVATION



TOWNHOME
PLANTING PLAN

NOTE: THIS PLAN IS CONCEPTUAL IN NATURE AND SUBJECT TO CHANGE

PLANT PALETTE



STREET TREES



YARD TREES

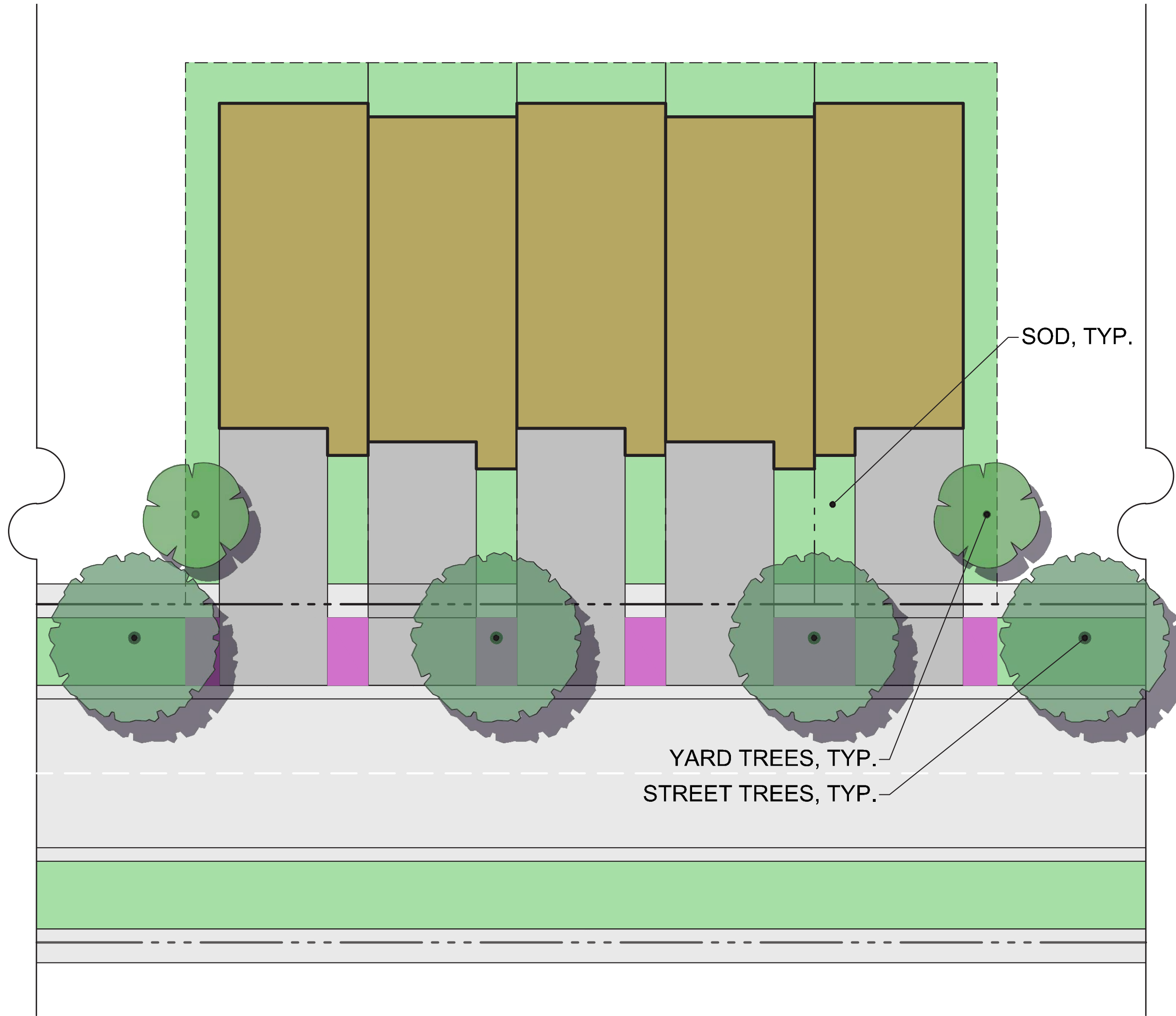


RIGHT-OF-WAY PLANTINGS

TYPICAL 5-UNIT TOWNHOME
ONE CAR GARAGE



TOWNHOME PLANTING ELEVATION



TOWNHOME
PLANTING PLAN

NOTE: THIS PLAN IS CONCEPTUAL IN NATURE AND SUBJECT TO CHANGE

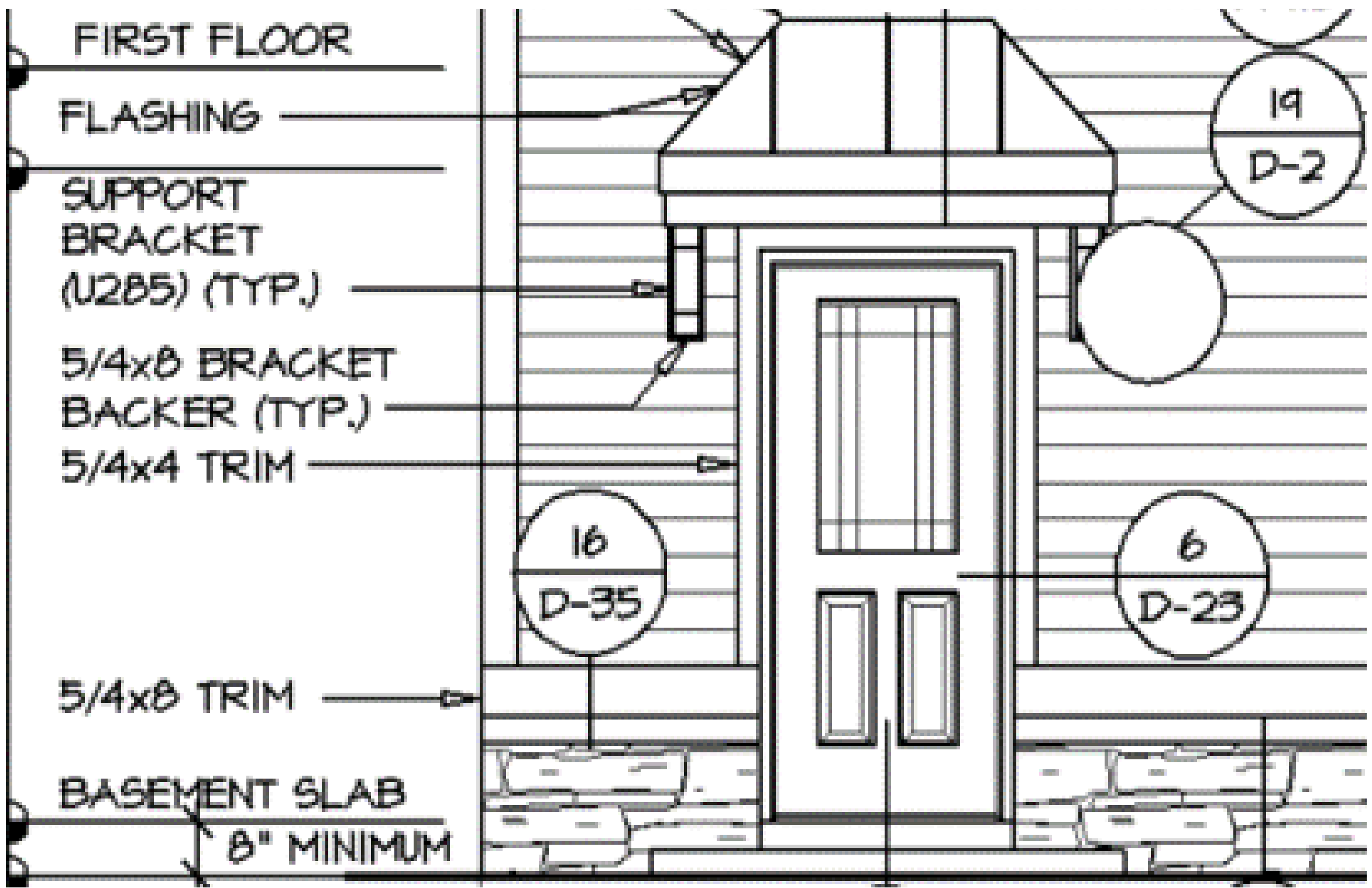
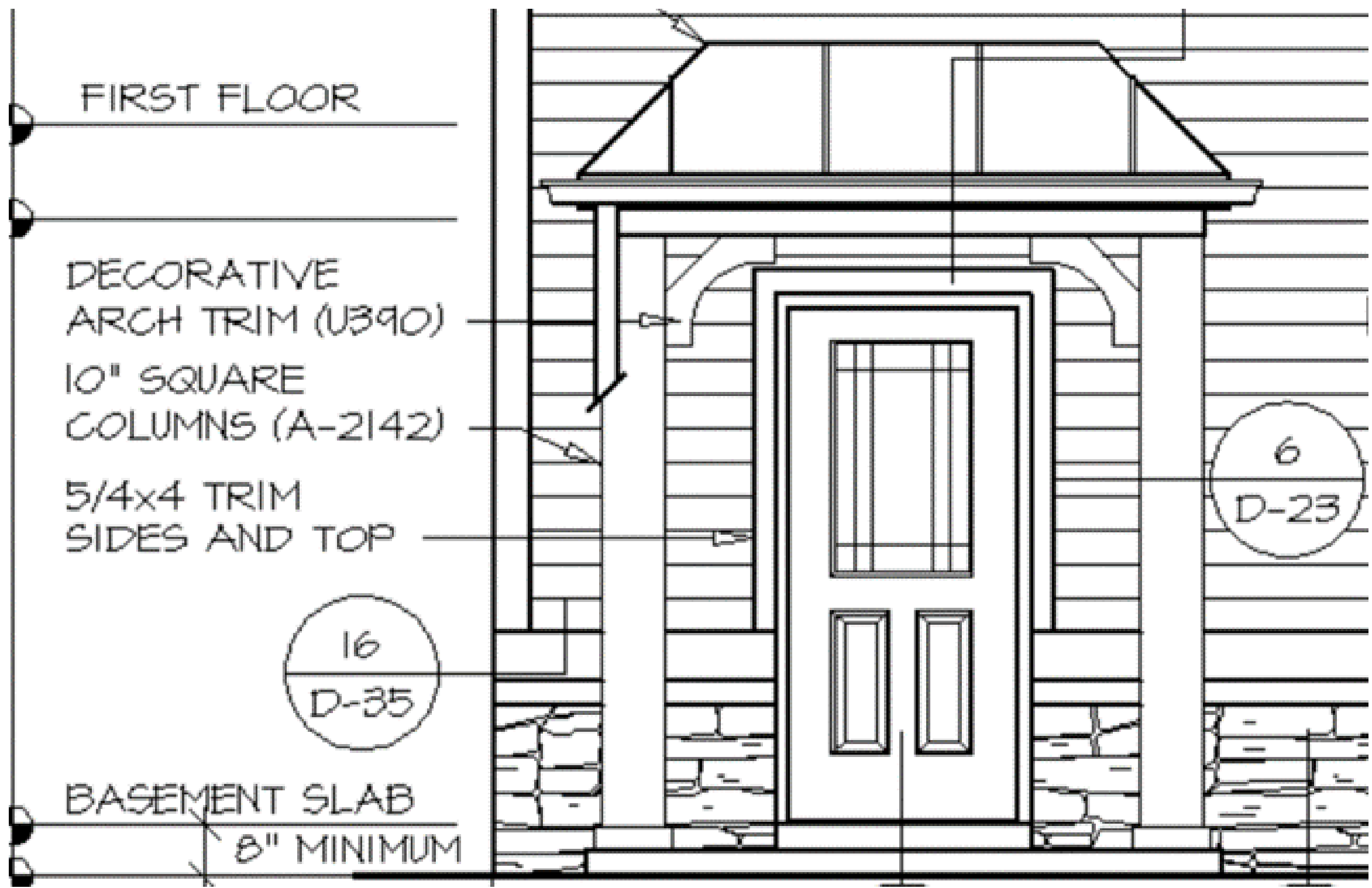
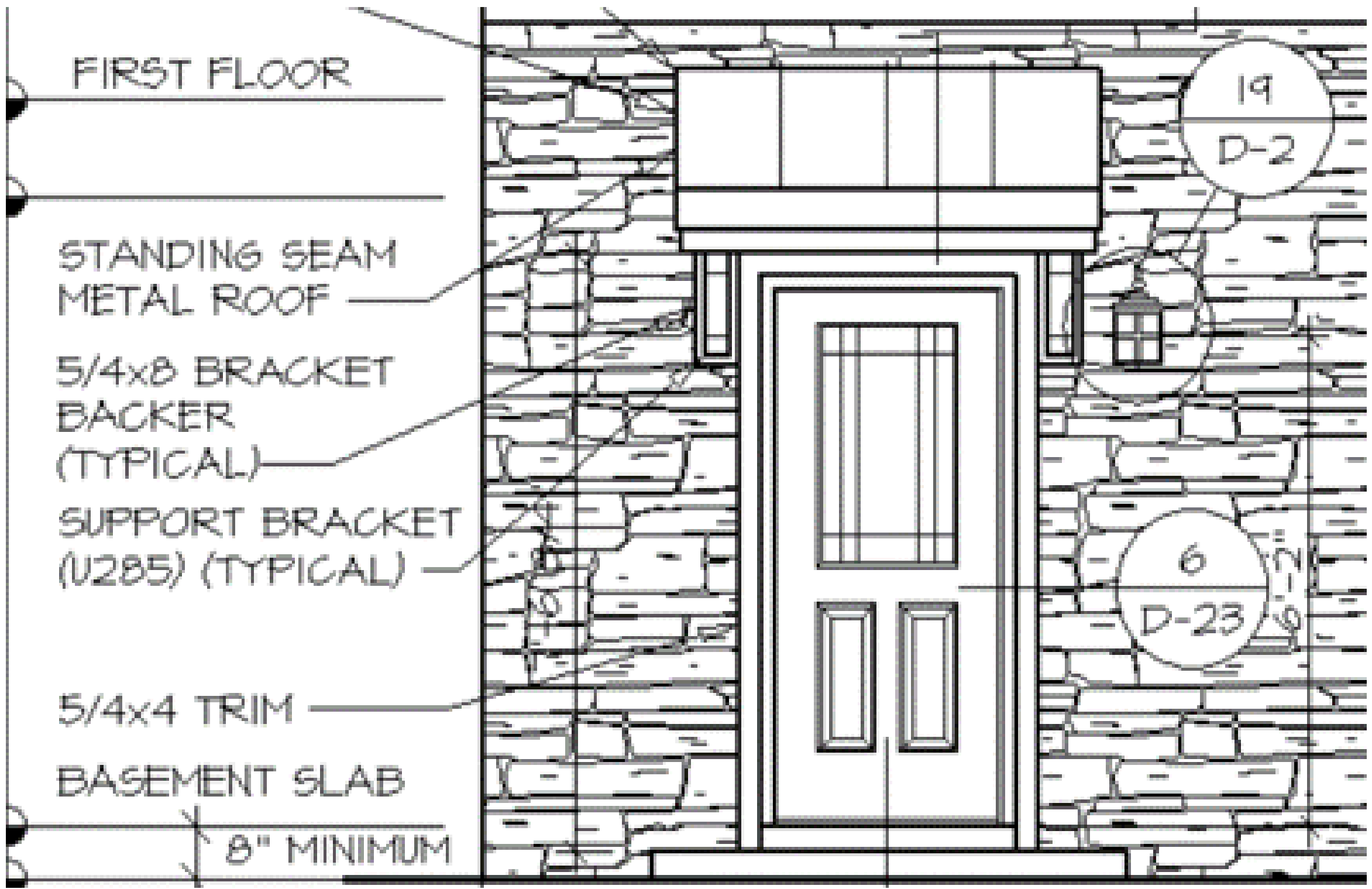
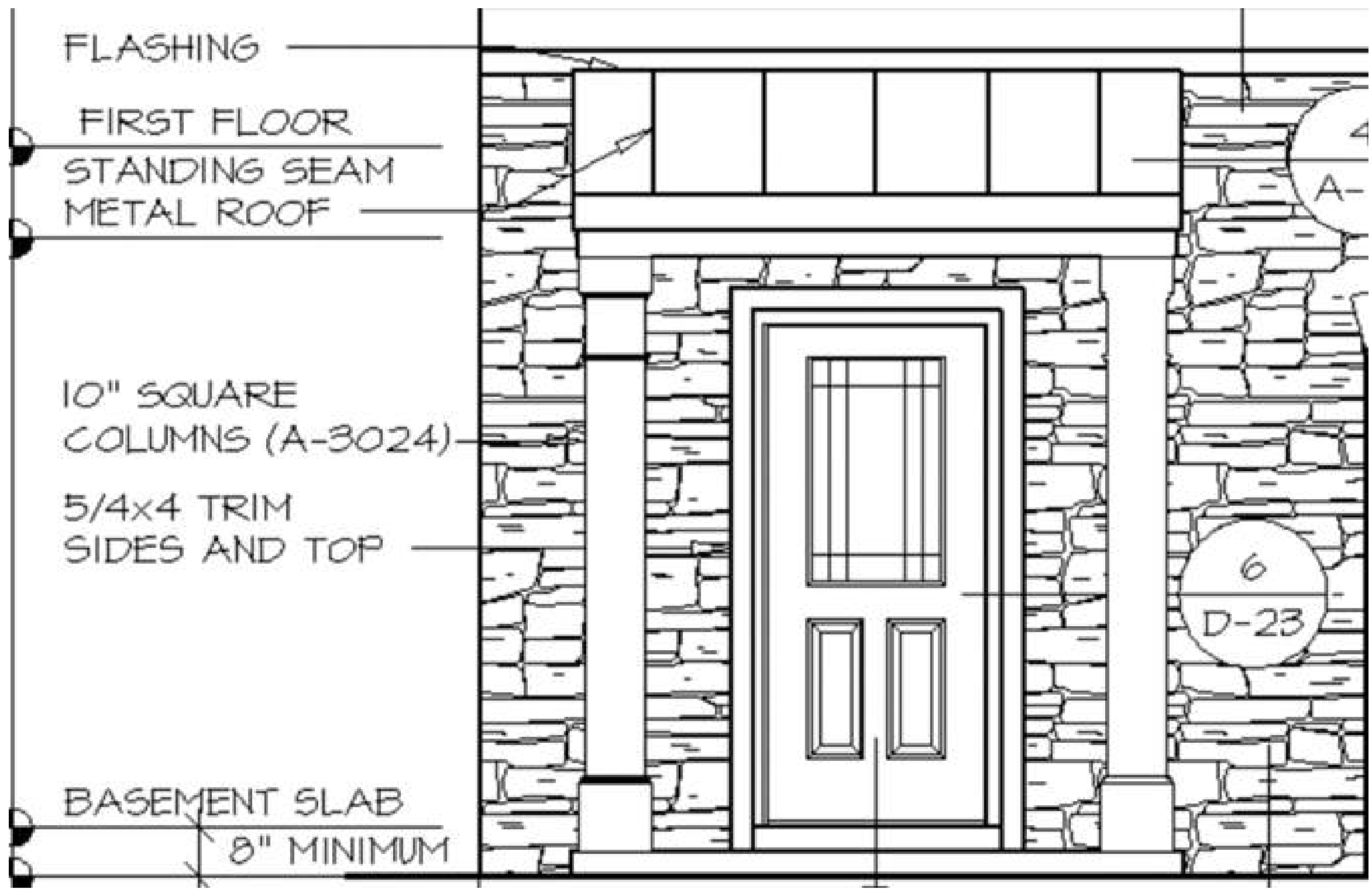
TYPICAL TOWNHOME EXTERIOR



- ARCHITECTURAL FEATURES:
- 1. FIBER CEMENT SHAKE, BOARD AND BATTEN, AND HORIZONTAL SIDING
 - 2. STONE AND/OR BRICK ACCENTS
 - 3. UPDATED COLOR PALETTE (TO VARY BY BUILDING)
 - 4. ROOFLINE OFFSETS
 - 5. FRONT FACADE OFFSETS BETWEEN UNITS
 - 6. GARAGE WINDOWS AND CARRIAGE-STYLE HARDWARE
 - 7. COVERED STOOPS ON ALL UNITS
 - 8. STANDING METAL SEAM ROOF COVERING ON ALL FRONT STOOPS AND BAY WINDOWS

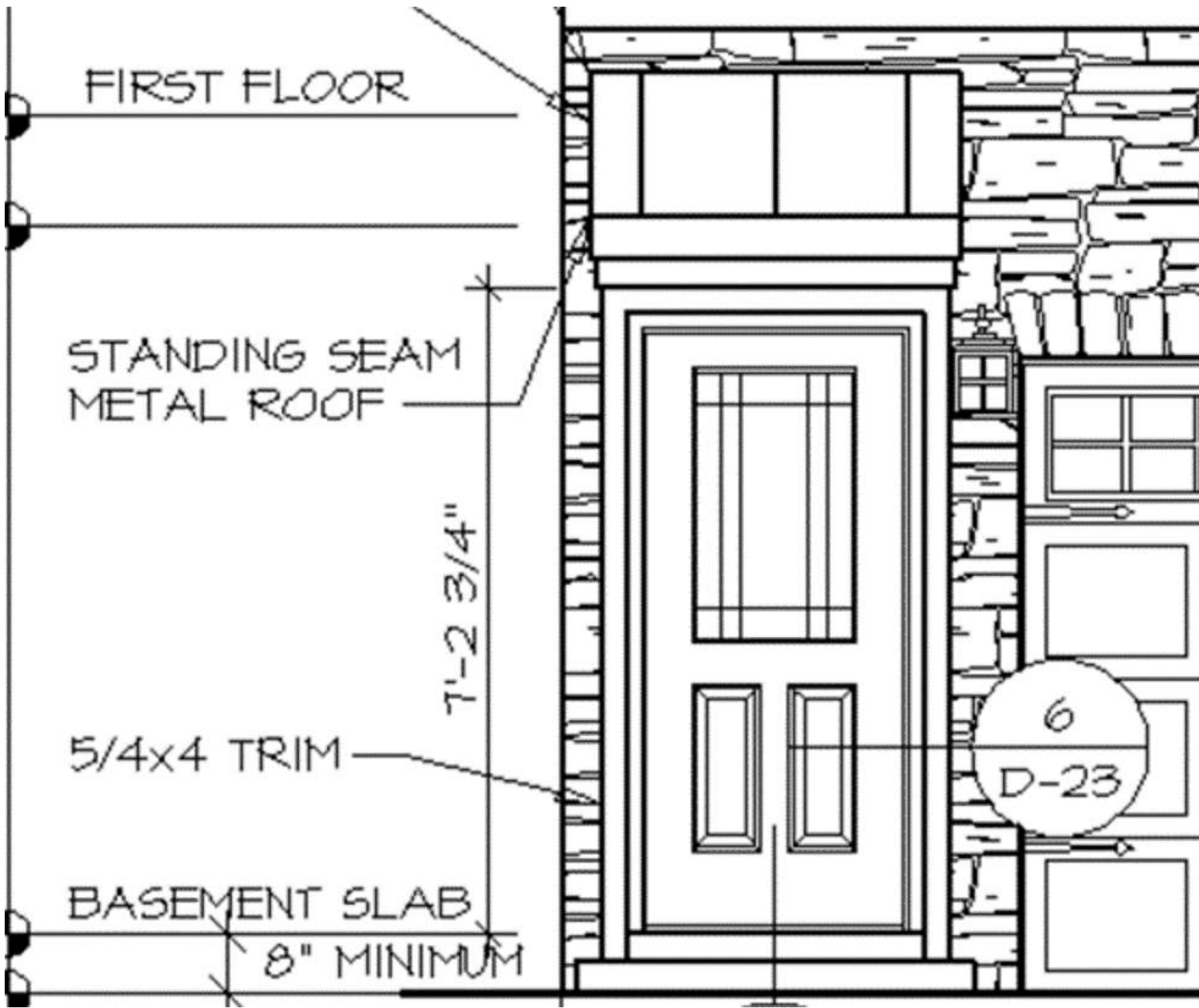
NOTE: THIS PLAN IS CONCEPTUAL IN NATURE AND SUBJECT TO CHANGE

COVERED STOOPS ON ONE CAR GARAGE UNITS



NOTE: THIS PLAN IS CONCEPTUAL IN NATURE AND SUBJECT TO CHANGE

COVERED STOOPS ON TWO CAR GARAGE UNITS



NOTE: THIS PLAN IS CONCEPTUAL IN NATURE AND SUBJECT TO CHANGE

AMENITY CONCEPTS



NOTE: THIS PLAN IS CONCEPTUAL IN NATURE AND SUBJECT TO CHANGE

TRAFFIC IMPACT ANALYSIS

Monroe Meadows Townhomes

MONROE, NORTH CAROLINA



REPORT PREPARED FOR:

NVR Inc.
10710 Sikes Place, Suite 200
Charlotte, NC 28277

REPORT PREPARED BY

Impact Designs, Inc.
PO Box 3728
Mooresville, NC 28117
nick@impactdesignsinc.com

4. SUMMARY OF FINDINGS AND RECOMMENDATIONS

A traffic impact study was conducted for the proposed Monroe Meadows townhome development in accordance NCDOT guidelines. The proposed development is located between E. Franklin Street and E. Sunset Drive, west of Circle Drive, in Monroe, North Carolina. The development is expected to consist of up to 144 townhome units to be completed in 2026. Access to the site is to be provided via a full movement connection to E. Sunset Drive and a full movement access to Winburn Street.

The study was determined through coordination with NCDOT and consists of the following intersections:

- E. Franklin Street and Winburn Street
- E. Sunset Drive and Circle Drive/Medlin Road
- Winburn Street and Access A
- E. Sunset Drive and Access B

For the purpose of this analysis, the study intersections listed above were analyzed under the following scenarios:

- Existing (2022) Conditions
- No-Build (2026) Conditions
- Build (2026) Conditions

Traffic operations during the AM and PM peak hours were modeled for each scenario. The results of each scenario were compared to determine impacts from background traffic growth and the proposed development.

The capacity analysis indicates that all movements at the site access points are expected to operate at LOS B or better. In the AM peak hour, the northbound approach of Winburn Street at E. Franklin Street is anticipated to drop from LOS C to LOS D from No-Build to Build conditions. The expected increase in delay is expected to be minor, so no mitigation is recommended.

Recommendations:

- None

Zoning Map

Case #: PLANXA 2023-00018

Legend

— Centerlines

--- City Limits

— streams

□ Parcels

FLUM

Traditional Development

Existing: Residential Medium
Density (RMD)

Owner: Tom Eubanks

Acres: 24.82



0 290 580
Feet

Land Use and Transportation Plan

The Land Use and Transportation Plan indicates this area is in the Traditional Character Area. Traditional Development, which surrounds the downtown core, is anchored by the city's most historic neighborhoods. This designation allows some small-scale commercial and service uses that support surrounding residences. The dense transportation network offers easy access to downtown. The design and scale of neighborhoods encourages active living and affords residents the ability to live, work, shop, and play within a walkable community. Buildings are generally oriented toward a comprehensive network of walkable streets. Cul-de-sacs should be limited to the extent possible, such as locations where topography, natural features, or existing development makes other street connections prohibitive. Requiring pedestrian connections and designating stubouts for future street connections is encouraged. Residential density for this character area is 4-10 units per acre.

ACCTNO	OWNERNAME1	ADDRESS	CITY	STATE	ZIP
09195112	R & S FLIPS LLC	434 GLENCROFT DR	WINGATE	NC	28174
09195022 90	WILSON WOOD PROPERTIES	%TOM EUBANKS	CHARLOTTE	NC	28211
09195024	COTTON STREET LLC	2137 N SHARON AMITY RD	CHARLOTTE	NC	28205
09198008A	CHURCH OF JESUS CHRIST OF	%TAX ADM DIV 523-6959	SALT LAKE CITY	UT	841500022
09198010A	VILLAGE SQUARE INVESTORS LLC	C/O LUMENT CAPITAL ATTN: SERVICING-TAX	DALLAS	TX	75201
09198011	CHURCH OF JESUS CHRIST OF	%TAX ADMIN 22ND FLR	SALT LAKE	UT	84150
09195010	HOLLAND PARTNERSHIP LLC	PO BOX 2227	MONROE	NC	28111
09195012	DEWITT LINDA J	814 CIRCLE DR	MONROE	NC	28112
09195023	COTTON STREET SENIOR HOUSING LTD PARTNERSHIP	C/O NATIONAL CHURCH RESIDENCES	COLUMBUS	OH	432205499
09195121	MAYFIELD CYNTHIA L	1000 FRANKLIN ST E	MONROE	NC	28112
09195128	FYR SFR BORROWER LLC	3505 KOGER BLVD STE 400	DULUTH	GA	30096
09195022B	J DAVID AYCOCK LLC	808 CIRCLE DR	MONROE	NC	28110
09195124	BISHOP WILLIAM LARRY SR	303 WINBURN ST	MONROE	NC	28112
09198008B	OAKLAND BAPTIST CHURCH	600 E SUNSET DR	MONROE	NC	28112
09198010	VILLAGE SQUARE INVESTORS LLC	245 W MAIN AVE	GASTONIA	NC	28052
09195111	LACY LEROY N	308 WINBURN ST	MONROE	NC	28112
09195010B	HOLLAND PARTNERSHIP LLC	PO BOX 2227	MONROE	NC	28111
09195011	3D HOMES LLC	5608 BARNSDALE LN	CHARLOTTE	NC	28227
09195122	PICOTTE DENIN M	217 WINBURN ST	MONROE	NC	28112
09195131	YOUNG THOMAS WILLIAM	1016 E FRANKLIN ST	MONROE	NC	281125026
09198009	OAKLAND BAPTIST CHURCH (TRUSTE	600 SUNSET DR	MONROE	NC	28112
09234016	MONROE CITY BOARD OF EDUCATION	500 N MAIN ST	MONROE	NC	28110
09195109	INGRAM RUTH	317 WILSON ST	MONROE	NC	28112
09195010A	J DAVID AYCOCK LLC	808 CIRCLE DR	MONROE	NC	28110
09195116	POPE CHRISTOPHER CLYDE	214 WINBURN ST	MONROE	NC	28112
09195120	PALACIOS GUILLERMO C ET AL	PO BOX 2646	MONROE	NC	28111
09195126	BAILON JESUS GERARDO HERNANDEZ	309 WINBURN ST	MONROE	NC	28112
09195130	MIKE'S FINE HOME REMODELING LLC	501 SUNNYBROOK DR	MONROE	NC	28110
09195108	LYNIP KIMBERLY HAWLEY	315 WILSON STREET	MONROE	NC	28110
09195117	TREMINIO MARIA	212 WINBURN ST	MONROE	NC	28112
09195129	PINNER JULIAN MILES	1012 EAST FRANKLIN ST	MONROE	NC	28112

09195110	LACY LEROY N	308 WINBURN ST	MONROE	NC	28112
09195114	CONDER MATTHEW K	300 WINBURN ST	MONROE	NC	28112
09195113	GRACIA CESAR AMBROCIO	302 WINBURN ST	MONROE	NC	28112
09195115	HAZEN ERIN R	218 WINBURN ST	MONROE	NC	28112
09195022 80	WILSON WOOD PROPERTIES	%TOM EUBANKS	CHARLOTTE	NC	28211
09195022A	WILLOW GLEN ROCKFORD LLC ET AL	101 EISENHOWER PARKWAY STE 304	ROSELAND	NJ	07068
09195118	GUTIERREZ CLAUDIA GUADALUPE SANDOVAL	208 WINBURN ST	MONROE	NC	28112
09195123	ADAMS CORY WILLIAM	301 WINBURN ST	MONROE	NC	28112
09195127	PARRISH BENJAMIN THOMAS	1008 E FRANKLIN ST	MONROE	NC	28112

APO Map

**Case: ANX/PUD
MONROE MEADOWS**

Legend

-  Centerlines
-  Parcels
-  City Limits
-  150-foot buffer
-  Notified Properties
-  Subject Property

40 Properties Notified





January 24, 2023
Monroe, NC

Monroe Meadows Townhomes Community Meeting

Meeting Minutes

Meeting Date: January 19, 2023

Attendees: Scott Munday- NVR

Ryan Passante- NVR

Marc Meddaugh- SW+

Notes:

- ☐ NVR and SW presented powerpoint presentation which will be provided to the planning department.
- ☐ Questions and Comments:
 - Attendee asked if we could send them the presentation which we will
 - Discussed the rezoning process and annexation process
 - Discussed difference between RMD (Residential Medium Density) and PUD (Planned Unit Development) zoning
 - Attendee asked what total profit would be for full sell out. Estimated to be \$45-46 million.
 - Discussed project construction schedule and phasing of project
 - Discussed construction phasing and full build out.
 - Discussed storm water easement and storm drain in the back portion of the site near the proposed BMP that was recently built by the city
 - Attendee requested Arborvitae to be planted along back property line to block view to BMP
 - Large tree in the back was requested to be saved
 - Attendee asked about stormwater easement and if that would be affected
 - Discussed townhome material being brick and hardie plank
 - Discussed perimeter fence and location being everywhere except where the existing trees will be saved/remain
 - Discussed Tree Save requirements and locations
 - Attendee would like a more detailed design of the back area near BMP next to his properties
 - Request to clean up existing storm drainage area
 - Gateway Park discussed as an example of perimeter fence and plantings
 - Concern expressed about townhomes overlooking their yard and existing buffer being removed
 - Attendee mentioned there were previous plans for road connection through their property until the need for the stormwater pipe and drainage
 - Attendee called the neighborhood "Historic District Extension"
 - Concern expressed about density
 - Attendee (Jess Perry) said he feels this development will improve the neighboring properties' value and that NVR's builds a quality product that is much better than apartments
 - Attendee (Tom Eubanks) said NVR has developments in the historic neighborhoods in Charlotte (Myers Park and Dilworth) and the developments fit well into the historic fabric
 - Attendee (Jess Perry) said Monroe and East Sunset Drive could really use this development and it would help upgrade this side of Monroe
 - Attendee (Monroe HS Athletic Director) mentioned this is exactly the JOLT this area needs
 - Attendee said they believe this development would really benefit the nearby school
 - Discussed development summary saying 4 story buildings allowed and wants it to say 3 stories. Designer to research and confirm.
 - Attendee asked if tree survey is public and if they could receive it
 - Discussed concern that tree tags may get removed by kids and trees not tagged will get cut down during construction. Attendees told that contractors have checks and balances to make sure they aren't cutting down wrong trees

- Concerned townhomes would become airbnbs/VRBOs. Discussed this would be handled with Covenants and HOA.
- Asked if the townhomes could be purchased and converted to Affordable Housing. Told them this would be handled in the Declaration/Covenants/HOA which will initially be set up by developer before being handed over to HOA board.
- Discussed how HOA board is created and set up.
- Discussion about the difference between Tree Save and Perimeter Buffer at the pinch point for connection point to Winburn Street.
- Attendee asked if the city will notify residents about public hearings at Planning Board and City Council.
- Discussed security for the development and told them there wouldn't be a gate but there would be a fence around the property except where existing trees will be utilized
- Attendee mentioned there is a high foot traffic from kids in their backyard at the back of the development
- Asked if the perimeter fence can be on the inside of the stormwater easement so it's further from his property

PLANNING BOARD MEETING

May 3, 2023 @ 6:00 PM
City Hall – Conference Room
300 W. Crowell Street, Monroe, NC

- Item 5. Annexation and Zoning Map and Text Amendment request for Planned Unit Development "Monroe Meadows" along E. Sunset Blvd. further identified as tax parcel #'s: 09-195-022-80 and 09-195-022-90. The request is to annex 8.233 acres and rezone a total of 24.828 acres from City of Monroe Residential Medium Density (RMD) to Planned Unit Development (PUD) "Monroe Meadows".**

The Planning Board is requested to consider an annexation and zoning map amendment for the properties located along E. Sunset Drive further identified as tax parcel #'s 09-195-022-80 and 09-195-022-90. The request is to annex 8.233 acres and rezone a total of 24.828 acres City of Monroe Residential Medium Density (RMD) to Planned Unit Development "Monroe Meadows".

The applicant is requesting to annex 8.233 acres and a Planned Unit Development rezoning in order to develop a residential subdivision that will consist of 144 single-family attached townhomes. The total area of the project is 24.828 acres, with 8.92 acres or 35.9% of that reserved as common open space. The density of this project is 5.8 units per acre.

Adjoining Land Uses and Zoning District.

	Existing Uses	Zoning District
North	Single Family Residential	Residential Medium Density (RMD)
East	Residential, Office, Multi-Family Apartments	Residential Medium Density (RMD), Office Medical (OM), Residential High Density (RHD)
South	Multi-Family Apartments	Residential High Density (RHD)
West	Multi-Family Apartments, Monroe Middle School	Residential High Density (RHD), Residential Medium Density (RMD)

The applicant is requesting a Planned Unit Development rezoning in order to develop a residential subdivision that will consist of 144 single-family attached townhomes. The total area of the project is 24.828 acres, with 8.92 acres or 35.9% of that reserved as common open space. The developer is proposing the minimum lot width for the project to be 22 feet. The overall project density is 5.8 units per acre.

The density of the proposed project is 5.8 units per acre. The minimum lot size is 1,760 square feet. The data below is simply to provide the board with information to compare the proposed density being requested to what is allowed by the zoning ordinance in other residential districts in Monroe.

Zoning District	Maximum Allowable Density
-----------------	---------------------------

RHD	10 units/acre
RMD	3 units/acre by-right; 4 units/acre clustering
RLD	2 units/acre
RR	1 unit/acre

The minimum setbacks proposed are as follows:

Front: 20 feet

Side: 5 feet

Interior Side: 0 feet

Rear: 6 feet

Maximum Building Height: 3-stories (39-feet)

Street trees will be provided as depicted on the site plan with a caliper of 2.5 inches measured 6-inches above grade. Yard trees will be planted in accordance with the elevations submitted.

A ten (10) foot landscaped street yard buffer has been provided, as required by ordinance, along E. Sunset Drive. The ordinance also requires a 50-foot buffer along the northern and a portion of the western property line; the applicant is providing the required buffer in these areas. The ordinance requires a 25-foot buffer along the eastern and a portion of the western property lines; the applicant is providing the appropriate buffer in these areas as well. The buffers are required to include a mix of trees and shrubs. The 50-foot buffer also requires a 6-foot tall berm, fence, or wall; the applicant is proposing a 6-foot tall black aluminum picket style fence. The applicant is proposing to supplement existing vegetation with required plantings in the buffers.

The ordinance requires a 10% tree save area, the applicant has complied with the requirement and is proposing 2.52 acres of 10.2% tree save area, the tree save is indicated with hatches on the site plan. The ordinance also requires a tree survey to show all trees at least twenty-five (25) inches in circumference or greater within the required buffer and all trees greater than seventy-five (75) inches in circumference outside of the buffer. A tree survey was provided which depicted all trees on the site that were greater than twenty-five (25) inches in circumference. According to the tree survey provided there are approximately six (6) trees that are seventy-five (75) inches in circumference or greater that will either be preserved or mitigated. The final tree mitigation plan will be determined at the erosion control plan review stage if the project is approved.

The project is required to provide 35% open space, which would equal 8.69 acres. The applicant has provided approximately 8.92 acres, which is 35.9% of the total site. The ordinance states a maximum of 25% of the total required open space may include stormwater features and only wet stormwater facilities may be counted toward this requirement. The applicant is showing the stormwater feature will cover 1.53 acres, which is 17.6% of the open space.

Planned Unit Developments less than twenty-five (25) acres in size are required to include at least two (2) small open space types and one (1) medium open space type. The small open space areas require a range of area from 500 square feet to 1 acre and the medium open space type requires 1-2.5 acres. The open space features proposed for this project are as follows:

- Small amenity areas: disc golf, dog park, pergola
- Medium amenity areas: event lawn with pergola and trail loop

The developer is proposing the townhomes to be a minimum of 1,432 heated square feet. The proposed exterior building materials will include fiber cement, stone, stucco, and/or brick. Four courses of brick/brick veneer will extend up the face of the slab on the front and sides. The front facades shall consist of at least 25% brick or stone.

All townhomes will be furnished with a one (1) car garage at minimum. All front load garages will have carriage style trim and/or hardware that mimics carriage style doors and/or have windows along the top. Driveways will be paved and will be able to accommodate at least two (2) vehicles.

A five-foot (5') wide sidewalk will be provided along both sides of the interior roads throughout the development. An eight-foot (8') wide sidewalk will be provided along E. Sunset Drive.

The applicant will be required to provide stormwater management to treat the stormwater runoff for the project. The stormwater will be evaluated and reviewed, if the project is approved by City Council, at the building permit stage of the process. The location, size and type of storm water management systems depicted on the rezoning plan are subject to review and approval as part of the full development plan submittal and are not implicitly approved with this rezoning. Adjustments may be necessary in order to accommodate actual storm water treatment requirements and actual site discharge points. At the time of site plan submittal, site will meet stormwater management requirements in accordance with Chapter 159 Stormwater Management Ordinance of the Monroe Code of Ordinances.

The Monroe Meadows PUD is a proposed 144-unit single family unit development on tax parcels 09-195-022-80 and 09-195-022-90 located along E. Sunset Drive. The project falls within the following school zones:

East Elementary	Currently at 73% of rated capacity
Monroe Middle School	Currently at 85% of rated capacity
Monroe High School	Currently at 72% of rated capacity

The proposal includes an entrance on E. Sunset Drive and Winburn Street. The developer is proposing for the project to have publicly maintained streets by the City of Monroe. The streets will be constructed and inspected to the City of Monroe street standards. A traffic impact study was completed for this project as required by the ordinance and was reviewed by both the City of Monroe Engineering Department and the North Carolina Department of Transportation (NCDOT). A left turn lane will be provided along E. Sunset Drive to enter this site; however, based on the Traffic Impact Analysis, no additional transportation improvements are recommended.

Based on the current water and sewer capacity, flow projections, and planned capital improvements, the City of Monroe has water and sewer capacity to serve the project. The project may require phased permitting and water meter sets pursuant to a development agreement

if approved by City Council, and consistent with the schedule for waste water treatment plant expansion. All onsite and offsite water and sewer main extensions for the proposed development shall be designed by a professional engineer, constructed and financed at the developer's expense in accordance with the City of Monroe's Standards and Extension Policy. Any required offsite easements are to be obtained by the Developer at their expense.

The Land Use and Transportation Plan indicates this area is in the Traditional Character Area. Traditional Development, which surrounds the downtown core, is anchored by the city's most historic neighborhoods. This designation allows some small-scale commercial and service uses that support surrounding residences. The dense transportation network offers easy access to downtown. The design and scale of neighborhoods encourages active living and affords residents the ability to live, work, shop, and play within a walkable community. Buildings are generally oriented toward a comprehensive network of walkable streets. Cul-de-sacs should be limited to the extent possible, such as locations where topography, natural features, or existing development makes other street connections prohibitive. Requiring pedestrian connections and designating stubouts for future street connections is encouraged.

Multi-family, which includes townhomes, is a priority use in this character area. Residential density for this character area is 4-10 units per acre. The proposed project is consistent with the land use and transportation plan at 5.8.

The applicant mailed an information letter and held a neighborhood meeting on January 19, 2023 at Monroe High School to discuss the project with local residents. There were three (3) people in attendance at the meeting.

A rezoning notification sign will be posted 10 days prior to the public hearing.

Official rezoning notification letters will be sent to the adjacent property owners located within at least 150 feet, 10 days prior to the public hearing. Planning staff recommends approval of the annexation and rezoning to Planned Unit Development "Monroe Meadows" and I will be happy to answer any questions that you might have and the applicant is here for a presentation as well.

Archie Morgan said Doug, I know you talked about traffic, but I guess the concern is that its right next door to Monroe Middle and the school lets out and the amount of traffic on Sunset is pretty bad.

Doug Britt said quite frankly, I'm not a traffic engineer and I don't claim to be one, but I was kind of surprised by the Traffic Impact Analysis said nothing was warranted. I'm almost to the age where my youngest son graduated this year. I understand when you're with the school system and it has a peak in the morning and a peak in the afternoon, now when it's not in the morning or afternoon, there isn't anything going on, but I do agree that when it is the peak time, it backs up. I don't travel Sunset very often, but I know that where I live at, when its peak time, it's packed. They try to contain all the stacking as much as they can into the school sites as much as they can, but it doesn't always work like that. But, I see it myself.

Archie Morgan said I get stuck in it all the time.

Kenneth Deal said part of the frustrations you get at the high school and middle at the same time and they are less than a mile apart.

Doug Britt said I know they do stagger release times to help with that, but when it's peak time, it's peak time. That peak is usually like a 30-minute window and once you are beyond that, it goes away. But, if you're in there at the crunch time of that 30-minute window, you have to find another way to get another way around and I feel sure that it's the same way out there in that area too on Sunset. If people are needing to get out, they find another way to get around versus having to sit in traffic.

Archie Morgan said with that being said, we need projects like this. We are having trouble attracting teachers and they can't afford these subdivisions starting from \$400,000, as nice as they may be, we need something with a better price point for them.

Doug Britt said I don't disagree. Planning Staff can recommend approval, it's a parcel that has apartments on 3 sides and has the middle school on one side and apartments across the street. It's completely up to the Planning Board how you all want to recommend and Council how they want to approve it, but not anything is going to go there. Before we rezoned it with the new code, it was all 25 acres of zoned OT, which I don't think there is a lot of market for 25 acres of Office Transitional property. So, if it's not going to be that, to say that you can do single family residential, I guess you could, but I don't know if....

Patrick Furr said Doug, answer this for me and asked when is the last time anybody came in there and tried to revitalize that area with the stuff we are building? Is there anything that's been approved down there?

Doug Britt said in my 15 years of working here...

Patrick Furr said nothing.

Doug Britt said I was working on his yesterday and a little today, the Cotton Street senior apartments are the portion right behind it, their 72 units, they are at 11.6 units per acre and I think when I look at it, they are called Cotton Street apartments as well, but they aren't senior apartments. Those are 44 units at 15 units per acre and then you have Willow Glen and they have 137 units and they are 11.4 units per acre. Across the street, you have Village Square and they have Village Square 1 and 2 and I think they have a few townhomes, but at the end of the day, I think they have 103 units, and they are at 10.6 units per acre, so this project is at 5.8 and it's almost half of what's out there. I just think it would be a stretch to put single family out there, of what single family would go out there and make it work. I know how you all feel about townhomes and the potential for rental, I completely get that, but I think from Staff's standpoint, we feel that this is a good as a fit as you're going to get on that piece of property.

Jennifer Smith said I think this could just revitalize that whole area.

Patrick Furr said I agree with you Doug.

Jennifer Smith said look at Noda and that area way before and look at it now, it's unreal.

Doug Britt said we talk about the projects before we do the Staff Reports and Lisa (Stiwinter) said this can be a shot in the arm to this area over there.

Jennifer Smith said exactly.

Archie Morgan said I agree.

Doug Britt said I know the traffic is a concern, but if it develops commercial, traffic is still going to be a concern.

Jennifer Smith said whatever would go in there would be a concern.

Margaret Desio said I know you probably said this before and I missed it, how many 1 bedroom, 2 bedrooms and how many 3 bedrooms?

Doug Britt said I didn't say, the applicant can touch on that. The only numbers I gave you was just the 144 units total, but they didn't indicate to me as far as what the bedroom counts are going to be. But, they can answer that.

Jennifer Smith asked does anyone have any more questions for Doug? (there were none.) Thank you, Doug. If the applicant would come on up and introduce yourself and I have a big question, are these the same elevations from when you were here before?

Scott Munday approached the podium and said the plan that we had approved last year was single family detached community off of Olive Branch and those elevations were detached homes. These are the elevations for the townhome project that we are presenting tonight and we have really 2 things that we are presenting and one is kind of the architectural drawings and these are more of the photographs that show and features like roof breaks, horizontal break on a front plain and things like that.

Archie Morgan said he hasn't given us his name and address yes.

Jennifer Smith said you haven't given us your name or address.

Scott Munday introduced himself and said I am with NVR Ryan Homes, the applicant. My address is 6700 Windyrush Rd. Charlotte, North Carolina.

Jennifer Smith said it just seems like I have seen these before, I thought that these had been presented before and we had tabled it with corrections that we wanted on some of these elevations, but I guess not. So, these are basically what these are going to look like?

Mr. Munday said that is correct.

Archie Morgan asked are there any amenities at all?

Mr. Munday said sure and I will be happy to just kind of walk through this. Before I get started, I do want to thank the Planning Board for really dating back to last year, the guidance we received last year with the single family detached community that was approved last year. All the guidance we received has really evolved this plan and it's been very helpful and very appreciative. We will try not to be redundant in that, but I think some of you in the discussion earlier really touched upon a really key highlight in this community and that is that we really envision our plan to not only have high quality residence and elevated design concepts. We really think that our plan represents a significant investment in the area that has really not seen this kind of investment in some time. I think that's something that benefits the City in general and we think also that our plan and we hope and believe that it will be a catalyst for additional new investments in the area, which will further rejuvenate or revitalize the core and that's our hope and plan. Our planned berm on Sunset Drive is very robust and colorful with plant material, the idea is that we echo the very serene and tasteful plantings of the City's own gateway park and we are carrying that down to Sunset Drive in front of our property and in a cast expanse in that area that length of that berm. It's got tremendous curb appeal. Another thing I would like to illuminate two other concepts, we've planned amenities to really get folks outside and create opportunities to come together for social gatherings and interactions, but outside. So, in this area, we have the event lawn, which can be programmed in a number of ways, like movie nights, food trucks, community gatherings, whether it may be sitting out and reading a book or throwing football. These areas can be passive, but they can be planned very creatively by the HOA managers and what would be our future resident's social communities. In the central area, the dog park and the mail kiosks, which will be built in phase 1. Also, the loop trail, which is about a quarter of a mile trail around our stormwater pond. For these outdoor areas, we've also provided shade structures, which I think would be appreciated by the owners. We are recommending, for reasons of aesthetics, a black aluminum picket fence, which we think it also a planning element from the Gateway Park plantings that we are using as kind of a guide.

Patrick Furr asked can I interrupt you really quick? Ladies, you know landscaping is what I do. That part that is right by your house on the corner that the City did, I took these guys down there and I said I don't know anything about all these elevations, but that's beautiful. I said can you make the whole road along Sunset look like that, which the scheme of the rot iron and so on and so forth. That's kind of where they got the idea. So, go ahead Scott.

Mr. Munday said thank you. It's a very authentic expression because it is an existing park, its park of the City and we are just echoing part of the planning elements along our buffer and our perimeter buffer plantings as well. Our fence is not simply around the border in every case and we just want the Planning Board to be aware of what we are doing here. So, beside the middle school, the fence will run along the property line, there is no plantings, there is no trees here currently, so this would be fully planted in our type 3 buffer plan. To remain open access, we are amending a fence segment for the purposes of providing an existing sewer easement and stormwater drain. We think that what we plan to do is to work with the City to gate our fence so it's kind of a deterrent to come through this hole in the fence to the adjoining property. So, we are looking to fence and gate that. Where we have an existing open ditch, we have storm drain easement and sewer easement, so what we are doing in this case is running the fence, rather than along this property line, we are going to run the fence on the property side of the ditch. That way, we aren't blocking the stormwater easement,

we aren't blocking the ditch for City maintenance purposes. The fence will be on the property side and the buffer plantings will occur in this area and along the fence line. That's that plan for the tree save. Doug alluded to several trees that if it had to be removed for construction, we would mitigate that, but the others should not be disturbed.

Archie Morgan asked will the HOA be responsible for all the landscape business and the mowing?

Mr. Munday said yes, we will have an HOA association and what typically happens is the HOA association hires an association management company and that company handles all the accounting for the HOA. It also engages various vendors to take care of the community, if you will and that includes landscape maintenance and the due structure would cover that.

Margaret Desio asked where do you have the extra parking?

Mr. Munday said in addition to the minimum 2 parking spaces per unit, we've added for these 144 units and additional 50 parking space that are guest spaces. That is on street parking in various locations that are sprinkled throughout the community, so they aren't centralized.

Margaret Desio asked are the extra parking spaces just on street parking? There is no lot?

Mr. Munday said that is correct, there is no lot.

Jennifer Smith asked wouldn't that be quite congested?

Mr. Munday said we actually think decentralizing the parking and utilizing the on street, makes it more convenient and closer to the various units that might want a space as opposed to a centralized parking lot. We've basically deconstructed a parking lot and created on street parking in the various areas that are close to the amenities, the dog park, the mail kiosk area. So, they are decentralized really intentionally so the folks have the ability to park close to whoever they may be visiting. That's the idea there.

Jennifer Smith asked Mr. Munday if he could point them out on the map.

Mr. Munday said of course. Anytime that you see a widened street scape, the bases are pretty much marked. (Mr. Munday points to several areas on the map).

Kenneth Deal said they widen the streets, so it doesn't take away from the streets so they would have parking.

Mr. Munday said 50 additional spaces is and very robust offering and we feel...

Margaret Desio asked how many 1 bedroom, 2 bedrooms and 3 bedrooms?

Mr. Munday said all of them are 3 bedrooms.

Archie Morgan asked what about a rental cap on this?

Mr. Munday said we are open to that, but this will be a for sale community and we are the home builder. We are not selling to investors and we can verify that at point of sale. For years down the road, what we were prepared to do was offer through the declarations of CCR's, the Covenants, Conditions and Restrictions, that we spoke about earlier, include a covenant that placed a cap of only a minority of unity could be rented. Basically, the majority would have to be for sale, even on a long term basis. The price points that we are talking about, we are well into the \$300,000's and with the fit and finish that we are building here, we're not envisioning that being an issue nor has it been in our other communities. The biggest thing is that we are not allowed as we sell our initial units, there is a form that the buyers fill out and they have to check that it's their primary residence and that form goes to the lender. If that turns out not to be true, they are perpetrating fraud, in that case. That is one of the things that we do to try to stop it.

Margaret Desio said I think we would still need a rental cap put into your CCR's just because we need it.

Mr. Munday said we are prepared to do that.

Margaret Desio said City Council is going to make you do it anyways. Can we go to the elevations? I'm not really happy with them.

Jennifer Smith said I'm not either.

Mr. Munday said along Gateway Park, by design we've chosen various perennials that are colorful and they would be installed in the planting strip areas above the street to create a really nice street scape. The sodded areas will be alongside the driveways in the front and we will be planting street trees of a larger canopy and we will also be softening the edges of the townhome buildings with smaller tree plantings, like camellias, magnolia, spruce.

Margaret Desio said I want to see the elevations of the buildings.

Mr. Munday shows the rendering of the elevations for the buildings. The buildings are fibrous metal, hardy siding, board and batten siding, which is the vertical siding. Stone and brick accents, updated color pallets and the buildings, not necessarily the individual units, but the buildings will vary in color from building to building.

Margaret Desio said my concern are the front porches. There is one shown on the picture with the 4 unit building that is ok, it's got a reasonable porch and it's got columns. The rest of them have these small little thing that goes over them. Then we've got some that are just like doors with this shed thing over them. Is there any way that we can dress any of that up?

Mr. Munday said these units, these are essentially covered stoops with the columns...

Margaret Desio said right next door to it, why can't we put a better porch over those?

Archie Morgan said the porch with the columns adds a lot.

Jennifer Smith said it does.

Archie Morgan said the others take away from that.

Jennifer Smith said even if they had a copper roof that was maybe oval and some sort of rot iron that would drop down below it, just to give some variety.

Margaret Desio said the ones below it, we have doors that have nothing over them. They are right beside the garages and they have nothing.

Mr. Munday said there are some that do not have covered stoops and most of the units have covered stoops, the vast majority do.

Archie Morgan said it's not much of a cover, Scott.

Jennifer Smith said the people that don't have any covering over them are subject to getting rained on or weather beaten, I guess.

Mr. Munday said that's correct.

Jennifer Smith said I just don't like that.

Archie Morgan said we like the columns.

Jennifer Smith asked what kind of color variations are you talking about putting on these, it's not these right? This tan, grey looking color?

Mr. Munday said they would vary. I would defer to my colleague.

Ryan Vasante with Ryan Homes approached the podium and introduced himself and he said my address is 5523 Morris Hunt Drive in Fort Mill. So, as far as the exterior color palettes as Scott alluded to earlier, it would be the entire building as one color and not individual units. We try to go with whatever is trending at the time, so these are craftsman exteriors and the colors are typically going to be dark blues, dark greys, dark browns and dark tans. So, with the green accents and where you see the shake, it would be accent colors so that it's not all monotone.

Mr. Munday said this will all be coordinated with whatever brick and stone they are using to work with those accents.

Patrick Furr said let me ask you a question. On these roofs, can you not make those 4x8 and just spread them out a little bit more and give them a little more contrast? It looks like a chicken house and can you widen those out a little bit to give us a little more oomph so it doesn't look like a lean too. It looks to me like it's about a 4 ft. by 3 ft. or something. Just extend it out and give us some pizzazz. The project looks good, but those things sticking out there like that...

Mr. Munday asked are you referring to the covered stoop?

Patrick Furr asked you can make that happen?

Mr. Munday said yes.

Mr. Vasante said something inaudible.

Board discusses.

Jennifer Smith asked is there one that has a bay window looking one?

Mr. Vasante said there are bay windows, but in this picture, the tree is blocking it. Each unit is staggered a minimum of 2 ft. so that it's just flat facade across the front of the entire building.

Jennifer Smith said I like that.

Mr. Munday said you can see the bay window in each building.

Jennifer Smith asked what does it have on top of it, is that copper or some type of metal?

Mr. Vasante said it would be shingled.

Archie Morgan said I think if you guys can improve on those covers over those doors and add something to the doors that don't have anything.

Patrick Furr said I agree with you, Archie.

Archie Morgan said that would add a lot to this.

Jennifer Smith said add some columns or something.

Archie Morgan said I like this project, especially where its going. I think it would be a vast improvement for that area and it would be a catalyst for more. But, I think this could look a little better.

Mr. Munday said we appreciate that feedback, as always.

Ms. Vasante said something inaudible.

Jennifer Smith asked could you not just do something fancy that's flush against it that looks like a column that doesn't stick out? Just to add something? It looks so plain.

Archie Morgan said these ones that just have a small little thing over them and then the ones that really stick out are the ones that just have a door with nothing over them.

Patrick Furr said let's fix that.

Jennifer Smith said then you go to that big garage door and I didn't even know that was an entrance to tell you the truth.

Archie Morgan said I think if we can add some language.

Mr. Vasante said we definitely appreciate that feedback, thank you.

Jennifer Smith asked does any of the Board members have any other questions?

Kenneth Deal said I just like the comment that I appreciate Ryan Homes reaching out months in advance of bringing this project forward. I know that it is a different plan that what was originally brought to the table and I can obviously see the improvements from the on street parking for guests and getting rid of the 6 unit buildings that were overwhelming and would have ruined the whole project, in my opinion. This is being built practically in my back yard and I travel Sunset every day and between the high school and the middle school are some of the worst dilapidated rental properties in Monroe and they are slums. There are broken down automobiles sitting around everywhere, people are changing their transmission in their front yards, not that they really have front yards, but by the buildings. This area needs revitalization and it needs an anchor to stir and spur that revitalization. You've brought us a project that I think just might get things moving.

Mr. Munday said thank you.

Jennifer Smith said I totally agree, thank you.

Patrick Furr said I'd like to say, Jennifer, you know I've met with these folks as always, and I point blank looked at them and you know I've done developing in the past. I said if you thought I would invest this kind of money in this area, you are crazy. I asked are you sure you want to do this and not only did they step up, but they've done what we wanted and they are willing to work with us. You've landscaped the thing and from my point of view, I appreciate helping the City of Monroe revitalize that area and I think we all want that in that area. I've said my peace.

Jennifer Smith said it certainly helps our area, the Historic District.

Archie Morgan agreed.

Jennifer Smith asked if there are any other questions?

Margaret Desio said I think there is too many units.

Jennifer Smith asked do we have anyone to speak for this project?

David Dotson approached the podium and introduced himself. He said I live at 2202 Fox Hunt Dr. in Monroe, NC. I kind of see where everyone is going with this and I agree with you that this definitely is a huge addition to that area. But, it's something that you said, Margaret, that I think that you care for. People can promise you and I'm asking for you to approve this because I think

it's a good project. The only thing that you have to go by is the site plan, if it's not written in the site plan, it doesn't matter. It can be a minimum number of rentals as they are telling you, it may be half of them rentals. When it goes forward, it should be on the site plan and there should be a cap and it's going to be in the HOA covenants. If that's a promise that they can give you and it goes to Council, I think that's a good thing. But, the site plan is the only thing you have, and it's not on there now.

Jennifer Smith said thank you, David.

Doug Britt said as far as rentals, we cannot put that on the site plan, because the City cannot enforce rentals.

David Dotson said that's right, it's not a condition that we can add. But, it's something that they can put on there and they can put anything they want on the site plan, correct?

Doug Britt said I will defer. What's been done in the past when Planning Board and Council does the rental stuff, it's done as part of the CCR covenants. (Inaudible) Because if it's on the site plan, the expectation is for the City to be able to enforce it and we can't enforce rentals. There's been a few projects where the language for rentals has been on the site plan, but to my knowledge...

Richard Long said we don't have the ability to enforce that, so if you make it a requirement to include it in the CCR, the City does not have the ability to enforce it.

David Dotson said I think the expectation is and I understand that you are the City Attorney, but my point is that they can write it on the site plan and we might not be able to enforce it. But, if it's in the site plan and they are going to write it in the CCR's, then we can expect it to be there, correct? My point being, it's not written now and they don't have anything to bring forward as an example, the HOA doesn't have a covenants at this point because it hasn't been built, correct? But, if its put into the site plan, my point being, that the City can expect that it would be written that way in the future. Even though we might not be able to enforce it, it's at least written there that it will be and that's my point.

Jennifer Smith said thank you, David.

Richard Long said it's something you can ask for, but again, you can ask for it and require it to be in there, if it's not done in phases, what's your remedy? It's not a remedy.

Margaret Desio said our concern here is, if we ask for a rental cap and we've had this happen 2 months ago. We asked for a rental cap and the people said no.

Jennifer Smith said we have been told that.

Margaret Desio said then you say if you don't put a rental cap on there, we aren't passing your project.

Richard Long said that is certainly something you can do.

Margaret Desio said my concern is, I don't know where it is that we have to, who do we say it to? Do we say it to the developer that's developing the property, who is coming before us? Or do we say that to the builder? But, it's passed us by the time it's gone to the builder. So, where do we put it, that we say we've got to put a rental cap?

Richard Long said that's going to be an issue, you will either have to put it in the UDO and figure out how you are going to enforce it.

Margaret Desio said ok, another UDO...

Richard Long said it's going to be under the HOA, where you are really looking to do it.

Audience member comments on discussion.

Jennifer Smith said sir, please approach and state your name and address for the record.

Jess Perry with Walt Perry Realty and our address is 1661 Walkup Ave here in Monroe. I suggest the HOA do it. I live in Lake Park and within the last year or so, we all received letters about our opinions as homeowners whether there should be a rental cap. So, I suggest that it be handled by an HOA.

Jennifer Smith said that's the way it's always been, hasn't it? You have to include it in the HOA, that's what I always thought.

Mr. Perry said that's what I recommend.

Jennifer Smith asked how would they monitor that?

Mr. Perry said I'm really not sure, I guess they would have some means to enforce that.

Kenneth Deal said HOA's are only enforced in civil actions in court. So, when you violate your HOA, they HOA takes you to civil court and then a judge will find almost 99.9% in favor of the written HOA. Because you agree to that why you buy the house.

Mr. Perry said they do fine in Lake Park.

Richard Long said the HOA, if you have it written into their covenants have the ability to fine and impose the fines.

Julian Pinner stood up and introduced himself and he said I live at 1012 E. Franklin Street. We were in Ballantyne and we came down here, because we love Monroe. I wanted to ask a question from the conversation, which seems to me that yes, we want to put a rental cap in it. How do we get that into the HOA? How does it actually get into the HOA?

Jennifer Smith said the bylaws are written.

Richard Long said guys, this is really a discussion that is not the purpose and I'm not trying to cut you off and I'm not rendering a legal opinion about how you can get ready to do that, unless I'm instructing you to do so. There are ways to do this, but this is not how.

Mr. Pinner said let me make a comments on a different matter. My wife and I have invested heavily and we've moved to Monroe, we love Monroe. I am in favor of this plan, even though it takes away of some of our view of the back. But, I would like to say that Scott and his team have been very proactive in talking to me and coming up with solutions to my wife and I'd concerns. I just wanted to give you that information to let you know that they seem to be working in good faith and trying to create a good solution. They have created a plan for the buffer for us, which is a little bit more, because we are losing a lot of wooded view and we wanted to make sure that there was significant buffering to give some of that back. Scott has worked hard on that. I do think that this area and we believe in the Downtown Monroe and obviously this is on the edge of the Historic District, something has to happen to get that area of Sunset rejuvenated because it's horrible. We have people walking through the woods and coming in to our property and anything that can help. It's going to take a lot of investment to make it happen and I think it would be a good thing for that area and for Monroe.

Jennifer Smith asked is there anyone else here that would like to speak in favor? Please step forward and introduce yourself.

Pam Duda approached the podium and she said I am at 821 Victorian Lane in Monroe. I actually want to speak on something different and it's not for or against. I want to ask you to consider a different option. In looking at this presentation and studying it a little more, it's a very important strategic area in Monroe, it's next to a school. We are almost at full capacity at our school system and wouldn't it be interesting to maybe do a little more due diligence and see if the City of Monroe and the Union County Public School System would maybe want to purchase part of this property in order for an expansion, if its necessary for our school system. We know with the calculation they are doing right now, as far as how many children per household, they use a .5 per person and we know with our demographics within Monroe that it has to be an average of 3. We are probably already maxed out and the statistics have not shown us that yet because everything hasn't been built. Pretty soon we are going to need to redo that school and what's going to happen is if we end up giving all this property to this development and I say revitalization is very important in that area, we are going to have to find another location for a school and it's going to cost us more manpower and more dollars. So, all I'm asking is possibly look at an option to purchase part of that property from the people. You can still put your townhome on another section of it, but at least explore with Union County Public School system and also Union County and City of Monroe to see if its viable and possible to purchase some of the property if it's necessary for expansion. All I am saying is let's plan for the future, we are looking at it right now. These kids are going to need a place to go and in a year in a half, they are going to be maxed and they are going to look for another school. All I'm saying is, lets maybe take a step back and go back to the planning. I know the developer is probably not going to make a gazillion dollars, but perhaps we can make it lucrative enough to where its positive for Monroe, the school system and our town. Thank you.

Jennifer Smith said thank you very much for your comments. Is there anyone else that would like to speak for the project?

Tom Harris approached the podium and introduced himself and he said I live at 799 Hickory Nut Circle here in Monroe. I live off of Sunset Road, across the street and it used to be Oakland Forest before they cut all the trees down. This is eventually going to be approved someday, somehow. Across the street is 149 units, so it's a lot of growth in that area, but I'm for the growth if it's a good growth. I teach at Monroe High school and wife and I both went to Monroe High School. We both did 40 years teaching at Monroe High School and I'm still there. So, I agree Sunset area needs to be revitalized in some way and I appreciate you guys bringing it forward because what's been brought forward in the past has been low income housing and government housing. That's why Monroe High School used to be the Weddington of the county, believe it or not. Test scores were very high, teacher retention was very high, I went to high school there and I've taught there when it was a separate school system. I'm glad you all are the gatekeepers for Monroe, I really like the project off of Lancaster and the type of housing they are doing and the improvements you guys are trying to do. Hopefully, when Sun Oaks is developed, you guys can see the type of housing they are going to do in that back part of their also. We are for Monroe, we want what's good for Monroe and I know your concern with the school systems. Monroe High School and it was not long ago that they put 5 million dollars into Monroe to revitalize it and so that's a lot of Monroe. I know Forest Hills is probably getting a new school pretty soon and so that's a possibility that that's going to happen at some point. The only real concern for me at this point is the traffic off of Sunset and if Sun Oaks only has one entrance coming in off of there, it was going beside the church. This would have an entrance coming out on Sunset also and I know for the traffic patterns and the middle school gets out around 4:00 p.m. and it's really about 30 minutes for it once it clears out. It's usually pretty good after about 30 minutes, I go there every day, back and forth. You almost need a turning lane to the left and not just a right, because you can't get to the turning lane to go to the left. That's going to be the concern if they do both of those neighborhood and it's hard to get in and out of those at the same time. But, we really appreciate you guys stepping up your game on what you are requiring and please keep doing that with us.

Jennifer Smith said thank you so much. Do we have anyone else that would like to speak in favor.

Jess Perry stood up and said I never got to finish. I have with me tonight a Mr. Tom Eubanks, he is the manager at Wilson Woods and they are the new owners of the property. They've had that property on the market for years and when we got the listing and we always look at what the highest best use is. As Doug mentioned, it was office transitional and no, we just couldn't see that. Single family and it wasn't quite the fit and we were fortunate enough to have NVR Ryan Homes come to us and we research every one of the developers who come calling on us and we research what type of product they make and what their standing is nationally and they do a good product. So, we were very happy and pleased when we found that had a good fit, a perfect fit. We thought townhomes would be a great start for the revitalization of Sunset and so we are very pleased to have them working on this project.

Tom Eubanks approached the podium and introduced himself and he said I live at 2033 Woodhaven Road in Charlotte. I grew up in Monroe and lived over on Washington Street and my old home is still there. I am the managing part for this piece of property and as Jess said, we've look at a lot of stuff in the past that folks had interest in it for this or that or the other. But, this is the best thing that I've seen for this piece of property. I think Mr. Deal hit the nail on the head

when he said that whole area out there really needs a face lift. Once you pass the school, it becomes an eye sore there. This would be a very good enhancement in my opinion and these guys have worked hard to put this together and they've come up with a lot of really good things that would make a nice home for people who are looking for home. The housing market is still very strong and I feel that this would enhance that area greatly, not only from a physical beauty standpoint, but from the type of people you get in there. They have several projects in Charlotte and I've seen them and they look very, very nice. They do a good job and they pay attention to detail and I really think that this would really be nice for that area. From a standpoint of folks coming in and from the standpoint of proving the aesthetics of that neighborhood. I want to thank you all for listening to this, I didn't come prepared to speak, but thank you for letting me. I want to thank the developers for all the work they've done on this too. I hope you all will give this serious consideration.

Jennifer Smith said thank you for your comments, sir. Do we have anybody else that would like to speak for this project? (there were none) Do we have anyone that would like to speak against this project? (there were none) Does anyone on the Board have anything to add?

Margaret Desio said I don't want to vote for a pig in a poke. Before we vote, I would like for these folks to come back and show us some other elevations.

Jennifer Smith asked what are everyone's thoughts on that?

Archie Morgan said we can table it until then or we can tell them what we want now and put it in the motion.

Margaret Desio said I want to see it.

Archie Morgan said we see that one that we like, if they did them all that way, we would be happy, right?

Margaret Desio said there are some of them that can't be done like that because there's not enough room between the door and the garage.

Jennifer Smith said that's what I was saying is to put something like a false that looks like...

Margaret Desio said I would rather table it and then come back with elevations that we know are going to be...

Patrick Furr said I would like to go ahead and make a motion to pass the thing with the stipulation that they fix the few things that you told them about.

Archie Morgan asked Scott, can you come back up? What are you willing to do on this elevation?

Mr. Munday said I think the guidance that we've received or what's appealing to you all is on a one car garage, in the upper left example with the columns supporting the stoop is a good example of what can be done with the one car garages. I think the other idea that we received regarding the two car garage elevations is something that's either in the plane of the doorway itself and not

extend it out or extend it out. But, in any case you're not looking for any of the doorways to be without a stoop.

Archie Morgan said correct.

Mr. Munday said that's what I heard also.

Archie Morgan said from a building standpoint, you just don't have the room to put the columns in front of each one.

Mr. Munday said we do not have the room on the two car garages to fit the way that that one shows on the one car garage. But, there might be opportunity to do what you suggested and have them not away from the building, but an architectural detail in the doorway itself.

Jennifer Smith asked how hard would it be for you to implement something picture wise for us to actually visually see that?

Mr. Munday said I don't think it would be terribly difficult, we would just have it drawn up and rendered.

Kenneth Deal said let me ask you this question. With property options and all these things that you have to consider on your end. Would tabling this for a month and revisiting it at the next meeting put you in any harm of losing an option on a property or delay your timelines significantly or anything like that? What would be the ramification of a 30-day delay?

Mr. Munday said I think it's fair to say that we would prefer to not have a delay, but if that's what gets us where we are looking to go, then we would entertain that.

Archie Morgan said it's one thing to talk about it and it's another thing to see it.

Jennifer Smith said we are very visual.

Kenneth Deal said my mind keeps going back to what Doug said, this is a rendering. Even if they do the drawings and come back and make them look all prettier, that doesn't necessarily mean they are going to be built that way at the end of the day.

Doug Britt said if you all move forward with this right here and when they want to build it, we would expect to see it. These are the guys that's going to build it, so we would expect to see this. Whatever you say and whatever you all end up approving or whatever Council approves, this would be what we expect to see on the ground.

Kenneth Deal said that's what I was getting at, I agree with Archie. Let's make it part of the motion and has committed to it and if we make it part of the motion, they will enforce it.

Doug Britt said I can work with Margaret and Jennifer between now and City Council to give you the elevations outside of this meeting. You both can come in and meet with me and after they

provide me what they are going to do based on your comments, then I can give it to you, that's always an option too.

Jennifer Smith said that's a great idea.

Doug Britt said its completely up to you all. If you guys want to table it, if you don't, that's fine too. It doesn't make a difference to Staff.

Kenneth Deal said I would like to move forward.

Doug Britt said if you are wanting to move forward, that's perfectly fine. I would put in your motion what you are wanting to see and I think we all kind of get that, and they can provide that to me and I can meet with Jennifer and Margaret once I get that. It would go to City Council in June.

Archie Morgan said the question about Monroe Middle. My concern is this piece of property have been available forever, has Monroe Middle or the school system ever said anything about expanding or needing that extra space? It's a valid concern.

Mr. Perry said in all honesty, they did call me about a month or so ago. We've had all of this time to do something and why didn't they do something before. But, I have to tell you in all honesty, yes Archie, someone did call me. But, it's been under contract for a long time. So, they had the opportunity. The time constraints could be an issue on the time with the contract. (Inaudible)

Jennifer Smith said thank you so much.

Pam Duda asked to speak again.

Jennifer Smith said you had your shot at speaking, I'm sorry.

Archie Morgan said I think it's good for that area. To Tommy's concern, if they ever do anything with Oakland Park, there is a big piece of property back there and I don't know what they had planned for that since it hasn't come before us. That's a lot of traffic right there.

Mr. Harris said something inaudible from the audience.

Motion: Kenneth Deal made a motion Approving the annexation request.
Second: Patrick Furr
Action: The motion passed unanimously with the following votes:

AYES: Jennifer Smith, Margaret Desio, Kenneth Deal, Patrick Furr and Archie Morgan
NAYS: None

Motion: Kenneth Deal made a motion Approving the Resolution of Land Use and Transportation Plan Compliance with a stipulation that the cosmetic design of the facade on the units be enhanced as discussed during the deliberations and that a particular comment be made when the project is presented to Council as to the individual Board members comments on the said improvements.

Second: Archie Morgan

Action: The motion passed unanimously with the following votes:

AYES: Jennifer Smith, Margaret Desio, Kenneth Deal, Patrick Furr and Archie Morgan

NAYS: None

Motion: Kenneth Deal made a motion recommending the Adoption of the Ordinance amending section 157.1.2.1.

Second: Archie Morgan

Action: The motion passed unanimously with the following votes:

AYES: Jennifer Smith, Margaret Desio, Kenneth Deal, Patrick Furr and Archie Morgan

NAYS: None

**RESOLUTION APPROVING LAND USE AND TRANSPORTATION PLAN
COMPLIANCE PLANNED UNIT DEVELOPMENT
“MONROE MEADOWS”
R-2023-42**

WHEREAS, in accordance with the provisions of North Carolina General Statute 160D-605, the City Council does hereby find and determine that the adoption of the zoning map amendment for Planned Unit Development “*Monroe Meadows*” and further described below property is consistent with the adopted Land Use and Transportation Plan. The Land Use and Transportation Plan identifies this area as Traditional. Multi-Family, which includes townhomes, is listed as a priority use in this character area, and the proposed project is for the development of townhomes. The traditional character area states the density for residential is 4-10 units per acre. This development is 5.80 units per acre; therefore, it is consistent. The project is reasonable and in the public interest because it will provide additional housing options closer to the city core and downtown and affords residents an opportunity to live, work, shop, and play within a walkable area.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Approving Land Use and Transportation Plan Compliance for property with Union County Tax Parcel Number(s): 09-195-122-80 and 09-195-122-90.

Adopted this 13th day of June, 2023.

Attest:

Marion L. Holloway Jr., Mayor

Bridgette H. Robinson, City Clerk

**RESOLUTION DENYING LAND USE AND TRANSPORTATION PLAN
COMPLIANCE PLANNED UNIT DEVELOPMENT
“MONROE MEADOWS TOWNHOMES”
R-2023-42**

WHEREAS, in accordance with the provisions of North Carolina General Statute 160D-605, the City Council does hereby find and determine that the adoption of the zoning map amendment for Planned Unit Development “*Monroe Meadows*” and further described below property is consistent with the adopted Land Use and Transportation Plan. The Land Use and Transportation Plan identifies this area as Traditional. Multi-Family, which includes townhomes, is listed as a priority use in this character area, and the proposed project is for the development of townhomes. The traditional character area states the density for residential is 4-10 units per acre. This development is 5.80 units per acre; therefore, it is consistent. However, the proposed development is not a reasonable use or in the public interest because of the potential traffic that will be generated by the project in an area that’s already congested by Monroe Middle School which could have an adverse impact to the surround properties. Based on this information, the conditions have changed which justify amending the Land Use and Transportation Plan. As a result of this zoning map amendment denial, the Land Use and Transportation Plan is amended to reflect the land use modification.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Denying Land Use and Transportation Plan Compliance for property with Union County Tax Parcel Number(s): 09-195-122-80 and 09-195-122-90.

Adopted this 13th day of June, 2023.

Attest:

Marion L. Holloway Jr., Mayor

Bridgette H. Robinson, City Clerk

ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 157: ZONING CODE
O-2023-24

Preamble

Pursuant to authority conferred by Chapter 160D-701 of the North Carolina General Statutes, as amended and for the purpose of promoting the health, safety, morals, or general welfare of the inhabitants of the City by lessening congestion in and around the streets; securing safety; preventing the overcrowding of land; avoiding undue congestion; and facilitating the adequate provision of transportation,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE XV, CHAPTER 157 ZONING CODE OF THE CITY OF MONROE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

Section 1. Amend §157.1.2.1 **OFFICIAL ZONING MAP** as follows:

Rezone the properties located along E. Sunset Drive and further identified as tax parcel #'s 09-195-122-80 and 09-195-122-90. The request is to rezone the properties from City of Monroe Residential Medium Density (RMD) to Planned Unit Development "Monroe Meadows".

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 13th day of June, 2023.

Attest:

Marion L. Holloway Jr., Mayor

Bridgette H. Robinson, City Clerk

DEVELOPMENT AGREEMENT

By and Between

NVR, INC./RYAN HOMES

and

THE CITY OF MONROE

STATE OF NORTH CAROLINA)
)
COUNTY OF UNION)

DEVELOPMENT AGREEMENT

This Development Agreement (the “Agreement”) is made and entered into this 13th day of June, 2023, by and between NVR, INC./RYAN HOMES, (the “DEVELOPER”), and the CITY OF MONROE, a North Carolina municipal corporation (the “CITY”).

STATEMENT OF PURPOSE

City Council considered and approved a rezoning map and text amendment for the property located along E. Sunset Drive further identified with parcel ID numbers 09-195-022-80 and 09-195-022-90 from City of Monroe Residential Medium Density (RMD) to Planned Unit Development “Monroe Meadows”.

The DEVELOPER requested a Planned Unit Development to develop a residential subdivision consisting of 144 single-family attached townhomes. The total area of the project is 24.828 acres, with 8.92 acres or 35.9% of that reserved as common open space. The density of this project is 5.8 units per acre.

The property constitutes the entirety of the proposed Planned Unit Development named “Monroe Meadows” (the “Subdivision”). The site plan, Monroe Meadows Townhomes – C2.0 dated May 31, 2023 is attached hereto as Exhibit A.

The CITY has prudently and effectively managed its water and sewer system capacity for the benefit of the CITY and its citizens. The CITY must comply with numerous regulatory and legal requirements in the management of these systems, including use and management of sewer capacity. The CITY makes capacity commitments to planned unit development re-zonings (with or without annexation) as follows:

When City Council approves a planned unit development the following steps occur:

1. At a planning level, water and sewer capacity is held in reserve to ensure the commitment made by the CITY can be honored.
2. That is followed by a North Carolina Department of Environmental Quality (NCDEQ) sewer permitting commitment (via the City Delegated Self Permitting Authorization) when approved construction drawings and associated sewer mains are permitted. NCDEQ requires the CITY demonstrate and reserve capacity to serve the project via a flow tracking applications executed by the Water Resources Director, subject to any applicable planning assessments.
3. The final capacity commitment is governed by CITY Fee Schedule Ordinance which reads: *“The timing of the capacity fee collection shall be pursuant to NCGS 162A, as amended by House Bill 826, adopted June 22, 2018. For purposes of capacity fee collection, the City of Monroe considers water and/or sewer service to be committed at the time of service application filed at the City’s Customer Service office”*.

Due to the recent high level of residential project activity, the CITY desires to take proactive steps to prevent and avoid any over-allocation of capacity, whether on-paper or actual flow, as experienced by surrounding jurisdictions. This is prudent prior to the planned expansion of the City's wastewater treatment plant (WWTP) tentatively scheduled for completion in 2028. Phased sewer permitting and water meter sets via this Development Agreement supports the implementation of the CITY sewer capacity use strategy for balancing residential and non-residential projects, and will facilitate the CITY maximizing economic development opportunity as approved by City Council.

The CITY is expressly authorized to enter into this Agreement pursuant to the procedures and requirements of North Carolina General Statutes Sections 160D-1001 through 160D-1012, which procedures and requirements include approval of the development agreement by the governing board of the local government after a duly noticed public hearing.

TERMS

NOW, THEREFORE, based upon the terms and conditions set forth herein and in consideration of the mutual promises and assurances provided herein, the parties do hereby agree as follows:

1. Public Hearing. Pursuant to Section 160D-1005 of the North Carolina General Statutes, CITY shall conduct a public hearing to consider the approval and execution of this Agreement.
2. Development of the Property. The Property shall be developed in general accordance with the Preliminary Site Plan, any other conditions required by the City Council, and all relevant ordinances, policies, permits, and the terms of this Agreement. The size, placement, and configuration of the lots, common open space, streets, and other improvements planned for the development must comply with all conditions.
3. Law in Effect at Time of the Agreement Governs the Development of the Subdivision. DEVELOPER shall have the right to develop the Subdivision in general accordance with the terms of this Agreement and the Subdivision Ordinances in place at the time of City Council approval. Except as provided in North Carolina General Statutes 160D-108.1(f), CITY may not apply subsequently adopted ordinances or development policies to the Subdivision during the term of this Agreement. However, water and sewer capacity fees shall be due and payable per the prevailing fee schedule at the time the DEVELOPER requests a water meter set for any residential unit. This Agreement does not abrogate any right that may vest pursuant to common law or otherwise in the absence of this Agreement.
4. Phased Sewer Permitting and Water Meter Sets. The DEVELOPER is required to comply with the sewer permitting and water meter set phases shown below. Water meter sets are subject to all CITY requirements, fee payments, CITY standards and policies.

Phase 1: Sewer permitting and water meter sets shall be allowed for any combination of up to seventy-two (72) individual residential units in the Subdivision as shown on Exhibit A.

Phase 2: Subject to the prior completion of at least 85% of the units allowed in Phase I (water meters installed with active accounts on 61 of the 72 Phase 1 units), sewer permitting and water meter sets shall be allowed for the remaining 72 individual residential units in the subdivision

5. Term. The term of this Agreement shall commence on the last day this Agreement is signed by the parties hereto, and unless sooner terminated by the mutual consent of the parties hereto or their successors in interest, or unless extended by the mutual consent of the parties hereto or their successors in interest, shall expire on the date of the water meter installation for the last residential unit.

6. Local Development Permits. In accordance with North Carolina General Statutes 160D-1006, the following is a description or list of the local development permits approved or needed to be approved for the development of the Subdivision:

- a. Erosion and Sediment Control (CITY, NCDEQ and/or Union County)
- b. Water (City)
- c. Sewer (City)
- d. Driveway Entrance and Encroachments (NCDOT)
- e. Stream or Wetland Impacts (US Army Corps of Engineers)
- f. Subdivision (City)
- g. Building Permits (City)
- h. All other local, state, or federal permits required for this development

The failure of this Agreement to address a particular permit, condition, form, or restriction does not relieve DEVELOPER of the necessity of complying with the law governing federal, any state or local jurisdiction, or the local permitting requirements, conditions, terms, or restrictions.

7. Amendment. The terms of this Agreement may be amended by the mutual consent of the parties hereto or their successors in interest. A major modification of the terms of this Agreement shall follow the same procedures as required for the initial approval of this Agreement. A minor amendment, as reasonably determined by CITY, of the Preliminary Site Plan shall not be considered to be an amendment to this Agreement.

8. Recordation/Binding Effect. Within fourteen (14) days after CITY and DEVELOPER execute this approved Agreement, DEVELOPER shall record this Agreement in the Union County Public Registry. The burdens of this Agreement shall be binding upon, and the benefits of this Agreement shall inure to, all successors in interest to the parties hereto.

9. Default. The failure of any party hereto to comply with the terms of this Agreement shall constitute default, entitling the non-defaulting party to pursue such remedies as allowed under applicable law; provided, however, that no termination of this Agreement may be declared by CITY absent its according to DEVELOPER the notice and opportunity to cure. The parties hereto recognize that, in addition to other remedies that may be available, CITY has the right to enforce its rules, policies, regulations, ordinances, and the terms of this Agreement by seeking an injunction to compel compliance with the terms of this Agreement. Subject to the terms of this Agreement, in the event DEVELOPER violates the rules, policies, regulations, or ordinances of CITY or violates the terms of this Agreement, CITY may, without seeking an injunction and after ten (10) days' notice to correct the violation, take such actions as shall be deemed appropriate under law until such conditions have been honored by the DEVELOPER. In addition to any other rights or remedies, either party may institute legal action to cure, correct, or remedy any default or breach, to specifically enforce any covenants or agreements set forth in the Agreement or to enjoin any threatened or attempted violation of the Agreement, or to obtain any remedies consistent with the purpose of the Agreement. Legal actions shall be instituted in the Superior Court of the County of Union, State of North Carolina, or in the Federal District Court in the Western District, and the parties hereto submit to the personal jurisdiction of such courts without application of any conflicts of laws provisions of any jurisdiction.

10. Notices. Any notice, demand, request, consent, approval, or communication which a signatory party is required to or may give to another signatory party hereunder shall be in writing and shall be delivered or addressed to the other at the address below set forth, or to such other address as such party may from time to time direct by written notice given in the manner herein prescribed, and such notice or communication shall be deemed to have been given or made when communicated by personal delivery or by independent courier service or by facsimiles or if by mail on the fifth (5th) business day after the deposit thereof in the United States Mail, postage prepaid, registered or certified, addressed as hereinafter provided. All notices, demands, requests, consents, approvals, or communications to the parties shall be addressed to:

CITY at: City of Monroe
Attn: Scott Clark, Director of Water Resources,
P.O. Box 69
Monroe, NC 28111

DEVELOPER at: NVR, INC./RYAN HOMES
Attn: Kevin Summerville
10720 Sikes Place
Suite 350
Charlotte, NC 28277

11. Entire Agreement. This Agreement sets forth, and incorporates by reference all of the agreements, conditions, and understandings between the parties hereto relative to the Subdivision, and there are no promises, agreements, conditions, or understandings, oral or written, expressed or implied, among these parties relative to the matters addressed herein other than as set forth or as referred to herein.
12. Construction. The parties agree that each party and its counsel have reviewed and revised this Agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this Agreement or any amendments or exhibits thereto.
13. Assignment. After notice to CITY, DEVELOPER may assign its rights and responsibilities hereunder to subsequent land owners of all or any portion of the Property, provided that no assignment as to a portion of the Property will relieve DEVELOPER of responsibility with respect to the remaining portion of the Property without the written consent of CITY.
14. Agreement to Use the E-Verify Program for Work Authorization. DEVELOPER, along with its respective successors and assigns, shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes for verification of work authorization. Further, if DEVELOPER utilizes a subcontractor, DEVELOPER shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes.
15. Counterparts. This Agreement may be executed in several counterparts, each of which shall be deemed an original and such counterparts shall constitute one and the same instrument.
16. Governing Law. This Agreement shall be governed by the laws of the State of North Carolina.
17. Agreement to Cooperate. In the event of any legal action instituted by a third party or other governmental entity or official challenging the validity of any provision of this Agreement, the parties hereby agree to cooperate in defending such action; provided, however, each party shall retain the right to pursue its own independent legal defense.
18. Agreements to Run with the Land. This Agreement shall be recorded in the Union County Registry. The agreements, covenants, and restrictions contained herein shall be binding upon, and run with the land, and shall be binding upon and an obligation of all successors in the ownership of the Property beyond the term hereof in perpetuity.

(The remainder of this page is left intentionally blank. Signature pages follow.)

IN WITNESS WHEREOF, the parties hereby set their hands and seals, effective the date first above written.

DEVELOPER:

NVR, INC./RYAN HOMES

By: _____

Name: _____

Title: _____

State of _____
County of _____

I _____, the undersigned Notary Public, certify that _____ personally appeared before me this day and acknowledged that he/she is of the NVR, Inc./Ryan Homes, and that by authority duly granted, he/she signed the foregoing document for the purpose stated therein.

Witness my hand and notarial stamp this _____ day of _____, 2023.

(Official Seal)

Notary Public

My commission expires: _____

CITY OF MONROE

By: _____

Name: William M. Watson

Title: City Manager

State of North Carolina

County of Union

I Sherry K. Hicks the undersigned Notary Public, certify that William M. Watson personally appeared before me this day and acknowledged that he is of the City of Monroe, a North Carolina municipal corporation, and that by authority duly granted, he signed the foregoing document for the purpose stated therein.

Witness my hand and notarial stamp this _____ day of June, 2023.

(Official Seal)

Sherry K. Hicks, Notary Public
My Commission Expires: 01/04/2026

Exhibit A

Attached Monroe Meadows Townhomes – C2.0 preliminary site plan dated May 31, 2023.

NOTES

1. EXTERIOR MATERIALS SHALL BE LIMITED TO A MIX OF FIBER CEMENT, STONE, STUCCO, AND/OR BRICK MATERIALS AND THE FRONT FACADES SHALL BE PROVIDED WITH AT LEAST 25% BRICK OR STONE.
2. THE MINIMUM HEATING SQUARE FEET OF THE UNITS IS 1432 SF.
3. ALL DRIVEWAYS SHALL BE PAVED WITH CONCRETE OR ASPHALT FROM THE ROAD TO THE GARAGE AND SHALL BE ABLE TO ACCOMMODATE AT LEAST TWO (2) VEHICLES.
4. UNITS BUILT ON SLAB FOUNDATIONS SHALL HAVE A MINIMUM FOUR COURSE BRICK, OF STANDARD SIZE, EXTENDING UP THE FACE OF THE SLAB ON FRONT AND SIDES OF TOWNHOMES.
5. THE ARCHITECTURAL DESIGN ELEMENTS OF THE UNITS SHALL CONFORM TO THE GENERAL REQUIREMENTS STATED IN THE UDO.
6. THE MAJORITY OF ALL ROOF AREAS ON ANY HOUSE SHALL HAVE A MINIMUM 6/12 PITCH ROOF.
7. FRONT LAWNS OF ALL HOMES SHALL BE SODDED PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY.
8. ALL FRONT LOAD GARAGES SHALL HAVE WINDOWS ALONG THE TOP AND/OR CARRIAGE STYLE DOORS OR HARDWARE THAT MIMICS CARRIAGE STYLE DOORS.
9. FIVE (5) FOOT WIDE SIDEWALKS WILL BE REQUIRED ON BOTH SIDES OF THE STREET THROUGHOUT THE DEVELOPMENT.
10. SIGN REGULATIONS FOR THIS PROPERTY SHALL ADHERE TO THE RESIDENTIAL MEDIUM DENSITY SIGN REQUIREMENTS.
11. HOMEOWNER'S ASSOCIATION WILL BE RESPONSIBLE FOR THE OWNERSHIP AND MAINTENANCE OF OPEN SPACE, COMMON AREAS, BMP AREAS, ETC.
12. COMMENCEMENT OF THE AMENITIES SHALL BEGIN BEFORE 50% OF THE CERTIFICATE OF OCCUPANCY'S ARE ISSUED.
13. ALL LANDSCAPING SHALL BE KEPT IN THIRING CONDITION.
14. ALL ELEVATIONS, PACKETS, OR OTHER SUPPLEMENTAL MATERIAL SUBMITTED TO STAFF, PLANNING BOARD, AND OR CITY COUNCIL IN REFERENCE AND SUPPORT OF ANY CONDITIONAL DISTRICT SHALL BE REGARDED AS AN INTEGRAL ELEMENT OF THE APPROVED SITE PLAN; MINOR DEVIATIONS FROM SUBMITTED MATERIAL SHALL BE ALLOWED AT THE DISCRETION OF THE PLANNING DIRECTOR OR HIS DESIGNEE.
15. TREES AT LEAST 25 INCHES IN CIRCUMFERENCE WITHIN REQUIRED BUFFER SHALL BE TAGGED PRIOR TO ANY SITE CLEARANCE AND BE PRESERVED. TREES WITHIN THE DEVELOPMENT THAT ARE 75 INCHES OR GREATER IN CIRCUMFERENCE MUST BE PRESERVED AND SHOWN ON THE SURVEY AND SHALL NOT BE REMOVED EXCEPT AS IDENTIFIED IN SUBSECTION G OF THE CODE. TREE SURVEY MUST BE SUBMITTED PRIOR TO PROJECT BEING PROCESSED.
16. YARD TREES SHALL BE PLANTED IN ACCORDANCE TO THE TOWNHOUSE ELEVATION AND PLAN VIEW EXHIBITS FOR TYPICAL LOT PLANTINGS TO BE INCLUDED IN THE REZONING SUBMITTAL.
17. STREET TREES SHALL BE PROVIDED WHERE POSSIBLE WITH A CALIPER OF 2.5 INCHES MEASURED 6 INCHES ABOVE GRADE. STREET TREES SHOULD BE A VARIETY OF SPECIES.
18. ALL TOWNHOME UNITS SHALL HAVE A MINIMUM OF ONE CAR GARAGES.
19. PHASE 1 BUILD OUT 2025, PHASE 1 WILL CONSIST OF 79 UNITS, STORMWATER BMP, MAIL KIOSK, BERM ALONG SUNSET BOULEVARD, AND DOG PARK.
20. PHASE 2 BUILD OUT 2026, PHASE 2 WILL BE THE REMAINING 65 UNITS AND REMAINING AMENITIES.
21. ALL INTERSECTIONS TO HAVE ACCESSIBLE RAMPS IN ACCORDANCE WITH DETAILS 02.0501A-02.05.
22. THE COMMUNITY DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS SHALL INCLUDE A PROVISION REQUIRING TRASH AND RECYCLING RECEPTACLES TO BE STORED SO AS NOT TO BE VISIBLE FROM THE STREET.
23. A LIGHTING PLAN CONSISTENT WITH ALL CITY REQUIREMENTS SHALL BE INCLUDED WITH CONSTRUCTION PLANS IF PROJECT IS APPROVED
24. REQUIRED ROAD IMPROVEMENTS, AS GENERALLY SHOWN ON THE PLAN, SHALL MEET NCDOT STANDARDS.
25. PLANNED 50' WIDE BUFFER WITH BERM ALONG E SUNSET DRIVE SHALL PROVIDE CODE REQUIRED STREET TREES AND SHRUBS. BUFFER WIDTH MAY VARY DEPENDING ON TURN LANE IMPROVEMENTS BUT BUFFER SHALL NOT ENCRUCH MORE THAN 50' INTO PROPERTY.
26. ALL TOWNHOME UNITS WILL FEATURE COVERED FRONT DOOR STOOPS, FOR 1-CAR GARAGE UNITS. THE ARCHITECTURAL STYLE WILL BE A MIX OF SHED ROOF WITH COLUMNS, HIP ROOF WITH COLUMNS, SHED ROOF WITH DECORATIVE SUPPORT BRACKETS, AND HIP ROOF WITH DECORATIVE SUPPORT BRACKETS, FOR 2-CAR GARAGE UNITS. THE ARCHITECTURAL STYLE WILL BE A SHED ROOF. ALL FRONT DOOR STOOP AND BAY WINDOW ROOFS WILL BE COVERED IN STANDING METAL SEAM.

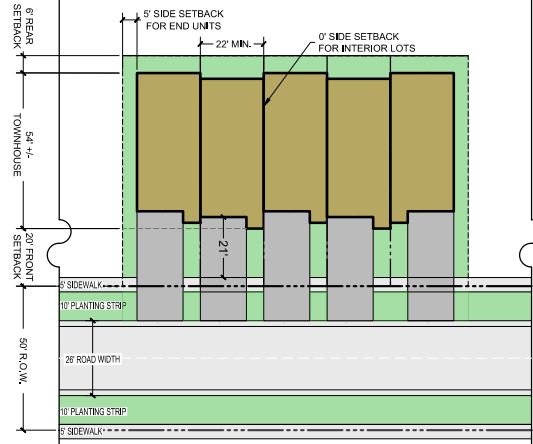
PETITIONER VOLUNTARILY AGREES TO ALL CONDITIONS APPROVED BY CITY COUNCIL, WHICH ARE LISTED ON THIS SITE PLAN.

PETITIONER SIGNATURE _____ DATE _____

AMENITIES

DOG PARK
EVENT LAWN
SHADE STRUCTURE / PERGOLA
DISC GOLF
TRAIL LOOP

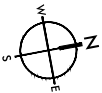
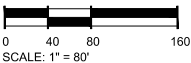
TYPICAL TOWNHOUSE LAYOUT



PARKING SUMMARY

	# OF UNITS	PARKING REQUIRED	PARKING PROVIDED
TOWNHOUSE	144	288	288
2 PARKING SPACES / UNIT	N/A	0	50
ON-STREET PARKING			
TOTAL PARKING SPACES	144	288	338

NOTE: THIS PLAN IS CONCEPTUAL IN NATURE AND SUBJECT TO CHANGE.



STREET_TREE_PLANT_SCHEDULE



STREET TREES

Ulmus parvifolia 'Allee' TM / Allee Lacebark Elm
Zelkova serrata / Sawleaf Zelkova

157

2.5" CAL, 8-10', 6"-8", AS SHOWN
2.5" CAL, 8-10', 6"-8", AS SHOWN

ZONING & PRELIMINARY DUE DILIGENCE CHART

CURRENT ZONING	RMD
PROPOSED ZONING	PUD
NORTH BUFFER	TYPE 3 (25') AND TYPE 4 (50') BUFFERS
SOUTH BUFFER	TYPE 2 (20') BUFFER
EAST BUFFER	TYPE 3 (25') AND TYPE 4 (50') BUFFERS
WEST BUFFER	TYPE 3 (25') AND TYPE 4 (50') BUFFERS
FRONT SETBACK	20'-0"
SIDE SETBACK	5'-0"
REAR SETBACK	6'-0"
ADDITIONAL SETBACK	15' (CORNER LOT)
LOT OR BUILDING COVERAGE	50%
BUILDING HEIGHT	3 STORIES MAX
PARKING REQUIREMENT	2 PER DWELLING UNIT
OPEN SPACE REQUIREMENT	8.69 AC (35%)
OPEN SPACE PROVIDED	+/- 8.92 AC (35.9%)
MAX BLOCK SIZE	1,200'
TREE SAVE REQUIREMENTS	2.48 AC (10%)
TREE SAVE PROVIDED	2.52 AC (10.2%)
STORMWATER APPROACH	ON-SITE BMP
TREE ASSESSMENT PROVIDED	YES
CULTURAL RESOURCES	NO
ENVIRONMENTAL ISSUES	NO
PUMP STATION NEEDED	NO
WITHIN URBAN GROWTH BOUNDARY	NO
OTHER REQUIREMENTS	

SITE DATA

TOTAL SITE AREA	24.828 ACRES
TYPICAL LOT DIMENSIONS	22' x 80' TYP.
MINIMUM LOT SIZE	1,760 SF
PROPOSED LOTS	144
SITE DENSITY	5.80 UNITS/ACRE
LF OF ROAD	3,776 LF

TOWNHOME LOT SIZES			
LOT	MINIMUM LOT SIZE	LOT	MINIMUM LOT SIZE
1	1,760 SF	73	1,760 SF
2	1,760 SF	74	1,760 SF
3	1,760 SF	75	1,760 SF
4	1,760 SF	76	1,760 SF
5	1,760 SF	77	1,760 SF
6	1,760 SF	78	1,760 SF
7	1,760 SF	79	1,760 SF
8	1,760 SF	80	1,760 SF
9	1,760 SF	81	1,760 SF
10	1,760 SF	82	1,760 SF
11	1,760 SF	83	1,760 SF
12	1,760 SF	84	1,760 SF
13	1,760 SF	85	1,760 SF
14	1,760 SF	86	1,760 SF
15	1,760 SF	87	1,760 SF
16	1,760 SF	88	1,760 SF
17	1,760 SF	89	1,760 SF
18	1,760 SF	90	1,760 SF
19	1,760 SF	91	1,760 SF
20	1,760 SF	92	1,760 SF
21	1,760 SF	93	1,760 SF
22	1,760 SF	94	1,760 SF
23	1,760 SF	95	1,760 SF
24	1,760 SF	96	1,760 SF
25	1,760 SF	97	1,760 SF
26	1,760 SF	98	1,760 SF
27	1,760 SF	99	1,760 SF
28	1,760 SF	100	1,760 SF
29	1,760 SF	101	1,760 SF
30	1,760 SF	102	1,760 SF
31	1,760 SF	103	1,760 SF
32	1,760 SF	104	1,760 SF
33	1,760 SF	105	1,760 SF
34	1,760 SF	106	1,760 SF
35	1,760 SF	107	1,760 SF
36	1,760 SF	108	1,760 SF
37	1,760 SF	109	1,760 SF
38	1,760 SF	110	1,760 SF
39	1,760 SF	111	1,760 SF
40	1,760 SF	112	1,760 SF
41	1,760 SF	113	1,760 SF
42	1,760 SF	114	1,760 SF
43	1,760 SF	115	1,760 SF
44	1,760 SF	116	1,760 SF
45	1,760 SF	117	1,760 SF
46	1,760 SF	118	1,760 SF
47	1,760 SF	119	1,760 SF
48	1,760 SF	120	1,760 SF
49	1,760 SF	121	1,760 SF
50	1,760 SF	122	1,760 SF
51	1,760 SF	123	1,760 SF
52	1,760 SF	124	1,760 SF
53	1,760 SF	125	1,760 SF
54	1,760 SF	126	1,760 SF
55	1,760 SF	127	1,760 SF
56	1,760 SF	128	1,760 SF
57	1,760 SF	129	1,760 SF
58	1,760 SF	130	1,760 SF
59	1,760 SF	131	1,760 SF
60	1,760 SF	132	1,760 SF
61	1,760 SF	133	1,760 SF
62	1,760 SF	134	1,760 SF
63	1,760 SF	135	1,760 SF
64	1,760 SF	136	1,760 SF
65	1,760 SF	137	1,760 SF
66	1,760 SF	138	1,760 SF
67	1,760 SF	139	1,760 SF
68	1,760 SF	140	1,760 SF
69	1,760 SF	141	1,760 SF
70	1,760 SF	142	1,760 SF
71	1,760 SF	143	1,760 SF
72	1,760 SF	144	1,760 SF

EXHIBIT A

MONROE MEADOWS TOWNHOMES - C2.0

ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE V: PUBLIC WORKS
CHAPTER 59: DEVELOPER AGREEMENTS
O-2023-25

Preamble

Pursuant to authority granted in Article 10 of Chapter 160D of the General Statutes of North Carolina and for the purpose of promoting the health, safety, morals, or general welfare of the inhabitants of the City of Monroe,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE V: PUBLIC WORKS, CHAPTER 59 DEVELOPER AGREEMENTS, OF THE CITY OF MONROE CODE OF ORDINANCES, BE AMENDED AS FOLLOWS:

Section 1. Amend §59.04 (E) **WATER RESOURCES** to add the following:

Project Monroe Meadows, NVR, INC./RYAN HOMES developer, approved June 13, 2023.

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 13th day of June, 2023.

Attest:

Marion L. Holloway, Jr., Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Matthew Black, Downtown Director

PREPARED BY: Matthew Black, Downtown Director

SUBJECT: Downtown Economic Development Incentive Grants for Rocko's Italian Deli

SUMMARY STATEMENT

City Council is requested to consider approval of the Downtown Economic Development Incentives for Rocko's Italian Deli, 104 S. Main Street.

REVIEW

Rocko's Italian Deli has signed a five-year lease for 104 S. Main Street and is looking to open a new business in Downtown Monroe. The new business project totals 1,000 sq. ft. and is located within Downtown Monroe's Central Business District.

Based on stipulations of the Economic development incentive grants City Council is requested to consider the following:

1. The PRONTO grant shall match (50/50) up to \$5 per sq. ft. of the assessed sq. footage of 1,000 or the max grant match of \$5,000.00. Grant funds for the PRONTO is payable over a calendar quarter based on rent paid that quarter.
2. Grant funds for the Meet Me Downtown, marketing grant, is not to exceed \$5,000.00 (50/50 matching), upon proof of executed invoices each quarter.

City will not advance grant funds until proof of rent or marketing payment has been completed each quarter. Once the applicant has submitted required documents as proposed; funds will be made available. Sufficient funding is available in the budget for these grants.

This item was considered by the Downtown Advisory Board at their May 1, 2023 Meeting.

RECOMMENDATION

The Downtown Advisory Board and Staff recommend that City Council approve the Incentive Grants for Rocko's Italian Deli with funds not to exceed \$10,000.

Attachments: Resolution R-2023-34
Acceptance
Agreement

City Council will need to take action on the following items:

Approval Actions:

- 1) Motion to adopt Resolution awarding an Incentive Agreement to Rocko's Italian Deli and authorizing Mayor to execute any and all necessary documents; Second
- 2) Motion to approve the Incentive Agreement with Rocko's Italian Deli; Second

Denial Actions:

- 1) Motion to deny the request; Second

**RESOLUTION OF MONROE CITY COUNCIL
TO AWARD DOWNTOWN INCENTIVES TO
ROCKO'S ITALIAN DELI
R-2023-34**

WHEREAS, the City of Monroe has adopted a Downtown Incentive Grants Program, hereinafter "Program;" and,

WHEREAS, Rocko's Italian Deli, has duly applied for a Downtown Incentive Grants under said program; and,

WHEREAS, a public hearing was conducted by the City Council on June 13, 2023 at which hearing testimony was given by Matt Black, Director, Downtown Monroe for the City of Monroe; and,

WHEREAS, the City Council makes the following findings with respect to said application:

1. That 104 S. Main Street is approximately 1,000 square feet and within the Downtown Monroe Master Plan area.
2. The applicant proposes a restaurant style business at street level in accordance with the Downtown Master Plan.
3. The renovations and improvements as proposed will have a significant effect on revitalization of the City's Central Business District as indicated in the Downtown Master Plan.
4. That the applicant meets all other applicable requirements of the Program set forth by the City Council.
5. The renovations and improvements to the above described property as proposed will (a) stimulate the local economy, (b) promote business, and (c) result in creation of job(s) that pay at or above the median wage.

WHEREAS, based on the above findings and other documentation in the file the City Council concludes that the applicant qualifies for the Program for an amount not to exceed \$5,000 with funds available over a one-year period and \$5,000 upon proof of paid invoices for marketing material. With qualification for the incentive established and the economic benefits accrued to the City in the form of new employment, increased tax base and property value and increased City utility revenues, the grants' application should be approved subject to compliance with the Program and subject to appropriation; and,

WHEREAS, the City of Monroe and Rocko's Italian Deli seek to enter into an Economic Incentive Agreement under the terms and conditions stated therein.

NOW, THEREFORE, BE IT RESOLVED THAT the incentive applications of Rocko's Italian Deli for Downtown Incentive Grants Program is hereby approved pursuant to the terms and conditions set out in the attached Incentive Agreement, the Incentive Agreement with Rocko's Italian Deli is approved and the Mayor and other staff as necessary are authorized to execute any and all documents and instruments necessary to carry out said approval. The appropriate of any funds is reserved for future action consistent with the terms of the Incentive Agreement.

Adopted this 13th day of June, 2023.

Attest:

Marion L. Holloway Jr., Mayor

Bridgette H. Robinson, City Clerk

**NORTH CAROLINA
UNION COUNTY**

ACCEPTANCE OF DOWNTOWN INCENTIVE GRANT

THAT WHEREAS, by Resolution adopted by the Monroe City Council on June 13, 2023, Rocko's Italian Deli was awarded grant monies pursuant to the City's Downtown Incentive Grant Program; and

WHEREAS, Rocko's Italian Deli wishes to formally accept said Grants and acknowledge its obligation to abide by the terms of the Grant Program and the Resolution both of which are attached hereto and incorporated herein by reference.

NOW, THEREFORE, Rocko's Italian Deli agrees as follows:

1. That it accepts said grants and covenants that it will abide by the attached Resolution and Grant Program which it has read and understands.
2. That it further understands that the grant award was based on representations made in the grant application and at the public hearing at which the grant was awarded.

Rocko's Italian Deli

ATTEST:

Owner

The Mayor and City Clerk hereby acknowledge the award of grant.

CITY OF MONROE

ATTEST:

Marion L. Holloway Jr., Mayor

Bridgette H. Robinson, City Clerk

**NORTH CAROLINA
UNION COUNTY**

This **INCENTIVE AGREEMENT** made and entered this 13th day of June, 2023 between Rocko's Italian Deli (the "Company") and the **CITY OF MONROE** (the "City").

WHEREAS, The North Carolina General Statute 158-7.1 and 160A-458.3 authorizes a municipality to undertake an economic development project by extending assistance to a company as an incentive to cause the company to renovate and rehabilitate a downtown historic structure thereby expanding the tax base of the City and providing jobs for its citizens; and

WHEREAS, the Monroe City Council adopted a Downtown Incentive Grants Program to provide such assistance as an incentive for new investments in the downtown, City of Monroe; and

WHEREAS, City Council adopted a Downtown Master Plan which calls for increased investment and private development in Downtown Monroe; and

WHEREAS, the Downtown Master Plan identified and emphasized the importance of developing restaurant and retail for increased downtown development; and

WHEREAS, the Company plans to make certain improvements and renovations at 104 S. Main Street for restaurant use; and

WHEREAS, the Company intends to use preservation/rehabilitation as an economic development tool by its expansion and anticipates creating new job(s); and

WHEREAS, such business expansion qualifies for assistance through the Downtown Incentive Grants Program by the City, and the City Council of the City of Monroe, after public hearing, approved granting up to \$10,00.00 (Ten Thousand Dollars) to the Company as rent subsidy and marketing assistance under the terms and conditions stated herein based on the qualifying investment of the Company; and

WHEREAS, the Company and the City enter into this agreement to describe the incentives to be provided by the City in connection with the Company's investments and renovation in the City's downtown central business district.

NOW THEREFORE, in consideration of the foregoing premises and the mutual covenants contained in this agreement, the parties agree as follows:

1. **Capital Investments:** Up-fit improvements and new investment shall be made to the Property as described herein. The Company shall provide the City with all necessary documentation and access to the Property to inspect improvements necessary to confirm compliance by the Company prior to the City's advance of grant funds at completion of construction.

2. **City Grants:** The City agrees to grant to the Company up to \$5,000.00 rent subsidy over a one (1) year period (payable quarterly) upon completion of rehabilitation, renovations, and improvements pursuant to the plans submitted to the City. The City agrees to grant the Company \$5,000 in marketing assistance payable upon proof of paid invoices.
3. **Limitations:** The grants are subject to the Company meeting the minimum qualifications required by the City of Monroe Downtown Incentive Grants Program (the terms of which are incorporated herein by reference) and upon the terms and conditions set out in attached Exhibit A which are incorporated as if fully set out herein.
4. **Assignments:** No party shall sell or assign any interest in or obligation under this Agreement without the prior expressed written consent of all the parties, no reasonable approval withheld.
5. **E-Verify Requirement.** The Contractor shall comply with the requirements of Article 2 of Chapter 64 of the General Statutes. Further, if the Contractor utilizes a subcontractor, the Contractor shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the General Statutes.
6. **Limitation of Obligation by the City: NO PROVISION OF THIS AGREEMENT SHALL BE CONSTRUED OR INTERPRETED AS CREATING A PLEDGE OF THE FAITH AND CREDIT OF THE CITY WITHIN THE MEANING OF ANY CONSTITUTIONAL DEBT LIMITATION.** No provision of this Agreement shall be construed or interpreted neither as delegating governmental powers nor as a donation or the lending of the credit of the City within the meaning of the North Carolina constitution. This Agreement shall not directly or indirectly or contingently obligate the City to make any payments beyond those appropriated in the City's sole discretion for any fiscal year in which this Agreement shall be in effect. No provision of this agreement shall be construed to pledge or create a lien on any class or source of the City's moneys, nor shall any provision of this Agreement restrict to any extent prohibited by law, any action or right of action on the part of any future City governing body. To the extent of any conflict between this paragraph and any other provision of this Agreement, this paragraph shall take priority.
7. **Miscellaneous:**
 - a. This Agreement shall be governed by and interpreted by the laws of the State of North Carolina.
 - b. Nothing contained in this Agreement shall be deemed or construed so as to in any way estop, limit, or impair the City from exercising or performing any regulatory, policing, legislative, governmental, or other powers or functions.
 - c. Any Communication required or permitted by this Agreement must be in writing and shall be deemed given when delivered by hand for mailing first-class mail, postage paid, and addressed as follows:

If to the Company: Rocko's Italian Deli
 104 S. Main Street
 Monroe, NC 28112

If to the City: City of Monroe
 PO Box 69
 Monroe, NC 28111-0069
 Attn: Mark Watson, City Manager

- d. If any provision of this Agreement shall be determined to be unenforceable, that provision shall be severable and shall not affect any other provisions of this Agreement.
- e. This Agreement constitutes the entire agreement between the parties, and this Agreement shall not be changed or modified except in writing signed by all the parties.
- f. Subject to the specific provisions of this Agreement, this Agreement shall be binding upon and inure to the benefit of and be enforceable be the parties and their respective successors and assigns.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in their corporate names by their duly authorized officers, all as of the date first above written.

Rocko's Italian Deli

CITY OF MONROE

By: _____
 Owner

By: _____
 Marion L. Holloway Jr.
 Mayor

ATTEST:

Bridgette H. Robinson
City Clerk

EXHIBIT A

1. The Company shall renovate, rehabilitate and improve the Property consistent with the terms of this Agreement.
2. The Company shall comply with all State, Federal, and local laws, regulations, ordinances and permits in carrying out the purpose of this Agreement and shall during the term of this Agreement remain in good standing with the City.
3. Prior to initiation of rehabilitation and improvements, the Company shall submit all plans for renovations and improvements for review and approval by the City, reasonable approval not withheld.
4. The Company shall meet or exceed the minimum matching investment requirements as outlined in the grant. Proof of expenditure(s) is required as outlined in the grant prior to payment.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Lisa Strickland, Finance Director

PREPARED BY: Angela Duncan, Senior Budget Analyst

SUBJECT: Resolution and Budget Ordinance for Fiscal Year 2024
Financial Plan for Self-Insurance Funds for Fiscal Year 2024

SUMMARY STATEMENT

A resolution and budget ordinance is recommended for approval of the fiscal year 2024 annual budget. A financial plan for the self-insurance funds (includes Health & Dental Fund, Workers Compensation Fund and Property Casualty Fund) is also recommended for approval for fiscal year 2024.

REVIEW

The budget provides a basis for all fiscal policy decisions during the fiscal year. Staff has met with City Council for direction on compiling the fiscal year 2024 budget and conducted a workshop to outline the elements included in the proposed budget on April 24, 2023. Pursuant to N.C.G.S. §159-12, on May 9, 2023, the budget message was presented to City Council at the regular council meeting. The proposed budget was made available to the public and posted on the City's website. A public hearing is being held for the budget at the regular council meeting on June 13, 2023.

Pursuant to N.C.G.S. §159-13, the governing board shall adopt a budget ordinance making appropriations and levying taxes for the budget year.

Pursuant to N.C.G.S. §159-13.1, if a local government or public authority establishes and operates one or more intragovernmental service funds, it need not include such a fund in its budget ordinance. However, at the same time it adopts the budget ordinance, the governing board shall approve a balanced financial plan for each intragovernmental service fund.

RECOMMENDATION

Staff recommends that Council adopt Resolution R-2023-38 and Budget Ordinance BO-2023-06 for the fiscal year 2024 annual budget. Staff also recommends approval of the internal service funds financial plan for fiscal year 2024.

Attachment: R-2023-38
BO-2023-06
Financial Plan for Self-Insurance Funds

City Council will need to take action on the following items:

Approval Actions:

- 1) Motion to adopt Resolution and Budget Ordinance for the Fiscal Year 2024 annual budget; Second
- 2) Motion to approve the Financial Plan for the Internal Service Funds; Second

Denial Action:

- 1) Motion to deny the request; Second

**RESOLUTION TO ADOPT ANNUAL
BALANCED BUDGET FOR FISCAL YEAR 2023-2024
R-2023-38**

WHEREAS, the City of Monroe is required by the North Carolina Local Government Budget and Fiscal Control Act to adopt an annual balanced budget; and

WHEREAS, a balanced budget has been prepared for the City of Monroe for fiscal year 2023-2024 under the provisions set forth in the above referenced legislation.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the following budget ordinance:

**BUDGET ORDINANCE
BO-2023-06**

BE IT ORDAINED by the City Council of the City of Monroe, North Carolina:

Section 1A The following amounts are hereby appropriated in the General Fund for the operation of the City government and its activities for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

General Government	\$ 8,409,288
Economic and Physical Development	1,155,513
Transportation	5,077,745
Environmental Protection	134,519
Public Safety	30,335,073
Cultural and Recreational	6,372,604
Debt Service	3,080,439
Transfers out to Other Funds	1,756,648
	\$ 56,321,829

Section 1B It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Ad Valorem Taxes	\$ 27,163,835
Other Taxes and Licenses	1,029,617
Unrestricted Intergovernmental	14,924,814
Restricted Intergovernmental	1,643,375
Sales and Services	4,243,001
Investment Earnings	440,185
Miscellaneous	418,602
Other Financing Sources	5,834,400
Transfers in from Other Funds	624,000
	\$ 56,321,829

- Section 1C There is hereby levied a tax at the rate of fifty point twenty-five cents (\$0.5025) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2023, for the purpose of current year property taxes listed under “Ad Valorem Taxes” in the General Fund in Section 1B. This rate is based on an estimated total valuation of property for the purposes of taxation of \$5,024,255,804 and an estimated rate of collection of ninety-nine and thirty-four hundredths (99.34%).
- Section 1D There is hereby levied a tax of thirty dollars (\$30.00) per motor vehicle residing in the City of Monroe, for the purpose of current year taxes listed under “Other Taxes and Licenses” in the General Fund in Section 1B.
- Section 2A The following amounts are hereby appropriated in the Governmental Capital Project Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:
- | | |
|----------------|-----------------|
| Capital Outlay | \$ 512,501 |
|----------------|-----------------|
- Section 2B It is estimated that the following revenues will be available in the Governmental Capital Project Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024:
- | | |
|-------------------------------|-----------------|
| Transfers in from Other Funds | \$ 512,501 |
|-------------------------------|-----------------|
- Section 3A The following amounts are hereby appropriated in the Downtown Monroe Fund to record the activities related to economic and physical development for the fiscal year beginning July 1, 2023, and ending June 30, 2024:
- | | |
|-----------------------------------|-----------------|
| Economic and Physical Development | \$ 256,777 |
|-----------------------------------|-----------------|
- Section 3B It is estimated that the following revenues will be available in the Downtown Monroe Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:
- | | |
|--------------------------------|-----------------|
| Municipal Service District Tax | \$ 68,222 |
| Transfers in from Other Funds | 188,555 |
| | \$ 256,777 |
- Section 3C There is hereby levied a tax at the rate of nineteen point five (\$0.195) cents per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2023, for the purpose of "Municipal Service District Tax" in the Special Revenue Funds in Section 3B. This rate was based on an estimated total valuation of property in the Municipal Service District for the purposes of taxation of \$33,593,236 and an estimated rate of collection of ninety-nine and thirty-four hundredths percent (99.34%).

Section 4A The following amounts are hereby appropriated in the Police Forfeiture Fund to record the activities related to assets forfeited to the Police for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Public Safety	\$ 210,000
---------------	-----------------

Section 4B It is estimated that the following revenues will be available in the Police Forfeiture Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Other Financing Sources	\$ 210,000
-------------------------	-----------------

Section 5A The following amounts are hereby appropriated in the Water and Sewer Fund for the operation of the water and sewer facilities for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Distribution System	\$ 12,687,485
Debt Service	2,081,914
Water Filter Plant	6,240,336
Waste Treatment Plant	3,890,635
Increase in Fund Balance	59,954
Transfers out to Other Funds	<u>3,561,562</u>
	\$ 28,521,886

Section 5B It is estimated that the following revenues will be available in the Water and Sewer Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Charges for Water	\$ 9,914,911
Charges for Sewer	12,001,455
Investment Income	1,028,627
Water and Sewer Taps	102,804
Other Revenues	3,474,089
Other Financing Sources	<u>2,000,000</u>
	\$ 28,521,886

Section 6A It is estimated that the following amounts are hereby appropriated in the Water and Sewer Capital Projects Fund for improvements to the City's water and sewer system for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Capital	\$ 500,000
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Section 6B It is estimated that the following revenues will be available in the Water and Sewer Capital Projects Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Transfers in from Other Funds	\$ 500,000
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Section 7A The following amounts are hereby appropriated in the Electric Fund for the operation of the City's electrical system for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Purchases of Electricity	\$ 44,012,193
Energy Services Administrative	4,394,449
Electric System Maintenance and Improvements	13,142,977
Debt Service	1,391,922
Transfers out to Other Funds	2,845,833
Increase in Fund Balance	2,274,684
	\$ 68,062,058

Section 7B It is estimated that the following revenues will be available in the Electric Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Charges for Electricity	\$ 65,920,931
Investment Earnings	1,689,577
Other Revenues	415,568
Other Financing Sources	35,982
	\$ 68,062,058

Section 8A The following amounts are hereby appropriated in the Electric Capital Projects Fund for improvements to the City's electric system for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Capital	\$ 2,375,000
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Section 8B It is estimated that the following revenues will be available in the Electric Capital Projects Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Transfers in from Other Funds	\$ 2,375,000
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Section 9A The following amounts are hereby appropriated in the Natural Gas Fund for the operation of the City's natural gas system for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Natural Gas Purchases	\$ 16,653,006
Natural Gas Maintenance and Improvements	8,950,408
Debt Service	2,740,329
Transfers out to Other Funds	4,134,000
Increase in Fund Balance	12,746
	\$ 32,490,489

Section 9B It is estimated that the following revenues will be available in the Natural Gas Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Charges for Natural Gas	\$ 27,876,421
Investment Earnings	847,233
Other Revenues	81,835
Other Financing Services	<u>3,685,000</u>
	\$ 32,490,489

Section 10A The following amounts are hereby appropriated in the Natural Gas Capital Projects Fund for improvements to the City's natural gas system for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Capital	\$ 3,960,000
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Section 10B It is estimated that the following revenues will be available in the Natural Gas Capital Projects Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Transfers in from Other Funds	\$ 3,960,000
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Section 11A The following amounts are hereby appropriated in the Airport Fund for the operation of the City's municipal airport for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Airport Operations	\$ 3,836,894
Debt Service	<u>1,102,077</u>
	\$ 4,938,971

Section 11B It is estimated that the following revenues will be available in the Airport Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Sales and Services	\$ 3,841,712
Transfers in from Other Funds	<u>1,097,259</u>
	\$ 4,938,971

Section 12A The following amounts are hereby appropriated in the Aquatics and Fitness Center Fund for the operation of the Aquatics and Fitness Center for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Operations	\$ 4,243,700
Debt Service	<u>14,243</u>
	\$ 4,257,943

Section 12B It is estimated that the following revenues will be available in the Aquatics and Fitness Center Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Sales and services	\$ 3,917,290
Investment Earnings	48,336
Other Financing Sources	<u>292,317</u>
	\$ 4,257,943

Section 13A The following amounts are hereby appropriated in the Stormwater Fund for the operation of the stormwater facilities for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Operations	\$ 3,239,818
Debt Service	10,334
Transfers out to Other Funds	290,000
Increase in Fund Balance	<u>43,416</u>
	\$ 3,583,568

Section 13B It is estimated that the following revenues will be available in the Stormwater Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Stormwater Receipts	\$ 2,793,093
Other Operating Revenues	83,450
Investment Earnings	57,025
Other Financing Sources	<u>650,000</u>
	\$ 3,583,568

Section 14A The following amounts are hereby appropriated in the Stormwater Capital Projects Fund for improvements to the stormwater system for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Capital	\$ 290,000
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Section 14B It is estimated that the following revenues will be available in the Stormwater Capital Projects Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Transfers from Other Funds	\$ 290,000
----------------------------	------------------

Section 15A The following amounts are hereby appropriated in the Solid Waste Fund for the operation of refuse collection for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Operations	\$ 678,812
Refuse Collection	2,725,127
Debt Service	<u>7,976</u>
	\$ 3,411,915

Section 15B It is estimated that the following revenues will be available in the Solid Waste Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Refuse Collection Fees	\$ 3,152,196
Other Sales & Services	6,008
Restricted Intergovernmental Revenues	26,619
Investment Earnings	12,491
Other Financing Sources	<u>214,601</u>
	\$ 3,411,915

Section 16A The following amounts are hereby appropriated in the Water Resources Capital Reserve Fund for future construction of a new wastewater treatment plant for fiscal year beginning July 1, 2023, and ending June 30, 2024:

Reserved	\$ 3,263,941
Transfers out to Other Funds	<u>-</u>
	\$ 3,263,941

Section 16B It is estimated that the following revenues will be available in the Water Resources Capital Reserve Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Investment Earnings	\$ 223,213
Transfers In from Other Funds	<u>3,040,728</u>
	\$ 3,263,941

Section 17A The following amounts are hereby appropriated in the Occupancy Tax Fund for capital projects to promote tourism in the city for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Debt Service	\$ 256,665
--------------	-----------------

Section 17B It is estimated that the following revenues will be available in the Occupancy Tax Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Restricted Intergovernmental	\$	213,723
Other Financing Sources		35,882
Investment Earnings		7,060
	\$	<u>256,665</u>

Section 18 The City Manager, the City's Budget Officer, is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a. He/she may transfer amounts between line item expenditures within a department without limitation and without a report being required. These changes should not result in increases in recurring obligations such as salaries.
- b. He/she may transfer between departments within the same fund. These changes should not result in increases in the total budget for the fund.
- c. He/she may not transfer any amounts between funds or activities as adopted, except as approved by the City Council in the Budget Ordinance as amended.

Section 19 Encumbrances. Appropriations herein authorized and made shall have the amount of outstanding encumbrances as of June 30, 2023, added to each appropriation as it appears in order to account for the expenditures in the fiscal year they are paid.

Section 20 A copy of this Budget Ordinance shall be furnished to the Director of Finance for the City of Monroe to be kept on file for direction in the disbursement of funds.

Adopted this 13th day of June, 2023.

Attest:

Marion L. Holloway Jr., Mayor

Bridgette H. Robinson, City Clerk

FY24 REVISED FINANCIAL PLAN - INTERNAL SERVICE FUNDS

SIF HEALTH & DENTAL

Revenues

Contributions from Departments
Investment Earnings
Miscellaneous
Appropriations Fund Balance
Total Revenues

	FY 2022 Actual	FY 2023 Financial Plan	FY 2024 Financial Plan
	\$ 9,321,313	\$ 9,385,109	\$ 10,755,605
	3,715	5,674	57,025
	1,266,672	1,527,594	1,527,594
	\$ 10,591,700	\$ 10,918,377	\$ 12,340,224
	\$ 9,737,742	\$ 10,767,389	\$ 12,133,782
	125,482	150,988	206,442
	\$ 9,863,224	\$ 10,918,377	\$ 12,340,224
Net Revenues/ (Exp.)	\$ 728,476	\$ -	\$ -

Expenditures

Operations
Unreserved
Allocations
Total Expenditures

SIF PROPERTY CASUALTY

Revenues

Contributions from Departments
Investment Earnings
Miscellaneous
Appropriations Fund Balance
Total Revenues

	FY 2022 Actual	FY 2023 Financial Plan	FY 2024 Financial Plan
	\$ 813,417	\$ 860,250	\$ 1,158,256
	1,258	1,913	11,948
	54,168	20,003	20,003
		16,557	8,306
	\$ 868,843	\$ 898,723	\$ 1,198,513
	\$ 799,958	\$ 751,163	\$ 1,070,054
	-	21,538	21,538
	102,012	126,022	106,921
	\$ 901,970	\$ 898,723	\$ 1,198,513
Net Revenues/ (Exp.)	\$ (33,127)	\$ -	\$ -

Expenditures

Operations
Unreserved
Allocations
Total Expenditures

SIF WORKERS' COMP.

Revenues

Contributions from Departments
Investment Earnings
Miscellaneous
Appropriations Fund Balance
Total Revenues

	FY 2022 Actual	FY 2023 Financial Plan	FY 2024 Financial Plan
	\$ 298,892	\$ 450,000	\$ 450,000
	1,651	2,741	18,465
	4,253	-	-
	\$ 304,796	\$ 452,741	\$ 468,465
	\$ 473,058	\$ 307,969	\$ 325,969
	-	-	3,823
	117,443	144,772	138,673
	\$ 590,501	\$ 452,741	\$ 468,465
Net Revenues/ (Exp.)	\$ (285,705)	\$ -	\$ -

Expenditures

Operations
Unreserved
Allocations
Total Expenditures



ANNUAL BUDGET
Fiscal Year 2023 - 2024



FY 2024 BUDGET

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May 9, 2023

Dear Honorable Mayor and City Council:

This letter hereby transmits the proposed budget for the fiscal year ending **2024** to the Mayor and City Council of the City of Monroe.

The preparation of the annual budget is one of the major responsibilities conferred by law upon city managers in North Carolina. City staff has thoughtfully sought to assist in this responsibility of quantifying the cost of service delivery focusing on the most urgent of those requirements.

In developing the City's spending plan to affect services and operations, a number of principles were used during the conceptualization of this recommended budget:

- Realistic assumptions for revenue and expenditure estimates that matched reoccurring revenues with expenditures, as a basis of budget recommendations;
- Strategies sought to balance citizen interests for public safety, staff views on facility sustainment, and employee wellbeing without placing additional financial burdens on our citizenry, merchants, and industry;
- Preserving Fund Balance for future capital outlays, improvements, and contingencies.

The major challenges driving this budget planning and expenditure reconciliation process were:

- Additional staff needed to meet current and projected service demands and succession planning;
- Funding additional street maintenance initiatives;
- Delay in fully funding redevelopment area plans;
- Deferral of various improvements to Downtown.

The Manager's recommended budget increases by approximately **5.9%**, with the *total General Fund budget (including subsidized funds) increasing by 9.6%* and *Enterprise Funds budget increasing by 4.1%* over their current year budgets. Excluding capital projects, the operating budget increased by 13.1%, with the General Fund operating budget increasing 12.2% and the enterprise funds increasing 13.2%. This spending plan proposes maintaining the current general fund ad valorem tax rate of 50.25 cents and downtown municipal tax district's tax rate of 19.5 cents. Other fee and rate revisions are summarized in the respective sections of this Message.

The Governing Body possesses the great responsibility of being stewards of City funds as well as ensuring policies are implemented that foster a vibrant and healthy community. Your direction sets the tone for how the City may progress and in collaboration with our management team and your feedback, a clear set of priorities that can be fulfilled. The budget encompasses a number of recommendations that will foster work force stability, address maintenance challenges, and deploy projects that enhance our community.

GENERAL FUND

The City takes great pride and shows its commitment to revitalization in the downtown area with completion nearing for two previously approved projects, the Phil Bazemore Active Adult Center and the Bobby G. Kilgore Law Enforcement Center. The Phil Bazemore Active Adult Center is expected to be open in June of 2023 and the Bobby G. Kilgore Law Enforcement Center is expected to be complete in July 2023. Funding has been included in the FY 2024 budget to cover operating expenses including the addition of an Administrative Assistant (FT) at the Active Adult Center.

The proposed budget also includes the addition of five other full-time positions and one part-time position. New full-time positions include a Transportation Planner, Paralegal, Webmaster, Construction Project Manager and a Permit Technician. The new part-time position is a Human Resources Analyst position.

City employees continue to remain our single greatest asset. Included is funding for the City's merit program on a sliding scale based on performance of 0-2% and a 2.5% Cost of Living Adjustment. Also included is the increase to the City's retirement program as required by the State of 0.75%.

Maintaining existing facilities is a priority and the proposed FY 2024 budget continues to address many maintenance issues. Replacing flooring, painting and parking lot improvements at the Dickerson Community Center and replacing sidewalks and bleacher pads at the Dickerson tennis courts is planned. Also included are new bathrooms, sidewalks to the dog park and shelter at Sunset Park and painting at Winchester and the Old Armory Community Centers. Flooring and painting at the Monroe County Club ballroom and replacement of the Monroe city limit signs on Highway 74 is also budgeted.

The total General Fund budget is \$55,359,765. This proposed FY 2024 budget being recommended has been balanced through the strategic use of unassigned fund balance, current revenues and installment financings to fund a replacement fire truck and leaf collector truck.

MONROE AQUATICS AND FITNESS CENTER FUND

The proposed budget for the Aquatics and Fitness Center Fund for FY 2024 is \$4,257,943. The Center was added to enhance the quality of life in Monroe by offering activities that can be enjoyed by families in our community. The Center has seen a steady increase in membership and attendance over the past year. Funding for necessary maintenance items including remodeling the lobby and main hallway, treadmill spin bikes, dumb bell and elliptical replacements, retention pond cleanup and pool deck resurfacing at the indoor pool has been included.

WATER AND SEWER FUND

The proposed budget for the Water and Sewer Fund for FY 2024 is \$28,521,886. The City has committed to a financial plan that allows for small increases in the water and sewer rates to accumulate adequate funding for future capital projects to maintain adequate capacity for its current and future customers. In fiscal year 2017, a Resolution was adopted for the establishment of a Water and Sewer Capital Reserve Fund to be used to accumulate funds for the construction of

an expanded wastewater treatment plant (WWTP) and other needed system improvements. Construction of the planned WWTP expansion has been accelerated in the capital improvement plan to begin construction in 2026 instead of the original date of 2032. This expanded WWTP capacity will be on-line in 2029 to ensure meeting the demands for service from the positive economic development and growth the City is experiencing. The City believes it is prudent to accumulate enough cash reserves to fund 40% of the total project cost and finance the remaining 60% with revenue bonds. The FY 2024 budget includes a 3.5% water and sewer rate increase as part of this financial plan.

Capacity fees and other construction related fees will be increased on July 1, 2023 by 3.28% based on the construction cost index. Administrative and non-construction fees will increase by 2.34% according to the consumer price index. Five full-time positions including an Administrative Assistant, a Construction Inspector, a General Manager of Operations, a Civil Engineer and a Water Systems Engineer have been added to help manage the City's systems and add new required programs such as back flow. A Maintenance Field Supervisor, Maintenance Operator II and Construction Operator have been added to oversee maintenance and construction of systems.

Water Capital Improvements: The City's John Glenn Water Treatment Plant has a current capacity of 11.0 MGD. This combined with the Catawba Water Supply of 1.99 MGD (via Union County contract), is expected to meet anticipated demands until 2036, assuming a 2.0 percent annual growth rate. Negotiations are ongoing with Union County for additional future partnerships on water supply.

In order to ensure continued reliable operation of the existing water treatment plant, improvements as recommended in the City's Risk and Resiliency Plan are being made as part of the FY24 budget, in addition to repair and maintenance of other critical equipment at the plant and the addition of an additional Water Treatment Plant Operator.

Sewer Capital Improvements: The City's Wastewater Treatment Plant capacity is projected to serve the City's needs until 2033 at an annual 2.0 percent growth rate. An expansion plan is in place as previously mentioned to ensure that added capacity can be made available by 2029. The new plant is currently being designed.

Infrastructure Renewal: Significant efforts are underway to renew our existing infrastructure. A strategic plan was launched in FY 2014 to repair and replace old and deteriorated segments of the water distribution and sewer collection system to ensure system viability. The City has an aggressive goal to replace 1% of the distribution and collection system each year. The proposed budget includes funding to continue this program.

ELECTRIC FUND

The proposed budget for the Electric Fund for FY 2024 is \$68,062,058. Electric rates for the FY 2024 budget year are proposed to remain the same. Line extension projects are proposed to be funded to extend electric facilities to residential subdivisions, commercial developments and industrial projects. These extensions not only allow the City to serve future load growth, but in some cases provide redundancy by improving the power transfer capability between substations. The proposed budget includes funding to add personnel to keep up with demand due to growth and to reduce reliance on contract workforce. Additions include four full-time positions including a GIS Technician and three Electric Line Superintendents.

NATURAL GAS FUND

The proposed budget for the Natural Gas Fund for FY 2024 is \$32,490,489. Natural gas rates are adjusted monthly to reflect the increases/decreases in the actual cost of natural gas. The margin is budgeted to remain the same in FY 2024. The natural gas system continues to expand to serve new industrial, commercial and residential customers resulting in increased sales volume that may offset future rate increases. The proposed budget includes funding for one additional position, a Records Management Specialist, to keep up with compliance reporting for the utility.

Proposed capital improvements include continued funding of system reinforcement projects to resolve weak portions of the natural gas system and provide redundancy. Funding for projects to meet compliance requirements is included. Funding for line relocation projects due to roadway improvement projects have been included. Infrastructure projects and revenue-based expansions have also been included to accommodate new planned subdivisions as well as new commercial developments and industrial projects.

STORMWATER FUND

The proposed budget for the Stormwater Fund for FY 2024 is \$3,583,568. Stormwater Service is a part of the Engineering Department and has two primary functions - (1) maintain and revitalize the stormwater drainage conveyances on both public and private property in Monroe, and (2) provide a response to the City's NPDES Phase II permit which focuses on maintaining and improving the quality of stormwater runoff. Funding for ongoing small stormwater construction projects, the James Hamilton Road Culvert and the Stewarts Creek Watershed water quality project was included in the FY 2024 budget. There are no stormwater rate increases proposed in this budget.

AIRPORT FUND

The proposed budget for the Airport Fund for FY 2024 is \$4,938,971. The continued focus is to expand operations and attract more traffic of based and transient aircraft. Maintenance items such as bathroom remodeling and new furniture in the terminal are planned as well as updating the computer and network equipment as required by the US Customs and Border Protection Agency.

SOLID WASTE FUND

The proposed budget for the Solid Waste Fund for FY 2024 is \$3,411,915. The Solid Waste Fund covers the cost of recycling and residential/business collection services within the corporate limits as well as litter pickup along the public street right-of-ways. Funding for the purchase of additional trash carts has been included. There is no rate increase proposed for FY 2024.

SELF-INSURANCE FUNDS

The City maintains three self-insurance funds: Workers' Compensation, Property and Casualty and Health and Dental. The proposed annual financial plan for the Health and Dental Insurance Fund no increase for employee premiums, but include a 3% increase to the employer premium contributions or for the upcoming year.

The proposed annual financial plan for the Workers' Compensation Fund for FY 2024 includes funding contributions of \$450,000 that has been allocated to all departments. Funding for the Property and Casualty Fund totals \$1,158,256 that has been allocated to all departments. This amount is 34.6% higher the prior fiscal year.

The City has also been funding post-employment benefit costs for retirees as the expenses have been incurred. The annual required contribution, as calculated by an actuary, represents the projected amount required to fund normal costs each year and is now recorded as a liability to the City on the financial statements. At this time, no funding is recommended for GASB 45 post-employment benefits. The budget includes funding for a study to make recommendations about how this liability can be managed.

CONCLUSION

The City of Monroe will continue to stay focused on the long-term goal of making Monroe a desirable place to live and work and invest. City services and infrastructure will be maintained and developed as community grows and develops. With the extensive planning within our water, sewer, electric and natural gas services, Monroe stands alone in Union County to meet any and all residential and industrial development needs. Ready and able to meet these needs puts Monroe in an excellent position to grow our City. The decisions we make now will lay the foundation for our future and we need to do so with a sound plan and unified voice.

Our continued focus on upkeep and enhancement of downtown and community wide resources through partnerships and proper planning will allow Monroe to grow and flourish. Over time, we will not only change the physical landscape, but also implement standards that are not required, but expected. By reestablishing community pride, Monroe will continue to blossom as the place we proudly call home.

I thank you for the opportunity to present this budget and I look forward to seeing Monroe's potential realized to the fullest. I, along with our staff, will work diligently throughout the remainder of the budget process to achieve the priorities of the Mayor and City Council for the upcoming fiscal year.

Respectfully,



Mark Watson, City Manager

CITY OF MONROE
SUMMARY OF FY 2024 RECOMMENDED BUDGET
BY FUND

FUND	FY23	FY24	INC / (DEC)
General	\$ 42,315,580	\$ 47,666,257	\$ 5,350,677
Center Theatre	1,116,050	1,118,016	1,966
Parks & Recreation	4,171,915	4,595,883	423,968
Golf Course	1,384,772	1,599,526	214,754
GF Capital Reserve	-	-	-
GF Capital Projects	1,608,897	512,501	(1,096,396)
Subtotal General Fund	50,597,214	55,492,183	4,894,969
Aquatics Center	3,913,551	4,257,943	344,392
Occupancy Tax Capital	258,343	256,665	(1,678)
Occupancy Rax Capital Projects			-
Downtown Monroe	274,322	256,777	(17,545)
Police Asset Forfeiture	213,000	210,000	(3,000)
Water & Sewer	19,547,224	24,981,158	5,433,934
Water & Sewer Cap Projects	9,325,000	500,000	(8,825,000)
Water & Sewer Reserve	2,997,102	3,263,941	266,839
Subtotal Water & Sewer	31,869,326	28,521,886	(3,124,227)
Stormwater	2,629,636	3,293,568	663,932
Stormwater Capital Projects	200,000	290,000	90,000
Subtotal Stormwater	2,829,636	3,583,568	753,932
Electric	65,524,582	65,687,058	162,476
Electric Capital Projects	3,325,000	2,375,000	(950,000)
Subtotal Electric	68,849,582	68,062,058	(787,524)
Natural Gas	20,001,700	28,355,488	8,353,788
Natural Gas Capital Projects	4,135,000	3,960,000	(175,000)
Subtot Richard Long, City Attorney	24,136,700	32,490,489	8,353,789
Airport	4,022,078	4,938,971	916,893
Solid Waste	3,197,931	3,411,915	213,984
Total	\$ 190,161,683	\$ 201,482,455	\$11,543,985

SUMMARY OF FY 2024 INTERNAL SERVICE FUNDS FINANCIAL PLANS

Health and Dental	\$ 10,918,377	\$ 12,340,224	\$ 1,421,847
Worker's Compensation	452,741	468,465	15,724
Property & Casualty	898,723	1,198,513	299,790
Total	\$ 12,269,841	\$ 14,007,202	\$ 1,737,361

Notes: Excludes internal transfers out to other funds.

CITY OF MONROE
SUMMARY OF FY 2024 RECOMMENDED BUDGET
GENERAL FUND BY DEPARTMENT

OPERATING BUDGET (EXCLUDES CAPITAL)

DESCRIPTION	FY23	FY24	INC / (DEC)
Legislative	\$ 351,090	\$ 490,834	\$ 139,744
City Administrative	2,042,011	3,684,405	1,642,394
Facilities Maintenance	1,447,529	1,561,827	114,298
Finance	4,307,721	4,460,736	153,015
Human Resources	1,035,622	1,157,737	122,115
Engineering & Streets	4,228,280	4,673,005	444,725
Building Standards	1,263,426	1,378,769	115,343
Planning	1,415,591	1,636,499	220,908
Police	13,504,268	14,236,709	732,441
Fire	10,576,951	12,134,425	1,557,474
Info Technology	1,623,433	1,742,553	119,120
Outside Agency Funding	310,150	287,190	(22,960)
Economic Dev. Incentive Agreements	1,275,940	1,163,761	(112,179)
Debt Service	2,240,182	2,289,618	49,436
Cost Allocations	(7,822,226)	(8,539,692)	(717,466)
Total	\$ 37,799,968	\$ 42,358,376	\$ 4,558,408

CAPITAL IMPROVEMENT PLAN

DESCRIPTION	FY23	FY24	INC / (DEC)
Legislative	\$ -	\$ -	\$ -
City Administrative	-	51,105	51,105
Facilities Maintenance	380,000	189,105	(190,895)
Finance	40,000	35,000	(5,000)
Human Resources	30,000	-	(30,000)
Engineeri Richard Long, City Attorney	1,902,760	2,447,501	544,741
Building Standards	262,689	37,500	(225,189)
Planning	33,000	-	(33,000)
Police	626,000	900,000	274,000
Fire	1,196,832	1,647,670	450,838
Info Technology	44,331	-	(44,331)
Total	\$ 4,515,612	\$ 5,307,881	\$ 792,269

TOTAL GENERAL FUND BUDGET

DESCRIPTION	FY23	FY24	INC / (DEC)
Legislative	\$ 351,090	\$ 490,834	\$ 139,744
City Administrative	2,042,011	3,735,510	1,693,499
Facilities Maintenance	1,827,529	1,750,932	(76,597)
Finance	4,347,721	4,495,736	148,015
Human Resources	1,065,622	1,157,737	92,115
Engineering & Streets	6,131,040	7,120,506	989,466
Building Standards	1,526,115	1,416,269	(109,846)
Planning	1,448,591	1,636,499	187,908
Police	14,130,268	15,136,709	1,006,441
Fire	11,773,783	13,782,095	2,008,312
Info Technology	1,667,764	1,742,553	74,789
Outside Agency Funding	310,150	287,190	(22,960)
Economic Dev. Incentive Agreements	1,275,940	1,163,761	(112,179)
Debt Service	2,240,182	2,289,618	49,436
Cost Allocations	(7,822,226)	(8,539,692)	(717,466)
Total	\$ 42,315,580	\$ 47,666,257	\$ 5,350,677

LEGISLATIVE

City Council, Boards, & Commissions

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel ⁽¹⁾	\$ 206,954	\$ 212,357	\$ 243,855
Operations ⁽²⁾	129,279	138,733	246,979
Capital	-	-	-
Outside Agencies Appropriations	358,790	310,150	285,190
Subtotal	\$ 695,023	\$ 661,240	\$ 776,024
Allocations	(205,457)	(230,388)	(231,991)
Total Budget	\$ 489,566	\$ 430,852	\$ 544,033

Notes:

⁽¹⁾ FY24 proposed Council salaries increased by 11% using the FY22 HUD Median Family Income inflation calculation

⁽²⁾ FY24 includes addition of state legislative lobbyist

ELECTED PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	7	7	7

GENERAL ADMINISTRATION

City Manager Division

Mark Watson, City Manager

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel ⁽¹⁾	\$ 731,909	\$ 718,737	\$ 1,063,707
Operations	357,732	441,596	581,289
Capital ⁽²⁾	52,096	-	51,105
Subtotal	\$ 1,141,737	\$ 1,160,333	\$ 1,696,101
Allocations	(396,366)	(431,624)	(446,447)
Total Budget	\$ 745,371	\$ 728,709	\$ 1,249,654

Notes:

⁽¹⁾ FY24 includes severance and new Construction Project Manager

⁽²⁾ FY24 includes 4WD truck for new position

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	4	4	5

CAPITAL IMPROVEMENT SUMMARY - CITY MANAGER

Item Description	Department Request	City Manager Recommendation	Fund Source
4x4 truck for new Construction Project Manager	\$ 51,105	\$ 51,105	Operating
Total Capital	\$ 51,105	\$ 51,105	

City Attorney Division

Richard Long, City Attorney

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel ⁽¹⁾	\$ 364,535	\$ 375,140	\$ 397,958
Operations ⁽²⁾	432,546	83,644	588,006
Capital	-	-	-
Subtotal	\$ 797,082	\$ 458,784	\$ 985,964
Allocations	(282,406)	(302,190)	(524,731)
Total Budget	\$ 514,676	\$ 156,594	\$ 461,233

Notes:

⁽¹⁾ FY24 includes severance and new Paralegal

⁽²⁾ FY22 includes motion costs and FY24 includes \$500M contract with outside attorney

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	2	2	2

Public Information Division

Pete Hovanec, Director of Communications & Tourism

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel ⁽¹⁾	\$ 60,128	\$ 118,686	\$ 245,413
Operations ⁽²⁾	239,630	254,724	263,411
Capital	36,610	-	-
Subtotal	\$ 336,368	\$ 373,410	\$ 508,824
Allocations	(93,157)	(104,989)	(103,709)
Total Budget	\$ 243,211	\$ 268,421	\$ 405,115

Notes:

⁽¹⁾ FY24 includes new Webmaster

⁽²⁾ Operations - Expenditures include annual Airshow funding, \$240K

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	2	2	3

Economic Development Division

Mark Watson, City Manager

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ -	\$ -	\$ -
Operations ⁽¹⁾	72,276	49,484	544,621
Economic Incentives	998,830	1,275,940	1,163,761
Capital Projects	-	-	-
Subtotal	\$ 1,071,106	\$ 1,325,424	\$ 1,708,382
Allocations	(473,622)	(683,882)	(838,154)
Total Budget	\$ 597,484	\$ 641,542	\$ 870,228

Notes:

⁽¹⁾ FY24 includes economic development agreement with MUCEDC

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	0	0	0

FACILITIES

Facilities Maintenance

Matthew Black, Director of Downtown

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 614,738	\$ 737,346	\$ 750,561
Operations	567,555	710,183	811,266
Capital	141,361	380,000	189,105
Subtotal	\$ 1,323,654	\$ 1,827,529	\$ 1,750,932
Allocations	(167,072)	(271,253)	(210,148)
Total Expenditure Budget	\$ 1,156,582	\$ 1,556,276	\$ 1,540,784

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	9	9	9

CAPITAL IMPROVEMENT SUMMARY

Item Description	Department Request	City Manager Recommendation	Fund Source
Renov Old Pump House for new offices	\$ 406,950	delay	
Replace landscaping truck #2439	\$ 54,105	\$ 54,105	Fund Balance
Scissor Lift	\$ 31,415	delay	
ADA Improvements	\$ 30,000	\$ 30,000	Operating
HVAC replacements	\$ 75,000	\$ 75,000	Operating
Replace shingle roof at Old City Hall	\$ 30,000	\$ 30,000	Fund Balance
Richard Long, City Attorney	\$ 627,470	\$ 189,105	

FINANCE

Administration Division
Lisa Strickland, Director of Finance

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel ⁽¹⁾	\$ 395,259	\$ 594,505	\$ 574,799
Operations	17,684	34,995	41,148
Capital	\$ -	\$ -	\$ -
Debt Service	2,402,390	2,240,182	2,289,618
Subtotal	\$ 2,815,332	\$ 2,869,682	\$ 2,905,565
Allocations	(257,380)	(298,997)	(441,549)
Total Budget	\$ 2,557,952	\$ 2,570,685	\$ 2,464,016

Notes:

⁽¹⁾ FY23 proposed budget includes the reclassification of Budget Analyst to Finance Administration from Accounting

⁽¹⁾ FY23 proposed budget includes a new Grant Administrator, \$85K.

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	3	5	5

FINANCE

Accounting Division

Lisa Strickland, Director of Finance

FISCAL SUMMARY

Richard Long, City Attorney	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 486,817	\$ 495,961	\$ 550,184
Operations	104,700	115,385	119,594
Capital	-	-	-
Subtotal	\$ 591,517	\$ 611,346	\$ 669,778
Allocations	(284,702)	(316,914)	(319,931)
Total Budget	\$ 306,815	\$ 294,432	\$ 349,847

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	5	5	5

FINANCE

Utility Billing Division

Lisa Strickland, Director of Finance

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 625,297	\$ 693,402	\$ 687,988
Operations	163,956	204,494	211,613
Capital	60,805	-	-
Subtotal	\$ 850,059	\$ 897,896	\$ 899,601
Allocations	(960,791)	(979,731)	(1,040,135)
Total Budget	\$ (110,732)	\$ (81,835)	\$ (140,534)

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	9	9	9

CAPITAL IMPROVEMENT SUMMARY-BILLING

Item Description	Department Request	City Manager Recommendation	Funding Source
Replace Truck # 2767 2017 Ford F150	\$ 35,000	delay	
Total Capital	\$ 35,000	\$ -	

FINANCE

Purchasing Division

Lisa Strickland, Director of Finance

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 192,881	\$ 219,668	\$ 225,979
Operations	11,742	23,037	24,216
Capital	-	35,000	35,000
Subtotal	\$ 204,623	\$ 277,705	\$ 285,195
Allocations	(116,314)	(151,316)	(90,054)
Total Budget	\$ 88,309	\$ 126,389	\$ 195,141

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	2	2	2

CAPITAL IMPROVEMENT SUMMARY-FINANCE PURCHASING

Item Description	Department Request	City Manager	Funding Source
Replace veeder root consoles and probes at fuel pumps	\$ 35,000	\$ 35,000	Fund Balance
Total Capital	\$ 35,000	\$ 35,000	

FINANCE

Fleet Division

Lisa Strickland, Director of Finance

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 292,759	\$ 328,667	\$ 345,827
Operations	43,466	48,521	48,583
Capital	910	-	-
Subtotal	\$ 337,136	\$ 377,188	\$ 394,410
Allocations	(181,279)	(280,529)	(216,558)
Total Budget	\$ 155,857	\$ 96,659	\$ 177,852

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	4	4	4

FINANCE

Warehouse Division

Lisa Strickland, Director of Finance

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 254,583	\$ 319,554	\$ 306,550
Operations	54,708	52,192	50,980
Capital	4,533	5,000	-
Subtotal	\$ 313,825	\$ 376,746	\$ 357,530
Allocations	(450,309)	(488,337)	(543,923)
Total Budget	\$ (136,484)	\$ (111,591)	\$ (186,393)

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	4	4	4

FINANCE

Payment Center Division
Lisa Strickland, Director of Finance

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 423,073	\$ 460,251	\$ 473,494
Operations	114,046	125,540	138,476
Capital	3,623	-	-
Subtotal	\$ 540,741	\$ 585,791	\$ 611,970
Allocations	(466,985)	(498,323)	(547,924)
Total Budget	\$ 73,756	\$ 87,468	\$ 64,046

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	5	5	5

FINANCE

Customer Service Division
Lisa Strickland, Director of Finance

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel ⁽¹⁾	\$ 455,604	\$ 509,721	\$ 571,267
Operations	66,424	81,828	90,038
Capital	4,533	-	-
Subtotal	\$ 526,562	\$ 591,549	\$ 661,305
Allocations	(641,587)	(694,204)	(677,405)
Total Budget	\$ (115,025)	\$ (102,655)	\$ (16,100)

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	7	7	7

HUMAN RESOURCES

Human Resources Division
Debra C. Reed, Director of Human Resources

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 548,050	\$ 812,009	\$ 896,678
Operations	94,892	55,875	58,153
Capital	13,418	-	-
Subtotal	\$ 656,360.34	\$ 867,884.00	\$ 954,831.00
Allocations	(431,189)	(500,695)	(558,089)
Total Budget	\$ 225,171.34	\$ 367,189.00	\$ 396,742.00

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	5	5	5

HUMAN RESOURCES

Risk Management Division
Debra C. Reed, Director of Human Resources

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 110,877	\$ 110,751	\$ 117,205
Operations	47,540	56,987	85,701
Capital	-	30,000	-
Subtotal	\$ 158,416	\$ 197,738	\$ 202,906
Allocations	(103,345)	(137,128)	(109,970)
Total Budget	\$ 55,071	\$ 60,610	\$ 92,936

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	1	1	1

ENGINEERING

Engineering Division

Sarah McAllister, Engineering Director

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 868,449	\$ 1,049,768	\$ 1,139,280
Operations	61,807	62,945	71,938
Capital	36,513	37,500	45,000
Capital Project	677,246	280,000	262,501
Subtotal	\$ 1,644,016	\$ 1,430,213	\$ 1,518,719
Allocations	(372,428)	(378,026)	(362,811)
Total Budget	\$ 1,271,588	\$ 1,052,187	\$ 1,155,908

FULL-TIME PERSONNEL SUMMARY

Item Description	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	10	10	10

CAPITAL IMPROVEMENT SUMMARY – ENGINEERING

	Department Request	City Manager Recommendation	Funding Source
Replace 2013 Ford F-150	\$ 45,000	\$ 45,000	Fund Balance
Total Capital	\$ 45,000	\$ 45,000	

CAPITAL PROJECT SUMMARY

Item Description	Department Request	City Manager Recommendation	Funding Source
Sidewalk maintenance	\$ 200,000	\$ 200,000	Fund Balance
Ops Center Parking Lot	\$ 62,501	\$ 62,501	Fund Balance & Allocation from Other Funds
Total Capital	\$ 262,501	\$ 262,501	

ENGINEERING

Street Division/Powell Bill
Sarah McAllister, Engineering Director

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 1,198,845	\$ 1,523,916	\$ 1,850,874
Operations	940,145	1,591,651	1,610,913
Capital	193,159	215,760	170,000
Construction	-	1,369,500	1,970,000
Subtotal	\$ 2,332,149	\$ 4,700,827	\$ 5,601,787
Allocations	(663,466)	(374,178)	(524,042)
Total Budget	\$ 1,668,683	\$ 4,326,649	\$ 5,077,745

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	19	19	19

CAPITAL IMPROVEMENT SUMMARY-STREET

Item Description	Department Request	City Manager Recommendation	Funding Source
Contract Resurfacing \$30 Vehicle Tax (on-going)	\$ 1,003,000	\$ 1,003,000	\$30 Vehicle Tax
Continued Contract Resurfacing	\$ 500,000	\$ 500,000	Operating
Add'l Continued Contract Resurfacing	\$ 400,000	\$ 400,000	Fund Balance
Parking Lot Resurfacing (Church St at Crowell St)	\$ 67,000	\$ 67,000	Fund Balance
Hayne Street Streetscape (Houston St to Sunset Dr)	\$ 1,224,000	delay	
Total Capital	\$ 3,194,000	\$ 1,970,000	

CAPITAL IMPROVEMENT SUMMARY – POWELL BILL

Item Description	Department Request	City Manager Recommendation	Funding Source
Case Backhoe to replace 2007 model	\$ 170,000	\$ 170,000	Restricted Fund Balance
Total Capital	\$ 170,000	\$ 170,000	

Building Standards
Code Enforcement Division
Lisa Stiwinter, Director of Planning & Development

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 212,120	\$ 285,468	\$ 390,279
Operations	79,841	119,178	109,550
Capital	-	174,027	-
Total Expenditure Budget	\$ 291,961	\$ 578,673	\$ 499,829
Program Revenue	52,471	37,481	47,200
General Fund Revenues	239,490.04	541,192	452,629
Total Revenue Budget	\$ 291,961	\$ 578,673	\$ 499,829

Notes:

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	3	4	4

Building Standards
 Building Standards Division
 Lisa Stiwwinter, Director of Planning & Development

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel ⁽¹⁾	\$ 592,414	\$ 753,756	\$ 756,722
Operations	77,955	105,024	122,218
Capital	8,108	88,662	37,500
Total Expenditure Budget	\$ 678,477	\$ 947,442	\$ 916,440
Department Revenue	1,740,261	680,568	1,314,075
Funding From General Fund	-	178,212	-
Restricted GF Fund Balance	-	88,662	56,300
Total Revenue Budget	\$ 1,740,261	\$ 947,442	\$ 1,370,375
Restricted	\$ 1,061,784	\$ -	\$ 453,935

Notes:

⁽¹⁾ FY24 proposed budget includes a new Permit Technician I at 75%

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	6	7	7.75

CAPITAL IMPROVEMENT SUMMARY

Item Description	Department Request	City Manager Recommendation	Funding Source
Replace 2008 F150	\$ 37,500	\$ 37,500	Restricted Fund Balance
Total Capital	\$ 37,500	\$ 37,500	

PLANNING

Planning

Lisa Stiwinter, Director of Planning and Development

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel ⁽¹⁾	\$ 819,609	\$ 951,082	\$ 1,139,885
Operations	127,152	50,298	76,810
Capital	-	33,000	-
Subtotal	\$ 946,761	\$ 1,034,380	\$ 1,216,695
Allocations	-	-	-
Total Expenditure Budget	\$ 946,761	\$ 1,034,380	\$ 1,216,695
Department Revenue	171,415	120,843	347,631
Funding From General Fund	775,346	913,537	869,064
Total Revenue Budget	\$ 946,761	\$ 1,034,380	\$ 1,216,695

Notes:

⁽¹⁾ FY24 proposed budget includes a Transportation Planner and new Permit Technician I at 25%

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	10	10	11.25

CAPITAL PROJECT SUMMARY

Item Description	Department Request	City Manager Recommendation	Funding Source
Concord Ave Redevelopment	\$ 500,000	delay	
Total Capital	\$ 500,000	\$ -	

PLANNING

Community Development Division
Lisa Stiwinter, Director of Planning and Development

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 115,604	\$ 122,620	\$ 125,479
Operations	128,191	159,762	159,806
Community Assistance	-	-	-
Subtotal	\$ 243,795	\$ 282,382	\$ 285,285
Allocations	-	-	-
Total Expenditure Budget	\$ 243,795	\$ 282,382	\$ 285,285
Department Revenue	749	-	1,100
Funding From General Fund	243,795	282,382	285,285
Total Revenue Budget	\$ 244,544	\$ 282,382	\$ 286,385

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	1	1	1

PLANNING

Community Maintenance Division
Lisa Stiwinter, Director of Planning and Development

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ -	\$ 113,439	\$ 118,860
Operations	-	18,390	15,659
Capital	-	-	-
Subtotal	\$ -	\$ 131,829	\$ 134,519
Allocations	-	-	-
Total Budget	\$ -	\$ 131,829	\$ 134,519

Division was previously in the Solid Waste Fund.

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	0	2	2

POLICE DEPARTMENT

Bryan Gilliard, Police Chief

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 10,489,695	\$ 11,724,309	\$ 12,392,974
Operations	1,451,929	1,779,959	1,843,735
Capital	18,702	626,000	900,000
Total Expenditure Budget	\$ 11,960,325	\$ 14,130,268	\$ 15,136,709
Department Revenue	36,967	33,873	28,338
Restricted Intergovernmental ⁽¹⁾	697,923	547,570	602,981
Installment Financing	-	-	-
Funding From General Fund	11,225,435	13,548,825	14,505,390
Total Revenue Budget	\$ 11,960,325	\$ 14,130,268	\$ 15,136,709

Notes:

⁽¹⁾ Restricted Intergovernmental revenues include reimbursements for School Resource Officers and the Alcohol Board of Control Law Enforcement Officer

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	111	112	112

CAPITAL IMPROVEMENT SUMMARY

Item Description	Department Request	City Manager Recommendation	Funding Source
Replace 12 Pursuit Vehicles	\$ 576,000	\$ 576,000	Operating Revenue
Increase base budget to cover inflationary cost of pursuit vehicles	\$ 144,000	\$ 144,000	Operating Revenue
Replace vehicles declared total loss by insurance adjusters	\$ 180,000	\$ 180,000	Fund Balance
Total Capital	\$ 900,000	\$ 900,000	

FIRE DEPARTMENT

Ron Fowler, Fire Chief

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 8,347,132	\$ 9,585,362	\$ 10,821,363
Operations	951,401	991,589	1,313,062
Capital	160,727	1,196,832	1,647,670
Capital Projects	-	-	-
Total Expenditure Budget	\$ 9,459,259	\$ 11,773,783	\$ 13,782,095
Department Revenue	98,766	647,111	78,556
Restricted Intergovernmental ⁽¹⁾	40,000	-	-
Installment Financing	-	825,000	1,400,000
Funding From General Fund	9,320,493	10,301,672	12,303,539
Total Revenue Budget	\$ 9,459,259	\$ 11,773,783	\$ 13,782,095

Notes:

⁽¹⁾ Restricted Intergovernmental revenue is SAFER grant funding.

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized Authorized	FY 2023 Authorized Authorized	FY 2024 Proposed Proposed
Positions	87	96	96

CAPITAL IMPROVEMENT SUMMARY

Item Description	Department Request	City Manager Recommendation	Funding Source
Richard Long, City Attorney	\$ 1,400,000	\$ 1,400,000	Financing Proceeds
Replace Thermal Imaging Cameras (3/year)	\$ 19,518	\$ 19,518	Fund Balance
Upgrade SCBA Mask w/Radio Comm system (24-Engineers Mask)	\$ 31,200	\$ 31,200	Fund Balance
Replace (6) APX-800 MHz portable radios	\$ 44,880	\$ 44,880	Fund Balance
Replace Unimac Gear Extractor COM#000525	\$ 8,572	\$ 8,572	Fund Balance
Replace Chief 1 vehicle #2350, 2008 Tahoe	\$ 50,000	\$ 50,000	Fund Balance
Replace CAR 6 vehicle used as the Training Division Chief Truck	\$ 73,500	\$ 73,500	Fund Balance
UTV - for use during air show & other events/incidents	\$ 20,000	\$ 20,000	Fund Balance
Replace driving pad at training grounds	\$ 477,590	delay	
Replace signage at Fire Station #2	\$ 10,000	delay	
Replace City Hall fire alarm panel and components	\$ 25,812	delay	
15 Passenger Van to Transport Firefighters	\$ 43,000	delay	
hazardous materials identifying device	\$ 92,000	delay	
30"x75" metal storage bldg for training equipment	\$ 104,625	delay	
PPE Gear Dryers for Stations 2 & 3	\$ 13,777	delay	
implementation of a drone program (includes license & training)	\$ 8,700	delay	
Metal storage bldg for hazardous materials (Sta 5)	\$ 30,000	delay	
training grounds fencing - from main gate to DOT gate	\$ 30,000	delay	
Replace gravel drive with asphalt entering the training grounds (street division labor)	\$ 61,300	delay	
Total Capital	\$ 2,544,474	\$ 1,647,670	

INFORMATION TECHNOLOGY

Management Information Services

Josh Hyatt, Director of Info Technology

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 471,307	\$ 612,810	\$ 680,000
Operations	773,342	777,973	803,860
Capital	233,749	44,331	-
Subtotal	\$ 1,478,399	\$ 1,435,114	\$ 1,483,860
Allocations	(454,175)	(564,876)	(551,018)
Total Budget	\$ 1,024,224	\$ 870,238	\$ 932,842

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized Authorized	FY 2023 Authorized Authorized	FY 2024 Proposed Proposed
Positions	5	5	5

GIS

Josh Hyatt, Director of Info Technology

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel ⁽¹⁾	\$ 98,290	\$ 165,208	\$ 186,752
Operations	36,707	67,442	71,941
Capital	-	-	-
Subtotal	\$ 134,997	\$ 232,650	\$ 258,693
Allocations	(116,914)	(134,646)	(201,103)
Total Budget	\$ 18,083	\$ 98,004	\$ 57,590

Notes:

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	1	2	2

Notes:

⁽¹⁾ FY23 proposed budget includes a new GIS Specialist

Center Theatre

Pete Hovanec, Director of Communications & Tourism

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel ⁽¹⁾	\$ 230,352	\$ 301,285	\$ 303,462
Operations	170,519	496,855	506,051
Capital	912	-	-
Debt Service	327,142	317,910	308,503
Subtotal	\$ 728,926	\$ 1,116,050	\$ 1,118,016
Allocations	-	-	-
Total Expenditure Budget	\$ 728,926	\$ 1,116,050	\$ 1,118,016
Sales & Services	\$ 124,975	\$ 411,918	\$ 411,918
Donations / Sponsorships	277,094	146,875	-
Other Revenue	(644)	119,713	119,713
Appropriation-Center Theatre	-	200,000	200,000
Fund Balance			
Funding From General Fund	334,624	237,544	386,385
Total Revenue Budget	\$ 736,049	\$ 1,116,050	\$ 1,118,016
Net Revenue/(Expenditure)	\$ 7,123	\$ -	\$ -

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized Authorized	FY 2023 Authorized Authorized	FY 2024 Proposed Proposed
Positions	3	3	3

PARKS & RECREATION

Administration Division

Ryan Jones, Director of Parks & Recreation

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 253,631	\$ 234,924	\$ 236,685
Operations	18,629	20,645	19,626
Capital	5,023	-	-
Debt Service	484,400	491,914	474,897
Subtotal	\$ 761,683	\$ 747,483	\$ 731,208
Allocations	(73,922)	(121,966)	(103,796)
Total Expenditure Budget	\$ 687,761	\$ 625,517	\$ 627,412

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	2	2	2

PARKS & RECREATION

Recreation

Ryan Jones, Director of Parks & Recreation

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel ⁽¹⁾	\$ 867,351	\$ 1,193,632	\$ 1,199,048
Operations	540,133	620,398	671,156
Capital Equipment	55,609	-	65,000
Capital Projects	-	100,000	100,000
Total Expenditure Budget	\$ 1,463,093	\$ 1,914,030	\$ 2,035,204
Program Revenue	265,368	330,590	331,690
Installment Financing	-	-	-
Other Recreation Revenue	14,394	8,000	8,000
Funding From General Fund	1,183,331	1,575,440	1,695,514
Total Revenue Budget	\$ 1,463,093	\$ 1,914,030	\$ 2,035,204

Notes:

⁽¹⁾ FY24 proposed budget includes a new Administrative Assistant for the Bazemore Active Adult Center

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	9	9	10

CAPITAL IMPROVEMENT SUMMARY

Item Description	Department Request	City Manager Recommendation	Fund Source
Repl bus for Active Adult Ctr	\$ 65,000	\$ 65,000	Fund Balance
Total Capital	\$ 65,000	\$ 65,000	

CAPITAL PROJECT SUMMARY

Item Description	Department Request	City Manager Recommendation	Fund Source
Greenways	\$ 100,000	\$ 100,000	Fund Balance
Renovation of Creft Park	\$ 200,000	delay	
Total Capital	\$ 300,000	\$ 100,000	

PARKS & RECREATION

Parks Maintenance

Ryan Jones, Director of Parks & Recreation

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 882,750	\$ 1,060,807	\$ 1,091,993
Operations	298,411	335,601	421,821
Capital	360,103	252,000	441,500
Capital Projects	-	-	-
Subtotal	\$ 1,541,263	\$ 1,648,408	\$ 1,955,314
Allocations	(15,314)	(16,040)	(22,047)
Total Expenditure Budget	\$ 1,525,949	\$ 1,632,368	\$ 1,933,267
Program Revenue	9,412	11,734	11,734
Restricted Intergovernmental	3,864	-	-
Installment Financing	-	-	270,000
Funding From General Fund	1,512,673	1,620,634	1,651,533
Total Revenue Budget	\$ 1,525,949	\$ 1,632,368	\$ 1,933,267

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Authorized	FY 2023 Authorized	FY 2024 Proposed
Positions	13	13	13

CAPITAL IMPROVEMENT SUMMARY

Item Description	Department Request	City Manager Recommendation	Fund Source
Dickerson Tennis Cts - Repl sidewalks & bleacher pads	\$ 15,000	\$ 15,000	Fund Balance
Concrete Dickerson pkg lot	\$ 16,500	\$ 16,500	Fund Balance
Sunset Park - sidewalks to dog park, shelter & bleacher pads	\$ 10,000	\$ 10,000	Fund Balance
Replace Leaf Truck	\$ 270,000	\$ 270,000	Installment Financing
Sunset Park Restrooms	\$ 130,000	\$ 130,000	Fund Balance
Paint Sutton Park outdoor basketball court	\$ 25,500	delay	
Paint Winchester Park outdoor basketball court	\$ 24,000	delay	
Control Link - Tonawanda Park Splash Pad	\$ 27,000	delay	
Replace Toro 4100D	\$ 112,000	delay	
Total Capital	\$ 630,000	\$ 441,500	

PARKS & RECREATION

Golf Course

Pete Hovanec, Director of Communications and Tourism

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 517,591	\$ 657,726	\$ 730,468
Operations	399,094	432,349	473,726
Capital	172,623	146,000	184,194
Capital Projects	50,000	50,000	50,000
Debt Service	7,545	7,550	7,421
Total Expenditure Budget	\$ 1,146,854	\$ 1,293,625	\$ 1,445,809
Sales & Services	1,122,662	1,002,145	1,095,345
Other Revenue	-	-	-
Appropriation from MCC FB		108,000	128,734
Funding From General Fund	24,192	183,480	221,730
Total Revenue Budget	\$ 1,146,854	\$ 1,293,625	\$ 1,445,809

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Positions	6	7	7

CAPITAL IMPROVEMENT SUMMARY

Item Description	Department Request	City Manager Recommendation	Funding Source
Replace fairway mower	\$ 95,464	\$ 95,464	MCC Fund Balance
Replace greens sprayer	\$ 55,061	\$ 55,061	GF Fund Balance
Replace Toro Sand-Pro	\$ 33,669	\$ 33,669	MCC Fund Balance
New irrigation system	\$ 325,000	delay	
Total Capital	\$ 509,194	\$ 184,194	

CAPITAL PROJECT SUMMARY

Item Description	Department Request	City Manager Recommendation	Fund Source
Tee Box/Bunker Renovation	\$ 50,000	\$ 50,000	GF Fund Balance
Total Capital	\$ 50,000	\$ 50,000	

PARKS & RECREATION

Ballroom

Pete Hovanec, Director of Communications and Tourism

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 32,677	\$ 45,332	\$ 46,319
Operations	38,039	45,815	107,398
Total Expenditure Budget	\$ 70,715	\$ 91,147	\$ 153,717
Ballroom Rental	51,295	46,750	77,750
Rental Discounts	-	(16,450)	(16,450)
Funding From General Fund	19,420	60,847	92,417
Total Revenue Budget	\$ 70,715	\$ 91,147	\$ 153,717

Notes:

Staff is part-time.

DOWNTOWN MONROE, INC.
Matthew Black, Director of Downtown Monroe

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 123,239	\$ 137,272	\$ 156,694
Operations	500,180	135,978	97,596
Capital	912	-	-
Capital Projects	411,340	80,000	100,000
Debt Service	2,609	2,610	2,487
Total Expenditure Budget	\$ 1,038,279	\$ 355,860	\$ 356,777
Tax Revenue	61,682	64,847	68,072
Other Division Revenue	210	150	150
Installment Financing	-	-	-
Funding From General Fund	976,387	290,863	288,555
Total Revenue Budget	\$ 1,038,279	\$ 355,860	\$ 356,777

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Positions	1	1	1

CAPITAL PROJECT SUMMARY

Item Description	Department Request	City Manager Recommendation	Funding Source
Hwy 74 gateway signage	\$ 100,000	\$ 100,000	Fund Balance
Purchase 718 N. Clt Ave for Belk Tonawanda Pk ingress/egress	\$ 450,000	delay	
Design and construction of Old Clt Ave/Lancaster Hwy roundabout	\$ 2,190,000	delay	
(8) Downtown gateway signs (Main St & Jefferson; 4 ea)	\$ 1,000,000	delay	
Architectural plans and contractor work for 108 N. Main St	\$ 100,000	delay	
Total Capital	\$ 3,840,000	\$ 100,000	

OCCUPANCY TAX CAPITAL FUND

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Capital	\$ -		
Construction	-		
Operating	-		
Unreserved	-		
Debt Service ⁽¹⁾	254,351	258,343	256,665
Total Expenditure Budget	\$ 254,351	\$ 258,343	\$ 256,665
Occupancy Tax	241,174	199,497	213,723
Donations/Sponsorships			
Fund Balance Approp.	-	58,017	35,882
Investment Earnings	474	829	7,060
Installment Financings	-		
Total Revenue Budget	\$ 241,648	\$ 258,343	\$ 256,665
Net	\$ (12,703)	\$ -	\$ -

Notes:

⁽¹⁾ Debt Service is for the Science Center.

WATER RESOURCES

Administration and Engineering Division
Scott E. Clark, Director

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel ⁽¹⁾	\$ 1,056,250	\$ 1,146,970	\$ 1,606,714
Operations	312,492	486,954	450,547
Capital	20,332	-	110,710
Capital Projects	2,350,000	9,325,000	500,000
Capital Reserve Funding	3,747,744	2,952,163	3,040,728
Unreserved	-	27,142	59,954
Debt Service	2,375,491	2,367,397	2,081,914
Subtotal	\$ 9,862,308	\$ 16,305,626	\$ 7,850,567
Allocations	905,443	984,607	1,302,725
Total Budget	\$ 10,767,751	\$ 17,290,233	\$ 9,153,292

Notes:

⁽¹⁾ FY24 proposed budget includes the addition of Administrative Assistant, Systems Engineer, Construction Inspector I, and General Manager of Operations

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Positions	12	12	16

CAPITAL IMPROVEMENT SUMMARY-ADMIN & ENGINEERING

Item Description	Department Request	City Manager Recommendation	Funding Source
	\$ 59,605	\$ 59,605	Operating
Vehicle for Construction	\$ 51,105	\$ 51,105	Operating
Total Capital	\$ 110,710	\$ 110,710	

CAPITAL PROJECTS SUMMARY

Item Description	Department Request	City Manager Recommendation	Funding Source
Annual water main replacement and rehab	\$ 300,000	\$ 300,000	Fund Balance
Annual wastewater infrastructure rehab funding	\$ 200,000	\$ 200,000	Fund Balance
Total Capital	\$ 500,000	\$ 500,000	

WATER RESOURCES

Water/Sewer Maintenance Division

Scott E. Clark, Director

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel ⁽¹⁾	\$ 1,409,175	\$ 1,591,143	\$ 2,066,599
Operations	938,601	1,038,775	1,440,840
Capital	126,086	115,500	1,115,839
Construction	262,576	850,000	925,000
Subtotal	\$ 2,736,439	\$ 3,595,418	\$ 5,548,278
Allocations	395,384	424,001	439,497
Total Budget	\$ 3,131,824	\$ 4,019,419	\$ 5,987,775

Notes:

⁽¹⁾ FY24 proposed budget includes new Maintenance Field Supervisor and Maintenance Operator II

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Positions	16	18	20

CAPITAL IMPROVEMENT SUMMARY-MAINTENANCE

Item Description	Department Request	City Manager	Funding Source
Replace service utility truck	\$ 155,000	\$ 155,000	Operating
Vehicle for Maint Field Supervisor	\$ 50,085	\$ 50,085	Operating
Valve installation equipment	\$ 91,810	\$ 91,810	Operating
Sewer nozzle camera system and extra 1" nozzles	\$ 33,783	\$ 33,783	Operating
sewer easement machine	\$ 82,000	\$ 82,000	Operating
Pipe Patch Equipment and Installation Kits	\$ 12,035	\$ 12,035	Operating
Trailer mounted light tower	\$ 14,175	\$ 14,175	Operating
50' Towable Boom Lift (split 40% to WTP, 40% to WWTP and 20% to Maint)	\$ 9,790	\$ 9,790	Operating
Replacement of mower	\$ 63,000	\$ 63,000	Operating
Replacement of camera trailer and equipment	\$ 278,250	\$ 278,250	Operating
Replace sewer pipe fusing machine	\$ 93,500	\$ 93,500	Operating
Replace GPR Locator and 2 Standard Locators	\$ 25,702	\$ 25,702	Operating
Replace trailer mounted sewer jetter	\$ 95,000	\$ 95,000	Operating
Replace Trach Pump	\$ 95,000	\$ 95,000	Operating
Replace trailer	\$ 16,709	\$ 16,709	Operating
Total Capital	\$ 1,115,839	\$ 1,115,839	

WATER RESOURCES

Water/Sewer Construction Division
Scott E. Clark, Director

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel ⁽¹⁾	\$ 641,625	\$ 945,809	\$ 1,025,017
Operations ⁽²⁾	343,792	473,357	432,317
Capital	97,414	159,000	61,200
Construction	540,614	955,000	1,514,957
Capital Projects	-	-	-
Subtotal	\$ 1,623,445	\$ 2,533,166	\$ 3,033,491
Allocations	173,892	189,136	195,523
Total Budget	\$ 1,797,337	\$ 2,722,302	\$ 3,229,014

Notes:

⁽¹⁾ FY24 proposed budget includes new Construction Operator I

⁽²⁾ FY24 proposed operating budget includes funding to reach goal of 1% system replacement annually

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Positions	9	9	10

CAPITAL IMPROVEMENT SUMMARY

Item Description	Department Request	City Manager Recommendation	Funding Source
Replace Ford F250 4x4	\$ 61,200	\$ 61,200	Operating
Total Capital	\$ 61,200	\$ 61,200	

CAPITAL IMPROVEMENT SUMMARY-CONSTRUCTION

Item Description	Department Request	City Manager Recommendation	Funding Source
Increase BB to meet strategic goal of replacing 1% of system annually	\$ 75,000	\$ 75,000	Operating
Increase BB to for rising cost of asphalt	\$ 35,000	\$ 35,000	Operating
New KX057-5R3AP Mini Excavator	\$ 73,457	\$ 73,457	Operating
New 45' Tandem Pipe Hauling Trailer	\$ 16,500	\$ 16,500	Operating
Replace/Realign 1500 lf of 10" water main along Walkup Ave	\$ 250,000	\$ 250,000	Operating
Rehab (500') 12" wtr main at Sutherland & Hwy 74	\$ 300,000	\$ 300,000	Operating
Pipe bursting	\$ 650,000	\$ 650,000	Operating
Asphalt needed for pipe bursting	\$ 80,000	\$ 80,000	Operating
Add'l asphalt needed	\$ 35,000	\$ 35,000	Operating
Total Capital	\$ 1,514,957	\$ 1,514,957	

WATER RESOURCES

Water Treatment Plant Division
Scott E. Clark, Director

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel ⁽¹⁾	\$ 912,998	\$ 1,054,202	\$ 1,240,972
Operations ⁽²⁾	2,153,879	2,467,016	3,048,391
Capital	592,551	963,000	1,738,656
Subtotal	\$ 3,659,428	\$ 4,484,218	\$ 6,028,019
Allocations	198,644	221,247	212,317
Total Budget	\$ 3,858,072	\$ 4,705,465	\$ 6,240,336

Notes:

⁽¹⁾ FY24 prosed budget includes new WTP Operator I

⁽²⁾ FY24 prosed operations include \$400K for water supply and distribution master plan

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Positions	12	12	13

CAPITAL IMPROVEMENT SUMMARY-WATER TREATMENT PLANT

Item Description	Department Request	City Manager Recommendation	Funding Source
Replace Ford F150 Vehicle	\$ 46,180	\$ 46,180	Operating
50' Towable Boom Lift (costs are split 40% to WTP, 40% to WWTP and 20% to Maint)	\$ 19,580	\$ 19,580	Operating
New Kubota RTV-X900G-H to replace Club Car	\$ 13,787	\$ 13,787	Operating
Equipment trailer	\$ 9,200	\$ 9,200	Operating
Replace nine encore chemical feed pumps and add a redundant pump to Phosphate	\$ 49,909	\$ 49,909	Operating
Basin #3 coating project at WTP	\$ 850,000	\$ 850,000	Fund Balance
Replace finished water pump station #1 motor control switch gear	\$ 750,000	\$ 750,000	Fund Balance
Total Capital	\$ 1,738,656	\$ 1,738,656	

WATER RESOURCES

Wastewater Treatment Plant Division
Scott E. Clark, Director

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel ⁽¹⁾	\$ 1,209,423	\$ 1,366,896	\$ 1,393,988
Operations ⁽²⁾	1,281,914	1,416,564	1,776,227
Capital	169,189	60,000	421,643
Subtotal	\$ 2,660,527	\$ 2,843,460	\$ 3,591,858
Allocations	286,287	334,759	298,777
Total Budget	\$ 2,946,814	\$ 3,178,219	\$ 3,890,635

Notes:

⁽¹⁾ FY24 projected budget includes converting PT Lab Technician to FT

⁽²⁾ FY24 projected operations includes \$222K increase in chemical costs due to inflation

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Positions	15	15	16

CAPITAL IMPROVEMENT SUMMARY-WWTP

Item Description	Department Request	City Manager Recommendation	Funding Source
Realign sewer between manholes M2336 to M2314 approx 1200 of 8"	\$ 300,000	\$ 300,000	Operating
Replace roof on belt press building	\$ 65,000	\$ 65,000	Operating
Replace Hustler Z Mower	\$ 23,000	\$ 23,000	Operating
50' Towable Boom Lift (costs are split 40% to WTP, 40% to WWTP and 20% to Maint)	\$ 19,580	\$ 19,580	Operating
Replace refrigerated sampler and full size portable sampler	\$ 14,063	\$ 14,063	Operating
Total Capital	\$ 421,643	\$ 421,643	

WATER RESOURCES TOTALS

EXPENDITURES

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 5,229,471	\$ 6,105,020	\$ 7,333,290
Operations	5,030,678	5,882,666	7,148,322
Capital	1,005,572	1,297,500	3,448,048
Construction	803,191	1,805,000	2,439,957
Capital Projects	2,350,000	9,325,000	500,000
Unreserved	-	27,142	59,954
Debt Service	2,375,491	2,367,397	2,081,914
Subtotal	\$ 16,794,403	\$ 26,809,725	\$ 23,011,485
Reserved WWTP Expansion	3,747,744	2,952,163	3,040,728
Transfer to GF Capital Proj.	24,166	26,667	20,834
Allocations	1,959,651	2,153,750	2,448,839
Total Fund Expenditures	\$ 22,525,964	\$ 31,942,305	\$ 28,521,886

REVENUE

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Charges for Water	\$ 8,594,256	\$ 8,433,825	\$ 9,914,911
Charges for Sewer	10,036,174	9,891,324	12,001,455
Investment Earnings	57,476	93,319	1,028,627
Water and Sewer Taps	109,600	109,718	102,804
W&S Capacity Fees	3,747,744	2,952,163	3,040,728
Other Revenue	3,641,404	3,211,956	433,361
Proceeds Revenue Bond Ref.			
Intergovernmental	-	-	-
Total Revenue Budget	\$ 26,186,654	\$ 24,692,305	\$ 26,521,886
Appropriation of W&S Reserve	\$ -	\$ 7,250,000	\$ 2,000,000
Net Revenue/(Expenditure)	\$ 3,660,690	\$ -	\$ -

STORMWATER

Stormwater Division

Sarah McAlister, Engineering Director

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 953,999	\$ 1,063,490	\$ 1,258,085
Operations	441,631	545,547	540,746
Capital	43,375	73,000	695,000
Capital Projects	685,000	200,000	290,000
Construction (Operating)	102,996	-	-
Debt Service	121,314	121,385	10,334
Unreserved	-	73,119	43,416
Subtotal	\$ 2,348,315	\$ 2,076,541	\$ 2,837,581
Allocations	719,217	753,095	745,987
Total Expenditure Budget	\$ 3,067,532	\$ 2,829,636	\$ 3,583,568
Permits and Fees	\$ 70,460	\$ 29,850	\$ 83,450
Sales & Services	2,704,512	2,793,093	2,793,093
Investment Earnings	4,197	6,693	57,025
Other Revenue	-	-	-
Fund Balance	-	-	650,000
Installment Purchase	-	-	-
Total Revenue Budget	\$ 2,779,169	2,829,636	3,583,568
Net Revenue/(Expenditure)	\$ (288,363)	-	-

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Positions	14.5	14.5	14.5

CAPITAL IMPROVEMENT SUMMARY - STORMWATER

Item Description	Department Request	City Manager Recommendation	Funding Source
Replace (2) street sweepers	\$ 650,000	\$ 650,000	Fund Balance
Replace SUV	\$ 45,000	\$ 45,000	Operating
Total Capital	\$ 695,000	\$ 695,000	

CAPITAL PROJECTS SUMMARY

Item Description	Department Request	City Manager Recommendation	Funding Source
James Hamilton Rd Culvert	\$ 140,000	\$ 140,000	Operating
Small Construction Projects by Contract	\$ 100,000	\$ 100,000	Operating
Stewarts Creek Watershed water quality project	\$ 50,000	\$ 50,000	Operating
Total Capital	\$ 290,000	\$ 290,000	

PARKS & RECREATION

Monroe Aquatics and Fitness Center

Ryan Jones, Director of Parks & Recreation

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 1,810,572	\$ 2,168,530	\$ 2,185,188
Operations	899,554	1,078,936	1,390,335
Capital	78,528	222,345	298,829
Unreserved	-	-	149
Debt Service ⁽¹⁾	16,455	16,369	14,243
Subtotal	\$ 2,805,110	\$ 3,486,180	\$ 3,888,744
Allocations	266,203	427,371	369,199
Total Expenditure Budget	\$ 3,071,313	\$ 3,913,551	\$ 4,257,943
Sales and services	\$ 2,965,341	\$ 3,036,490	\$ 3,917,290
Investment Earnings	3,857	6,056	48,336
Appropriation from Fund Bal.	-	871,005	292,317
Other Financing Sources	15,974	-	-
Total Revenue Budget	\$ 2,985,172	\$ 3,913,551	\$ 4,257,943
Net Revenue/(Expenditure)	\$ (86,141)	\$ -	\$ -

Notes:

⁽¹⁾ Debt Service includes Monroe Aquatics and Fitness Center's share of the new ERP system financing.

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Positions	13	13	13

CAPITAL IMPROVEMENT SUMMARY

Item Description	Department Request	City Manager	Fund Source
Remodel sections 1 & 2	\$ 80,000	\$ 80,000	Fund Balance
Repair roof - cardio area in gym	\$ 36,750	\$ 36,750	Fund Balance
Replace water park pool grate	\$ 19,000	\$ 19,000	Fund Balance
Treadmill replacements (catch-up)	\$ 72,000	\$ 72,000	Operating
Replace gas dryer	\$ 8,325	\$ 8,325	Operating
Replace HVAC- cardio area in gym	\$ 29,000	\$ 29,000	Operating
Replace elliptical	\$ 13,964	\$ 13,964	Operating
(locker rooms)	\$ 22,000	\$ 22,000	Fund Balance
Repl Stairmaster	\$ 7,386	\$ 7,386	Operating
Pool deck resurfacing- indoor	\$ 10,404	\$ 10,404	Operating
Total Capital	\$ 298,829	\$ 298,829	

ENERGY SERVICES

Energy Services Administration
Robert Miller, Director of Energy Services

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel ⁽¹⁾	\$ 1,663,598	\$ 2,369,363	\$ 2,346,395
Operations	534,045	625,609	776,685
Capital Equipment	6,643	-	-
Subtotal	\$ 2,204,286	\$ 2,994,972	\$ 3,123,080
Allocations	836,565	1,154,119	1,271,369
Total Budget	\$ 3,040,851	\$ 4,149,091	\$ 4,394,449

Notes:

⁽¹⁾ FY24 proposed budget includes new GIS Technician I

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Positions	15	19	20

ENERGY SERVICES

Electric Maintenance Divisions

Robert Miller, Director of Energy Services

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel ⁽¹⁾	\$ 2,477,121	\$ 3,402,481	\$ 4,229,394
Operations ⁽²⁾	1,341,172	2,990,816	2,747,257
Capital Equipment	470,363	1,292,000	1,055,000
Capital Projects	1,120,031	3,325,000	2,375,000
Energy Purchases	47,740,428	48,790,651	46,743,837
Debt Service	1,395,569	1,396,425	1,391,922
Construction (Operating)	1,116,191	1,470,000	1,895,000
Unreserved	-	1,156,691	2,274,684
Subtotal	\$ 55,660,876	\$ 63,824,064	\$ 62,712,094
Payment in Lieu of Taxes	\$ 444,696	\$ 450,000	\$ 450,000
Allocations	374,037	399,761	484,682
Total Budget	\$ 56,479,609	\$ 64,673,825	\$ 63,646,776

Notes:

⁽¹⁾ FY24 proposed budget includes(3) new Electric Line Superintendents

⁽²⁾ FY23 operating expenditures include: a one-time write off for uncollectible pole attachment invoices, \$410K and increase to the Economic Development Rate Rider, \$211.6K.

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Positions	20	26	29

CAPITAL IMPROVEMENT SUMMARY-ELECTRIC

Item Description	Department Request	City Manager Recommendation	Funding Source
Replace 100' Bucket Truck	\$ 600,000	\$ 600,000	Operating
Replace 2007 SUV	\$ 50,000	\$ 50,000	Operating
Air Compressor	\$ 30,000	\$ 30,000	Operating
New Underground Pulling Rig	\$ 205,000	\$ 205,000	Operating
Piercing Tool	\$ 10,000	\$ 10,000	Operating
Replace 1997 3-Reel Turret Trailer	\$ 100,000	\$ 100,000	Operating
Vehicle for new position	\$ 60,000	\$ 60,000	Operating
Total Capital	\$ 1,055,000	\$ 1,055,000	

CAPITAL PROJECT SUMMARY-ELECTRIC

Item Description	Department Request	City Manager Recommendation	Funding Source
NCDOT-U-5764-US-74 Widening Dickerson-Rocky River	\$ 635,000	\$ 635,000	Fund Balance
AMI Metering Solutions	\$ 100,000	\$ 100,000	Fund Balance
SCADAmate Switch Installations	\$ 100,000	\$ 100,000	Fund Balance
Replace/Retire Old Underground Primary	\$ 60,000	\$ 60,000	Fund Balance
ES SCADA System Upgrade	\$ 25,000	\$ 25,000	Fund Balance
Substation Wildlife Protection and Security	\$ 50,000	\$ 50,000	Fund Balance
Add Additional Rock to Substation Yards	\$ 40,000	\$ 40,000	Fund Balance
Substation Modernization	\$ 600,000	\$ 600,000	Fund Balance
Hal Coan Substation Improvements	\$ 390,000	\$ 390,000	Fund Balance
ESRI Utility Network (BB increase to proj)	\$ 25,000	\$ 25,000	Fund Balance
CityWorks work mgmt software	\$ 100,000	\$ 100,000	Fund Balance
Transmission Pole Replacement - between Hal Coan and 601 South to steel poles (BB increase to proj)	\$ 250,000	\$ 250,000	Fund Balance
Total Capital Projects	\$ 2,375,000	\$ 2,375,000	

ELECTRIC FUND TOTALS

EXPENDITURES

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 4,140,719	\$ 5,771,844	\$ 6,575,789
Operations	1,875,217	3,616,425	3,523,942
Land	-	-	-
Capital	477,006	1,292,000	1,055,000
Construction	1,116,191	1,470,000	1,895,000
Capital Projects	1,120,031	3,325,000	2,375,000
Energy Purchases	47,740,428	48,790,651	46,743,837
Unreserved	-	1,156,691	2,274,684
Debt Service	1,395,569	1,396,425	1,391,922
Subtotal	\$ 57,865,162	\$ 66,819,036	\$ 65,835,174
Payment in Lieu of Taxes	\$ 444,696	\$ 450,000	\$ 450,000
Allocations	1,210,602	1,553,880	1,756,051
Capital Projects GF	24,167	26,666	20,833
Total Fund Expenditures	\$ 59,544,627	\$ 68,849,582	\$ 68,062,058

REVENUE

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Sales & services	\$ 68,300,374	\$ 68,551,304	\$ 66,244,029
Investment Earnings	125,510	204,931	1,689,577
Intergovernmental	-	-	-
Other Revenue	64,845	25,000	92,470
Fund Balance	-	-	-
Reserve for Future Capital Projects	-	-	-
Revenue Bonds	-	-	-
Other Financing Sources	74,139	68,347	35,982
Total Revenue Budget	\$ 68,564,869	\$ 68,849,582	\$ 68,062,058
Net Revenue/(Exp.)	\$ 9,020,242	\$ -	\$ -

ENERGY SERVICES

Natural Gas Division

Robert Miller, Director of Energy Services

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel ⁽¹⁾	\$ 1,558,153	\$ 2,834,896	\$ 2,906,570
Operations	609,138	1,367,812	1,464,129
Capital Equipment	113,118	320,000	390,000
Capital Projects	2,660,000	4,135,000	3,960,000
Gas Purchases	9,998,007	8,354,144	18,239,060
Debt Service	2,745,052	2,748,221	2,740,329
Construction (Operating)	542,722	435,000	630,000
Unreserved	-	1,870,212	12,746
Subtotal	\$ 18,226,189	\$ 22,065,285	\$ 30,342,834
Payment in Lieu of Taxes	168,240	174,000	174,000
Allocations	1,793,400	1,897,415	1,973,655
Total Expenditure Budget	\$ 20,187,829	\$ 24,136,700	\$ 32,490,489
Sales & Services	\$ 20,443,272	\$ 24,038,091	\$ 27,876,421
Investment Earnings	64,597	98,609	847,233
Intergovernmental			
Other Revenue	199,421	-	81,835
Installment Financing	-	-	-
Other Financing Sources	713		-
Fund Balance Appropriation	-	-	3,685,000
Total Revenue Budget	\$ 20,708,003	\$ 24,136,700	\$ 32,490,489
Net Revenue/(Expenditure)	\$ 520,174	\$ -	\$ -

Notes:

⁽¹⁾ FY24 proposed budget includes new Records Management Specialist

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Positions	21	28	29

CAPITAL IMPROVEMENT SUMMARY-N GAS

Item Description	Department Request	City Manager Recommendation	Funding Source
Repl Super Duty 4x4 Pickup	\$ 100,000	\$ 100,000	Operating
Replace F-250 4x4 Pickup	\$ 100,000	\$ 100,000	Operating
Replace Ford F-150 XL 4x4	\$ 50,000	\$ 50,000	Operating
Replace '46 Hawk Leak Detector #2	\$ 25,000	\$ 25,000	Operating
Replace Rigid 535A Automatic Threading Machine	\$ 15,000	\$ 15,000	Operating
Replace tow-behind portable air compressor	\$ 35,000	\$ 35,000	Operating
ESRI Utility Network BB increase	\$ 25,000	\$ 25,000	Operating
Paperless Compliance Tools / Work Management System	\$ 40,000	\$ 40,000	Operating
Total Capital	\$ 390,000	\$ 390,000	

CAPITAL PROJECT SUMMARY-N GAS

Item Description	Department Request	City Manager Recommendation	Funding Source
Subdivision Fund	\$ 2,700,000	\$ 2,700,000	Fund Balance
Transmission Pipeline Integrity Mgt Assessment	\$ 35,000	\$ 35,000	Fund Balance
System Reinforcement Projects-Miscellaneous	\$ 750,000	\$ 750,000	Fund Balance
Revenue Based Expansions	\$ 275,000	\$ 275,000	Operating
AMI Metering Solutions	\$ 75,000	\$ 75,000	Fund Balance
SCADA System Upgrade	\$ 25,000	\$ 25,000	Fund Balance
Industrial Park	\$ 100,000	\$ 100,000	Fund Balance
Total Capital Projects	\$ 3,960,000	\$ 3,960,000	

AIRPORT OPERATIONS

Mark Watson, City Manager

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 676,292	\$ 817,016	\$ 911,411
Operations	484,678	512,534	684,431
Purchases of Aviation Fuel	1,585,061	1,272,979	1,400,277
Capital	5,030	41,000	141,075
Debt Service	1,080,577	1,042,552	1,102,077
Unreserved	-	-	224,153
Subtotal	\$ 3,831,638	\$ 3,686,081	\$ 4,463,424
Allocations	261,422	298,053	355,660
Total Expenditure Budget	\$ 4,093,060	\$ 3,984,134	\$ 4,819,084
Aviation Fuel Sales	\$ 2,236,651	\$ 1,958,429	\$ 2,852,006
Tie-down and Hangar Leases	459,155	513,879	593,437
Lease Revenue (GASB)	125,343	134,342	134,342
Other Sales & Services	173,315	159,552	251,022
Intergovernmental	82,000	-	-
Installment Financing	-	-	-
Investment Earnings	178	-	-
Funding From General Fund	1,048,548	1,217,932	988,277
Total Revenue Budget	\$ 4,125,191	\$ 3,984,134	\$ 4,819,084
Net Revenue/(Expenditure)	\$ 32,131	\$ -	\$ -

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Positions	7	11	11

CAPITAL IMPROVEMENT SUMMARY

Item Description	Department Request	City Manager Recommendation	Funding Source
Main Terminal Renovations (bathrooms & furniture)	\$ 55,000	\$ 55,000	Operating
Rehab Terminal parking lot	\$ 39,075	\$ 39,075	Operating
Replace existing Motorola radio system Line Service staff uses to communicate/coordinate service requests	\$ 19,000	\$ 19,000	Operating
Four seat golf cart	\$ 13,000	\$ 13,000	Operating
Six seat golf cart	\$ 15,000	\$ 15,000	Operating
Replace #5745 - 2006 1,000-gal AVGAS truck	\$ 150,000	delay	
Replace #1983 - 2011 Harlan Tow Tractor	\$ 62,000	delay	
Rehab Hangar 1 parking lot	\$ 18,559	delay	
Rehab Hangar 5 parking lot	\$ 24,468	delay	
Total Capital	\$ 396,102	\$ 141,075	

AIRPORT CUSTOMS SERVICE

Mark Watson, City Manager

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Operations	\$ 34,353	\$ 35,214	\$ 64,054
Capital	\$ -	\$ -	\$ 53,103
Debt Service	-	-	-
Airport Customs Contract	2,714	2,730	2,730
Subtotal	\$ 37,067	\$ 37,944	\$ 119,887
Allocations	-	-	-
Total Expenditure Budget	\$ 37,067	\$ 37,944	\$ 119,887
Sales & Services	5,000	4,350	10,905
Other Revenue	-	-	-
Funding From General Fund	32,067	33,594	108,982
Total Revenue Budget	\$ 37,067	\$ 37,944	\$ 119,887
Net Revenue/(Expenditure)	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT SUMMARY

Item Description	Department Request	City Manager Recommendation	Funding Source
Computer & network equipment required by US Customs & Border Protection agreement	\$ 53,103	\$ 53,103	Operating
Total Capital	\$ 53,103	\$ 53,103	

SOLID WASTE OPERATIONS

Sarah McAllister, Director of Engineering

FISCAL SUMMARY

Item	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Personnel	\$ 165,714	\$ 222,053	\$ 219,737
Operations	2,532,601	2,771,179	2,977,418
Capital	-	-	-
Debt Service	7,993	7,997	7,976
Unreserved	-	-	-
Subtotal	\$ 2,706,308	\$ 3,001,229	\$ 3,205,131
Allocations	180,649	196,702	206,784
Total Expenditure Budget	\$ 2,886,957	\$ 3,197,931	\$ 3,411,915
Sales & services	\$ 2,880,551	\$ 2,861,747	\$ 3,152,196
Investment Earnings	1,144	1,594	12,491
Intergovernmental	25,619	23,000	26,619
Other Revenue	2,075	2,000	6,008
Installment Purchase	-	-	-
Appropriation of Fund Bal	-	309,590	214,601
Total Revenue Budget	\$ 2,909,389	\$ 3,197,931	\$ 3,411,915
Net Revenue/(Exp.)	\$ 22,432	\$ -	\$ -

FULL-TIME PERSONNEL SUMMARY

	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed
Positions	2.5	2.5	2.5

SIF HEALTH & DENTAL

Debra C. Reed, Director of Human Resources

FISCAL SUMMARY

Item	FY 2022 Actual	FY23 Financial Plan	FY24 Financial Plan
Operations ⁽¹⁾	\$ 9,737,742	\$ 10,767,389	\$ 12,133,782
Unreserved	-	-	-
Subtotal	\$ 9,737,742	\$ 10,767,389	\$ 12,133,782
Allocations	125,482	150,988	206,442
Total Expenditure Budget	\$ 9,863,224	\$ 10,918,377	\$ 12,340,224
Contributions (Employer/Employee)	\$ 9,230,074	\$ 9,398,193	\$ 9,599,009
Investment Earnings	\$ 3,715	5,674	57,025
Stop Loss Reimbursements	898,405	1,314,510	2,484,190
Caremark Rebate	454,235	200,000	200,000
Miscellaneous	5,271	-	-
Appropriation of Fund Bal	-	-	-
Total Revenue Budget	\$ 10,591,700	\$ 10,918,377	\$ 12,340,224
Net Revenue/(Exp.)	\$ 728,476	\$ -	\$ -

Notes:

⁽¹⁾ Increase in FY24 due to proposed additional staff and current vacancies budgeted at full family coverage.

SIF PROPERTY & LIABILITY

Debra C. Reed, Director of Human Resources

FISCAL SUMMARY

Item	FY 2022 Actual	FY23 Financial Plan	FY24 Financial Plan
Operations ⁽¹⁾	\$ 799,958	\$ 751,163	\$ 1,070,054
Unreserved	-	21,538	21,538
Subtotal	\$ 799,958	\$ 772,701	\$ 1,091,592
Allocations	102,012	126,022	106,921
Total Expenditure Budget	\$ 901,970	\$ 898,723	\$ 1,198,513
Contributions-Departments	813,417	860,250	1,158,256
Investment Earnings	1,258	1,913	11,948
Miscellaneous	54,168	20,003	20,003
Appropriation of Fund Bal	-	16,557	8,306
Total Revenue Budget	\$ 868,843	\$ 898,723	\$ 1,198,513
Net Revenue/(Exp.)	\$ (33,127)	\$ -	\$ -

Notes:

⁽¹⁾ Increase in FY24 proposed budget due to increased liability rates caused by larger lawsuit

SIF WORKERS' COMPENSATION

Debra C. Reed, Director of Human Resources

FISCAL SUMMARY

Item	FY 2022 Actual	FY23 Financial Plan	FY24 Financial Plan
Operations	\$ 473,058	\$ 307,969	\$ 329,792
Unreserved	-	-	-
Subtotal	\$ 473,058	\$ 307,969	\$ 329,792
Allocations	117,443	144,772	138,673
Total Expenditure Budget	\$ 590,501	\$ 452,741	\$ 468,465
Contributions-Departments	298,892	450,000	450,000
Investment Earnings	1,651	2,741	18,465
Miscellaneous	4,253	-	-
Appropriation of Fund Bal	-	-	-
Total Revenue Budget	\$ 304,796	\$ 452,741	\$ 468,465
Net Revenue/(Exp.)	\$ (285,705)	\$ -	\$ -

**CITY OF MONROE
DEPARTMENT POSITION SUMMARY**

GENERAL FUND	FY23 Authorized			FY24 Proposed		
	FT	PT 30+	PT 20+	FT	PT 30+	PT 20+
CITY ADMINISTRATION DEPARTMENT						
CITY MANAGER	4			5		
CITY ATTORNEY	2			2		
PUBLIC INFORMATION	2			3		
CITY FACILITIES DEPARTMENT	9			9		
FINANCE DEPARTMENT						
ADMINISTRATION	5			5		
ACCOUNTING	5			5		
UTILITY BILLING	9			9		
PAYMENT CENTER	5			5		
CUSTOMER SERVICE	7			7		
PURCHASING	2			2		
FLEET	4			4		
WAREHOUSE	4			4		
HUMAN RESOURCES DEPARTMENT						
HUMAN RESOURCES	5			5		1
SAFETY AND HEALTH	1			1		
ENGINEERING DEPARTMENT						
ENGINEERING	10			10		
STREET	19			19		
PLANNING DEPARTMENT						
CODE ENFORCEMENT	4			4		
BUILDING STANDARDS	7			7.25		
PLANNING	10			11.75		
COMMUNITY REDEVELOPMENT	1			1		
COMMUNITY MAINTENANCE	2			2		
POLICE DEPARTMENT	111		2	111		2
FIRE DEPARTMENT	96		3	96		3
IT DEPARTMENT						
MIS	5			5		
GIS	2			2		
PARKS & RECREATION DEPARTMENT						
ADMINISTRATION	2			2		
RECREATION	9		3	10		3
PARKS MAINTENANCE	13			13		
GENERAL FUND POSITIONS	355	0	8	361	0	9

SUBSIDIZED FUND	FY23 Authorized			FY24 Proposed		
	FT	PT 30+	PT 20+	FT	PT 30+	PT 20+
GOLF COURSE	7		1	7		1
DOWNTOWN MONROE	1			1		
CENTER THEATRE	3			3		
AIRPORT	11	1		11	1	
MONROE-UNION COUNTY ECON DEV.						
SUBSIDIZED FUND POSITIONS	22	1	1	22	1	1

ENTERPRISE FUND
AQUATICS & FITNESS CENTER
WATER RESOURCES
AMINISTRATION & ENGINEERING
WATER/SEWER MAINTENANCE
WATER/SEWER CONSTRUCTION
WATER TREATMENT PLANT
WASTEWATER TREATMENT PLANT
STORMWATER
ELECTRIC
ENERGY SERVICES ADMINISTRATION
ELECTRIC MAINTENANCE
NATURAL GAS
SOLID WASTE
ENTERPRISE FUNDS POSITIONS

FY23 Authorized		
FT	PT 30+	PT 20+
13		7
11		
18		
9		
12		
15	1	
14.5		
20		
24		
27		
2.5		
166	1	7

FY24 Proposed		
FT	PT 30+	PT 20+
13		7
15		
20		
10		
13		
17	0	
14.5		
21		
27		
28		
2.5		
181	0	7

POSITIONS ALL FUNDS

FY23 Authorized		
FT	PT 30+	PT 20+
543	2	16

FY24 Proposed		
FT	PT 30+	PT 20+
564	1	17

Fiscal Year 2024 Proposed Changes

	<u>FT</u>	<u>PT (Benefits)</u>	<u>PT (No Benefits)</u>	<u>Department/Division</u>
<u>General Fund and Subsidized</u>				
Project Manager	1			Administration
City Attorney	-1			Legal
Paralegal	1			Legal
Webmaster	1			Communication
HR Analyst (retiree)			1	Human Resources
Permit Technician I	1			Planning 25%/Bldg Std 75%
Transportation Planner	1			Planning
Administrative Assistant	1			Parks & Rec
Total General Fund and Subsidized	5	0	1	

	<u>FT</u>	<u>PT (Benefits)</u>	<u>PT (No Benefits)</u>	
<u>Enterprise Funds</u>				
Administrative Assistant	1			Water Resources/Admin
Construction Inspector I	1			Water Resources/Admin
General Manager of Operations	1			Water Resources/Admin
WR Systems Engineer	1			Water Resources/Admin
WR Civil Engineer	1			Water Resources/Admin
Maintenance Field Supervisor	1			Water Resources/Maintenance
Maintenance Operator II	1			Water Resources/Maintenance
Construction Operator I	1			Water Resources/Construction
WTP Operator I	1			Water Resources/Water Treatment Plant
GIS Technician I	1			Energy Services/Admin
Electric Line Superintendent	3			Energy Services/Electric
Records Mgmt Specialist	1			Natural Gas
	14	0	0	

Organizational Changes Proposed for FY24

	<u>FT</u>	<u>PT Benefits</u>	<u>PT-No Benefits</u>	<u>Department/Division</u>
<u>Enterprise Funds</u>				
Lab Technician PT (30+) change to FT	1	-1		Waste Water Resources/Water Treatment Plant

	<u>FT</u>	<u>PT Benefits</u>	<u>PT-No Benefits</u>
Total Changes for FY24	20	-1	1

City of Monroe
FY24 Capital Improvement Budget and 5 Year Capital Improvement Plan
EQUIPMENT REPLACEMENTS

Project #	Title	2023-24	2024-25	2025-26	2026-27	2027-28
1620- Facilities Maintenance						
16202401	Replace truck #02439	54,105				
16202501	Ride On Aerator		14,000			
16202601	Dingo Mini Track Loader			45,000		
16202701	Mulch Blower				90,000	
16202801	REPLACE TRUCK #2439					55,000
2015- Finance Admin						
20152601	Replace 2017 Toyota Rav 4			20,000		
2020- Utility Billing						
20202401	Replace Truck #2767, 2017 Ford F150	35,000				
20202601	Replace #2884, 2019 Nissan Frontier			35,000		
2030- Purchasing						
20302301	Replace #2401, 2009 Toyota Prius					
20302401	Replace (2) veeder root consoles and probes that monitor fuel tanks	35,000				
2510- Human Resources						
25102301	Replace 2008 Honda Civic Hybrid #2385					
3010- Engineering						
30102301	Replace Ford F-150 4/4 #2489 (2010)					
30102401	Replace Ford F-150 4/4 #2620 (2013)	45,000				
3025- Powell Bill						
30252301	Tandem Truck To Replace #2216 (2005)					
30252302	Standby Truck F-150 #2564 (2012)					
30252402	Case Backhoe #2351 (2007)	170,000				
30252501	Replace Tandem Dump Truck #2218 (2005)		230,000			
30252502	Flusher Truck #2362 (2008)		168,000			
30252601	Replace Mini Excavator (2517) 2011			140,000		
30252701	Replace Motor Grader #2329 (2006)				150,000	
30252801	Gradall (2006)					375,000
3520- Code Enforcement						
35202301	Replace Vehicle #2430 / #C01754 2009 Toyota Highlander					
35202302	Replace Vehicle #2431 / #C01755 2009 Toyota Highlander					
35202303	Replace Vehicle #2665 / #C06034 2013 Toyota Highlander					
3530- Bldg Stds/Inspections						
35302301	Replace 2009 Toyota Highlander #02429 / #C01753					
35302401	Replace 2008 Ford F150 #2363	37,500				
35302501	Replace 2016 Chevy Traverse #02706 / #C02358		32,000			
35302601	Replace 2016 Nissan Pathfinder #02745 / #C02382			32,000		
4010- Planning						
40102301	Replace Vehicle #2484, 2010 Ford Escape Hybrid					

Project #	Title	2023-24	2024-25	2025-26	2026-27	2027-28
4030- Community Maintenance						
40302501	Replace #C02394 - Ford F450 Dump Truck		60,000			
5010- Police						
50102401	Annual Replacement Schedule - Police Vehicles	720,000	720,000	720,000	720,000	720,000
50102401	Replacement of (3) totaled vehicles	180,000				
5510- Fire						
55102301	Replace #2433, 2009 Ford F450 Medic 3					
55102302	Replace #2690, 2015 Ford F250 Battalion 1					
55102303	Replace #2350, 2008 Chevy Tahoe -Chief 1	50,000				
55102304	Replace 800 MHz Portable Radios (6 per year)	44,882	44,882	44,882	44,882	44,882
55102305	Upgrade Rescue Struts (Interstate Kit)					
55102306	Replace Rescue Lift Air Bag System					
55102307	Upgrade SCBA Mask with Radio Communication system (24-Engineers Mask)	31,200	25,000	25,000		
55102308	Replace Thermal Imaging Cameras (3 Per Year At \$6506.00 Each)	20,000	20,000	20,000	20,000	20,000
55102309	Replace Hose Dryer w/ Ramair Gear Dryer TG6-6					
55102401	Replace #6003, 2012 Rescue 1	1,400,000				
55102402	Replace/Repair Training Pad At Training Center	Delayed	477,590			
55102403	Replace Electronic Personnel Accountability System			75,000		
55102404	Replace/Repair Asphalt Main Drive To Fire Training Center	Delayed	60,000			
55102405	Replace Emergency Shelter For Mass Decon (Zumro) 1 Per Yr.		20,000			
55102407	Replace Fire St #1/City Hall fire alarm panel/system	Delayed				
55102408	Replace sign at Fire Station #2	Delayed				
55102415	Refurbish Hazmat 5 Trailer					
55102501	Replace #2343, 2015 Quint 2		1,700,000			
55102601	Replace #2016, 2016 Engine 3			850,000		
55102602	Replace #4847, 2003 International Tractor & Trailer - Hazmat 5			1,000,000		
55102603	Replace #2363, 2016 Chief 3			65,000		
55102604	Replace #2360, 2016 Fire Marshal 1			65,000		
55102416	Replace Vehicle #2347, CAR 6 a 2015 F250	73,500				
55102417	Replace Gear Extractor COM#000525	8,572	8,572	8,572		
6010- Information Technology						
60102301	Access Switches (1)					
60102302	Backup Storage Expansion			75,000		
60102303	Replace #2550, 2009 Chevy Tahoe					
60102401	Conversion to Spine/Leaf Switching for Cityhall DC (1)		300,000			
60102402	Firewall Refresh (Hardware)		150,000			
60102403	Multi-Channel Fiber Conversion		125,000			
60102404	Blade Server Refresh		96,000			
60102405	Datacenter Backup Power (Ups)		90,000			
60102501	Replace Core Switch		400,000			
60102701	Tier 2 Storage Expansion				300,000	
60102702	Tier 1 Storage Refresh				300,000	

Project #	Title	2023-24	2024-25	2025-26	2026-27	2027-28
7011- P&R Recreation						
70112401	Replace #2356 Ford Elkhart Bus 2008	65,000				
70112501	Replace #2579 2013 Chevy Mini Bus		60,000			
70112502	Replace #2578 2012 Chevy Mini Bus		60,000			
7012- P&R Maintenance						
70122201	Replace Toro 4100D					
70122202	Replace New Holland Tractor TS90 #2028					
70122203	Replace 2006 Ford Pickup #2468					
70122204	Replace Mowers #2346 & #2356					
70122401	Replace Leaf Truck #2286	270,000				
70122402	Replace Toro 4100D #6219	Delayed	112,000			
70122502	Replace 2 Ton Dump Truck #981		100,000			
70122503	Replace Bob Cat T300 #5263		80,000			
70122505	Replace Greenway Blower #1725		8,000			
70122601	Replace Pickup Truck #2468			45,000		
70122602	Replace Toro Ballfield Mower #5754			55,000		
70122603	Replace Bob Cat 773 #1362			50,000		
70122604	Replace Toro Sand Pro #0324			30,000		
70122701	Replace Leaf Truck #2648				268,000	
70122702	Replace 2 Ton Dump Truck #1668				100,000	
70122703	Replace Pickup Truck #2098				45,000	
70122801	Replace Toro 4100D					112,000
70122802	Replace Hustler Mowers					30,000

Project #	Title	2023-24	2024-25	2025-26	2026-27	2027-28
7030- Golf Course						
16202301	Replace 1-ton Dump Truck #02459					
70302301	Replace 2007 Toro 4700 Rough Mower #9153					
70302302	Replace Toro 3100 D Trim Mower #1972					
70302303	Replace Kubota Utility Vehicle					
70302401	Replace Toro 5510 Fairway Mower #2231	95,464				
70302402	Replace Toro Sand Pro 5040 #1733	33,669				
70302403	Replace Express Dual Reel Grinder #596					
70302404	Replace 1993 Bedknife Grinder #1975					
70302501	Replace 2015 Toro 4500 D Rough Mower #6051		75,000			
70302502	Replace 2016 Toro 3300 Triflex Greens Mower #CO6077		50,000			
70302601	Replace 2018 Toro 3300 Triflex Greens Mower #CO6247			50,000		
70302602	Replace 2018 Smithco Spraystar Greens Sprayer #CO6246	55,061				
70302701	Replace 2018 Turfco Topdresser #CO6244				20,000	
70302702	Replace 2019 Hustler Super Z				15,000	

Total General Fund Capital Projects

\$	3,423,953	\$	5,286,044	\$	3,450,454	\$	2,072,882	\$	1,356,882
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General Fund Funding Sources:

	FY 24	FY 25	FY 26	FY 27	FY 28
Operating Revenue (annual)	720,000	720,000	720,000	720,000	720,000
Grants / Oth External Funding	170,000	398,000	140,000	150,000	375,000
Fund Balance Appropriation	697,320	2,468,044	740,454	1,202,882	261,882
Building Std Fund Balance	37,500				
Golf Course Fund Balance	129,133				
Allocations to Other Funds			-	-	-
Installment Financing	1,670,000	1,700,000	1,850,000	-	-
TOTAL AVAILABLE	3,423,953	5,286,044	3,450,454	2,072,882	1,356,882
TOTAL REQUESTED	3,423,953	5,286,044	3,450,454	2,072,882	1,356,882
Net Overage/ (Shortage)	-	-	-	-	-

Project #	Title	2023-24	2024-25	2025-26	2026-27	2027-28
7040- Aquatics and Fitness Center						
70402301	Replace Treadmill	72,000	44,500	66,475	37,000	
70402303	Pool deck resurfacing- indoor	10,404				
70402401	Octane Lateral XL8000	13,964				
70402404	Replace Industrial Dryers (8-10 Yrs)	8,325				
70402501	Gymnasium/ Rball Hard Wood Refinishing (10 Yrs)		30,000			
70402502	Whirlpool Heater (7-8 Yrs)		18,000			
70402504	Pool Vacuum (5 Yrs)		5,000			
70402601	Replace Water Park feature			150,000		
70402602	Replace Industrial Washer (8-10 Yrs)			19,000		
70402701	Cardio Room Floor Replacement				60,000	
70402702	Repl Stairmaster	7,386				
82202406	Replace Vehicle #2621, 2013 Fiber Optic Splicing Trailer		40,000			
70402403	Hot Water heater - locker rooms	22,000				
70402402	HVAC replacement	29,000	29,000	29,000		
Total Aquatics & Fitness Center		\$ 163,079	\$ 166,500	\$ 264,475	\$ 97,000	\$ -

MAFC Funding Sources:

	FY 24	FY 25	FY 26	FY 27	FY 28
Operating Revenue (annual)	141,079	126,500	114,475	37,000	-
Oth External Funding					
Fund Balance Appropriation	22,000	40,000	150,000	60,000	
Installment Financing					
TOTAL AVAILABLE	163,079	166,500	264,475	97,000	-
TOTAL REQUESTED	163,079	166,500	264,475	97,000	-
Net Overage/ (Shortage)	-	-	-	-	-

Project #	Title	2023-24	2024-25	2025-26	2026-27	2027-28
8025- Water Resources Construction						
80252301	Replace 2007 Freightliner Utility Truck #2302					
80252302	Replace 2010 Kubota KX080-3 Excavator #2498					
80252303	Replace #5547, 2012 Wacker RT 56SC-2 Roller Tamp					
80252304	Replace #2549 Ford F150 Ext Cab 4/4					
80252305	Replace Shoring Boxes and Speed shoring					
80252306	Replace outdated Data Logger 4 for fusing pipe w/ Data Logger 7					
80252401	Replace #2614, 2013 T650 Skid Steer	Delayed	72,000			
80252402	Replace #2636 F250 4Wd Pickup	61,200				
80252501	Replace 2014 Hydraulic Power Unit TT B110 and controller for pipe bursting		232,200			
80252502	Replace 2014 McELORY 412 Fusing Machine for pipe bursting		37,600			
80252503	Replace #2210, 2005 Hudson Bros.12 Ton Trailer Asset #C05033		15,000			
80252601	Replace #2740, 2016 590 Super N Backhoe			139,000		
80252602	Replace #2708, 2016 Cat Mini Excavator Asset #C02357			85,000		
80252701	Replace #2786, 2017 F250 4Wd pickup				42,000	
8030- Water Treatment Plant						
80302301	Replace #2640 Kubota UTV C06017					
80302402	Replace #2626 2006 Club Car	13,787				
80302501	Replace #2622 F150 Pickup	46,180				
80302601	Replace Filter Media			120,000		
80302701	Replace Backhoe #2153 Case 580				100,000	
80302702	Replace T310R Track Steer				65,000	
80304301	Replace Chemical Feed Pumps and Redundant Pump	49,909				
8020- Water Resources Maintenance						
80202301	Replace #2548 F150 Pickup					
80202303	Replace #2520 2Wd Pickup					
80202304	Replace #4863 10' Bush Hog					
80202305	Replace #4871 7' Bush Hog					
80202403	Replace #1489 Jet Serco Trailer	95,000				
80202404	Replace #923, 1997 Thompson Trash Pump	95,000				
80202405	Replace #936 Hudson Trailer	16,709				
80202406	Replace #2655 John Deere 5065E	63,000				
80202407	Replace #2485 Camera Trailer and Camera	278,250				
80202408	Replace Sewer Pipe Fusing Machine	93,500				
80202501	Replace #2242 Sterling 2006 Utility Service Truck	155,000				
80202502	Replace #1783, 2001 Pickup F-250		50,000			
80202601	Replace #2577 Service truck			65,000		
80202602	Replace Bobcat Mower			8,000		
80206150	Replace GPR Locator and two Standard Locators	25,702				
80232302	Replace #2521 2Wd Pickup					

Project #	Title	2023-24	2024-25	2025-26	2026-27	2027-28
8040- Waste Treatment Plant						
80402301	Replace 6 inch diesel pump					
80402302	Purchase Chlorine scales					
80402303	Replace 2 ton Hoist					
80402401	Replace Filter Media		120,000			
80402402	Replace Mower #2704	23,000				
80404302	Replace Belt Press Building Roof	65,000				
80406157	Replace Laboratory Sampler Refrigerator and Portable Sampler	14,063				

Total Water Resources

\$	1,095,300	\$	526,800	\$	417,000	\$	207,000	\$	-
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WR Funding Sources:

	FY 24	FY 25	FY 26	FY 27	FY 28
Operating Revenue (annual)	1,095,300	526,800	417,000	207,000	-
Oth External Funding					
Fund Balance Appropriation					
Installment Financing					
TOTAL AVAILABLE	1,095,300	526,800	417,000	207,000	-
TOTAL REQUESTED	1,095,300	526,800	417,000	207,000	-
Net Overage/ (Shortage)	-	-	-	-	-

Project #	Title	2023-24	2024-25	2025-26	2026-27	2027-28
8120- Stormwater						
81202401	Replace Street Sweepers (FY18)	650,000				
81202501	Replace Tractor #2465 (2010)		40,000			
81202502	Replace Tractor Boom Mower #2470		100,000			
81202701	Replace SUV #2428	45,000				
Total Stormwater		\$ 695,000	\$ 140,000	\$ -	\$ -	\$ -
SU Funding Sources:						
		FY 24	FY 25	FY 26	FY 27	FY 28
	Operating Revenue (annual)	45,000	140,000	-	-	-
	Oth External Funding					
	Fund Balance Appropriation	650,000				
	Installment Financing					
	TOTAL AVAILABLE	695,000	140,000	-	-	-
	TOTAL REQUESTED	695,000	140,000	-	-	-
	Net Overage/ (Shortage)	-	-	-	-	-

Project #	Title	2023-24	2024-25	2025-26	2026-27	2027-28
8220- Electric Maintenance						
82202301	Replace Vehicle #2603, 2013 Bucket Truck					
82202302	Replace Vehicle #2663, 2014 4WD Pickup Truck w/Service Body					
82202303	Replace Vehicle #1073 10 Ton Trailer					
82202402	Replace Vehicle #2464, 2009 100' Bucket Truck	600,000				
82202407	Replace Vehicle #2314, 2007 SUV	50,000				
82202408	Replace Vehicle #2179, 1997 3-Reel Turret Trailer	100,000				
82202501	Replace Vehicle #2689, 2015 55' Bucket Truck		300,000			
82202502	Replace Vehicle #2463, 2010 60 Ft. Bucket Truck w/25 ft. elevator		500,000			
82202503	Replace Vehicle #2621, 2013 Fiber Optic Splicing Trailer		40,000			
82202504	Replace Vehicle #2424, 2009 SUV 4WD		50,000			
82202505	Replace Vehicle #2427, 2009 SUV 4WD		50,000			
82202506	Replace Vehicle #2432, 2009 SUV 4WD		50,000			
82202507	Replace Vehicle #2492, 2010 SUV 4WD		50,000			
82202601	Replace Vehicle #2688, 2015 Digger Derrick			350,000		
82202602	Replace Vehicle #2692, 2015 Track Loader			120,000		
82202603	Replace Vehicle #2735, 2016 Van			55,000		
82202604	Replace Vehicle #2733, 2016 Pickup Truck			50,000		
82202605	Replace Vehicle #2232, 1999 Hudson Trailer			30,000		
82202606	Replace Vehicle #2726, 2015 Knuckleboom			275,000		
82202607	Replace Vehicle #2082, 1990 Pole Trailer			40,000		
82202701	Replace Vehicle #2788, 2018 Digger Derrick				350,000	
82202702	Replace Vehicle #2762, 2017 4WD Pickup Truck w/ Service Body				60,000	
82202703	Replace Vehicle #2487, 1983 Butler Spool Trailer				30,000	
82202801	Replace Vehicle #2653, 2014 4WD Pickup Truck Crew Cab					55,000
82202802	Replace Vehicle #2212 10 Ton Trailer					30,000
82202803	Replace Vehicle #2466, 2010 Mini Skid Loader w/Attachments					75,000
82202804	Replace Vehicle #2258, 2014 Trailer, Wire Puller					100,000
82202805	Replace Vehicle #2467, 2014 Equipment Trailer					20,000

Total Electric	\$ 750,000	\$ 1,040,000	\$ 920,000	\$ 440,000	\$ 280,000
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EL Funding Sources:		FY 24	FY 25	FY 26	FY 27	FY 28
Operating Revenue (annual)		750,000	1,040,000	920,000	440,000	280,000
Fund Balance Appropriation						
TOTAL AVAILABLE		750,000	1,040,000	920,000	440,000	280,000
TOTAL REQUESTED		750,000	1,040,000	920,000	440,000	280,000
Net Overage/ (Shortage)		-	-	-	-	-

Project #	Title	2023-24	2024-25	2025-26	2026-27	2027-28
8420- Natural Gas Fund						
84202301	Replace 1997 Ford F-800 Service Truck #1149					
84202302	Replace 2011 Ford F350 KUV Standby Van #2513					
84202303	Replace 2011 Ford Super Duty F-250 4/4 Pickup #2493					
84202401	Replace 2011 Ford Super Duty F-250 4/4 Pickup #2494	100,000				
84202402	Replace 2011 Ford F-250 4/4 Pickup #2532	100,000				
84202403	Replace 2016 Ford F-150 XL 4/4 Pickup #2733	50,000				
84202404	Replace Pull Behind Diesel Air Compressor - 49HP, 185 CFM, 125 Max psi #1167	35,000				
84202405	Replace '46 Hawk Leak Detector #2	25,000				25,000
84202406	Replace Rigid 535A Automatic Threading Machine	15,000				
84202501	2016 Ford 350 KUV 4/4 Regular Cab Pickup #2719		105,000			
84202502	Replace 2013 Ford F-350 4/4 Pickup #2630		105,000			
84202503	2018 Ford F150 4/4 Extended Cab Pickup #2793		50,000			
84202504	2018 Ford F150 4/4 Extended Cab Pickup #2794		50,000			
84202505	Replace '46 Hawk Leak Detector #1		25,000			
84202601	Replace 2000 GMC C8500 Tandem Dump Truck			125,000		
84202602	Replace 2000 GMC C7500 Dump Truck			125,000		
84202603	Replace 2011 Ford F-350 BiFuel Supercab 4/4 Pickup #2629			110,000		
84202604	Replace '46 Hawk Leak Detector #3			25,000		
84202701	Freightliner Haul Truck (Automatic) #2360				180,000	
84202702	Replace Ditch Witch RT55 Trencher				165,000	
84202801	Replace Ford F-350 Welding Truck #2799					120,000
84202802	Replace 2020 Chevrolet Colorado 4x4 Extended Cab Pickup #2896					55,000
84202803	Replace Lincoln Electric Welder					40,000
84202804	Replace 1987 Hudson 9 Ton Trailer (electric brakes) #2043					40,000
84202805	Replace 2011 Polaris Ranger 4/4 500 EFI					30,000
84202807	Replace 2011 Scag Cheetah Mower					20,000

Total Gas	\$	325,000	\$	335,000	\$	385,000	\$	345,000	\$	330,000
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NG Funding Sources:		FY 24	FY 25	FY 26	FY 27	FY 28
Operating Revenue (annual)		325,000	335,000	385,000	345,000	330,000
Oth External Funding						
Fund Balance Appropriation						
Installment Financing						
TOTAL AVAILABLE		325,000	335,000	385,000	345,000	330,000
TOTAL REQUESTED		325,000	335,000	385,000	345,000	330,000
Net Overage/ (Shortage)		-	-	-	-	-

Project #	Title	2023-24	2024-25	2025-26	2026-27	2027-28
8620- Airport						
86202401	1,000 Gallon AVGAS Truck	Delayed	150,000			
86202402	Replace 2011 Harlan Tug #1983	Delayed	62,000			
86202403	Replace existing Motorola Radio System for Airport Line Service	19,000				
86202501	Aircraft Support Equipment - Lavatory Service Cart		8,000			
86202601	3,000 Gallon Jet-A Truck			260,000		
86202701	Replace 2008 Harlan Tug #1740				65,000	
86202801	5,000 Gallon Jet-A Truck					285,000
Total Airport		\$ 19,000	\$ 220,000	\$ 260,000	\$ 65,000	\$ 285,000

Airport Funding Sources:

	FY 24	FY 25	FY 26	FY 27	FY 28
Operating Revenue (annual)	19,000	70,000	-	65,000	-
Grants / Oth External Funding					
Subsidy from General Fund		150,000	260,000		285,000
Fund Balance Appropriation (General Fund)					
Installment Financing					
TOTAL AVAILABLE	19,000	220,000	260,000	65,000	285,000
TOTAL REQUESTED	19,000	220,000	260,000	65,000	285,000
Net Overage/ (Shortage)	-	-	-	-	-

Project #	Title	2023-24	2024-25	2025-26	2026-27	2027-28
8820- Solid Waste						
88202501	Replace #C06062 - Nissan Frontier Truck		30,000			
Total Solid Waste		\$ -	\$ 30,000	\$ -	\$ -	\$ -
Solid Waste Funding Sources:		FY 24	FY 25	FY 26	FY 27	FY 28
	Operating Revenue (annual)	-	30,000	-	-	-
	Oth External Funding					
	Fund Balance Appropriation					
	Installment Financing					
	TOTAL AVAILABLE	-	30,000	-	-	-
	TOTAL REQUESTED	-	30,000	-	-	-
	Net Overage/ (Shortage)	-	-	-	-	-

City of Monroe
FY24 Capital Improvement Budget and 5 Year Capital Improvement Plan
STRATEGIC REQUESTS

Category/Division	Title	2023-24	2024-25	2025-26	2026-27	2027-28
General Fund Capital Projects						
1500- Capital Proj/Downtown						
1500- Capital Proj/Downtown	Downtown - Roundabout	Delayed	2,190,000			
1500- Capital Proj/Downtown	Downtown - One-Way Street Conversion (Design/Construction Plans)		1,200,000			
1500- Capital Proj/Downtown	Downtown - Two-Way Traffic Conversion - Jefferson & Franklin		7,012,000			
1500- Capital Proj/Downtown	Downtown - Roundabout (Peanut, w/Conversion)		2,878,000			
1500- Capital Proj/Downtown	Downtown - 718 N. Charlotte Ave. Acquisition	Delayed	450,000			
1500- Capital Proj/Downtown	Downtown - 74 Gateway Signs	100,000				
1500- Capital Proj/Downtown	Downtown - Five Points Improvements (eliminates 2 traffic signals)		970,000			
1500- Capital Proj/Downtown	Downtown - Jefferson Connector (Alternative)		1,025,000			
1500- Capital Proj/Downtown	Downtown - Main Street Sidewalk Improvements per Master Plan		2,200,000			
1500- Capital Proj/Downtown	Downtown - Charlotte Avenue Road Diet		1,286,000			
1500- Capital Proj/Downtown	Downtown - Downtown Gateway Improvements		80,000			
1500- Capital Proj/Downtown	Downtown - Downtown Speaker System			200,000		
1500- Capital Proj/Downtown	Downtown - Stewart Street Alleyway		800,000			
1500- Capital Proj/Downtown	Downtown - Parking Deck or Holiday Lighting in Plaza and City Hall		9,000,000			
1500- Capital Proj/Downtown	Downtown - Dog Park					
1500- Capital Proj/Downtown	(8) Downtown gateway signs	Delayed	1,000,000			
1500- Capital Proj/Engineering						
1500- Capital Proj/Engineering	Engineering Services - Hayne St Monolithic Sidewalk Along both Sides	Delayed	1,224,000			
1500- Capital Proj/Engineering	Engineering - Sidewalk Maintenance	200,000	200,000	200,000	200,000	200,000
1500- Capital Proj/Engineering	Engineering - Ops Center Parking Lot	62,500				
1500- Capital Proj/Planning						
1500- Capital Proj/Planning	Planning & Dev. - Implementation Concord Ave. Redevelopment	Delayed	500,000			
1500- Capital Proj/Public Safety						
1500- Capital Proj/Public Safety	Police - Furnishings & Equipment for New Police Station					
1500- Capital Proj/Public Safety	Fire - Fire Station 3 Renovation and Up fit (TBD based on Study)		1,000,000			
1500- Capital Proj/Public Safety	Remodel Ellen Fitzgerald Bldg for Fire Admin					
1500- Capital Proj/Public Safety	Fire Station 1 and Fire Admin Combined Facility	Delayed	15,000,000			
1500- Capital Proj/Public Safety	Fire Station 1 and Fire Admin Combined Facility	Delayed	1,000,000			
1500- Capital Proj/Public Safety	Fire - Live Fire Training, Burn Building at Fire Training Ctr (possible cost share w/Union Co.)			1,000,000		
1510- City Manager						
1510- City Manager	City Manager - Downtown Parking Structure		5,800,000			
2000- Capital Proj/Finance						
2000- Capital Proj/Finance	Finance & Admin - Garage - Construct New Garage Facility	Delayed	3,500,000			
7000- Capital Proj/Golf Course						
7000- Capital Proj/Golf Course	Golf Course - Tee Box/Bunker Renovation (Annual Funding)	50,000				

Category/Division	Title	2023-24	2024-25	2025-26	2026-27	2027-28
7000- Capital Proj/Parks & Recreation						
7000- Capital Proj/Parks & Recreation	Greenway Design/Construction (Annual Funding)	100,000	100,000	100,000	100,000	100,000
7000- Capital Proj/Parks & Recreation	Creft Park Renovation - LWCF Match included	Delayed	400,000			
7000- Capital Proj/Parks & Recreation	Creft Park Renovation - LWCF Match included	Delayed	200,000			
7000- Capital Proj/Parks & Recreation	Phase 3 Parks Williams Athl. Complex-PARTF Match		450,000			
7000- Capital Proj/Parks & Recreation	Phase 3 Parks Williams Athl. Complex-PARTF Match		450,000			
7000- Capital Proj/Parks & Recreation	Community Centers Renovation				900,000	
7000- Capital Proj/Parks & Recreation	Community Centers Renovation				450,000	
7000- Capital Proj/Parks & Recreation	Community Centers Renovation				450,000	
7000- Capital Proj/Parks & Recreation	Teen Center #GB1501					500,000

Total General Fund Capital Projects

\$

512,500

\$

49,015,000

\$

1,400,000

\$

200,000

\$

200,000

Fund 350 Cap Proj		FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
	Installment Financing		19,500,000			
	Grants / Oth External Funding		650,000			
	General Fund Balance	470,833	300,000	300,000	300,000	300,000
	General Fund Bal Formal Assignment					
	Transfers from other Funds	41,667				
	TOTAL AVAILABLE	512,500	20,450,000	300,000	300,000	300,000
	TOTAL REQUESTED	512,500	49,015,000	1,400,000	200,000	200,000
	Net Overage/(Shortage)	-	(28,565,000)	(1,100,000)	100,000	100,000

Category/Division	Title	2023-24	2024-25	2025-26	2026-27	2027-28
General Fund						
1520- Economic Development						
1520- Economic Development	Economic Dev. - Planning Infrastructure	Delayed	2,000,000			
1520- Economic Development	Sutton Park Master Planning	Delayed	400,000			
1520- Economic Development	Economic Dev. - Phs Hi Sidewalk/Landscape Completion	Delayed	180,000			
1520- Economic Development	Economic Dev. - Land Options Future Industrial Area(s)	Delayed	150,000	150,000		
1520- Economic Development	Economic Dev. - Corporate Center Sign	Delayed				
1520- Economic Development	Economic Dev. - Speculative Building #5 100,000 SF -		3,500,000			
1520- Economic Development	Economic Dev. - Speculative Building #6 100,000 SF			3,500,000		
1520- Economic Development	Economic Dev - Speculative Building #8 100,000 SF				4,000,000	
1520- Economic Development	Economic Dev.: Speculative Building #7 100,000 SF				3,500,000	
1620- Facilities Maintenance						
1620- Facilities Maintenance	Facilities Maintenance - Replace Roof					
1620- Facilities Maintenance	Facilities Maintenance - Replace Roof Customer Service					
1620- Facilities Maintenance	Facilities Maintenance - Replace Roof	30,000	350,000	120,000	250,000	
1620- Facilities Maintenance	HVAC REPLACEMENTS					75,000
1620- Facilities Maintenance	OLD ARMORY PHASE 2 ROOF REPLACEMENT					175,000
1620- Facilities Maintenance	New Scissor Lift and Trailer	Delayed	31,415			
1620- Facilities Maintenance	Franklin Street Pump House Up Fit to Office Space	Delayed	406,950			
3010- Engineering						
3010- Engineering	Engineering Services - Parking Lot Resurfacing (Church and Crowell)	67,000				
3020- Streets						
3020- Streets	Engineering - Streets - Contract Resurfacing \$30 Vehicle Tax	864,500	864,500	864,500	864,500	864,500
3020- Streets	Engineering - Streets - Additional Contract Resurfacing	900,000	1,000,000	1,000,000	1,000,000	1,000,000
3020- Streets	Engineering - Streets - Crowell Street Improvements between Charlotte and College or Johnson					
3530- Bldg Stds/Inspections						
3530- Bldg Stds/Inspections	Building Standards (Inspections) - Non-hybrid 4-wheel Drive SUV (New Position?)					

Category/Division	Title	2023-24	2024-25	2025-26	2026-27	2027-28
5510- Fire						
5510- Fire	Code Enforcement - Non-hybrid 4-wheel Drive SUV (New Position)					
5510- Fire	Roll-N-Rack Hose loading system (Efficiency Package)					
5510- Fire	Hazmat/Gas ID Meter	Delayed	92,000			
5510- Fire	Delete due to DP-4 Door 3/4 Ton Pickup Truck & Mobile Radio and mobile computer (Battalion Chief)					
5510- Fire	Delete due to DP-4 Door 3/4 ton, 4WD Fire Marshal Truck (New Position)					
5510- Fire	New metal storage buildings at the training grounds.	Delayed	104,625			
5510- Fire	Fencing For Training Grounds	Delayed	30,000			
5510- Fire	Storage Building for Fire Station 5	Delayed	30,000			
5510- Fire	Station 6 Firefighters-Portable Radio x2					
5510- Fire	Battalion Captain Portable Radio needed for requested positions					
5510- Fire	Station 6 Engineer-Portable Radio					
5510- Fire	4 Door 3/4 Ton Pickup Truck (Medic 6)		85,000			
5510- Fire	Drone Program Implementation	Delayed	22,700			
5510- Fire	Administrative Van	Delayed	43,000			
5510- Fire	UTV Units for multi-use	Delayed	20,000			
5510- Fire	PPE Gear Dryer for fire stations 2, 3, & 5	Delayed	19,876			
5510- Fire	New Opticom Traffic Control Devices (3 Intersections @ \$6K Ea.)		45,000	45,000	45,000	
6010- Information Technology						
6010- Information Technology	Information Technology - Virtual Desktop / Virtual Application		250,000	250,000		
6010- Information Technology	Information Technology - Data Center Expansion		250,000			
6010- Information Technology	Information Technology - Department Building		2,300,000			

Total General Fund

\$

1,861,500

\$

12,175,066

\$

5,929,500

\$

9,659,500

\$

2,114,500

General Fund Funding Sources:		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
	Operating Revenue (annual)	500,000				
	\$30 Vehicle Tax	864,500	864,500	864,500	864,500	864,500
	Grants / Oth External Funding					
	Fund Balance Appropriation	497,000	10,566	5,065,000	8,795,000	1,250,000
	GO Bond Issue					
	Water Resources Fund (interfund loan)					
	Allocation to Enterprise Funds					
	Installment Financing		11,300,000			
	TOTAL AVAILABLE	1,861,500	12,175,066	5,929,500	9,659,500	2,114,500
	TOTAL REQUESTED	1,861,500	12,175,066	5,929,500	9,659,500	2,114,500
	Net Overage/(Shortage)	-	-	-	-	-

Category/Division	Title	2023-24	2024-25	2025-26	2026-27	2027-28
7012- P&R Maintenance						
7012- P&R Maintenance	Parks & Rec - Maintenance - New Kubota Utility Vehicle					
7012- P&R Maintenance	Sutton Park Basketball Court painting	Delayed	25,500			
7012- P&R Maintenance	Parks & Rec - Maintenance - Camera/Security Project		20,000	20,000		
7012- P&R Maintenance	Sunset Park Restrooms	130,000				
7012- P&R Maintenance	Dickerson Ballfield Restroom Renovation & Control Link		75,000			
7012- P&R Maintenance	Winchester Basketball Court Painting	Delayed	24,000			
7012- P&R Maintenance	Dickerson Park Side walks	15,000				
7012- P&R Maintenance	Concrete Dickerson Park Bus Parking Lot	16,500				
7012- P&R Maintenance	Sunset Park Sidewalks	10,000				
7012- P&R Maintenance	Tonawanda Park Splash Pad Control Link	Delayed	27,000			
7012- P&R Maintenance	Don Griffin Park Bathroom (New Build)		130,000			
7012- P&R Maintenance	Creft Park Ballfield Lights		175,000			
7012- P&R Maintenance	Winchester Picnic Shelter					160,000
7012- P&R Maintenance	Don Griffin Ballfield Parking Area					75,000
7012- P&R Maintenance	Winchester Playground & Installation of Shade Structure			60,000		
7012- P&R Maintenance	Old Armory Restrooms			130,000		
7012- P&R Maintenance	Install New Playground & Install Shade Structure Parks Williams		150,000			
7012- P&R Maintenance	Parks Williams Picnic Shelter				160,000	
7012- P&R Maintenance	Dickerson Park Ballfield Lights			175,000		
7012- P&R Maintenance	Replace Creft Park Shelter				160,000	
7012- P&R Maintenance	Replace Jay Ray Shelter					160,000
7012- P&R Maintenance	Sutton Park Restrooms					130,000

Total Parks and Recreation

\$

171,500

\$

626,500

\$

385,000

\$

320,000

\$

525,000

Parks & Recreation		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
	Operating Revenue	-	-	-	-	-
	Installment Financing					
	Transfer from Other Funds					
	Greenway Reserves					
	Gen Fund Balance Appropriation	171,500	626,500	385,000	320,000	525,000
	TOTAL AVAILABLE	171,500	626,500	385,000	320,000	525,000
	TOTAL REQUESTED	171,500	626,500	385,000	320,000	525,000
	Net Overage/(Shortage)	-	-	-	-	-

Category/Division	Title	2023-24	2024-25	2025-26	2026-27	2027-28
7030- Golf Course						
7030- Golf Course	Golf Course - New Irrigation System Front 9		325,000			
7030- Golf Course	Golf Course - Pave Equip. Storage & Parking Area	Delayed	42,000			
7030- Golf Course	Golf Course - Golf Cart Wash Pad	Delayed	40,000			
7030- Golf Course	Golf Course - New Irrigation System Back 9		400,000			
7030- Golf Course	Golf Course - Rebuild Back 9 Greens to USGA Specifications			350,000		
7030- Golf Course	Golf Course - 3-Bay Landscape Material Storage Bin w/ Privacy Fence			20,000		
7030- Golf Course	Golf Course - Rebuild Front 9 Greens to USGA Specifications				280,000	
7030- Golf Course	Golf Course - Enclose 2 Outdoor Bays & Add Garage Doors				35,000	
7030- Golf Course	Golf Course - Replace Chemical Storage Building				30,000	
7030- Golf Course	Golf Course - Replace Tool Shed				15,000	
Total Golf Course		\$ -	\$ 807,000	\$ 370,000	\$ 360,000	\$ -

MCC (Golf Course)		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
	Operating Revenue					
	Subsidy from the General Fund					
	Installment Financing					
	Golf Course Fund Balance					
	Gen Fund Balance Appropriation	-	807,000	370,000	360,000	-
	TOTAL AVAILABLE	-	807,000	370,000	360,000	-
	TOTAL REQUESTED	-	807,000	370,000	360,000	-
Net Overage/(Shortage)		-	-	-	-	-

Category/Division	Title	2023-24	2024-25	2025-26	2026-27	2027-28
7040- Aquatics & Fitness Center						
7040- Aquatics & Fitness Center	Capitol Building Improvement	80,000	20,000	20,000	20,000	20,000
7040- Aquatics & Fitness Center	Indoor pool liner removal and plaster installation					
7040- Aquatics & Fitness Center	Renovation of Parks/Rec offices					
7040- Aquatics & Fitness Center	Roof repair- Cardio section in the fitness room (12-15 Yrs)	36,750				
7040- Aquatics & Fitness Center	Replace Water Park pool grate (13-15 Yrs)	19,000				
7040- Aquatics & Fitness Center	Indoor pool deck resurfacing (8-10 Yrs)					
7040- Aquatics & Fitness Center	Parking lot resurfacing		50,000			
7040- Aquatics & Fitness Center	Replace Exterior Door (15-20 Yrs)		28,000			
7040- Aquatics & Fitness Center	Replace Exterior Door (15-20 Yrs)		8,000			
7040- Aquatics & Fitness Center	Replace Exterior Door (15-20 Yrs)		20,000			
7040- Aquatics & Fitness Center	Water Park Resurfacing (10-12 Yrs)			100,000		
7040- Aquatics & Fitness Center	Roof replacement- locker rooms, racquetball hall				75,000	
Total Aquatics & Fitness Center		\$ 135,750	\$ 126,000	\$ 120,000	\$ 95,000	\$ 20,000

MAFC (Aquatic Center)		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Operating Revenue			76,000	20,000	20,000	20,000
Fund Balance Appropriation		135,750	50,000	100,000	75,000	-
Installment Financing						
TOTAL AVAILABLE		135,750	126,000	120,000	95,000	20,000
TOTAL REQUESTED		135,750	126,000	120,000	95,000	20,000
Net Overage/(Shortage)		-	-	-	-	-

Category/Division	Title	2023-24	2024-25	2025-26	2026-27	2027-28
8000- Capital Proj/ Water & Sewer						
8000- Capital Proj/ Water & Sewer	Water Resources - Lake Augmentation Permitting and Design					800,000
8000- Capital Proj/ Water & Sewer	Water Resources - WTP - 13.0 MGD=Filter #4,Chemical Upgrd,Basin Launderer+Pump #6		5,400,000			
8000- Capital Proj/ Water & Sewer	Water Resources - Wastewater Capital - Decommission Kimberly&Euclid Pump Stn.(Install Gravity Sewer)		650,000			
8000- Capital Proj/ Water & Sewer	Water Resources - Water Capital Projects - Goldmine Pump Upgrade		250,000			
8000- Capital Proj/ Water & Sewer	Water Resources - Lake Augmentation 2 MGD Adv. Treatment & NPDES Discharge Ph I			5,000,000		
8000- Capital Proj/ Water & Sewer	Water Resources - Lake Augmentation 2 MGD Adv. Treatment & NPDES Discharge Ph I			4,000,000		
8000- Capital Proj/ Water & Sewer	Water Resources - Water Capital Project - Widening 12" Water Main&8" Sewer Replace(75%NCDOTPay)			1,250,000		
8000- Capital Proj/ Water & Sewer	Water Resources - WW Cap. Projects - Outfall Upgrade			16,000,000		
8000- Capital Proj/ Water & Sewer	Water Resources - WW Cap. Projects - Regional Pump Station Developer Oversizing			1,000,000		
8000- Capital Proj/ Water & Sewer	Water Resources - WWTP - Expansion & Nutrient Upgrade(6 MGD, City Share 3.35 MGD)			6,750,000		
8000- Capital Proj/ Water & Sewer	Water Resources - WWTP - Expansion & Nutrient Upgrade(6 MGD, City Share 3.35 MGD)			43,500,000		
8000- Capital Proj/ Water & Sewer	Water Resources - Improve Interchange					
8000- Capital Proj/ Water & Sewer	Water Resources - Improve Intersection					
8000- Capital Proj/ Water & Sewer	Annual Wastewater Infrastructure Replacement Funding	200,000				
8000- Capital Proj/ Water & Sewer	Water Capital - Replace 1.5 MG East Zone Tank		2,250,000			
8000- Capital Proj/ Water & Sewer	Water Resources - Wastewater - Unionville Indian Trail Pump Station Parallel Force Main					
8000- Capital Proj/ Water & Sewer	Annual Water Infrastructure Replacement Funding	300,000				
8020- W&S Maintenance						
8020- W&S Maintenance	Sewer Easement Machine, sewer nozzle camera system and nozzles	82,000				
8020- W&S Maintenance	Purchase Hydra-Stop Valve Insertion Equipment	91,810				
8020- W&S Maintenance	Purchase 50' Towable Boom Lift (split between three divisions)	9,790				
8020- W&S Maintenance	Pipe Patch Program	12,035				
8020- W&S Maintenance	Purchase Trailer Mounted Light Tower	14,175				
8020- W&S Maintenance	Sewer Nozzle Camera System	33,783				
8020- W&S Maintenance	Imprvmt Contrct Material & Labor	75,000				
8020- W&S Maintenance	Increase base budget for replacing 1% of system	75,000				
8025- W&S Construction						
8025- W&S Construction	Walkup Ave 10" Water Line Realignment					
8025- W&S Construction	Purchase Kubota Mini Excavator	73,457				
8025- W&S Construction	S. Sutherland/Hwy 74 Intersection Water Line Rehab					
8025- W&S Construction	Purchase 45' Tandem Trailer	16,500				
8025- W&S Construction	Contracted Material and Labor	75,000				
8025- W&S Construction	Realign sewer between manholes M2336 to M2314 approx. 1200 of 8"	300,000				
8025- W&S Construction	Replace/Realign 1500 lf of 10" water main along Walkup Ave	250,000				
8025- W&S Construction	Rehab (500') 12" wtr main at Sutherland & Hwy 74	300,000				
8025- W&S Construction	Street Direct Costs	35,000				

Category/Division	Title	2023-24	2024-25	2025-26	2026-27	2027-28
8030- Water Treatment Plant						
8030- Water Treatment Plant	Purchase 50' Towable Boom Lift (split between three divisions)	19,580				
8030- Water Treatment Plant	Water Resources - WTP - 500 kW Generator w/Electrical					
8030- Water Treatment Plant	Water Resources - WTP - Basin #2 Coating					
8030- Water Treatment Plant	Water Resources - WTP - Basin #3 Coating	850,000				
8030- Water Treatment Plant	Water Resources - WTP - Replace FWPS#1 High Service Pumps/MCC's	750,000				
8030- Water Treatment Plant	Purchase equipment trailer for WTP	9,200				
8030- Water Treatment Plant	Water Resources - WTP - Lake Lee Raw Water Pump Single Pump Skid		125,000			
8030- Water Treatment Plant	Water Resources - WTP - WTP + Sites Security Cameras and Fencing		250,000			
8040- Waste Treatment Plant						
8040- Waste Treatment Plant	Purchase 50' Towable Boom Lift (split between three divisions)	19,580				

Total Water Resources	\$	3,591,910	\$	8,925,000	\$	77,500,000	\$	-	\$	800,000
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Water Res. Funding Sources:		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
	Operating Revenue (annual)	1,491,910	8,925,000	27,250,000	-	800,000
	Fund Balance Appropriation	2,100,000				
	Capital Reserve Fund			50,250,000		
	Revenue Bonds					
	TOTAL AVAILABLE	3,591,910	8,925,000	77,500,000	-	800,000
	TOTAL REQUESTED	3,591,910	8,925,000	77,500,000	-	800,000
	Net Overage/(Shortage)	-	-	-	-	-

Category/Division	Title	2023-24	2024-25	2025-26	2026-27	2027-28
8100- Capital Proj/Stormwater						
8100- Capital Proj/Stormwater	Stormwater - Capital Projects - Design and Replace Culvert on James Hamilton Road	140,000			450,000	
8100- Capital Proj/Stormwater	Stormwater - Capital Projects - Small Construction Projects by Contract	100,000	100,000	100,000	100,000	100,000
8100- Capital Proj/Stormwater	Stormwater - Water Quality Capital Project	50,000	75,000	75,000	75,000	75,000

Total Stormwater

\$	290,000	\$	175,000	\$	175,000	\$	625,000	\$	175,000
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Stormwater		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Operating Revenue (annual)		290,000	175,000	175,000	625,000	175,000
Fund Balance Appropriation						
Installment Financing						
TOTAL AVAILABLE		290,000	175,000	175,000	625,000	175,000
TOTAL REQUESTED		290,000	175,000	175,000	625,000	175,000
Net Overage/(Shortage)		-	-	-	-	-

Category/Division	Title	2023-24	2024-25	2025-26	2026-27	2027-28
8200- Capital Proj/Electric						
8200- Capital Proj/Electric	Electrical Capital Projects - Goldmine Substation Improvements					
8200- Capital Proj/Electric	Electrical Capital Projects - ESRI Utility Network	25,000	35,000			
8200- Capital Proj/Electric	Electrical - Cityworks	100,000	100,000	100,000		
8200- Capital Proj/Electric	Transmission Pole Replacement	250,000	500,000	500,000	500,000	500,000
8200- Capital Proj/Electric	Electrical Capital Projects - Third Delivery Point from Duke Energy			500,000	1,000,000	1,000,000
8200- Capital Proj/Electric	Electrical - Replace/Retire Old Underground Primary	60,000	60,000	60,000	60,000	60,000
8200- Capital Proj/Electric	Electrical - Corporate Center Expansion					
8200- Capital Proj/Electric	Electrical - New Subdivision Construction	2,500,000	1,000,000	800,000	600,000	600,000
8200- Capital Proj/Electric	Electrical - Add Additional Rock To Substation Yards	40,000	20,000	20,000	20,000	20,000
8200- Capital Proj/Electric	Electrical - Substation Wildlife Protection & Security	50,000	25,000	25,000	25,000	25,000
8200- Capital Proj/Electric	Electrical - AMI Metering Solutions	100,000	100,000	100,000	100,000	100,000
8200- Capital Proj/Electric	Electrical - NCDOT- U-5764-US 74 Widening Dickerson-Rocky Rvr	635,000	635,000	635,000		
8200- Capital Proj/Electric	Electrical - ES SCADA System Upgrade	25,000	25,000	25,000	25,000	25,000
8200- Capital Proj/Electric	Electrical - SCADA Mate Switch Installations	100,000	100,000	100,000	100,000	100,000
8200- Capital Proj/Electric	Electrical - New ES Facility					
8200- Capital Proj/Electric	Electrical - Hal Coan Substation Improvements	390,000	160,000			
8200- Capital Proj/Electric	Electrical - Substation Modernization	600,000	400,000	400,000	400,000	400,000

8220- Electric

8220- Electric	Electric - New Equipment - 55' Bucket Truck for New Crew (2 Journeymen)*
8220- Electric	Electric - New Equipment - Digger Derrick for New Crew (Line Apprentice)*
8220- Electric	Electric - New Equipment - Purchase Substation Transformer Bushings
8220- Electric	Electric - New Equipment - Crew Cab Pickup for New Positions (Safety/Training)*
8220- Electric	Electric - New Equipment - Enclosed Utility Trailer for Substation Maintenance
8220- Electric	Electric - New Equipment - Enclosed Utility Trailer for Mobile Battery Bank
8220- Electric	Purchase New Air Compressor
8220- Electric	Purchase New Piercing Tool
8220- Electric	Purchase New Underground Pulling Rig

Total Electric

\$

5,120,000

\$

3,160,000

\$

3,265,000

\$

2,830,000

\$

2,830,000

Electric	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Operating Revenue (annual)	245,000				
Fund Balance Appropriation	2,375,000	2,160,000	2,465,000	2,230,000	2,230,000
Capital Projects Reserve for Future Proj.	2,500,000	1,000,000	800,000	600,000	600,000
Revenue Bonds					
Installment Financing					
TOTAL AVAILABLE	5,120,000	3,160,000	3,265,000	2,830,000	2,830,000
TOTAL REQUESTED	5,120,000	3,160,000	3,265,000	2,830,000	2,830,000
Net Overage/(Shortage)	-	-	-	-	-

Category/Division	Title	2023-24	2024-25	2025-26	2026-27	2027-28
8400- Capital Proj/Natural Gas						
8400- Capital Proj/Natural Gas	Natural Gas - ESRI Utility Network		60,000	35,000		
8400- Capital Proj/Natural Gas	Natural Gas - Replace Pipeline #NG0913			250,000	250,000	250,000
8400- Capital Proj/Natural Gas	Natural Gas - Distribution Integrity Management Program #NG1202		100,000	100,000	100,000	100,000
8400- Capital Proj/Natural Gas	Natural Gas - Subdivision Fund #NG1401	2,700,000	2,500,000	500,000	500,000	500,000
8400- Capital Proj/Natural Gas	Natural Gas - Industrial Meter Rebuilds/Upgrades #NG1403			25,000		50,000
8400- Capital Proj/Natural Gas	Natural Gas - System Uprate Projects #NG1404		125,000	125,000	125,000	125,000
8400- Capital Proj/Natural Gas	Natural Gas - Transmission Pipeline Integrity Mgt Assessment #NG1501	35,000	35,000	35,000	35,000	35,000
8400- Capital Proj/Natural Gas	Natural Gas - Remediation/Replace Cathodic Protection #NG1502			100,000		100,000
8400- Capital Proj/Natural Gas	Natural Gas - System Reinforcement Projects-Miscellaneous #NG1503	750,000	250,000	250,000	250,000	250,000
8400- Capital Proj/Natural Gas	Natural Gas - Revenue Based Expansions #NG1701	275,000	100,000	250,000	250,000	250,000
8400- Capital Proj/Natural Gas	Natural Gas - NCDOT Roadway Relocations #NG1901		265,000	265,000	200,000	200,000
8400- Capital Proj/Natural Gas	Natural Gas - AMI Metering Solutions #NG1902	75,000	75,000	75,000	75,000	75,000
8400- Capital Proj/Natural Gas	Natural Gas - SCADA System Upgrade #NG2002	25,000	25,000	25,000	25,000	25,000
8400- Capital Proj/Natural Gas	Natural Gas - Industrial Park #NG2101	100,000				
8400- Capital Proj/Natural Gas	Natural Gas - LNG Facility Upgrades/Additional Storage #NG2201		500,000	500,000	500,000	500,000
8400- Capital Proj/Natural Gas	Natural Gas - Paperless Compliance Tools / Work Management System		80,000	40,000	40,000	40,000
8420- Natural Gas						
8420- Natural Gas	ESRI Utility Network BB increase	25,000				
8420- Natural Gas	Paperless Compliance Tools / Work Management System	40,000				
8420- Natural Gas	Increase of Funds to Improvement Construction account	95,000				
8420- Natural Gas	Increase of Funds to Contracted/Force Account Labor account	100,000				

Total Gas	\$ 4,220,000	\$ 4,115,000	\$ 2,575,000	\$ 2,350,000	\$ 2,500,000
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Natural Gas		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
	Operating Revenue (annual)	275,000	4,015,000	2,325,000	2,100,000	2,250,000
	Grants / Oth External Funding					
	Fund Balance Appropriation	3,945,000	100,000	250,000	250,000	250,000
	Revenue Bonds					
	Installment Financing					
	TOTAL AVAILABLE	4,220,000	4,115,000	2,575,000	2,350,000	2,500,000
	TOTAL REQUESTED	4,220,000	4,115,000	2,575,000	2,350,000	2,500,000
	Net Overage/(Shortage)	-	-	-	-	-

Category/Division	Title	2023-24	2024-25	2025-26	2026-27	2027-28
8600- Capital Proj/Airport						
8600- Capital Proj/Airport	Airport Capital Projects - Runway Strengthening Project		474,138	4,267,242		
8600- Capital Proj/Airport	Airport Capital Projects - Pavement Maint.– Misc. AP Parking Lots/Private Drive					
8600- Capital Proj/Airport	Airport Capital Projects - Terminal Building Expansion				1,710,000	
8600- Capital Proj/Airport	Airport Capital Projects - Terminal Building Expansion				190,000	
8620- Airport						
8620- Airport	Airport - Augment 1994 Tron Air Start Cart – NEW Ground Power Unit					
8620- Airport	Airport - Awning cover for mobile fuelers			30,000		
8620- Airport	Air Traffic Control Tower and Access Road	Delayed	4,792,000			
8620- Airport	Airport Terminal Renovation	55,000				
8620- Airport	Rehab Terminal parking lot	39,072				
8630- Airport Customs						
8630- Airport Customs	Computer & network equipment required by US Customs & Border Protection agreement	53,103				

Total Airport

\$

147,175

\$

5,266,138

\$

4,297,242

\$

1,900,000

\$

-

Airport Funding Sources		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
	Operating Revenue (annual)	147,175		30,000		
	Grants / Oth External Funding		5,266,138	4,267,242	1,900,000	
	In-Kind Credit (work City has already done)					
	Fund Balance Assigned for Airport Grants					
	GF Fund Balance Appropriation					
	Installment Financing					
	TOTAL AVAILABLE	147,175	5,266,138	4,297,242	1,900,000	-
	TOTAL REQUESTED	147,175	5,266,138	4,297,242	1,900,000	-
	Net Overage/(Shortage)	-	-	-	-	-

CITY OF MONROE
DEBT OBLIGATIONS
FISCAL YEAR 2024

GENERAL FUND

Item Description	Original Amount	Purpose	Type of Borrowing	Term (Yrs.)	Payoff Year	FY 2024 Debt Service		Remaining Balance	
						Principal	Interest	Principal	Interest
ATI Specialty Materials-Land Convey.	\$ 1,058,562	Economic Incentive	Interfund Loan	15	2031	\$ 70,057	\$ 17,592	\$ 549,387	\$ 64,157
15 Fire Station #4	\$ 4,400,000	Build Permanent Fire Station # 4	Installment	10	2025	\$ 440,000	\$ 11,550	\$ 220,000	\$ 2,310
17 Fire Trucks	\$ 1,788,000	Replace Three Fire Trucks	Installment	10	2027	\$ 184,000	\$ 16,364	\$ 576,000	\$ 24,978
18 Fire Trucks	\$ 1,614,000	Replace Two Fire Trucks	Installment	10	2028	\$ 163,000	\$ 26,409	\$ 704,000	\$ 54,431
19 Fire Trucks	\$ 635,000	Replace One Fire Truck	Installment	10	2029	\$ 62,000	\$ 10,987	\$ 339,000	\$ 28,359
20 Fire Trucks	\$ 856,000	Replace Fire Department Blaze Unit	Installment	10	2030	\$ 83,000	\$ 12,265	\$ 533,000	\$ 37,709
09 Winchester Ctr/J Ray Shute Gym	\$ 2,391,720	Winchester Center/J Ray Shute Gym	Installment	15	2024	\$ 159,448	\$ 3,193	\$ -	\$ -
18B Limited Obligation Bonds	\$ 600,000	Demolish Building and Pave Parking Lot	Installment	20	2039	\$ 29,025	\$ 19,302	\$ 435,375	\$ 136,635
18B Limited Obligation Bonds	\$ 3,849,700	Renovation to Center Theatre	Installment	20	2039	\$ 185,975	\$ 123,673	\$ 2,789,625	\$ 875,478
22 Limited Obligation Bonds	\$ 4,168,294	New Senior Center (EJ Renovations)	Installment	20	2039	\$ 177,141	\$ 134,976	\$ 3,007,518	\$ 1,018,238
22 Limited Obligation Bonds	\$ 11,949,978	New Police Headquarters	Installment	20	2039	\$ 507,859	\$ 386,974	\$ 8,622,482	\$ 2,919,262
20 ERP System	\$ 1,240,761	Purchase new Software	Installment	10	2030	\$ 122,197	\$ 18,104	\$ 787,063	\$ 55,737
Totals	\$ 34,552,015					\$ 2,183,702	\$ 781,389	\$ 18,563,450	\$ 5,217,294

OCCUPANCY TAX CAPITAL FUND

Item Description	Original Amount	Purpose	Type of Borrowing	Term (Yrs.)	Payoff Year	FY 2024 Debt Service		Remaining Balance	
						Principal	Interest	Principal	Interest
Science Center	\$ 3,319,883	Finish Science Center Project	Limited	20	2038	\$ 135,000	\$ 122,463	\$ 2,860,000	\$ 974,312

WATER RESOURCES

Item Description	Original Amount	Purpose	Type of Borrowing	Term (Yrs.)	Payoff Year	FY 2024 Debt Service		Remaining Balance	
						Principal	Interest	Principal	Interest
16 Refunding Rev	\$ 20,660,000	Refinance 2008A	Revenue Bonds	17	2033	\$ 208,368	\$ 118,296	\$ 2,358,120	\$ 583,177
17 Rev	\$ 11,631,320	WTP Franklin Ave & WWTP Chlor. Scrubber	Revenue Bonds	25	2043	\$ 288,420	\$ 431,580	\$ 8,915,940	\$ 4,719,784
20B Refunding Rev	\$ 6,776,000	Refinance SRF Loan-Sewer Improv.	Revenue Bonds	14	2034	\$ 500,000	\$ 74,032	\$ 4,788,000	\$ 364,168
Union County Agreement (2007)	\$ 5,207,634	Catawba River WTP Improvements	County	19	2026	\$ 191,640	\$ -	\$ 367,310	\$ -
Union County Agreement (2019)	\$ 3,830,000	Catawba River WTP Improvements	County	23	2042	\$ 131,766	\$ 100,293	\$ 3,209,613	\$ 967,452
20 ERP System	\$ 275,013	Purchase new Software	Installment	10	2030	\$ 26,618	\$ 3,943	\$ 171,445	\$ 12,141
Totals	\$ 48,104,954					\$ 1,346,812	\$ 728,144	\$ 19,810,428	\$ 6,646,722

STORMWATER

Item Description	Original Amount	Purpose	Type of Borrowing	Term (Yrs.)	Payoff Year	FY 2024 Debt Service		Remaining Balance	
						Principal	Interest	Principal	Interest
20 ERP System	\$ 93,118	Purchase new Software	Installment	10	2030	\$ 9,013	\$ 1,335	\$ 58,050	\$ 4,112
Totals	\$ 93,118					\$ 9,013	\$ 1,335	\$ 58,050	\$ 4,112

MONROE AQUATIC AND FITNESS CENTER

						FY 2024 Debt Service		Remaining Balance	
Item Description	Original Amount	Purpose	Type of Borrowing	Term (Yrs.)	Payoff Year	Principal	Interest	Principal	Interest
20 ERP System	\$ 90,736	Purchase new Software	Installment	10	2030	\$ 8,782	\$ 1,301	\$ 56,565	\$ 4,006

ELECTRIC

						FY 2024 Debt Service		Remaining Balance	
Item Description	Original Amount	Purpose	Type of Borrowing	Term (Yrs.)	Payoff Year	Principal	Interest	Principal	Interest
16 Refunding Rev	\$ 14,703,722	Refinance 2008A	Revenue Bonds	17	2033	\$ 875,373	\$ 496,970	\$ 9,906,661	\$ 2,449,976
20 ERP System	\$ 243,298	Purchase new Software	Installment	10	2030	\$ 23,548	\$ 3,489	\$ 151,674	\$ 10,741
Totals	\$ 14,947,020					\$ 898,921	\$ 500,459	\$ 10,058,335	\$ 2,460,717

NATURAL GAS

						FY 2024 Debt Service		Remaining Balance	
Item Description	Original Amount	Purpose	Type of Borrowing	Term (Yrs.)	Payoff Year	Principal	Interest	Principal	Interest
16 Limited Obligation Bonds (Ref.)	\$ 27,045,000	Refinance Pipeline Debt	Installment	23	2039	\$ 1,015,000	\$ 987,550	\$ 22,040,000	\$ 7,990,188
18 Limited Obligation Bonds	\$ 8,280,000	Liquefied NG Peak Shaving Plant	Installment	25	2043	\$ 240,000	\$ 266,513	\$ 6,980,000	\$ 2,655,731
16 Refunding Rev	\$ 2,456,474	Refinance 2008A	Revenue Bonds	17	2033	\$ 146,259	\$ 83,034	\$ 1,655,219	\$ 409,346
20 ERP System	\$ 163,572	Purchase new Software	Installment	10	2030	\$ 15,832	\$ 2,345	\$ 101,972	\$ 7,221
Totals	\$ 37,945,046					\$ 1,417,091	\$ 1,339,442	\$ 30,777,191	\$ 11,062,486

AIRPORT

						FY 2024 Debt Service		Remaining Balance	
Item Description	Original Amount	Purpose	Type of Borrowing	Term (Yrs.)	Payoff Year	Principal	Interest	Principal	Interest
Airport Hangar Construction	\$ 910,000	Construction of Hangar	Interfund Loan	20	2036	\$ 41,875	\$ 18,390	\$ 605,649	\$ 117,532
20A Refunding Rev	\$ 6,560,000	Refinance 2011	Revenue Bonds	7	2028	\$ 848,000	\$ 39,652	\$ 3,462,000	\$ 79,930
17 Rev (New)	\$ 2,274,250	Corporate Bulk Hangar	Revenue Bonds	25	2043	\$ 56,580	\$ 84,664	\$ 1,749,060	\$ 925,891
20 ERP System	\$ 72,868	Purchase new Software	Installment	10	2030	\$ 7,053	\$ 1,045	\$ 45,426	\$ 3,217
Totals	\$ 9,817,118					\$ 953,508	\$ 143,751	\$ 5,862,135	\$ 1,126,570

SOLID WASTE

						FY 2024 Debt Service		Remaining Balance	
Item Description	Original Amount	Purpose	Type of Borrowing	Term (Yrs.)	Payoff Year	Principal	Interest	Principal	Interest
20 ERP System	\$ 71,873	Purchase new Software	Installment	10	2030	\$ 6,956	\$ 1,031	\$ 44,806	\$ 3,172

CITY OF MONROE
OUTSIDE AGENCY FUNDING HISTORY
Fiscal Year 2024 Requests

ORGANIZATION NAME	2022 Approved	2023 Approved	2023 Estimated In- Kind	2024 Request	Type of Activity	2024 Recommended
A Few Good Men	15,000					
Alliance for Children (U Smart Start/ UC Partnership for Children)	5,000					
American Red Cross- Union County Chapter	5,000					
Angel Shoes Inc	3,000	3,000		5,000	Pub Svc	5,000
Arc of Union/Cabarrus	1,600					
Artists Music Guild	10,000	0		20,000	Art & Cult	0
Bridge To Recovery, Inc	2,500	2,500		0	Pub Svc	
Broken to Life	0	0			Pub Svc	
Caraway Foundation	3,000					
Central Academy of Technology and Art (Band Boosters)	2,000	2,000		2,000	Art & Cult	0
Common Heart	10,000	10,000		20,000	Pub Svc	20,000
Community Health Services of Union County, Inc.	20,000	20,000		25,000	Pub Svc	25,000
Council on Aging of Union County	7,500	7,500		25,000	Pub Svc	15,000
Excel Enrichment Program	5,000	5,000		6,000	Pub Svc	4,020
Generation Uplift Inc						
Food for Families NC, Inc.		21,000			Pub Svc	
Ground 40 Ministries	10,000	10,000		15,000	Pub Svc	15,000
H.O.T.A (Helpers One To Another)						
HealthQuest	4,150	4,150		10,000	Pub Svc	4,150
HealthQuest- (Utility Subsidy)	2,650					
HELP Center Inc (HELP Pregnancy Center)	7,500	7,500		0	Pub Svc	0
Helpers One to Another		0		0	Pub Svc	
Hospice of Union County	15,000	15,000		20,000	Pub Svc	15,000
Humane Society of Union County, Inc						
James Recreational Camps						
Monroe Athletic Foundation (Monroe High Boosters Club)	7,500	7,500		0		0
Monroe-Union County CDC – Administration	25,000	25,000		25,000	Pub Svc	25,000
Monroe-Union County CDC – Goodlife Life Skills Coaching		0		0	Pub Svc	
Police Athletic League	7,000					
Project G.O.D (Greater Opportunities Daily)						
Turning Point, Inc. – Operating	15,000	15,000		20,000	Pub Svc	20,000
Union Academy Foundation						
Union County Community Action, Inc.	25,000	25,000		25,000	Pub Svc	25,000
Union County Community Action, Inc. / Head Start (Utility Sub)	3,725		515,059		Pub Svc	515,059
Union County Community Arts Council	32,500	32,500		32,500	Art & Cult	0

CITY OF MONROE
OUTSIDE AGENCY FUNDING HISTORY
Fiscal Year 2024 Requests

Union County Community Arts Council (Utility Subsidy)	3,100		27,020		Pub Svc	27,020
Union County Community Shelter						
Union County Community Shelter/ (Utility Subsidy)	55,000	50,000		55,000	Pub Svc	55,000
Union County Crisis Assistance Ministry	30,000	30,000		30,000	Pub Svc	30,000
Union County Historic Preservation Commission	15,500	17,500			Gov Serv	
Union County Playmakers				0	Art & Cult	
Union County Public Schools			11,520		Pub Svc	11,520
Union County Youth Ballet	4,000					
Village Development Center	17,500					
Volunteer2ServeNGive Inc	12,850					
						258,170
TOTAL ANNUAL AGENCY REQUESTS	382,575	310,150	553,599	335,500		811,769
Balance of Funding Allocated For:						
East Village Subdivision	589					589
Utility Fees Waived-Variou	26,172	26,172				26,172
Monroe-Union County CDC – Down payment Assistance	15,850	15,850				16,594
TOTAL BALANCE OF FUNDING ALLOCATED	42,611	42,022				43,355
Total Funding:	425,186	352,172	553,599			855,124

New Agency Requests

In-kind funding

Arts & Cultural Requests

Union County Arts Council utilities is paid in the City Manager's division
- at year end, 50% of total billing for UT account will be reclassified to
Outside Agency.

FY24 utility estimate = \$54,040
at 50% = \$27,020

Total Outside Agency cash funding from above = \$258,170
Arts Council utility subsidy = 27,020
\$285,190



March 28, 2023

***Summary of Proposed
Changes to the 2023 -2024
Fees Schedule***
(proposed changes are in red)

CHAPTER I. ADMINISTRATIVE

ARTICLE A. MISCELLANEOUS

Staff recommends an increase to Credit Reporting Fees for Residential & Commercial/Industrial/Non-Profit, to cover an increase in the cost of these services.

Section 9. Miscellaneous Utility Fees.

	<u>FY2022-2023</u>	<u>FY2023-2024</u>	<u>Effect on Revenue</u>
Credit Reporting Fee – Commercial	20.00	25.00	480.00
Credit Reporting Fee – Residential	3.00	5.00	2,160.00

Description of Service	Fee
Application – Existing Customer	\$10
Application – New Customer	\$15
Credit Reporting Fee – Commercial/Industrial/Non-Profit	\$25
Credit Reporting Fee – Residential	\$5
Delinquent Utility Payment Penalty Per Month	1% or Min. of \$5

CHAPTER II. BUILDING STANDARDS

**NOTE: Minor changes made to text within this Chapter are for clarity purposes only.
(proposed changes are in red).**

In addition to minor changes to text, Staff proposes a \$50 increase per trip for after hours inspections. Regarding re-inspections, Staff proposes combining the residential rate of \$70 and commercial rate of \$110 to a residential / commercial flat rate fee of \$100.00.

Section 6. Schedule of Permit Fees

	<u>FY2022-2023</u>	<u>FY2023-2024</u>	<u>Effect on Revenue</u>
After Hours Inspection Fee	250.00	300.00	424.00
Re-inspection Fee – Residential/Commercial	70/110	100.00	2,931.00

DESCRIPTION	FEE
Archive Research	\$30
ABC License Inspection	\$85
Temporary Certificate of Occupancy	30 day - \$85; 60 day - \$135; 90 day - \$185
Change of Occupancy Permit (Change of Use)	\$85
Commercial Plan Review ft. 5000 sq. ft. or above. After 2nd disapproval, additional fees of \$150 will be assessed for each revision	\$150 Non-refundable
Commercial Renovations	[Square feet of renovated area times the fee of occupancy determined (as per commercial table fee schedule) times 75%]
Day Care, Therapeutic Home and Group Home Inspections	\$85
Demolition Permit	1&2 Family Dwelling - \$60; Commercial - \$160
After Hours Inspection Flat Rate Fee - Commercial or Residential (when available)	\$300 per trip*
Homeowners Recovery Fund Charged N.C.G.S. 87-15.6(b)	\$10
Modular Home (Residential)	(75% of Res. Schedule)
Mobile Home Setup	\$210
Single -	\$260
Double -	
Modular Units (commercial)	[Square feet times the fee of occupancy determined (as per commercial table fee schedule) times 75%] Construction trailers/modular classrooms (commercial) - Minimum trades as applicable
Refunds (including technology fee) on Permits (No Inspections Made)	Minimum residential fee per trade held on 1&2 Family Dwelling Minimum commercial fee per trade held on Commercial

Re-inspection Flat Rate Fee (commercial/residential)	\$100
Residential Renovations	[Square feet of existing Residence times .450 times 65%]
Returned Check	Maximum allowed by N.C.G.S. 25-3-512
Shell Building (Initial Permit)	Sq feet times fee of S-1 Occupancy (per commercial table fee schedule) Minimum Commercial Fee per Trade Under Slab
Signs	Attached \$60 Ground supported \$120
Dock or Pier	Residential Minimum Fee \$50 Commercial Minimum Fee \$85
Roof Covering - Replacement (shingles) Rubber roof, etc.	Residential Minimum Fee \$50 Commercial Minimum Fee \$85
Kiosk	Commercial Minimum Fee \$85
Cell Tower	Graduated Fee
3rd Revision up to Issuance of Permit	\$150 / revision
Starting Work Without Permit	Double permit fee

* Trip equals 3 hrs

CHAPTER IV. CHARLOTTE-MONROE EXECUTIVE AIRPORT

ARTICLE A. FEES AND CHARGES

The Airport is requesting the following modifications to the Airport Fee Schedule. The proposed fee increases are necessary to compensate for current Airport operational cost.

- In the Line Service Fees section, the Regulated Garbage Pickup Service fee has contractually increased from \$400 to \$510 per pick-up. This is a pass-through charge that is collected to pay the pick-up by the certified vendor pursuant to the agreement with US Customs Border Protection.
- In the Fuel Rates section, the policy minimum for Self-Service is increasing from \$1.00 to \$1.30 above purchase price, and the policy minimum for Full-Service from \$1.50 to \$2.10 above purchase price. This increase reflects the required minimum necessary to offset the airport's current overhead cost. Additionally, adjustments have been made to the volume discounts offered for fuel purchase to reflect current use. The rate for Self-Fueling Fuel Storage is similarly increasing from \$0.68 per gallon to \$0.78 per gallon to compensate for higher operational cost.

Section 1. Schedule of Fees

	<u>FY2022 - 2023</u>	<u>FY2023 - 2024</u>	<u>Effect on Revenue</u>
Line Service Fees			
Regulated Garbage Pickup Service	\$400.00	\$510.00	+ \$5,120
 Fuel Rates			
NEW Fuel Price for Self Service: Min of \$1.30 above purch. price	\$1.00	\$1.30	+ \$68,846.46
NEW Fuel Price for Full Service: Min of \$2.10 above purch. price	\$1.50	\$2.10	+ \$565,457.53
 NEW Self-Fueling Fuel Storage Fee			
- City Hangar Lease Holders: \$0.78/gallon	\$.68	\$.78	+ \$13,424.85
- Hangar Owners: \$0.78/gallon	\$ 0.00	\$ 0.00	\$ 0.00

CHAPTER VI. ELECTRIC

ARTICLE C. ELECTRIC RATE RIDERS

RENEWABLE ENERGY PORTFOLIO STANDARDS (REPS) CHARGE

APPLICABILITY:

The Renewable Energy Portfolio Standards Charge set forth in this Rider is applicable to all customer accounts receiving electric service from the City of Monroe (“City”), except as provided below. These charges are collected for the expressed purpose of enabling the City to meet its Renewable Energy Portfolio Standards compliance obligations as required by the North Carolina General Assembly in its Senate Bill 3 ratified on August 2, 2007.

MONTHLY RATE:

Monthly electric charges for each customer account computed under the City’s applicable electric rate schedule will be increased by an amount determined by the table below:

	<u>FY2022-2023</u>	<u>FY2023-2024</u>	<u>*Effect on Revenue</u>
<u>DEFINITIONS:</u>			
Residential Account	\$ 0.85	\$ 0.84	
Commercial Account	\$ 4.65	\$ 4.58	
Industrial Account	\$47.92	\$47.20	

***There is no effect on revenue, these are pass through charges from the NCMPA1 Power Agency. The REPS charges collected are all provided to the NCMPA1**

ELIGIBILITY REQUIREMENTS:

Industrial and Commercial Customer Opt-out: All industrial customers, regardless of size, and large commercial customers with usage greater than one million kWh’s per year can elect not to participate in City’s demand-side management and energy efficiency measures in favor of its own implemented demand-side management and energy efficiency measures by giving appropriate written notice to the City. In the event such customers “opt- out”, they are not subject to the DSM/Energy Efficiency portion of the charges above. All customers are subject to the Renewable Resources portion of the charges above.

AUXILIARY SERVICE ACCOUNTS:

The following service schedules will not be considered accounts because of the low energy use associated with them and the near certainty that customers served under these schedules already will pay a per account charge under another residential, commercial or industrial service schedule:

- Schedule AL and FL – Outdoor Lighting Service (metered and unmetered)
- Schedule AL and FL – Street and Public Lighting Service
- Schedule TS – Traffic Signal Service

SALES TAX: Current North Carolina utilities sales tax shall be added to the above charges.

Effective for service rendered after July 1, 2023.

CHAPTER VII. ENGINEERING/PUBLIC WORKS

ARTICLE A. FEES

Staff recommends increasing plan review fees to be closer to the rates of other similar sized municipalities within Union County.

Section 4. Charges and Fees.

	<u>FY2022 - 2023</u>	<u>FY2023 - 2024</u>	<u>Effect on Revenue</u>
Revised ESC per acre fee	\$100.00	\$200.00	\$66,000.00
Revised Plan Review after ESC Approval	\$200.00	\$500.00	\$600.00
Stormwater Permit Application	\$600/5 Ac. \$50/Acre +	\$1,250 / 1 acre \$100/Acre+	\$53,000.00
	\$ 0.00	\$100 for 2 nd	\$600.00
Revised Plan Review after Stormwater Approval	\$100.00 \$300.00	\$300 for 3 rd \$500 for 4 th	

Description	Fee
Engineering Reviews and Inspections	
Erosion Control Permit Commercial above 12,000 sq. ft. disturbed, or any > 1 acre tract disturbed area	\$500 first acre disturbed or portion thereof plus \$200 for any additional acre disturbed, or portion thereof
Permanently Close Street or Alleyway	\$1,040
Re-Inspection Fee	\$100
Re-review fee for engineering plans (charged on the second submittal, and to increase incrementally by \$200 each submittal thereafter)	\$100 for 2 nd \$300 for 3 rd \$500 for 4 th
Revised Plan Review after Erosion Control Plan Approval	\$500
Single-family Residential Lot Inspection/Compliance with ESC Installation and Maintenance Agreement	\$50
Erosion Control Civil Penalty	
Administrative Fee for Civil Penalties	\$125
Per Day of Violation, beyond any applicable cure period per Notice of Violation. (Separate from any required re-inspection fee.)	Maximum of \$5,000 per day, based on the degree and extent of harm caused by the violation, the cost of rectifying the damage, the amount of money the violator saved by non-compliance, whether the violation was committed willfully, and the prior record of the violator in complying with or failing to comply with the ordinance.
Stormwater Reviews and Inspections	
Stormwater Permit Application For the first Acre Disturbed Each additional acre disturbed	\$1,250 \$100/acre for each additional acre
Re-review fee for stormwater plans (charged on the second submittal, and to increase incrementally by \$200 each submittal thereafter)	\$100 for 2 nd \$300 for 3 rd \$500 for 4 th
Revised Plan Review after Stormwater Permit Approval	\$500
Administrative Fee for Stormwater BMP Annual Maintenance Inspection by responsible party	\$300
Recordation of Maintenance Agreement	Current Union County Fee

CHAPTER X. PARKS AND RECREATION FEES

ARTICLE B. MONROE COUNTRY CLUB

Due to a change in responsible department, Staff recommends removing Article B. Monroe Country Club from Chapter X. and allowing that article to stand alone in its alphabetical place at Chapter IX. and adjusting the remaining Articles and Chapters as needed.

CHAPTER IX. MONROE COUNTRY CLUB

ARTICLE A. GOLF COURSE

The Monroe Country Club is requesting the following modifications to the Golf Course Fee Schedule. A rate increase is necessary at Monroe Country Club to maximize revenue based upon demand of play for a well-conditioned golf course and yet remain competitive within our market.

Per John: Pete had updated these fees last year for 30 to 31 etc. But in fact he had not. Council approved the summary as is so these are the changes made for FY24. BH

	FY2022-2023	FY2023-FY2024	Effect on Revenue
Weekday Senior(55+)			
18 Holes Riding	\$31.00	\$35.00	+\$6,000
9 Hole Riding	\$18.00	\$20.00	+\$1,000
Weekday Public Rack Rate (To update fee sch this is 18 hole green fee increased to \$25 + nonmember cart fee remaining \$20)			
18 Holes Riding	\$43.00	\$45.00	+\$30,000
Weekday Public Twilight Rate			
18 Hole Riding	\$31.00	\$35.00	+\$12,000
Active Civil Service Mon.- Fri. Must Show ID Fire, Medic, Police, Military			
18 Holes Riding	\$31.00	\$35.00	+\$2,000
9 Holes Riding	\$18.00	\$20.00	+\$200

Sat/Sun/Holiday Public
 Rack Rate (To update fee
 sch this is 18 hole green
 fee increased to \$35 +
 nonmember cart fee
 remaining \$20) (9 hole
 increase to \$20+
 nonmember cart fee
 remaining \$10)

18 Holes Riding	\$51.00	\$55.00	+\$40,000
9 Holes Riding	\$29.00	\$30.00	+\$2,000

Increase in revenue based upon historical data 2021-2022 and estimated for 2022-2023.

Additionally, Staff would like to have the flexibility to increase Tournament rates up to 20% for non-charity events on Friday, Saturday and Sunday. The demand for tournaments are highest on these days and are also the busiest days for public play. Because of this, Staff feels we should have the flexibility to charge a premium. This can result in a \$600 to \$1000 increase in revenue for tournament play. Below are the FY2022-2023 rates & what would be the base before increase.

Tournament Fees – All Full-Service

Shotgun Start Tournaments (Min. 60 Players)	<u>City Resident</u>	<u>Non City Resident</u>
Fri.	\$45	\$45
Sat. & Sun. before 2 p.m.	\$55	\$55
Sat. & Sun. after 2 p.m.	\$45	\$45
 Tee-Time Tournaments / Self-Managed		
Fri. – Sun. (After 12 pm)	\$35	\$35
 Junior Tournaments **		
Tee-Time Tournaments / Self-Managed		
Fri – Sun after 12 p.m.		
9 Holes	\$15	\$15
18 Holes	\$25	\$25
 Shotgun Start Tournaments (Min. 60 Players) 18 Holes		
Fri.	\$35	\$35
Sat. & Sun. before 2 p.m.	\$55	\$55
Sat. & Sun. after 2 p.m.	\$35	\$35

ARTICLE B. FACILITY RENTAL

Staff recommends a rate increase for the Ballroom daily rental rate, also based on demand and competitive rental rates for similar venues.

	FY2022-2023	FY2023-FY2024	Effect on Revenue
City Resident	\$700	\$1100	+\$24,000
Non-City Resident	\$800	\$1500	+\$7000

CHAPTER XI. PARKS AND RECREATION FEES

ARTICLE A. FACILITY AND PROGRAM FEES

Section 1. Facility Rental Fees.

Due to an added picnic shelter at Sunset Park, the park name needs to be added to the list.

Picnic Shelters

Full Day – Up to 8 hours

(Belk Tonawanda, Creft, Dickerson, Don Griffin, **Sunset Park**)

Section 2. Program/Individual Use/Membership Fees.

Due to a possible program grant & related requirements, Staff recommends **removing the Senior Center Annual Fee**. This will have minimal effect on revenue & an active fee would disqualify the City for grant consideration.

Staff recommends an update in terminology throughout the fee schedule from Senior Center to **Active Adult Center**.

ARTICLE B. ATHLETIC TEAM FEES

Staff recommends adjusting the Track & Field (Youth) fee to remove the Team Entry Fee of \$15 and instead include an individual participant fee as follows. Since this is an individual sport and considering the similar amounts, this will have minimal effect on revenue.

	Team Entry Fee	Participant Fee Resident/Non- Resident	Participant Fee with Scholarship Resident/Non- Resident
Track & Field (Youth)*	\$15	\$15 / \$30	\$10.50 / \$30

CHAPTER XII. PLANNING AND ZONING

ARTICLE A. FEE SCHEDULE

Planning and Development is requesting the following modifications to the Planning and Development Fee Schedule. Fee increases and proposed new fees are necessary for the following reasons:

1. Provide comparable rates to other municipalities that are similar in population size. All fee increases that include an * are a result of research conducted from other municipalities.
2. Increase volume of development submittals requiring additional staff time and resources.
3. New Unified Development Ordinance (UDO) proposed created Planned Developments and Tree Removal Permits.
4. New Food Truck Pilot Program for Downtown created a food truck permit.
5. New fees were proposed for after the fact permissions, amendments/modifications to approved plans and plan review submittals that exceed the 3rd submittal. All new fees that include a ^ fall within this category.
6. Refund language was included to compensate staff time on planning cases for boards.

Section 1. Charges and Fees.

	<u>FY2022-2023</u>	<u>FY2023-2024</u>	<u>Effect on Revenue</u>
Air Quality Letter	\$20	\$25	\$25
Zoning Text Amendment	\$250	\$500	\$2,000
Zoning Verification Letter	\$20	\$75	\$1,100
Appeal of Zoning Officer's Decision	\$150	\$350	\$550
Special Use Permit Fee	\$350	\$400	\$250
Variance	\$300	\$350	\$300
Variance: After-the-fact	\$0	\$500	\$1,000
Request for Special BOA Meeting	\$500	\$1,000	\$500
Major Work-Commission Level	\$75	\$100	\$450
Major Work-Commission Level: After-the-fact	\$0	\$200	\$800
Minor Work-Staff Level: After-the-fact	\$0	\$50	\$200
Planned Development Master Plans	\$0	\$1,750	\$17,500
Rezoning Major Modifications-Board Level	\$0	\$500	\$1,500
Rezoning Plan Review Fee after 3 rd submittal	\$0	\$150	\$5,700
Rezoning Minor Modifications-Staff Level	\$0	\$250	\$1,750
Zoning Permit, New Structure	\$50	\$150	\$152,600
Zoning Permit, Accessory/Additions	\$25	\$75	\$24,550
Zoning Permit, Change of Use	\$25	\$50	\$2,650
Downtown Food Truck Permit	\$0	\$30	\$900

Tree Removal Permit

\$0

\$40

\$400

Description	Fee
Air Quality Letter*	\$25
Zoning Text Amendment*	\$500
Zoning Verification Letter*	\$75
Annexations	\$250
Board of Adjustment (BOA):	
Appeal of Zoning Officer's Decision*	\$350
Special Use Permit Fee*	\$400
Variance*	\$350
Variance: After-the-fact^	\$500
Request for Special BOA Meeting*	\$1,000
Historic District Commission:	
Certificate of Appropriateness	
Major Work – Commission Level*	\$100
Major Work-Commission Level: After-the-fact^	\$200
Minor Work – Staff Level	\$25
Minor Work-Staff Level: After-the-fact^	\$50
Historic Landmark Designation	\$75
Request for Special Historic Commission Meeting	\$1,000
Rezoning:	
Zoning Map Amendment (General Rezone)	\$500
Conditional District Rezoning Application (includes 3 reviews)	\$1,000
Planned Development Master Plans (PUD & PCD) (includes 3 reviews)	\$1,750
Conditional District and Planned Development Amendments^	\$500
Rezoning Plan Review Fee (Conditional District & Planned Developments) for each submittal beyond the third review^	\$150
Rezoning (Conditional District & Planned Developments) Minor Modifications^	\$250
Plan and Plat Review:	
Major Subdivisions (Preliminary Plan Review)	
Up to 50 Lots	\$300 + \$50 per Lot
51 + Lots	\$500 + \$50 per Lot
Major Subdivisions (Final Plat Review)	\$50 + \$5 per Lot
Minor Subdivisions (up to 4 lots created)	\$150 per Lot
Lot Line Revisions and Lot Recombinations	\$100
Residential Permits:	
Zoning Permit, Site Plan Required (new structures)*	\$150
Zoning Permit, Site Plan Required (accessories, additions, pools, etc.)*	\$75
Zoning Permit, No Site Plan Required (fences, driveways and home occupations)	\$25
Industrial/Commercial Permits:	
Zoning Permit, Change of Use (Non-Refundable)*	\$50
Zoning Permit, Site Plan Required	
Less than one (1) acre	\$300
1 – 10 acres	\$500

10 + acres	\$700
Zoning Permit (fences, additions <1,000 sq. ft., and accessories)	\$100
Other Permits:	
Temporary Use Permit	\$75
Downtown Food Truck Permit	\$30
Sign Permit (excludes temporary signs which are no charge)	\$35
Tree Removal Permit	\$40
Refunds	
Board of Adjustment cases are non-refundable 15 days before the meeting date. Historic District cases are non-refundable 15 days before the meeting date. All other fees are non-refundable after the first review is complete.	

Chapter XIV. Water & Sewer

City Staff recommends the following increases reflected in the tables below.

- Water rate increase = 3.5% pursuant to 15-year rate model
- Sewer rate increase = 3.5% pursuant to 15-year rate model
- Consumer Price Index - increase for administrative and non-construction fees = 2.34% (based on US Bureau of Labor, South Urban region)
- Construction Cost Index – increase for construction related fees = 3.28% (based on Engineering News Record statistics)

Article A. Water Connection Fees

	<u>FY2022 -2023</u>	<u>FY2023 -2024</u>	<u>Effects on Revenue</u>
ARTICLE A. WATER CONNECTION FEES			
Section 1. New Water connection Fees			\$ 1,440
Inside City Limits			
Complete Service Connection Installation (Potable or Irrigation)			
¾” Tap and Service Connection	\$ 1,465.00	\$ 1,513.00	
1” Tap and Service Connection	\$ 1,946.00	\$ 2,010.00	
Meter Only Installation for Developer or Contractor Installed Service Connections			
¾” Tap and Service Connection	\$ 345.00	\$ 356.00	
1” Tap and Service Connection	\$ 478.00	\$ 494.00	
1½” Inch Tap and Service Connection	\$ 831.00	\$ 858.00	
2” Inch Tap and Service Connection	\$ 1,137.00	\$ 1,174.00	
Section 2. Renewal/Replacement Water Connection Fees	\$ 1,465.00	\$ 1,513.00	\$ 240
Deposit with 6-month Financing	\$ 174.50	\$ 178.50	

Article B. Water Rates

	<u>FY2022- 2023</u>	<u>FY2023 -2024</u>	<u>Effects on Revenue</u>
ARTICLE B. WATER RATES			
Section 1. Water Rates			\$ 304,884
Usage Charge Per 1,000 Gallons	\$ 3.02	\$ 3.13	
Customer Charge Per Month – Inside City			
Meter Size			
¾ inch meter	\$ 12.97	\$ 13.42	
1 inch meter	\$ 24.51	\$ 25.37	
1½ inch meter	\$ 55.16	\$ 57.09	
2 inch meter	\$ 116.42	\$ 120.49	

3 inch meter	\$ 183.81	\$ 190.24	
4 inch meter	\$ 263.47	\$ 272.70	
6 inch meter	\$ 471.81	\$ 488.32	
8 inch meter	\$ 692.67	\$ 716.91	
Customer Charge Per Month – Outside City			
Meter Size			
¾ inch meter	\$ 25.94	\$ 26.85	
1 inch meter	\$ 49.02	\$ 50.74	
1½ inch meter	\$ 110.31	\$ 114.17	
2 inch meter	\$ 232.83	\$ 240.98	
3 inch meter	\$ 367.62	\$ 380.48	
4 inch meter	\$ 526.95	\$ 545.39	
6 inch meter	\$ 943.61	\$ 976.64	
8 inch meter	\$ 1,385.34	\$ 1,433.82	
Fire Hydrant Bulk Rate per 1,000 gallons	\$ 3.63	\$ 3.75	
Reclaimed Water Bulk Rate per 1,000 gallons	\$ 3.02	\$ 3.13	
Section 2. Resale Water Rate - Union County			\$0
Resale Water Rate per 1,000 gallons	\$ 3.02	\$ 3.13	
No Customer Charge Per Month			
Section 3. Fire-Line Availability Charges			\$ 1,345
Size of Connection – Inside City			
2 inch or 3 inch	\$ 5.58	\$ 5.78	
4 inch	\$ 9.52	\$ 9.85	
6 inch	\$ 21.77	\$ 22.53	
8 inch	\$ 43.54	\$ 45.06	
10 inch	\$ 85.03	\$ 88.00	
12 inch	\$ 126.53	\$ 130.96	
Size of Connection – Outside City			
2 inch or 3 inch	\$ 11.16	\$ 11.55	
4 inch	\$ 19.04	\$ 19.70	
6 inch	\$ 43.54	\$ 45.06	
8 inch	\$ 87.07	\$ 90.12	
10 inch	\$ 170.05	\$ 176.01	
12 inch	\$ 253.06	\$ 261.92	
Section 4. Temporary Water Connection from a Fire Hydrant			\$ 136
Deposit	\$ 735.00	\$ 752.00	
Installation/Removal Fee	\$ 69.00	\$ 70.50	

Article C. Sewer Connection Fees

	<u>FY2022- 2023</u>	<u>FY2023 -2024</u>	<u>Effects on Revenue</u>
ARTICLE C. SEWER CONNECTION FEES.			
Section 1. New Sewer Connection Fees			\$ 1,290
4 Inch Tap and Service Connection	\$ 1,297.00	\$ 1,340.00	
Section 2. Renewal/Replacement Sewer Connection Fees	\$ 1,297.00	\$ 1,340.00	\$ 645
Deposit with 6-month Financing	\$ 174.50	\$ 178.50	

Article D. Sewer Rates

	<u>FY2022- 2023</u>	<u>FY2023 -2024</u>	<u>Effects on Revenue</u>
ARTICLE D. SEWER RATES			
Section 1. Sewer Rates			\$ 328,920
Usage Charge			
Usage Charge Per 1,000 Gallons	\$ 4.32	\$ 4.47	
Customer Charge Per Month			
Water Meter Size – Inside City			
¾ inch meter	\$ 17.29	\$ 17.90	
1 inch meter	\$ 28.87	\$ 29.88	
1½ inch meter	\$ 57.56	\$ 59.57	
2 inch meter	\$ 112.94	\$ 116.89	
3 inch meter	\$ 184.45	\$ 190.91	
4 inch meter	\$ 288.19	\$ 298.28	
6 inch meter	\$ 576.16	\$ 596.33	
8 inch meter	\$ 922.26	\$ 954.54	
Water Meter Size – Outside City			
¾ inch meter	\$ 34.59	\$ 35.80	
1 inch meter	\$ 57.75	\$ 59.77	
1½ inch meter	\$ 115.11	\$ 119.14	
2 inch meter	\$ 225.88	\$ 233.78	
3 inch meter	\$ 368.91	\$ 381.82	
4 inch meter	\$ 576.38	\$ 596.55	
6 inch meter	\$ 1,152.33	\$ 1,192.66	
8 inch meter	\$ 1,844.53	\$ 1,909.08	
Customer Charge per Month for Metered Sewer Accounts – Inside City			
Meter Capacity @ Required Accuracy			
¾ inch meter equivalent	\$ 17.29	\$ 17.90	
1 inch meter equivalent	\$ 28.87	\$ 29.88	
1 ½ inch meter equivalent	\$ 57.56	\$ 59.57	

2 inch meter equivalent	\$ 112.94	\$ 116.89	
3 inch meter equivalent	\$ 184.45	\$ 190.91	
4 inch meter equivalent	\$ 288.19	\$ 298.28	
6 inch meter equivalent	\$ 576.16	\$ 596.33	
8 inch meter equivalent	\$ 922.26	\$ 954.54	
10 inch meter equivalent	\$ 1,325.74	\$ 1,372.14	
12 inch meter equivalent	\$ 1,844.51	\$ 1,909.07	
Meter Capacity @ Required Accuracy** - Outside City			
¾ inch meter equivalent	\$ 34.59	\$ 35.80	
1 inch meter equivalent	\$ 57.75	\$ 59.77	
1 ½ inch meter equivalent	\$ 115.11	\$ 119.14	
2 inch meter equivalent	\$ 225.88	\$ 233.78	
3 inch meter equivalent	\$ 368.91	\$ 381.82	
4 inch meter equivalent	\$ 576.38	\$ 596.55	
6 inch meter equivalent	\$ 1,152.33	\$ 1,192.66	
8 inch meter equivalent	\$ 1,844.53	\$ 1,909.08	
10 inch meter equivalent	\$ 2,651.49	\$ 2,744.29	
12 inch meter equivalent	\$ 3,689.03	\$ 3,818.14	
Flat Rate Sewer Service Charge (no water service)			
Inside City Limits	\$ 41.44	\$ 42.89	
Outside City Limits	\$ 82.90	\$ 85.80	
Section 2. Union County East Side Sewer System Treatment Rate/Established by Annual Contract	N/A	N/A	
Section 3. Sewer High Strength Surcharges			\$0
Minimum Surcharge per calendar quarter	\$ 11.50	\$ 11.50	
STANDARD STRENGTH – Upper Limit (milligrams/liter)			
5-Day Biochemical Oxygen Demand - 250	\$ 289.50	\$ 289.50	
Total Suspended Solids - 200	\$ 104.50	\$ 104.50	
Total Ammonia-Nitrogen - 18	\$ 1,540.00	\$ 1,540.00	
STANDARD STRENGTH – Lower Limit (milligrams/liter)			
5-Day Biochemical Oxygen Demand - 180	\$ 289.50	\$ 289.50	
Total Suspended Solids - 150	\$ 104.50	\$ 104.50	
Total Ammonia-Nitrogen - 14	\$ 627.00	\$ 627.00	

Section 4. Discharge of Residential Septic Tank Wastes and Domestic Portable Toilet Waste			\$ 1,087
Hauled residential septic tank wastes or domestic portable toilet wastes per 1,000 gallons	\$ 99.77	\$ 103.26	

Article E. Capacity Fees

	<u>FY2022- 2023</u>	<u>FY2023 -2024</u>	<u>Effects on Revenue</u>
ARTICLE E. CAPACITY FEES			
Section 1: Capacity Fee Schedule for New or Expanded Development			\$ 61,582
Water Capacity Fees - Inside/Outside City			
Meter Size			
¾ inch meter	\$ 2,585.00	\$ 2,670.00	
1 inch meter	\$ 4,318.00	\$ 4,460.00	
1½ inch meter	\$ 8,610.00	\$ 8,892.00	
2 inch meter	\$ 13,780.00	\$ 14,232.00	
3 inch meter	\$ 27,587.00	\$ 28,492.00	
4 inch meter	\$ 43,101.00	\$ 44,515.00	
6 inch meter	\$ 86,175.00	\$ 89,002.00	
8 inch meter	\$ 137,935.00	\$ 142,459.00	
Wastewater Capacity Fees– Inside/Outside City			
Meter Size			
¾ inch meter	\$ 2,857.00	\$ 2,951.00	
1 inch meter	\$ 4,772.00	\$ 4,929.00	
1½ inch meter	\$ 9,512.00	\$ 9,824.00	
2 inch meter	\$ 15,226.00	\$ 15,725.00	
3 inch meter	\$ 30,483.00	\$ 31,483.00	
4 inch meter	\$ 47,623.00	\$ 49,185.00	
6 inch meter	\$ 95,214.00	\$ 98,337.00	
8 inch meter	\$ 152,408.00	\$ 157,407.00	
For meter sizes greater than 2 inch where flow volumes exceed 150% of allowable flow			
Water per gallon	\$ 6.52	\$ 6.73	
Sewer per gallon	\$ 8.01	\$ 8.27	

Article F. Miscellaneous Charges

	<u>FY2022- 2023</u>	<u>FY2023 -2024</u>	<u>Effects on Revenue</u>
ARTICLE F. MISCELLANEOUS CHARGES			
Section 1. Pretreatment Program Administration Charges			\$ 357
PERMITTED FLOW (million gallons per day)			
0 - 0.1	\$ 983.00	\$ 1,006.00	
0.1 - 0.5	\$ 1,952.00	\$ 1,997.50	
Greater than 0.5	\$ 2,903.00	\$ 2,971.00	
Annual Inspection	\$ 148.50	\$ 152.00	
Section 2. Application Fees for Industrial User Permit or Domestic Septage Discharge Permit			
Industrial User Permit Application Fee	\$ 473.00	\$ 484.00	
Discharge domestic septic Application Fee	\$ 100.50	\$ 103.00	
Section 3. Fees for Water Meter Re-reads or Water Meter Testing			\$ 0
Second or subsequent tests	\$ 68.00	\$ 69.50	
Section 4. Fees for Authorized Recreational Use of City Lakes			\$ 406
Fishing per person, per day			
From Shore	\$ 2.00	\$ 3.00	
From Boat	\$ 2.00	\$ 3.00	
Boat Launching	\$ 3.00	\$ 4.00	
Annual Dock and/or Access Permit			
Inside City	\$ 86.50	\$ 88.50	
Outside City	\$ 173.00	\$ 177.00	
Section 5. Charges for Reproduction of Documents			0
Specifications for Water Main Construction per copy	\$ 13.00	\$ 13.50	
Specifications for Sewer Main Construction per copy	\$ 13.00	\$ 13.50	
Section 6. Charges for Sewer Television Inspections			\$0
Hourly Rate	\$ 86.50	\$ 88.50	

Section 7. Water and Sewer Extension Permits			\$ 123
Water Main Extensions	\$ 310.00	\$ 317.50	
Sewer Main Extensions	\$ 310.00	\$ 317.50	

CITY OF MONROE
2023 - 2024 BUDGET
General Fund Balance Activity

	Formal Assignment	Unassigned	Total Above Policy
As of March 31, 2023			
Unassigned		\$ 5,587,778	
Airport Grant Acceptance	\$ 250,249		
Downtown Parking Lot Improvements	1,369,993		
Total Balance as of March 31, 2023	\$ 1,620,242	\$ 5,587,778	\$ 7,208,020
Projected Activity Remainder of Fiscal Year 2023			
Addition at Fiscal Year End - Investment Earnings		341,781	
Addition at Fiscal Year End - Ad Valorem Tax		862,650	
Addition at Fiscal Year End - Savings Personnel Cost		1,900,000	
Balance projected as of June 30, 2023	\$ 1,620,242	\$ 8,692,209	\$ 10,312,451
Projected Activity for Fiscal Year 2024 - to be used in budget			
Proposed Use of Unassigned Fund Balance for One-Time Expenses		(3,329,145)	
Balance projected as of July 1, 2023	\$ 1,620,242	\$ 5,363,064	\$ 6,983,306

Amounts above are in addition to the City's Fund Balance Policy reserve of \$12,713,817.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Lisa Stiwinter, Planning and Development Director

PREPARED BY: Doug Britt, Senior Planner

SUBJECT: Call for Public Hearing to be held on July 18, 2023 to consider an annexation and zoning map amendment request to rezone properties located at the intersection of ML King Jr. Boulevard and Weddington Road and further identified with tax parcel #'s 09-313-014, 09-313-014-A and R9-316-005-G from Community Corridor Mixed-Use 2 (CCMX-2) to Planned Unit Development "Starlite". Further, to consider as part of the Public Hearing, a water and sewer development agreement for the project.

SUMMARY STATEMENT

City Council is requested to call for a public hearing for an annexation and zoning map amendment request of 21.695 acres located at the intersection of ML King Jr. Boulevard and Weddington Road further identified as tax parcel #'s 09-313-014, 09-313-014-A and R9-316-005-G from Community Corridor Mixed-Use 2 (CCMX-2) to Planned Unit Development "Starlite" to be held on July 18, 2023. Further, to consider as part of the Public Hearing, a water and sewer development agreement for the project.

REVIEW

Staff has received an annexation and zoning map amendment request of 21.695 acres located at the intersection of ML King Jr. Boulevard and Weddington Road and further identified as tax parcel #'s 09-313-014, 09-313-014-A and R9-316-005-G from Community Corridor Mixed-Use 2 (CCMX-2) to Planned Unit Development "Starlite". Staff is requesting that City Council call for a public hearing to be held on July 18, 2023 to consider this item, and a water and sewer development agreement for the project.

RECOMMENDATION

Staff recommends City Council call for the required public hearing to be held on July 18, 2023 at 6:00 p.m. to consider this matters.

Attachments:

- Attachment 1- Ortho Map
- Attachment 2- Annexation Plat
- Attachment 3- Annexation Petition
- Attachment 4- R-2023-43
- Attachment 5- R-2023-44

Ortho Map

Case #: PLANXA 2023-00161

Legend

- Centerlines
- City Limits
- streams
- ▭ Parcels

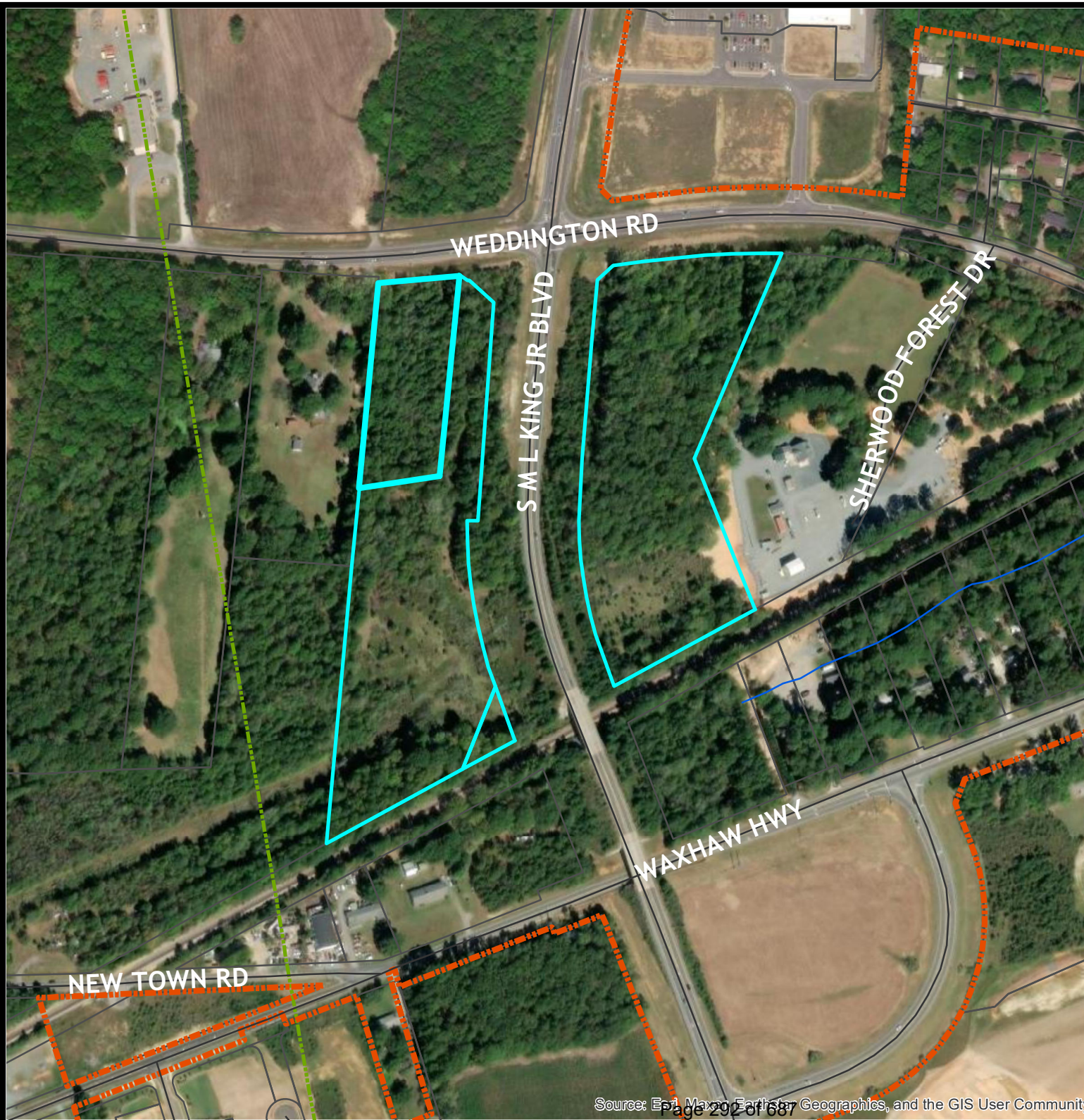
**Existing: CC MX-2
(Community Corridor
Mixed Use)**

Owner: Anjani Ventures, LLC

Acres: 21.69



0 320 640
Feet





CITY OF MONROE
Petition Requesting Annexation

DATE: 11/16/22

To the City Council of the City of Monroe:

1. I/We the undersigned owner(s) of real property respectfully request that the area described in Item 2 below be annexed to the City of Monroe. Furthermore, I/we do declare and certify that all legal owners of real property in the annexation area have signed this petition in Item 3 below.

2. The area to be annexed is (choose one):

☒ Contiguous to the primary corporate limits of the City of Monroe. A complete and accurate legal description of the property and a recently prepared survey map are attached.

OR

☐ Not contiguous to the primary corporate limits of the City of Monroe. A complete and accurate legal description of the property, a recently prepared survey map, and a map showing the area proposed for annexation in relation to the primary corporate limits of the City are attached. In addition, in compliance with Session Law 2003-321, I/we certify that:

(A) The nearest point on the proposed satellite corporate limits must be not more than two miles from the primary corporate limits of the annexing city or must be contiguous to the satellite corporate limits of the annexing city; and

(B) No point on the proposed satellite corporate limits may be closer to the primary corporate limits of another city than to the primary corporate limits of the annexing city, except that this subdivision does not apply if the area proposed for annexation is contiguous to the satellite corporate limits.

3. I/We acknowledge that any zoning vested rights acquired pursuant to G.S. 160A-385.1 or G.S. 153A-344.1 must be declared and identified on this petition. I/We further acknowledge that failure to declare such rights on this petition shall result in a termination of vested rights previously acquired for the property. If zoning vested rights are claimed, indicate below and attach proof (copy of a valid building permit, conditional use permit, etc.)

Name (please type or print)	Address (please type or print)	Vested Rights? * (yes or no)	Signature
Sushanth Cherabuddi, Manager Anjani Ventures, LLC	8815 Cruden Bay CT, Duluth GA - 30097	NO	

***If you answer yes, you must attach a detailed description of the right you are claiming; otherwise you will forfeit this right within the City.**

PLAT REQUIREMENTS FOR ANNEXATION

1. Owner must submit Final Annexation Map on disc and three (3) quality mylar drawings with all information for recording.
2. A written legal description in **Microsoft Word** on disc of annexation.
3. Plat must be drawn from recent field survey within a two-year period.
4. The survey must be oriented with the N.C. Grid System if annexation is within 2000 feet per G.S. 47-30. The grid coordinates of one point on the survey shall be shown on the plat. Bearings and distances must be shown on boundaries of the plat.
5. All corners of property must be properly witnessed by permanent monuments on the corners or reference permanent monuments on line for inaccessible corners.
6. Existing city limit lines must be shown.
7. If the area to be annexed is separated from the municipal boundary by a street right-of-way, a creek or river, or the right-of-way of a railroad or other public service corporation, lands owned by the municipality or some other political subdivision, or lands owned by the State, then the foregoing should be included on the plat if practical to do so.
8. For annexation of non-contiguous "satellite areas" the plat must show the area proposed for annexation in relation to the primary corporate limits of Monroe and in relation to the primary corporate limits of another city when there is substantial question as to whether the area may be closer to the other city than to Monroe.
9. A sketch vicinity map must be shown.
10. Maximum size for recording shall be no more than 17" x 22" for border and no more than 18" x 24" overall.
11. Scale is to be as large as will fit on 18"x24" plat. However, scale will be no smaller than 1" = 200' unless impractical to do so. A north point will be shown.
12. Survey accuracy is to be (1) linear – 1:10,000 and (2) angular – 20 sec. x square root of the number of angles turned in the field.
13. All rights-of-way with names and road numbers and public utility easements will be shown on voluntary annexations.
14. Surrounding property lines, owner's names, deed references, and Tax ID Numbers will be shown.
15. The land surveyor's certification statement and seal must be original.
16. The certification format by the City Clerk must be as follows:

I, _____, City Clerk of the City of Monroe, North Carolina, hereby certify that on the _____ day of _____, 20____, the City Council approved this plat for annexation and recording.

Date

City Clerk

(SEAL)

17. A suggested title block with the minimum information shown below shall be shown in the lower right hand corner of the plat:

Title	
Owner(s) and Address(es)	
Date Drawn	By
Surveyed By	City of Monroe Map No.
Scale	Date

ADJOINING PROPERTY

OWNERS MUST BE

SUBMITTED

TYPED ON MAILING LABELS

AND MUST INCLUDE ZIP CODE

EXAMPLE

Tax ID# Name Street Address City, State, Zip Code
--

**RESOLUTION DIRECTING CLERK TO INVESTIGATE
PETITION RECEIVED UNDER G.S. §160A-31 FOR 21.695 ACRES
LOCATED AT INTERSECTION OF
ML KING, JR. BOULEVARD AND WEDDINGTON ROAD
R-2023-43**

WHEREAS, a petition requesting annexation of an area described in said petition was received on November 16, 2022 by the City Council; and

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

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

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

Adopted this 13th day of June, 2023.

Marion L. Holloway, Jr., Mayor

Attest:

Bridgette H. Robinson, City Clerk

**RESOLUTION FIXING DATE OF PUBLIC HEARING TO BE HELD
JULY 18, 2023 ON QUESTION OF ANNEXATION PURSUANT
TO G.S. §160A-31 FOR 21.695 ACRES LOCATED AT
INTERSECTION OF ML KING, JR. BOULEVARD AND WEDDINGTON ROAD
R-2023-44**

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

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

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

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

Section 1. A public hearing on the question of annexation of the area described herein will be held at the City Hall Council Chambers at 6:00 p.m. on July 18, 2023.

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

Legal Description of 21.695 Acres the property of Anjani Ventures, LLC, consisting Tax Parcels 09-313-014, 09-313-014A & R9-316-005-G

Area 1

BEING in North Carolina, Union County, Monroe Township, **BEGINNING** at a found rebar on the southern side of Weddington Road (SR 3522), said rebar being a corner of now or formerly the Department of Transportation, an Agency of the State of North Carolina property recorded in Record Book 5040, Page 449 in the Union County Register of Deeds, said property being used for Weddington Road (SR 3522) and M L King Jr Blvd (NC 200), and said rebar being a common corner with now or formerly the Troy E. Trull and wife Judy M. Trull property recorded in Deed Book 286, Page 545 in the Union County Register of Deeds, and said rebar tied to the North American Datum 1983 having North Carolina State Plane Coordinates in US Survey feet of: North 452,921.47 feet, and East: 1,527,273.49 feet, with a combined grid factor of 0.99985789; thence with the said Trull property two (2) calls as follows: 1) S 23° 57' 5" W, 631.41 feet to a point at the base of a found bent rebar; 2) S 21° 32' 55" E, 442.78 feet to point at the base of a found bent rebar on the northern right-of-way of now or formerly the Georgia Carolina & Northern Railway Co. right-of-way recorded in Deed Book 20, Page 716 in the Union County Register of Deeds, said railroad now known as CSX Transportation, Inc.; thence with said CSX Transportation, Inc. right-of-way S 61° 17' 18" W,

390.87 feet to a found right-of-way disc, a common corner with now or formerly the Department of Transportation, an Agency of the State of North Carolina property recorded in Record Book 5040, Page 449 in the Union County Register of Deeds, said property being used for M L King Jr Blvd (NC 200) and Weddington Rd (SR 3522); thence with said Department of Transportation property the following eight (8) calls: 1) N 19° 26' 36" W, 164.78 feet to a found right-of-way disc; 2) with a curve to the right having a radius of 1,075.00 feet, an arc length of 310.49 feet, and a chord bearing and distance of N 8° 11' 23" W, 309.41 feet to a found right-of-way disc; 3) N 3° 12' 19" E, 185.90 feet to a found right-of-way disc; 4) N 4° 39' 40" E, 302.27 feet to a found right-of-way disc; 5) N 5° 16' 43" E, 157.87 feet to a found right-of-way disc; 6) N 47° 46' 16" E, 56.65 feet to a found right-of-way disc; 7) N 82° 41' 54" E, 127.16 feet to a found right-of-way disc; 8) with a curve to the right having a radius of 2,125.00 feet, an arc length of 318.62 feet, and chord bearing and distance of N 86° 59' 38" E, 318.32 feet to the **POINT AND PLACE OF BEGINNING** and containing 9.046 acres, more or less as shown on an annexation plat entitled "An Annexation Boundary for the City of Monroe, The Property of Anjani Ventures, LLC" prepared by Carolina Surveyors, Inc. surveyed by Thomas E. White, PLS, plat dated December 2, 2021, Last Revised December 7, 2022.

Area 2

BEING in North Carolina, Union County, Monroe Township, BEGINNING at a found rebar on the southern side of Weddington Road (SR 3522), said rebar being a corner of now or formerly the Department of Transportation, an Agency of the State of North Carolina property recorded in Record Book 5040, Page 449 in the Union County Register of Deeds, said property being used for Weddington Road (SR 3522) and M L King Jr Blvd (NC 200), and said rebar being a common corner with now or formerly the Troy E. Trull and wife Judy M. Trull property recorded in Deed Book 286, Page 545 in the Union County Register of Deeds, and said rebar tied to the North American Datum 1983 having North Carolina State Plane Coordinates in US Survey feet of: North 452,921.47 feet, and East: 1,527,273.49 feet, with a combined grid factor of 0.99985789; thence with the said Trull property two (2) calls as follows: 1) S 23° 57' 5" W, 631.41 feet to a point at the base of a found bent rebar; 2) S 21° 32' 55" E, 442.78 feet to point at the base of a found bent rebar on the northern right-of-way of now or formerly the Georgia Carolina & Northern Railway Co. right-of-way recorded in Deed Book 20, Page 716 in the Union County Register of Deeds, said railroad now known as CSX Transportation, Inc.; thence with said CSX Transportation, Inc. right-of-way S 61° 17' 18" W, 390.87 feet to a found right-of-way disc, a common corner with now or formerly the Department of Transportation, an Agency of the State of North Carolina property recorded in Record Book 5040, Page 449 in the Union County Register of Deeds, said property being used for M L King Jr Blvd (NC 200) and Weddington Rd (SR 3522); thence with the said Department of Transportation property and continuing with the said CSX Transportation, Inc. right-of-way S 61° 20' 30" W, 302.68 feet to a found right-of-way disc and **BEING THE TRUE POINT AND PLACE OF BEGINNING**; thence leaving the Department of Transportation property and

continuing with the said CSX Transportation, Inc. right-of-way and with the Georgia Carolina & Northern Railway Co. right-of-way recorded in Deed Book 20, Page 723 in the Union County Register of Deeds, said railroad now known as CSX Transportation, Inc., two (2) calls as follows: 1) S 61° 13' 30" W, 222.05 feet to a found rebar; 2) S 61° 16' 15" W, a total distance of 416.23 feet to a found wooden fence post, passing a set rebar at 406.23 feet, said fence post being on the line of now or formerly the Mary M. Nash property recorded in Estate File 85E-98 in the Clerk of Court's Office in Union County; thence with the said Nash property N 5° 36' 30" E, 769.22 feet to a found rebar, a common corner with now or formerly the Willis Reep and wife Amber Reep property recorded in Record Book 5745, Page 176 in the Union County Register of Deeds; thence with the said Reep property two (2) calls as follows: 1) N 6° 5' 43" E, 201.21 feet to a found bent pipe; 2) N 5° 35' 43" E, 557.04 feet to a found right-of-way disc, a common corner with now or formerly the Department of Transportation property recorded in Record Book 5750. Page 611 in the Union County Register of Deeds; thence with the said Department of Transportation property two (2) calls as follows: 1) with a non-tangential curve to the left having a radius of 2,540.00 feet, an arc length of 149.5 feet, and chord bearing and distance of N 84° 22' 54" E, 149.48 feet to a found right-of-way disc; 2) N 82° 38' 53" E, 70.20 feet to a found rebar, a common corner with now or formerly the Department of Transportation, an Agency of the State of North Carolina property recorded in Record Book 5227, Page 261 in the Union County Register of Deeds, said property being used for Weddington Road (NC 84) and M L King Jr Blvd (NC 200); thence with the said Department of Transportation property eight (8) calls as follows: 1) N 82° 40' 39" E, 69.51 feet to a found right-of-way disc; 2) S 47° 34' 46" E, 81.80 feet to found right-of-way disc; 3) S 5° 1' 4" W, 74.88 feet to a set rebar; 4) S 4° 38' 50" W, 301.99 feet to a found right-of-way disc; 5) S 3° 7' 39" W, 207.65 feet to a found right-of-way disc; 6) N 89° 56' 48" W, 30.00 feet to a found right-of-way disc; 7) with a non-tangential curve to the left having a radius of 1,375.00 feet, an arc length of 397.31 feet, a chord bearing and distance of S 8° 11' 37" E, 395.93 feet to a found right-of-way disc; 8) S 19° 32' 19" E, 19.22 feet to a found rebar, a common corner with now or formerly the Department of Transportation, an Agency of the State of North Carolina property recorded in Record Book 5040, Page 449 in the Union County Register of Deeds, said property being used for Weddington Road (NC 84) and M L King Jr Blvd (NC 200); thence with the said Department of Transportation property two (2) calls as follows: 1) S 19° 30' 34" E, 190.80 feet to a found right-of-way disc; 2) S 21° 13' 33" E 18.86 feet to the **TRUE POINT AND PLACE OF BEGINNING** and containing 12.649 acres, more or less as shown on an annexation plat entitled "An Annexation Boundary for the City of Monroe, The Property of Anjani Ventures, LLC" prepared by Carolina Surveyors, Inc. surveyed by Thomas E. White, PLS, plat dated December 2, 2021, Last Revised December 7, 2022.

The annexation plat showing Area 1 and Area 2 above is recorded in Plat Cabinet _____, File _____, in the Union County Register of Deeds.

Being in North Carolina, Union County, Monroe Township

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

Adopted this 13th day of June, 2023.

Attest:

Marion L. Holloway, Jr., Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Joshua D. Hyatt, IT Director

PREPARED BY: Karen Penegar, Purchasing Manager

SUBJECT: ArcGIS Enterprise Agreement for GIS Software License

SUMMARY STATEMENT

City Council is requested to consider approval of enterprise agreement for GIS software license

REVIEW

Staff recommends the approval of ArcGIS Enterprise Agreement with Environmental Systems Research Institute, Inc. in the amount of \$127,139.25. This agreement provides mapping and data analytic software/services to departments within in the organization.

Budgeted funds were approved in the budget process and are available for this agreement so this is coming directly to City Council without a Committee recommendation.

RECOMMENDATION

Staff recommends City Council approve the execution of an Enterprise Agreement with Environmental Systems Research Institute, Inc. in the amount of \$127,139.25 and authorize the City Manager to execute any and all necessary documents.

April 13, 2023

Chris Stiwinter
City of Monroe
300 W Crowell St
Monroe, NC 28112-4648

Dear Chris,

The Esri Small Municipal and County Government Enterprise Agreement (SGEA) is a three-year agreement that will grant your organization access to Esri term license software. The EA will be effective on the date executed and will require a firm, three-year commitment.

Based on Esri's work with several organizations similar to yours, we know there is significant potential to apply Geographic Information System (GIS) technology in many operational and technical areas within your organization. For this reason, we believe that your organization will greatly benefit from an Enterprise Agreement (EA).

An EA will provide your organization with numerous benefits including:

- A lower cost per unit for licensed software
- Substantially reduced administrative and procurement expenses
- Complete flexibility to deploy software products when and where needed

The following business terms and conditions will apply:

- All current departments, employees, and in-house contractors of the organization will be eligible to use the software and services included in the EA.
- If your organization wishes to acquire and/or maintain any Esri software during the term of the agreement that is not included in the EA, it may do so separately at the Esri pricing that is generally available for your organization for software and maintenance.
- The organization will establish a single point of contact for orders and deliveries and will be responsible for redistribution to eligible users.
- The organization will establish a Tier 1 support center to field calls from internal users of Esri software. The organization may designate individuals as specified in the EA who may directly contact Esri for Tier 2 technical support.
- The organization will provide an annual report of installed Esri software to Esri.
- Esri software and updates that the organization is licensed to use will be automatically available for downloading.
- The fee and benefits offered in this EA proposal are contingent upon your acceptance of Esri's Small Municipal and County Government EA terms and conditions.

- Licenses are valid for the term of the EA.

This program offer is valid for 90 days. To complete the agreement within this time frame, please contact me within the next seven days to work through any questions or concerns you may have.

To expedite your acceptance of this EA offer:

1. Sign and return the EA contract with a Purchase Order or issue a Purchase Order that references this EA Quotation and includes the following statement on the face of the Purchase Order:

"THIS PURCHASE ORDER IS GOVERNED BY THE TERMS AND CONDITIONS OF THE ESRI SMALL MUNICIPAL AND COUNTY GOVERNMENT EA, AND ADDITIONAL TERMS AND CONDITIONS IN THIS PURCHASE ORDER WILL NOT APPLY."

Have it signed by an authorized representative of the organization.

2. On the first page of the EA, identify the central point of contact/agreement administrator. The agreement administrator is the party that will be the contact for management of the software, administration issues, and general operations. Information should include name, title (if applicable), address, phone number, and e-mail address.
3. In the purchase order, identify the "Ship to" and "Bill to" information for your organization.
4. Send the purchase order and agreement to the address, email or fax noted below:

Esri
Attn: Customer Service SG-EA
380 New York Street
Redlands, CA 92373-8100

e-mail: service@esri.com
fax documents to: 909-307-3083

I appreciate the opportunity to present you with this proposal, and I believe it will bring great benefits to your organization.

Thank you very much for your consideration.

Best Regards,

Wendy McGuire | Account Manager
Esri | Charlotte, NC 28277 | USA
T 704 541 9810 X8657 | wmcguire@esri.com
THE SCIENCE OF WHERE ®



Quotation # Q-486225

Date: April 13, 2023

Customer # 15084 Contract #

City of Monroe
IT Dept
300 W Crowell St
Monroe, NC 28112-4648

ATTENTION: Chris Stiwwinter
PHONE: (704) 282-4562
EMAIL: cstiwwinter@monroenc.org

Environmental Systems Research Institute, Inc.
380 New York St
Redlands, CA 92373-8100
Phone: (909) 793-2853
DUNS Number: 06-313-4175 CAGE Code: 0AMS3

*To expedite your order, please attach a copy of
this quotation to your purchase order.
Quote is valid from: 12/12/2022 To: 6/10/2023*

Material	Qty	Term	Unit Price	Total
168178	1	Year 1	\$39,700.00	\$39,700.00
Populations of 25,001 to 50,000 Small Government Enterprise Agreement Annual Subscription				
168178	1	Year 2	\$39,700.00	\$39,700.00
Populations of 25,001 to 50,000 Small Government Enterprise Agreement Annual Subscription				
168178	1	Year 3	\$39,700.00	\$39,700.00
Populations of 25,001 to 50,000 Small Government Enterprise Agreement Annual Subscription				
Subtotal:				\$119,100.00
Sales Tax:				\$8,039.25
Estimated Shipping and Handling (2 Day Delivery):				\$0.00
Contract Price Adjust:				\$0.00
Total:				\$127,139.25

Upon acceptance of the offer, the City of Monroe agrees to commit to the three-year term. Esri will invoice the City of Monroe for the annual fee, in advance, each renewal year. Invoices are to be paid within thirty (30) days of receipt of the invoice.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

For questions contact: Jessie White	Email: jwhite@esri.com	Phone: (909) 793-2853 x7945
The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at https://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf , and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at https://go.esri.com/MAPS apply to your purchase of that item. If any item is quoted with a multi-year payment schedule, then unless otherwise stated in this quotation, Customer is required to make all payments without right of cancellation. Third-party data sets included in a quotation as separately licensed items will only be provided and invoiced if Esri is able to provide such data and will be subject to the applicable third-party's terms and conditions. If Esri is unable to provide any such data set, Customer will not be responsible for any further payments for the data set. US Federal government entities and US government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at https://www.esri.com/en-us/legal/terms/state-supplemental apply to some US state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin for customers located in the USA.		



Environmental Systems Research Institute, Inc.
380 New York St
Redlands, CA 92373-8100
Phone: (909) 793-2853
DUNS Number: 06-313-4175 CAGE Code: 0AMS3

Quotation # Q-486225

Date: April 13, 2023

Customer # 15084 Contract #

City of Monroe
IT Dept
300 W Crowell St
Monroe, NC 28112-4648

ATTENTION: Chris Stiwwinter
PHONE: (704) 282-4562
EMAIL: cstiwwinter@monroenc.org

*To expedite your order, please attach a copy of
this quotation to your purchase order.
Quote is valid from: 12/12/2022 To: 6/10/2023*

The following items are optional items listed for your convenience.

These items are not included in the totals of this quotation.

Material	Qty	Unit Price	Total
174382	5	\$820.00	\$4,100.00

Esri Training Pass per Day One Year Term

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

For questions contact:

Jessie White

Email:

jwhite@esri.com

Phone:

(909) 793-2853 x7945

The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <https://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf>, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <https://go.esri.com/MAPS> apply to your purchase of that item. If any item is quoted with a multi-year payment schedule, then unless otherwise stated in this quotation, Customer is required to make all payments without right of cancellation. Third-party data sets included in a quotation as separately licensed items will only be provided and invoiced if Esri is able to provide such data and will be subject to the applicable third-party's terms and conditions. If Esri is unable to provide any such data set, Customer will not be responsible for any further payments for the data set. US Federal government entities and US government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <https://www.esri.com/en-us/legal/terms/state-supplemental> apply to some US state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin for customers located in the USA.

Esri Use Only:

Cust. Name _____
 Cust. # _____
 PO # _____
 Esri Agreement # _____



SMALL ENTERPRISE AGREEMENT COUNTY AND MUNICIPALITY GOVERNMENT (E214-2)

This Agreement is by and between the organization identified in the Quotation ("**Customer**") and **Environmental Systems Research Institute, Inc. ("Esri")**.

This Agreement sets forth the terms for Customer's use of Products and incorporates by reference (i) the Quotation and (ii) the Master Agreement. Should there be any conflict between the terms and conditions of the documents that comprise this Agreement, the order of precedence for the documents shall be as follows: (i) the Quotation, (ii) this Agreement, and (iii) the Master Agreement. This Agreement shall be governed by and construed in accordance with the laws of the state in which Customer is located without reference to conflict of laws principles, and the United States of America federal law shall govern in matters of intellectual property. The modifications and additional rights granted in this Agreement apply only to the Products listed in Table A.

Table A
List of Products

Uncapped Quantities**Desktop Software and Extensions (Single Use)**

ArcGIS Desktop Advanced
 ArcGIS Desktop Standard
 ArcGIS Desktop Basic
 ArcGIS Desktop Extensions: ArcGIS 3D Analyst,
 ArcGIS Spatial Analyst, ArcGIS Geostatistical Analyst,
 ArcGIS Publisher, ArcGIS Network Analyst, ArcGIS
 Schematics, ArcGIS Workflow Manager, ArcGIS Data
 Reviewer

Enterprise Software and Extensions

ArcGIS Enterprise (Advanced and Standard)
 ArcGIS Monitor
 ArcGIS Enterprise Extensions: ArcGIS 3D Analyst,
 ArcGIS Spatial Analyst, ArcGIS Geostatistical Analyst,
 ArcGIS Network Analyst, ArcGIS Schematics, ArcGIS
 Workflow Manager, ArcGIS Data Reviewer

Enterprise Additional Capability Servers

ArcGIS Image Server

Developer Tools

ArcGIS Runtime Standard
 ArcGIS Runtime Analysis Extension

Limited Quantities

One (1) Professional subscription to ArcGIS Developer
 Two (2) ArcGIS CityEngine Single Use Licenses
 100 ArcGIS Online Viewers
 100 ArcGIS Online Creators
 17,500 ArcGIS Online Service Credits
 100 ArcGIS Enterprise Creators
 3 ArcGIS Insights in ArcGIS Enterprise
 3 ArcGIS Insights in ArcGIS Online
 10 ArcGIS Location Sharing for ArcGIS Enterprise
 10 ArcGIS Location Sharing for ArcGIS Online
 3 ArcGIS Parcel Fabric User Type Extensions (Enterprise)
 3 ArcGIS Utility Network User Type Extensions (Enterprise)
 3 ArcGIS Trace Network User Type Extensions (Enterprise)

OTHER BENEFITS

Number of Esri User Conference registrations provided annually	3
Number of Tier 1 Help Desk individuals authorized to call Esri	3
Maximum number of sets of backup media, if requested*	2
Five percent (5%) discount on all individual commercially available instructor-led training classes at Esri facilities purchased outside this Agreement	

*Additional sets of backup media may be purchased for a fee

Customer may accept this Agreement by signing and returning the whole Agreement with (i) the Quotation attached, (ii) a purchase order, or (iii) another document that matches the Quotation and references this Agreement ("**Ordering Document**"). **ADDITIONAL OR CONFLICTING TERMS IN CUSTOMER'S PURCHASE ORDER OR OTHER DOCUMENT WILL NOT APPLY, AND THE TERMS OF THIS AGREEMENT WILL GOVERN.** This Agreement is effective as of the date of Esri's receipt of an Ordering Document, unless otherwise agreed to by the parties ("**Effective Date**").

Term of Agreement: Three (3) years

This Agreement supersedes any previous agreements, proposals, presentations, understandings, and arrangements between the parties relating to the licensing of the Products. Except as provided in Article 4—Product Updates, no modifications can be made to this Agreement.

Accepted and Agreed:

(Customer)

By: _____
Authorized Signature

Printed Name: _____

Title: _____

Date: _____

CUSTOMER CONTACT INFORMATION

Contact: _____

Telephone: _____

Address: _____

Fax: _____

City, State, Postal Code: _____

E-mail: _____

Country: _____

Quotation Number (if applicable): _____

1.0—ADDITIONAL DEFINITIONS

In addition to the definitions provided in the Master Agreement, the following definitions apply to this Agreement:

"Case" means a failure of the Software or Online Services to operate according to the Documentation where such failure substantially impacts operational or functional performance.

"Deploy", "Deployed" and "Deployment" mean to redistribute and install the Products and related Authorization Codes within Customer's organization(s).

"Fee" means the fee set forth in the Quotation.

"Maintenance" means Tier 2 Support, Product updates, and Product patches provided to Customer during the Term of Agreement.

"Master Agreement" means the applicable master agreement for Esri Products incorporated by this reference that is (i) found at <https://www.esri.com/en-us/legal/terms/full-master-agreement> and available in the installation process requiring acceptance by electronic acknowledgment or (ii) a signed Esri master agreement or license agreement that supersedes such electronically acknowledged master agreement.

"Product(s)" means the products identified in Table A—List of Products and any updates to the list Esri provides in writing.

"Quotation" means the offer letter and quotation provided separately to Customer.

"Technical Support" means the technical assistance for attempting resolution of a reported Case through error correction, patches, hot fixes, workarounds, replacement deliveries, or any other type of Product corrections or modifications.

"Tier 1 Help Desk" means Customer's point of contact(s) to provide all Tier 1 Support within Customer's organization(s).

"Tier 1 Support" means the Technical Support provided by the Tier 1 Help Desk.

"Tier 2 Support" means the Esri Technical Support provided to the Tier 1 Help Desk when a Case cannot be resolved through Tier 1 Support.

2.0—ADDITIONAL GRANT OF LICENSE

2.1 Grant of License. Subject to the terms and conditions of this Agreement, Esri grants to Customer a personal, nonexclusive, nontransferable license solely to use, copy, and Deploy quantities of the Products listed in Table A—List of Products for the Term of Agreement (i) for the applicable Fee and (ii) in accordance with the Master Agreement.

2.2 Consultant Access. Esri grants Customer the right to permit Customer's consultants or contractors to use the Products exclusively for Customer's benefit. Customer will be solely responsible for compliance by consultants and contractors with this Agreement and will ensure that the consultant or contractor discontinues use of Products upon completion of work for Customer. Access to or use of Products by consultants or contractors not exclusively for Customer's benefit is prohibited. Customer may not permit its consultants or contractors to install Software or Data on consultant, contractor, or third-party computers or remove Software or Data from Customer locations, except for the purpose of hosting the Software or Data on Contractor servers for the benefit of Customer.

3.0—TERM, TERMINATION, AND EXPIRATION

3.1 Term. This Agreement and all licenses hereunder will commence on the Effective Date and continue for the duration identified in the Term of Agreement, unless this Agreement is terminated earlier as provided herein. Customer is only authorized to use Products during the Term of Agreement. For an Agreement with a limited term, Esri does not grant Customer an indefinite or a perpetual license to Products.

3.2 No Use upon Agreement Expiration or Termination. All Product licenses, all Maintenance, and Esri User Conference registrations terminate upon expiration or termination of this Agreement.

3.3 Termination for a Material Breach. Either party may terminate this Agreement for a material breach by the other party. The breaching party will have thirty (30) days from the date of written notice to cure any material breach.

3.4 Termination for Lack of Funds. For an Agreement with government or government-

owned entities, either party may terminate this Agreement before any subsequent year if Customer is unable to secure funding through the legislative or governing body's approval process.

3.5 Follow-on Term. If the parties enter into another agreement substantially similar to this Agreement for an additional term, the effective date of the follow-on agreement will be the day after the expiration date of this Agreement.

4.0—PRODUCT UPDATES

4.1 Future Updates. Esri reserves the right to update the list of Products in Table A—List of Products by providing written notice to Customer. Customer may continue to use all Products that have been Deployed, but support and upgrades for deleted items may not be available. As new Products are incorporated into the standard program, they will be offered to Customer via written notice for incorporation into the Products schedule at no additional charge. Customer's use of new or updated Products requires Customer to adhere to applicable additional or revised terms and conditions in the Master Agreement.

4.2 Product Life Cycle. During the Term of Agreement, some Products may be retired or may no longer be available to Deploy in the identified quantities. Maintenance will be subject to the individual Product Life Cycle Support Status and Product Life Cycle Support Policy, which can be found at <https://support.esri.com/en/other-resources/product-life-cycle>. Updates for Products in the mature and retired phases may not be available. Customer may continue to use Products already Deployed, but Customer will not be able to Deploy retired Products.

5.0—MAINTENANCE

The Fee includes standard maintenance benefits during the Term of Agreement as specified in the most current applicable Esri Maintenance and Support Program document (found at <https://www.esri.com/en-us/legal/terms/maintenance>). At Esri's sole discretion, Esri may make patches, hot fixes, or updates available for download. No Software other

than the defined Products will receive Maintenance. Customer may acquire maintenance for other Software outside this Agreement.

a. Tier 1 Support

1. Customer will provide Tier 1 Support through the Tier 1 Help Desk to all Customer's authorized users.
2. The Tier 1 Help Desk will be fully trained in the Products.
3. At a minimum, Tier 1 Support will include those activities that assist the user in resolving how-to and operational questions as well as questions on installation and troubleshooting procedures.
4. The Tier 1 Help Desk will be the initial point of contact for all questions and reporting of a Case. The Tier 1 Help Desk will obtain a full description of each reported Case and the system configuration from the user. This may include obtaining any customizations, code samples, or data involved in the Case.
5. If the Tier 1 Help Desk cannot resolve the Case, an authorized Tier 1 Help Desk individual may contact Tier 2 Support. The Tier 1 Help Desk will provide support in such a way as to minimize repeat calls and make solutions to problems available to Customer's organization.
6. Tier 1 Help Desk individuals are the only individuals authorized to contact Tier 2 Support. Customer may change the Tier 1 Help Desk individuals by written notice to Esri.

b. Tier 2 Support

1. Tier 2 Support will log the calls received from Tier 1 Help Desk.
2. Tier 2 Support will review all information collected by and received from the Tier 1 Help Desk including preliminary documented troubleshooting provided by the Tier 1 Help Desk when Tier 2 Support is required.
3. Tier 2 Support may request that Tier 1 Help Desk individuals provide verification of information, additional information, or answers to additional questions to

supplement any preliminary information gathering or troubleshooting performed by Tier 1 Help Desk.

4. Tier 2 Support will attempt to resolve the Case submitted by Tier 1 Help Desk.
5. When the Case is resolved, Tier 2 Support will communicate the information to Tier 1 Help Desk, and Tier 1 Help Desk will disseminate the resolution to the user(s).

6.0—ENDORSEMENT AND PUBLICITY

This Agreement will not be construed or interpreted as an exclusive dealings agreement or Customer's endorsement of Products. Either party may publicize the existence of this Agreement.

7.0—ADMINISTRATIVE REQUIREMENTS

7.1 OEM Licenses. Under Esri's OEM or Solution OEM programs, OEM partners are authorized to embed or bundle portions of Esri products and services with their application or service. OEM partners' business model, licensing terms and conditions, and pricing are independent of this Agreement. Customer will not seek any discount from the OEM partner or Esri based on the availability of Products under this Agreement. Customer will not decouple Esri products or services from the OEM partners' application or service.

7.2 Annual Report of Deployments. At each anniversary date and ninety (90) calendar days prior to the expiration of this Agreement, Customer will provide Esri with a written report detailing all Deployments. Upon request, Customer will provide records sufficient to verify the accuracy of the annual report.

8.0—ORDERING, ADMINISTRATIVE PROCEDURES, DELIVERY, AND DEPLOYMENT

8.1 Orders, Delivery, and Deployment

- a. Upon the Effective Date, Esri will invoice Customer and provide Authorization Codes to activate the nondestructive copy protection program that enables Customer to download,

operate, or allow access to the Products. If this is a multi-year Agreement, Esri may invoice the Fee up to thirty (30) calendar days before the annual anniversary date for each year.

- b. Undisputed invoices will be due and payable within thirty (30) calendar days from the date of invoice. Esri reserves the right to suspend Customer's access to and use of Products if Customer fails to pay any undisputed amount owed on or before its due date. Esri may charge Customer interest at a monthly rate equal to the lesser of one percent (1.0%) per month or the maximum rate permitted by applicable law on any overdue fees plus all expenses of collection for any overdue balance that remains unpaid ten (10) days after Esri has notified Customer of the past-due balance.

- c. Esri's federal ID number is 95-2775-732.

- d. If requested, Esri will ship backup media to the ship-to address identified on the Ordering Document, FOB Destination, with shipping charges prepaid. Customer acknowledges that should sales or use taxes become due as a result of any shipments of tangible media, Esri has a right to invoice and Customer will pay any such sales or use tax associated with the receipt of tangible media.

8.2 Order Requirements. Esri does not require Customer to issue a purchase order. Customer may submit a purchase order in accordance with its own process requirements, provided that if Customer issues a purchase order, Customer will submit its initial purchase order on the Effective Date. If this is a multi-year Agreement, Customer will submit subsequent purchase orders to Esri at least thirty (30) calendar days before the annual anniversary date for each year.

- a. All orders pertaining to this Agreement will be processed through Customer's centralized point of contact.
- b. The following information will be included in each Ordering Document:
 - (1) Customer name; Esri customer number, if known; and bill-to and ship-to addresses
 - (2) Order number
 - (3) Applicable annual payment due

9.0—MERGERS, ACQUISITIONS, OR DIVESTITURES

If Customer is a commercial entity, Customer will notify Esri in writing in the event of (i) a consolidation, merger, or reorganization of Customer with or into another corporation or entity; (ii) Customer's acquisition of another entity; or (iii) a transfer or sale of all or part of Customer's organization (subsections i, ii, and iii, collectively referred to as "**Ownership Change**"). There will be no decrease in Fee as a result of any Ownership Change.

- 9.1 If an Ownership Change increases the cumulative program count beyond the maximum level for this Agreement, Esri reserves the right to increase the Fee or terminate this Agreement and the parties will negotiate a new agreement.
- 9.2 If an Ownership Change results in transfer or sale of a portion of Customer's organization, that portion of Customer's organization will transfer the Products to Customer or uninstall, remove, and destroy all copies of the Products.
- 9.3 This Agreement may not be assigned to a successor entity as a result of an Ownership Change unless approved by Esri in writing in advance. If the assignment to the new entity is not approved, Customer will require any successor entity to uninstall, remove, and destroy the Products. This Agreement will terminate upon such Ownership Change.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Lisa Strickland, Finance Director

PREPARED BY: Lisa Strickland, Finance Director

SUBJECT: Budget Adjustments for Budgetary Compliance for Fiscal Year 2023
Budget

SUMMARY STATEMENT

Various adjustments are proposed to the fiscal year 2023 budget in order to recognize activity that was unanticipated and maintain budgetary compliance. All adjustments are outlined below.

REVIEW

Budget Amendment/Ordinance for various items as follows:

1. Due to an increase in fuel sales at the Charlotte-Monroe Executive Airport, a budget amendment is requested to adjust the expense budget in the amount of \$300,000 for fuel purchases. The offset to this increase is fuel sales.
2. Amendment proposed to cover higher than anticipated collections for water and sewer capacity fees in the amount of \$1,800,000. Water and sewer capacity fees are required by NC General Statute 162A-207(b) to be used for capital improvements related to new development and are transferred to the capital reserve fund to achieve this requirement.
3. The cost of natural gas has increased on average 21% this year over last fiscal year and our customer count has grown approximately 3.1%. As a result, a budget amendment to cover the natural gas purchases account budget in the amount of \$3,211,000 is requested. The City calculates natural gas customer rates on a monthly basis. This allows the City to

accurately adjust for market pricing of natural gas purchases and recover market increases as part of natural gas revenue. The offset for this adjustment is the natural gas fee revenue.

4. Donations totaling \$23,854 have been received for the Science Center, the Center Theatre and the fountain at the Phil Bazemore Active Adult Center. The donations and corresponding expense need to be adjusted with a budget amendment. The breakdown in the amounts were \$10,954 for Science Center Exhibits, \$10,954 for the Center Theatre programming and \$1,946 for the fountain at the active adult center.
5. Due to a shortfall of revenue associated with ticket sales and rental income for the current fiscal year, a budget amendment is needed for the Dowd Center Theatre. The \$183,000 shortfall will be covered by the General Fund balance (\$123,000) and Theatre donations (\$60,000).
6. An amendment in the amount of \$115,085 is needed to cover the vacation payout (\$38,510) for the former City Manager and to cover the current manager's salary (\$76,575) for this fiscal year. The former City Manager will continue to receive a paycheck for one year after separation.
7. An amendment in the amount of \$95,000 is needed to cover the vacation payout (\$18,930) for the former City Attorney and to cover the new attorney contract in the amount of \$76,070 for this fiscal year. The former City Attorney will continue to receive a paycheck for one year after separation.
8. Funding for various recreation projects is to be transferred as follows:
 - Transfer \$26,750 from Phil Bazemore Active Adult Center Project to the Belk Tonawanda Phase 1B project for control link installation at splash pad.
 - Transfer \$2,277 from Dickerson Restroom Renovation project to the Belk Tonawanda Phase 1B project for increased costs due to design change.
 - Transfer \$32,993 from Creft Park Playground project to the Belk Tonawanda Phase 1B project for increased costs due to design change.
 - Transfer \$652 from Dickerson Restroom Renovation project to the Sunset Park Renovation project to cover project costs.
 - Transfer \$5,025 from Don Griffin Playground project to the Sunset Park Renovation project to cover project costs.
 - Transfer \$616 from Creft Park Basketball Court Resurfacing project to the Sunset Park Renovation project to cover project costs.

The adjustments provide \$62,020 in funding to the Belk Tonawanda Phase 1B project and \$6,293 in funding to the Sunset Park Renovation project.

9. An amendment is needed to cover the Amotion legal expenses for the current fiscal year in the amount of \$79,758. The total expenses to date for the Amotion hearing and process are \$441,395.18.

10. An amendment is needed to cover the entries needed to establish the Monroe Union County Economic Development Commission (MUCEDC) Fund/organization. Governmental Accounting Standards required that there is no beginning fund balance in the MUCEDC fund. The balance that Monroe-Union County Economic Development had when the City department was dissolved had to be transferred to the City's General Fund and subsequently returned as a capital contribution. The amount of this adjustment is \$466,345, but is a net transaction of \$0 for both funds.
11. An amendment is needed to cover the overage in the police motor vehicle purchase line item. The total overage was \$436,570. Of this amount, \$100,800 was due to increased cost of the interceptors (\$8,400/car), three additional interceptors ordered due to wrecked vehicles \$174,111, replacement pickup trucks and Dodge Durangos from fiscal year 2021 that were previously unavailable for Animal Control and the patrol unit \$161,659.
12. An amendment in the amount of \$600,000 is needed to cover electric system improvements due to inflation/material costs. While planning the FY23 budget in the fall of 2022, the recommendation was to increase the account by \$150,000. At the time, this seemed reasonable. When FY23 began in July 2022, the market for material had increased significantly. Transformer costs alone have seen an increase of over 400% with the average increase for other materials being significant as well.
13. The Natural Gas Division is experiencing natural gas system growth and inflationary costs for materials, equipment, and labor that are exceeding the original budget amount of \$305,000. An amendment in the amount of \$90,000 is needed to cover natural gas system improvements.

These amendments were presented to the General Services Committee on June 1, 2023.

RECOMMENDATION

The General Services Committee and Staff recommend adoption of a Budget Amendment and Capital Project Budget Ordinance containing various budget adjustments for Fiscal Year 2023.

Attachments: Budget Amendment BA-2023-11
Capital Project Budget Ordinance BO-2023-05

**BUDGET AMENDMENT
BA-2023-11**

1. Due to an increase in fuel sales at the Charlotte-Monroe Executive Airport, a budget amendment is requested to adjust the expense budget in the amount of \$300,000 for fuel purchases. The offset to this increase is fuel sales.

Charlotte-Monroe Executive Airport Fund:

Revenue:	
Airport Sales	\$300,000
Expense:	
Airport Operations	\$300,000

2. Amendment proposed to cover higher than anticipated collections for water and sewer capacity fees in the amount of \$1,800,000. Water and sewer capacity fees are required by NC General Statute 162A-207(b) to be used for capital improvements related to new development and are transferred to the capital reserve fund to achieve this requirement.

Water & Sewer Fund:

Revenue:	
Other Revenues	\$1,800,000
Expense:	
Transfer to Water & Sewer Capital Reserve Fund	\$1,800,000

Water & Sewer Capital Reserve Fund:

Revenue:	
Transfer from Water & Sewer Fund	\$1,800,000
Expense:	
Reserved	\$1,800,000

3. The cost of natural gas has increased on average 21% this year over last fiscal year and our customer count has grown approximately 3.1%. As a result, a budget amendment to cover the natural gas purchases account budget in the amount of \$3,211,000 is requested. The City calculates natural gas customer rates on a monthly basis. This allows the City to accurately adjust for market pricing of natural gas purchases and recover market increases as part of natural gas revenue. The offset for this adjustment is the natural gas fee revenue.

Natural Gas Fund:

Revenue:	
Natural Gas Sales	\$3,211,000
Expense:	
Natural Gas Operations	\$3,211,000

4. Donations totaling \$23,854 have been received for the Science Center, the Center Theatre and the fountain at the Phil Bazemore Active Adult Center. The donations and corresponding expense need to be adjusted with a budget amendment. The breakdown in the amounts were \$10,954 for Science Center Exhibits, \$10,954 for the Center Theatre programming and \$1,946 for the fountain at the active adult center.

Center Theatre Fund:

Revenue:

Miscellaneous	\$10,954
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Expenses:

Reserved for Future Programming	\$10,779
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Recreational Expenses	\$175
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5. Due to a shortfall of revenue associated with ticket sales and rental income for the current fiscal year, a budget amendment is needed for the Dowd Center Theatre. The \$183,000 shortfall will be covered by the General Fund balance (\$123,000) and Theatre donations (\$60,000).

General Fund:

Revenue:

Appropriation of Fund Balance	\$123,000
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Expense:

Transfer to Center Theatre Fund	\$123,000
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Center Theatre Fund:

Revenues:

Transfer from General Fund	\$123,000
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Appropriation from Theatre Fund Balance	\$60,000
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Sales and Services	(\$183,000)
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6. An amendment in the amount of \$115,085 is needed to cover the vacation payout (\$38,510) for the former City Manager and to cover the current manager's salary (\$76,575) for this fiscal year. The former City Manager will continue to receive a paycheck for one year after separation.

General Fund:

Revenue:

Appropriation of Fund Balance	\$115,085
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Expense:

General Government	\$115,085
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7. An amendment in the amount of \$95,000 is needed to cover the vacation payout (\$18,930) for the former City Attorney and to cover the new attorney contract in the amount of \$76,070 for this fiscal year. The former City Attorney will continue to receive a paycheck for one year after separation.

General Fund:

Revenue:

Appropriation of Fund Balance \$95,000

Expense:

General Government \$95,000

8. An amendment is needed to cover the Amotion legal expenses for the current fiscal year in the amount of \$79,758. The total expenses to date for the Amotion hearing and process are \$441,395.18.

General Fund:

Revenue:

Appropriation of Fund Balance \$79,758

Expense:

General Government \$79,758

9. An amendment is needed to cover the entries needed to establish the Monroe Union County Economic Development Commission (MUCEDC) Fund/organization. Governmental Accounting Standards required that there is no beginning fund balance in the MUCEDC fund. The balance that Monroe-Union County Economic Development had when the City department was dissolved had to be transferred to the City's General Fund and subsequently returned as a capital contribution. The amount of this adjustment is \$466,345, but is a net transaction of \$0 for both funds.

General Fund:

Revenue:

Transfer from MUCED \$466,345

Expense:

Transfer to MUCEDC \$466,345

10. An amendment is needed to cover the overage in the police motor vehicle purchase line item. The total overage was \$436,570. Of this amount, \$100,800 was due to increased cost of the interceptors (\$8,400/car), three additional interceptors ordered due to wrecked vehicles \$174,111, replacement pickup trucks and Dodge Durangos from fiscal year 2021 that were previously unavailable for Animal Control and the patrol unit \$161,659.

General Fund:

Revenue:

Appropriation of Fund Balance \$436,570

Expense:

Public Safety \$436,570

11. An amendment in the amount of \$600,000 is needed to cover electric system improvements due to inflation/material costs. While planning the FY23 budget in the fall of 2022, the recommendation was to increase the account by \$150,000. At the time, this seemed reasonable. When FY23 began in July 2022, the market for material had increased

significantly. Transformer costs alone have seen an increase of over 400% with the average increase for other materials being significant as well.

Electric Fund:

Revenue:

Appropriation of Fund Balance	\$600,000
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Expense:

Electric System Improvements	\$600,000
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12. The Natural Gas Division is experiencing natural gas system growth and inflationary costs for materials, equipment, and labor that are exceeding the original budget amount of \$305,000. An amendment in the amount of \$90,000 is needed to cover natural gas system improvements.

Natural Gas Fund:

Revenue:

Appropriation of Fund Balance	\$90,000
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Expense:

Natural Gas System Improvements	\$90,000
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Adopted this 13th day of June, 2023.

Marion L. Holloway, Jr., Mayor

Attest:

Bridgette H. Robinson, City Clerk

**CAPITAL PROJECT BUDGET ORDINANCE
ADJUSTMENTS TO CAPITAL PROJECTS
BO-2023-05**

WHEREAS, certain projects that have been funded need to be adjusted for various reasons listed below;

WHEREAS, the Monroe Science Center Exhibits (\$10,954) and Phil Bazemore Active Adult Center (\$1,946) projects need to be adjusted to reflect donations that were received to be used for these Centers.

WHEREAS, it is desired that funding for various recreation projects is to be transferred to Belk Tonawanda Phase 1B and Sunset Park Renovation projects for cost overruns as follows:

- Transfer \$26,750 from Phil Bazemore Active Adult Center project to the Belk Tonawanda Phase 1B project for control link installation at splash pad.
- Transfer \$2,277 from Dickerson Restroom Renovation project to the Belk Tonawanda Phase 1B project for increased costs due to design change.
- Transfer \$32,993 from Creft Park Playground project to the Belk Tonawanda Phase 1B project for increased costs due to design change.
- Transfer \$652 from Dickerson Restroom Renovation project to the Sunset Park Renovation project to cover project costs.
- Transfer \$5,025 from Don Griffin Playground project to the Sunset Park Renovation project to cover project costs.
- Transfer \$616 from Creft Park Basketball Court Resurfacing project to the Sunset Park Renovation project to cover project costs.

The adjustments provide \$62,020 in funding to the Belk Tonawanda Phase 1B project and \$6,293 in funding to the Sunset Park Renovation project.

NOW, THEREFORE, BE IT ORDAINED, that the City Council of the City of Monroe adjusts the appropriations in the above projects and amends the following capital project fund revenues and expenses:

General Capital Project Fund:

Revenue

Miscellaneous	\$1,946
Transfer from Capital Projects GB2101	\$62,020
Transfer from Capital Projects GB2204	\$6,293

Expense

Improvements/Construction (Active Adult Center)	\$1,946
Dickerson Restroom GB2210	(\$2,929)
Transfer to Capital Project	\$2,929
Creft Park Playground GB2205	(\$32,993)
Transfer to Capital Project GB2204	\$32,993
Active Adult Center GB1801	(\$26,750)
Transfer to Capital Project GB1801	\$26,750
Belk Tonawanda Phase 1B GB2101	\$62,020
Don Griffin Playground GB2209	(\$5,025)

Transfer to Capital Project GB2209	\$5,025
Creft Park Basketball Court GB2211	(\$616)
Transfer to Capital Project GB2211	\$616
Sunset Park Renovation GB2204	\$6,293

Occupancy Tax Capital Project Fund:

Revenue

Miscellaneous

\$10,954

Expense

Project Expense (Science Center Exhibits)

\$10,954

Adopted this 13th day of June, 2023.

Attest:

Marion L. Holloway, Jr., Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Ronald D. Fowler, Fire Chief

PREPARED BY: Alice Williams, Administrative Assistant II - Fire

SUBJECT: Budget Amendment for FM Global Grant and Gloss Mountain Productions Payment

SUMMARY STATEMENT

The Fire Department seeks to accept a grant in the amount of \$3,500 from FM Global Foundation and a \$4,000 payment from Gloss Mountain Productions and to adopt a budget amendment allocating these funds to the Fire Department.

REVIEW

The Fire Department received a \$3,500 grant from FM Global Foundation. These funds will be used to purchase a new Sparky the Fire Dog suit and for Fire/Life Safety Education materials.

The City also received \$4,000 from Gloss Mountain Productions for a movie shoot that utilized the Fire Training Grounds as a base camp and Staff recommends these funds be allocated for Fire Department expenditure use.

The Public Safety Committee considered this matter at their June 5, 2023 Meeting and recommended moving this to City Council for approval.

RECOMMENDATION

The Public Safety Committee and Staff recommend that City Council adopt a Budget Amendment accepting and appropriating these funds totaling \$7,500 to the Fire expenditure accounts.

Attachment: Budget Amendment BA-2023-12

BUDGET AMENDMENT

BA-2023-12

1. Amendment necessary to designate and appropriate \$3,500 received from FM Global Foundation Grant and to appropriate \$4,000 received from Gloss Mountain Productions.

General Fund:

Revenue:

Miscellaneous – Fire	\$7,500
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Expenditure:

Public Safety	\$7,500
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Adopted this 13th day of June, 2023.

Attest:

Marion L. Holloway, Jr., Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Lisa Strickland, Finance Director

PREPARED BY: Ashley Ivey, Assistant Finance Director

SUBJECT: Budget Ordinance to Amend Special Revenue Fund Project Ordinance – American Rescue Plan Act of 2021

SUMMARY STATEMENT

City Council is requested to consider a budget ordinance to recognize investment earnings and amend funding of specific projects in the Special Revenue Fund Project Ordinance for the American Rescue Plan Act of 2021.

REVIEW

In November 2021, January 2022 and May 2022, Council approved budget ordinances identifying projects for funding in the American Rescue Plan Act of 2021 Special Revenue Fund.

The City originally elected to obligate the full \$10,000,000 of standard allowance funds to reimburse the General fund for law enforcement salaries and benefits for the fiscal years ended June 30, 2022 and 2023 up to this \$10,000,000. By supplanting these funds, the City has been able to spend freed up non-grant revenues for previously approved projects.

The City has been awarded a total of \$11,326,507.16. The \$1,326,507.16 over and above the standard allowance is in an already approved project for the Bearskin Creek Stream Restoration Project at Goulston. In order to be able to easier comply with reporting requirements staff is requesting to allocate \$48,493 of the standard allowance to the Bearskin Creek Stream Restoration Project to come back to the total project budget of \$1,375,000.

The attached budget ordinance serves to reallocate funding for the standard allowance projects as well as recognize investment earnings in the project fund of \$29,879.

This matter was presented to the General Services Committee on June 1, 2023.

RECOMMENDATION

The General Services Committee and Staff request that City Council approve Budget Ordinance 2023-04.

Attachment: Budget Ordinance 2023-04

**SPECIAL REVENUE FUND PROJECT BUDGET ORDINANCE
AMERICAN RESCUE PLAN ACT OF 2021
OBLIGATION OF FUNDING FOR SPECIFIC PROJECTS
BO-2023-04**

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

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

WHEREAS, the City has been awarded \$11,326,507.16; and

WHEREAS, the City elected to take the standard allowance, as authorized by 31 CFR Part 35.6(d)(1) and expend up to \$10,000,000 of its American Rescue Plan Act funds for the provision of government services; and

WHEREAS, the City has identified expenditures that meet grant requirements and obligated funding to the Provision of Government Services – Law Enforcement project; and

WHEREAS, the City would like to reallocate a portion of the Provision of Government Services – Law Enforcement project to Provision of Government Services - Bearskin Creek Stream Restoration Project at Goulston:

- Remove portion of allocation of funding for Provision of Government Services – Law Enforcement project (\$48,493)
- Allocate funding for Provision of Government Services – Bearskin Creek Stream Restoration Project at Goulston \$48,493

NOW, THEREFORE, BE IT ORDAINED that the City Council of the City of Monroe recognizes investment earnings to date and obligates funding in the special revenue project fund, the general fund and the general capital project fund for the projects listed above:

Special Revenue Project Fund:

Revenue:

Investment Earnings	\$29,879
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Expense:

Bearskin Creek Stream Restoration – MP2204	(\$48,493)
Transfer to General Fund	\$78,372

General Fund:

Revenue:

Transfer from Special Revenue Project fund	\$78,372
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Expense:
Transfer to General Capital Project fund \$78,372

General Capital Project Fund:

Revenue:
Transfer from General Fund \$78,372

Expense:
Bearskin Creek Stream Restoration Project \$78,372
at Goulston – ARP014

Adopted this 13th day of June 2023.

Attest:

Marion L. Holloway, Jr., Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Matthew Black, Downtown Director

PREPARED BY: Matthew Black, Downtown Director

SUBJECT: Call for Public Hearing to be held July 11, 2023 for the Sale and Disposal of City-Owned Property Located at 108 N. Main Street

SUMMARY STATEMENT

This is a request to call for a public hearing to be held on July 11, 2023 to facilitate the sale of City owned property located at 108 N. Main Street, which is in the incorporated City limits for Monroe. The public hearing purpose is for notice and input for the disposal of the property with economic development conditions.

REVIEW

City Council has set forth development conditions to be placed on various properties in downtown area to encourage economic vitality, revitalization, and create community place. One of those properties is 108 N. Main Street, Parcel #09-232-059, which requires a public hearing under North Carolina General Statutes 158-7.1 in order to facilitate the sale.

RECOMMENDATION

Staff recommends City Council call for a public hearing to be held on July 11, 2023, pursuant to the requirements of North Carolina General Statute 158.7.1 in order to consider the sale and disposal of 108 N. Main Street.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Lisa Stiwinter, Planning and Development Director

PREPARED BY: Megan Brightharp, Planner

SUBJECT: Call for Public Hearing to be held on July 18, 2023 to consider a zoning map amendment request to rezone the property located at 302 Secrest Avenue further identified as tax parcel: 09-117-008 from Neighborhood Business (NB) to General Industrial (GI).

SUMMARY STATEMENT

City Council is requested to call for a public hearing to be held on July 18, 2023 for a zoning map amendment request to rezone the property located at 302 Secrest Avenue further identified as tax parcel # 09-117-008 from Neighborhood Business (NB) to General Industrial (GI).

REVIEW

Staff has received a zoning map amendment request to rezone the property located at 302 Secrest Avenue further identified as tax parcel # 09-117-008 from Neighborhood Business (NB) to General Industrial (GI). Staff is requesting that City Council call for a public hearing to be held on July 18, 2023 to consider this item.

RECOMMENDATION

Staff recommends City Council call for the required public hearing to be held on July 18, 2023, 6:00 p.m. to consider this matter.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Lisa Stiwinter, Planning and Development Director

PREPARED BY: Lisa Stiwinter, Planning and Development Director

SUBJECT: Call for Public Hearing to be held on July 18, 2023 to consider a zoning text amendment to the Unified Development Ordinance (UDO).

SUMMARY STATEMENT

This is a request to call for a public hearing to be held on July 18, 2023 to consider a zoning text amendment to Code of Ordinances-Title XV: Land Usage, Chapter 157, Section 4.2: Residential Zoning Districts.

REVIEW

The zoning text amendment to Code of Ordinances-Title XV: Land Usage, Chapter 157, Section 4.2: Residential Zoning Districts is being proposed to require that single-family residential development greater than a certain number of lots require a special process for approval.

RECOMMENDATION

Staff recommends City Council call for the required public hearing to be held on July 18, 2023 at 6:00 p.m. to consider this matter.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Lisa Stiwinter, Planning and Development Director

PREPARED BY: Lisa Stiwinter, Planning and Development Director

SUBJECT: Call for Public Hearing to be held on July 18, 2023 to consider a zoning text amendment to the Unified Development Ordinance (UDO).

SUMMARY STATEMENT

This is a request to call for a public hearing to be held on July 18, 2023 to consider a zoning text amendment to Code of Ordinances-Title XV: Land Usage, Chapter 157, Section 5.10: Mixed-Use Zoning District Incentives.

REVIEW

Planning staff is proposing a zoning text amendment to Code of Ordinances-Title XV: Land Usage, Chapter 157, Section 5.10: Mixed-Use Zoning District Incentives to provide additional incentives in order to provide an opportunity for mixed-use developments to receive a density bonus.

RECOMMENDATION

Staff recommends City Council call for the required public hearing to be held on July 18, 2023 at 6:00 p.m. to consider this matter.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Lisa Stiwinter, Planning and Development Director

PREPARED BY: Lisa Stiwinter, Planning and Development Director

SUBJECT: Call for Public Hearing to be held on July 18, 2023 to consider a zoning text amendment to the Unified Development Ordinance (UDO).

SUMMARY STATEMENT

This is a request to call for a public hearing to be held on July 18, 2023 to consider a zoning text amendment to Code of Ordinances-Title XV: Land Usage, Chapter 157, Section 8.8.3 Open Space Standards.

REVIEW

Planning staff is proposing a zoning text amendment to Code of Ordinances-Title XV: Land Usage, Chapter 157, Section 8.8.3 Open Space Standards to provide clarifications, include missing language and slightly modify the Open Space Standards section of the UDO.

RECOMMENDATION

Staff recommends City Council call for the required public hearing to be held on July 18, 2023 at 6:00 p.m. to consider this matter.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Richard Long, City Attorney

PREPARED BY: Cindy Brooks, Airport Administrative Assistant

SUBJECT: Charlotte-Monroe Executive Airport Master Service Agreement for Airport Consultant Services

SUMMARY STATEMENT

To meet federal and state requirement, the Airport Manager announces a selection process for an Airport Consultant. This is a mandated process that promotes fair and open competition and starts with the request for Statements of Qualifications from interested and qualified Aviation Consultants for engineering, planning, and subcontracted special services. The process concludes with a qualification based selection and award of contract to the top ranked firm, who will assist the Airport plan and work all airport related projects for the next five years.

REVIEW

To remain eligible to receive aviation grant funding, both federal and state, the Airport must conduct a qualification based selection of an airport consultant every 5 years. The desired consultant must have the qualifications and experience to comply with Federal and State laws. NC Division of Aviation has developed guidance based on FAA Advisory Circular 150/5100-14E that is expected to be used in this selection process. The use of this guidance assures compliance with not only State requirements, but with FAA regulations and assurances as well.

The Airport Manager will use this guidance to ensure the City meets Federal and State requirements. This guidance describes how the process should be conducted as a committee, and provides administrative tools such as a scoring matrix that can be used for the selection process. The Airport Manager has recruited the assistance of the City Engineer, Finance Director, the City's

Purchasing Manager, and the Assistant City Attorney to be on the Consultant Selection Committee, as recommended in the State's guidance. Attached to this staff report is the Airport Consultant Selection Plan that details the process to select the Airport Consultant.

This matter was presented to the Airport Commission on June 12, 2023.

RECOMMENDATION

The Airport Commission and Staff recommend that the City Council approve the renewal Airport Master Service Agreement for Airport Consultant Services with Talbert, Bright and Ellington Inc., and authorize the City Manager to execute any and all necessary documents.

Attachment: Agreement

AIRPORT CONSULTANT SELECTION PLAN FOR CITY OF MONROE

OBJECTIVE

- To select the best Airport Consultant that will provide professional services for the City of Monroe with respect to Airport planning and project management at the Charlotte-Monroe Executive Airport.
- To make the selection in accordance with regulatory guidance, as specified in the NC Department of Transportation's 2016 NC Airports Program Guidance Handbook, Appendix B.
- To utilize the City's contract agreement as the document that will guide the relationship between the selected consultant and appropriate City staff, and the task of correct developing the Charlotte-Monroe Executive Airport in accordance with Federal, State, and local guidance.

REQUIRED DOCUMENTS

The following documents will be produced to ensure for an accurate and effective selection process:

- Legal advertisement to announce Request for Qualification
- Statement of Written Request for Qualification
- Scoring Matrix for Selection Committee
- Contract Document defining roles, relationship, requirements

TIMETABLE

The following timetable will be followed to define significant dates for the process and required approval of the Airport Consultant selection process:

February 13, 2023	Formal, Public Announcement of Process, at February 2023 Monroe Airport Commission Meeting
February 23, 2023	Publish Legal Advertisement requesting Statements of Qualifications from interested airport consultant firms
March 22, 2023	Statements of Qualifications Submittal Suspense
March 23 – 31, 2023	Selection Committee review of Statements of Qualifications and determination of prospective firm interviews
March 31 – April 4, 2023	Prospective Firms Interviews
April 6, 2023	Selection Committee's Final Selection
April 10, 2023	Presentation at Airport Commission Meeting, request for concurrence of selection
May 4, 2023	General Services Committee Meeting, request for concurrence of selection

May 9, 2023

City Council Meeting, request for approval of consultant selection

June 5, 2023

CONSULTANT CONTRACT DATE (5th anniversary of current contract)

SELECTION COMMITTEE MEMBERS (NCDOT recommendation: 3-5 members)

Airport:	Manager, Airport Board Members (2)
Engineering:	City Engineer
Finance:	Director (or designated representative)
Contracting:	Purchasing Manager
Legal:	Assistant City Attorney (while not an active member of committee, will provide counsel for selection process and contractual documents)

MASTER SERVICE AGREEMENT FOR AIRPORT CONSULTANT SERVICES

DATED JUNE 13, 2023

This Master Service Agreement is made and entered into as of the 13th day of June, 2023 by the City of Monroe (“City” or “Owner”) and Talbert, Bright & Ellington, Inc. (“Consultant” or “Engineer”), () a corporation, (X) a professional corporation, () a professional association, () a limited partnership, () a sole proprietorship, or () a general partnership; organized and existing under the laws of the State of North Carolina.

Section 1. **Background and Purpose.** As the Owners of the Charlotte-Monroe Executive Airport, the City is required to maintain and develop the 460-acre facility in safe and sound operation as part of the National Plan of Integrated Airport Systems. This requires the City to interface with the Division of Aviation within the N. C. Department of Transportation for proper development and funding of the airport. To support this interface, the City has to enlist the support of a professional airport consultant firm to properly plan, design, and administer airport construction projects meeting all Federal and State requirements.

Section 2. **Services and Scope to be Performed; Term.** The Consultant shall perform airport consultant services to include airport planning, airport engineering, construction administration, and subcontracted special services for the period years 2023 to 2029. The City anticipates the following projects as listed in Attachment B including but is not specifically limited to: Airport Layout Plan Update; Corporate Hangar Construction and Site Development; Runway Strengthening; Taxiway Strengthening/Widening/Relocation; Apron Rehabilitation; Terminal Building Expansion. In this contract, “Work” means the services that the Consultant/Engineer is required to perform pursuant to this contract as defined in Attachment “A” and all of the Consultant’s duties to the City that arise out of this contract. Any amendments, corrections, or change orders by either party must be made in writing signed in the same manner as the original. (This form may be used for amendments and change orders.) The City reserves the right to refuse payment for any work outside that authorized herein or pursuant to a duly approved amendment or change order.

Section 3. **Complete Work without Extra Cost.** Unless otherwise provided, the Consultant shall obtain and provide, without additional cost to the City, all labor, materials, equipment, transportation, facilities, services, permits, and licenses necessary to perform the Work.

Section 4. **Compensation.** The City shall pay the Consultant for the Work as follows: Payment based on monthly invoices as approved by the Airport Manager for work produced during the invoice period, based on original project budget/estimate and actual completion. The City shall not be obligated to pay the Consultant any payments, fees, expenses, or compensation other than those authorized by this section.

Section 5. **Vendor’s Billings to City.** Vendor shall submit an original invoice to the Accounting Division at the City of Monroe. Vendors can expect payment within 30 days.

FOR CONSTRUCTION CONTRACTS ONLY:

Consultant’s Billings to City. Consultant shall submit an original pay request to the City construction inspector or project manager. It is suggested the Consultant superintendent meet with the City’s construction inspector or manager prior to submitting the pay request to verify quantities of work completed, materials, and values. The pay request shall contain the following items, all submitted on City forms (digital forms are available upon request):

- a. Recommendation for payment – all fields complete including history of change orders as appropriate;
- b. Affidavit and Lien Waiver or Release – Notarized original with all fields complete;
- c. Tax Statement and Certification – Notarized original with all fields complete;
- d. Tax Table listing itemized invoices and showing county where tax was paid. Include copies of invoices that are itemized in the tax table. Submit notarized originals. If claiming no tax for the period, submit the statement and certification with table and note “no sales tax for this period” on the form.

Upon receipt of the above the City will verify the amounts and if all of the forms are correct and the amounts correct, the Consultant can expect payment within 15 days. For final payment after acceptance of the work by the City, submit an official pay request as outlined above. In addition, the request shall include an Affidavit of Final Payment (notarized original with all fields complete), and a Consent of Surety to Final Payment (notarized original with all fields complete) if applicable.

Section 6. **Insurance.** Consultant shall maintain insurance policies at all times with minimum limits as follows:

COVERAGE	MINIMUM LIMITS
Workers’ Compensation	Statutory Limits
Employers’ Liability	\$500,000
General Liability	\$1,000,000 per occurrence/\$2,000,000 aggregate
Automobile Liability	\$1,000,000
Professional Liability (E & O)	\$1,000,000 per occurrence/\$2,000,000 aggregate

Consultant shall provide the City with a Certificate of Insurance for review prior to the issuance of any contract or Purchase Order. This should be an ACORD form (example attached). All Certificates of Insurance will require thirty (30) days written notice by the insurer or consultant's agent in the event of cancellation, reduction or other modifications of coverage. In addition to the notice requirement above, Consultant shall provide the City with immediate written notice of cancellation, reduction, or other modification of coverage of insurance. Upon failure of the Consultant to provide such notice, Consultant assumes sole responsibility for all losses incurred by the City for which insurance would have provided coverage. The insurance certificate shall be for the initial contract period of one (1) year and shall be renewed by the consultant for each subsequent renewal period of the contract.

The City shall be named as an additional insured and it is required that coverage be placed with "A" rated insurance companies acceptable to the City. Statement should read "City of Monroe is to be added as an additional insured as evidenced by an endorsement attached to this certificate." Failure to maintain the required insurance in force may be cause for contract termination. In the event that the consultant fails to maintain and keep in force the insurance herein required, the City has the right to cancel and terminate the contract without notice.

Consultant shall provide proof that a Drug-Free Workplace Program is in place and that drivers meet DOT/CDL licensing requirements.

Section 7. **Performance of Work by City.** If the Consultant fails to perform the Work in accordance with the schedule referred to in Section 2 above, the City may, in its discretion, in order to bring the project closer to schedule, perform or cause to be performed some or all of the Work, and doing so shall not waive any of the City's rights and remedies. Before doing so, the City shall give the Consultant reasonable notice of its intention. The Consultant shall reimburse the City for all costs incurred by the City in exercising its right to perform or cause to be performed some or all of the Work pursuant to this section.

Section 8. **Attachments.** The following attachments are made a part of this contract and incorporated herein by reference:

Attachment A: 'Description of Professional Services', containing 16 pages(s).

Attachment B: FY2023 – FY2029 Capital Projects List containing 1 page(s).

In case of conflict between an attachment and the text of this contract excluding the attachment, the text of this contract shall control. Any attachment which materially alters the standard terms contained herein must be reviewed pursuant to the City's Contract Review Procedure.

Section 9. **Notice.**

- a. All notices and other communications required or permitted by this contract shall be in writing and shall be given either by personal delivery, fax, or certified United States mail, return receipt requested, addressed as follows:

To the City:

(By hand delivery, overnight delivery services, or other methods requiring a physical address):

City of Monroe
300 West Crowell Street
Monroe, NC 28112

(By United States Postal Service):

City of Monroe
P.O. Box 69
Monroe, NC 28111-0069

Fax Number: (704) 283-9098

To the Consultant:

Talbert, Bright & Ellington, Inc.
3525 Whitehall Park Dr.,
Suite 210
Charlotte, NC 28273

Fax Number: (704) 426-6080

- b. Change of Address, Date Notice Deemed Given: A change of address, fax number, or person to receive notice may be made by either party by notice given to the other party. Any notice or other communication under this contract shall be deemed given at the time of actual delivery, if it is personally delivered or sent by fax. If the notice or other communication is sent by US Mail, it shall be deemed given upon the third calendar day following the day on which such notice or other communication is deposited with the US Postal Service or upon actual delivery, whichever occurs first.

Section 10. **Indemnification.** To the maximum extent allowed by law, the Consultant shall defend, indemnify, and save harmless the City of Monroe, its agents, officers, and employees, from and against all charges that arise in any manner from, in connection with, or out of this contract as a result of the acts or omissions of the Consultant or any of its subcontractors or anyone directly or indirectly employed by any of them for whose acts any of them may be liable except for damage or injury caused by the negligence of the City its agents, officers, or employees. In performing its duties under this section, the Consultant shall at its sole expense defend the City of Monroe, its agents, officers, and employees with legal counsel reasonably acceptable to City. As used in this subsection – “Charges” means

claims, judgments, costs, damages, losses, demands, liabilities, duties, obligations, fines, penalties, royalties, settlements, expenses, interest, reasonable attorney's fees, and amounts for alleged violations of sedimentation pollution, erosion control, pollution, or other environmental laws, regulations, ordinances, rules, or orders. Nothing in this section shall affect any warranties in favor of the City that are otherwise provided in or arise out of this contract. This section is in addition to and shall be construed separately from any other indemnification provisions that may be in this contract. This section shall remain in force despite termination of this contract (whether by expiration of the term or otherwise) and termination of the services of the Contract under this contract.

Section 11. **E-Verify Requirement.** The Consultant shall comply with the requirements of Article 2 of Chapter 64 of the General Statutes. Further, if the Consultant utilizes a subcontractor, the Consultant shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the General Statutes.

Section 12. **Miscellaneous.**

- a. Choice of Law and Forum. This contract shall be deemed made in Union County, North Carolina. This contract shall be governed by and construed in accordance with the law of North Carolina. The exclusive forum and venue for all actions arising out of this contract shall be the appropriate division of the North Carolina General Court of Justice, in Union County. Such actions shall neither be commenced in nor removed to federal court. This section shall not apply to subsequent actions to enforce a judgment entered in actions heard pursuant to this section.
- b. Waiver. No action or failure to act by the City shall constitute a waiver of any of its rights or remedies that arise out this contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach thereunder, except as may be specifically agreed in writing.
- c. Performance of Government Functions. Nothing contained in this contract shall be deemed or construed so as to in any way estop, limit, or impair the City from exercising or performing any regulatory, policing, legislative, governmental, or other powers or functions.
- d. Severability. If any provision of this contract shall be unenforceable, the remainder of this contract shall be enforceable to the extent permitted by law.
- e. Assignment, Successors and Assigns. Without the City's written consent, the Consultant shall not assign (which includes to delegate) any of its rights (including the right to payment) or duties that arise out this contract. Unless the City otherwise agrees in writing, the Consultant and all assigns shall be subject to all of the City's defenses and shall be liable for all of the

Consultant's duties that arise out of this contract and all of the City's claims that arise out of this contract. Without granting the Consultant the right to assign, it is agreed that the duties of the Consultant that arise out of this contract shall be binding upon it and its heirs, personal representatives, successors, and assigns.

- f. Compliance with Law. In performing all of the Work, the Consultant shall comply with all applicable law.
- g. City Policy. THE CITY OPPOSES DISCRIMINATION ON THE BASIS OF RACE AND SEX AND URGES ALL OF ITS CONSULTANTS TO PROVIDE A FAIR OPPORTUNITY FOR MINORITIES AND WOMEN TO PARTICIPATE IN THEIR WORK FORCE AND AS SUBCONTRACTORS AND VENDORS UNDER CITY CONTRACTS.
- h. EEO Provisions. During the performance of this Contract the Consultant agrees as follows:
 - (1) The Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, political affiliation or belief, age, or handicap. The Consultant shall take affirmative action to insure that applicants are employed and that employees are treated equally during employment, without regard to race, color, religion, sex, national origin, political affiliation or belief, age, or handicap. The Consultant shall post in conspicuous places available to employees and applicants for employment, notices setting forth these EEO provisions;
 - (2) The Consultant in all solicitations or advertisements for employees placed by or on behalf of the Consultant, state all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, political affiliation or belief, age, or handicap.
- i. No Third Party Right Created. This contract is intended for the benefit of the City and the Consultant and not any other person.
- j. Principles of Interpretation. In this contract, unless the context requires otherwise, the singular includes the plural and the plural the singular. The pronouns "it" and "its" include the masculine and feminine. Reference to statutes or regulations include all statutory or regulatory provisions consolidating, amending, or replacing the statute or regulation. References to contracts and agreements shall be deemed to include all amendments to them. The word "person" includes natural persons, firms, companies

k. Modifications, Entire Agreement. A modification of this contract is not valid unless signed by both parties and otherwise in accordance with requirements of law. Further, a modification is not enforceable against the City unless the City Manager or other duly authorized official signs it for the City. This contract contains the entire agreement between the parties pertaining to the subject matter of this contract. With respect to that subject matter, there are no promises, agreements, conditions, inducements, warranties, or understandings, written or oral, expressed or implied, between the parties, other than as set forth or referenced in this contract.

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**ATTACHMENT A TO AIRPORT CONSULTANT SERVICE CONTRACT –
DESCRIPTION OF PROFESSIONAL SERVICES**

SECTION I - BASIC SERVICES

A. Project Development Phase: After authorization to proceed the ENGINEER shall:

1. Consult with OWNER, State, and Federal government agencies (when required) to clarify and define the requirements for the Project and review available data.
2. Advise OWNER as to the necessity of OWNER's providing or obtaining from others data or services of the types described in Section II – Special Services. Assist the OWNER in contracting for such services at the appropriate time and during the appropriate phase.
3. Prepare preliminary design necessary to determine the type, size, and scope of the improvement Project based upon projected aviation activity and current airport standards in effect at the date of this Contract.
4. Prepare preliminary cost estimate for the Project.
5. Make minor revisions to the airport layout plan as necessary to reflect the details of the Project.
6. Prepare pre-applications for Federal and/or State assistance grants for funding of the Project.
7. Furnish five (5) copies of drawings, sketches, forms, and reports as appropriate to the OWNER for submission to government agencies.
8. Assist the OWNER in obtaining financing for Project.
9. Perform additional work as described and required by the work authorizations.

B. Design Phase: After written authorization to proceed the ENGINEER shall:

1. In consultation with the OWNER and other government agencies through conferences, meetings, or submission of preliminary reports as appropriate, determine the extent of the Project and the design criteria to be used in the final design.
2. Prepare an ENGINEER's report in accordance with FAA criteria, which shall include but not necessarily be limited to:
 - a. An analysis and reasons for the design choices;
 - b. An analysis of the manner in which the work will be accomplished; and
 - c. A Project cost estimate based upon the final design.

3. Advise the OWNER of needed special services as described in Section II - Special Services and assist the OWNER in the evaluation and selection of other professionals to provide special services, such as soil borings, laboratory tests and surveys, or provide such services in accordance with this Contract and any related Work Authorization(s).
 4. Prepare final design, contract drawings, specifications, and contract documents. Prepare for review and approval by OWNER, his legal counsel, and other advisors contract agreement forms, general conditions, and supplementary conditions, and (where appropriate) bid forms, invitation to bid, and instructions to bidders, and assist in the preparation of other related documents.
 5. Assist OWNER in submitting appropriate documents to State and Federal agencies for necessary approvals and permits.
 6. Furnish to the OWNER two (2) copies of completed drawings, specifications, reports, estimates, and contract documents.
 7. Perform additional work as described and required by work authorizations
- C. Construction Phase: During the Construction Phase, the ENGINEER shall provide the following services:
1. Assistance to the OWNER in advertising for and obtaining bids, tabulations, and analysis of bid results, and furnishing recommendations in connection with the award of construction contracts.
 2. Conduct a pre-bid meeting for potential bidders for the Project and issue addenda, as appropriate, to interpret, clarify, or expand the Bid Documents.
 3. Assistance in preparation of formal contract documents for the award of construction contracts.
 4. Consult with and advise the OWNER and act as provided in the approved construction specifications and contract documents.
 5. Make visits to the site at intervals appropriate to the various stages of construction to observe as experienced and qualified design professionals the progress and quality of the executed work of Contractor(s) and to determine in general if such work is proceeding in accordance with the contract documents. ENGINEER shall not be required to make exhaustive or continuous on-site observations to check the quality or quantity of such work. ENGINEER shall not be responsible for the means, methods, techniques, sequences, or procedures of construction selected by Contractor(s), or the safety precautions and programs incident to the work of Contractor(s). ENGINEER's efforts will be directed toward providing a greater degree of confidence for OWNER that the completed work of Contractor(s) will conform to the contract documents, but ENGINEER shall not be responsible for the failure of Contractor(s) to perform the work in accordance with the

contract documents. During such visits and on the basis of on-site observations, ENGINEER shall keep OWNER informed of the progress of the work, shall endeavor to guard OWNER against defects and deficiencies in such work and may disapprove or reject work failing to conform to the contract documents.

6. Review and approve (or take other appropriate action in respect of) shop drawings and samples, the results of tests and inspections, and other data which each Contractor is required to submit, but only for conformance with the design concept of the Project and compliance with the information given in the contract documents (but such review and approval or other action shall not extend to means, methods, sequences, techniques, or procedures of construction, or to safety precautions and programs incident thereto; determine the acceptability of substitute materials and equipment proposed by Contractor(s); and receive and review (for general content as required by specifications) maintenance and operating instructions, schedules, guarantees, bonds, and certificates of inspection which are to be assembled by Contractor(s) in accordance with the contract documents.
7. Review laboratory, shop, and mill test reports and prepare a tabulation or summary of laboratory test results to assist in monitoring the quality of construction.
8. Recommend to OWNER change orders and/or supplemental agreements to the construction contract incidental to existing field conditions or improvements in the Project design. Prepare estimates of cost or saving from proposed change order(s), prepare change order(s) along with basis for recommendation, and negotiate on behalf of OWNER with the Contractor to arrive, if possible, at an appropriate compensation resulting from the proposed revisions. The ENGINEER is not required by this provision to accomplish extensive design revisions and drawings resulting from a change in Project scope or major changes in design concept previously accepted by the OWNER where changes are due to causes beyond the ENGINEER's control.
9. Advise the OWNER of needed special services and assist the OWNER in acquisition of such services as appropriate.
10. Based upon ENGINEER's on-site observations as an experienced and qualified design professional and on review of applications for payment and the accompanying data and schedules, determine the amounts owing to Contractor(s) and recommend in writing payments to Contractor(s) in such amounts; such recommendations of payment will constitute a representation to OWNER, based on such observation and review, that the work has progressed to the point indicated, that to the best of ENGINEER's knowledge, information, and belief, the quality of such work is in accordance with the contract documents (subject to an evaluation of such work as a functioning Project upon substantial completion, to the results of any subsequent tests called for in the contract documents, and to any qualifications stated in his recommendation), and that payment of the amount recommended is due Contractor(s); but by recommending any payment ENGINEER will not thereby be deemed to have represented that continuous or exhaustive examinations have been made by ENGINEER to check the quality or quantity of the work or to review

the means, methods, sequences, techniques, or procedures of construction or safety precautions or programs incident thereto or that ENGINEER has made an examination to ascertain how or for what purposes any Contractor has used the monies paid on account of the contract price, or that title to any of the work, materials or equipment has passed to OWNER free and clear of any lien, claims, security interests, or encumbrances, or that Contractor(s) have completed their work exactly in accordance with the contract documents.

11. Prepare OWNER's applications for partial and final payments for submission to government agencies.
12. Assist the OWNER in compliance with State and Federal Grant Assurances, along with the obligations both Federal and State aid programs carry on the part of the OWNER receiving funds.
13. Adhere to the local grant policy, which provides guidelines and procedures for the application and administration of Federal, State, and local grants, as well as direct Federal or State appropriations/allocations, Municipal Agreements with State agencies, and private sector grants.
14. Conduct an inspection to determine if the Project is substantially complete and a final inspection to determine if the work has been completed in accordance with the contract documents and if each Contractor has fulfilled all of his obligations thereunder so that ENGINEER may recommend, in writing, final payment to each Contractor and may give written notice to OWNER and the Contractor(s) that the work is acceptable (subject to any conditions therein expressed), but such recommendation and notice shall be subject to the limitations expressed herein.
15. ENGINEER will prepare for OWNER, on request, a set of record drawing prints showing those changes made during the construction process, based upon the marked-up prints, drawings, and other data furnished by Contractor(s) to ENGINEER and which ENGINEER considers significant.
16. The ENGINEER shall not be responsible for the acts of omission of any Contractor, or subcontractor, or any of the Contractor(s) or subcontractor(s)' agents or employees or any other persons (except ENGINEER's own employees and agents) at the site or otherwise performing any of the contractor(s)' work; however, nothing contained herein shall be construed to release the ENGINEER from liability for failure to perform properly duties undertaken by the ENGINEER under this Contract.

SECTION II - SPECIAL SERVICES

At written request of the OWNER, the ENGINEER shall accomplish such special services as required by the OWNER to complete the Project. At the option of the OWNER, special services

may be provided by the OWNER through contracts with other professionals or may be provided by the ENGINEER. When the ENGINEER is requested to provide special services, such services may be provided by ENGINEER's own forces or through subcontracts with other professionals. Compensation for Special Services provided by ENGINEER shall be in accordance with one of the methods identified in Section V - Payment of Services. Special services, which may be requested include, but are not necessarily limited to the following:

- A. Land surveys as necessary to establish property boundaries required for property acquisition purposes or preparation of property maps.
- B. Soils and material investigations including test boring, laboratory testing of soils and materials, related analyses, and recommendations.
- C. Engineering surveys (for design and construction) to include topographic surveys, base line surveys, cross-section surveys, etc.
- D. Technical inspection of construction by full time Resident Project Representative, as required and approved by the OWNER. When authorized by the OWNER the duties, responsibilities and limitations of authority shall be described in Section III - Resident Project Representative Services.
- E. Reproduction of additional copies of reports, contract documents, and specifications above the specified number furnished in Section I—Basic Services.
- F. Assistance to the OWNER as expert witness in litigation arising from development or construction of the Project.
- G. The accomplishment of special surveys and investigations, and the preparation of special reports and drawings as may be requested or authorized in writing by the OWNER in connection with the Project.
- H. Extra work created by design changes, after approval of plans and specifications by the OWNER and FAA, and beyond the control of the ENGINEER, that may be requested or authorized in writing by the OWNER in connection with the Project.
- I. Extra work required to revise or prepare contract documents, plans, and specifications to facilitate the award of more than one construction contract, in the event the OWNER adopts such construction program.
- J. Services resulting from significant changes in extent of the Project or its design including, but not limited to, changes in size, complexity, OWNER's schedule, or character of construction or method of financing; and revising previously accepted studies, reports, design documents, or contract documents when such revisions are due to causes beyond ENGINEER's control.
- K. Providing renderings or models for OWNER's use.

- L. Investigations involving detailed consideration of operations, maintenance, and overhead expenses; providing value engineering during the course of design; the preparation of feasibility studies, cash flow, and economic evaluations, rate schedules and appraisals; detailed quantity surveys of material, equipment, and labor; and audits or inventories required in connection with construction performed by OWNER.
- M. Additional or extended services during construction made necessary by:
 - 1. Work damaged by fire or other cause during construction.
 - 2. A significant amount of defective or neglected work of Contractor(s).
 - 3. Acceleration of the process schedule involving services beyond normal working hours.
 - 4. Default by Contractor(s).
 - 5. The furnishing of a resident project representative other than an employee of the ENGINEER.
- N. Preparation of operating and maintenance manuals; protracted or extensive assistance in the utilization of any equipment or system (such as initial start-up, testing, adjusting, and balancing); and training personnel for operation and maintenance.
- O. Services after completion of the construction phase, such as inspections during any guarantee period and reporting observed discrepancies under guarantees called for in any contract for the Project.

SECTION III - RESIDENT PROJECT REPRESENTATIVE SERVICES

ENGINEER may furnish a Resident Project Representative, assistants, and other field staff to assist ENGINEER in observing performance of the work of the Contractor. Through more extensive on-site observations of the work in progress and field checks of materials and equipment by the Resident Project Representative and assistants, ENGINEER shall endeavor to provide further protection for OWNER against defects and deficiencies in the work; but, the furnishing of such services will not make ENGINEER responsible for or give ENGINEER control over construction means, methods, techniques, sequences or procedures or for safety precautions or programs, or responsibility for Contractor's failure to perform the work in accordance with the contract documents.

The duties and responsibilities of the Resident Project Representative are limited to those of ENGINEER in ENGINEER's agreement with the OWNER and in the construction contract documents, and are further limited and described as follows:

- A. General: Resident Project Representative is ENGINEER's agent at the site, will act as directed by and under the supervision of ENGINEER, and will confer with ENGINEER

regarding his actions. Resident Project Representative's involvement in matters pertaining to the on-site work shall in general be with the ENGINEER and Contractor, keeping OWNER advised as necessary. Resident Project Representative's contact with subcontractors shall only be through or with the full knowledge and approval of Contractor. Resident Project Representative shall generally communicate with OWNER with the knowledge of and under the direction of ENGINEER.

B. Duties and Responsibilities of Resident Project Representative:

1. Schedules: Review the progress schedule, schedule of shop drawing submittals, and schedule of values prepared by Contractor and consult with ENGINEER concerning acceptability.
2. Conferences and Meetings: Attend meetings with Contractor, such as pre-construction conferences, progress meetings, job conferences, and other Project related meetings, and prepare and circulate copies of minutes thereof.
3. Liaison:
 - a. Serve as ENGINEER's liaison with Contractor, working principally through Contractor's superintendent and assist in understanding the intent of the contract documents; and assist ENGINEER in serving as OWNER's liaison with Contractor when Contractor's operations affect OWNER's on-site operations;
 - b. Assist in obtaining from OWNER additional details or information, when required for proper execution of the work, according to the contract documents.
4. Shop Drawings and Samples:
 - a. Record date of receipt of shop drawings and samples;
 - b. Receive samples, which are furnished at the site by Contractor, and notify ENGINEER of availability of samples for examination; and
 - c. Advise ENGINEER and Contractor of the commencement of any work requiring a shop drawing or sample if the ENGINEER has not accepted the submittal.
5. Review of Work, Rejection of Defective Work, Inspections and Tests:
 - a. Conduct on-site observations of the work in progress to assist ENGINEER in determining if the work is, in general, proceeding in accordance with the contract documents;
 - b. Report to ENGINEER whenever Resident Project Representative believes that any work is unsatisfactory, faulty, or defective, or does not conform to the contract documents, or has been damaged, or does not meet the requirements of any inspections, test, or approval required to be made; and advise ENGINEER of work that Resident Project Representative believes should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection or approval;

- c. Verify that tests, equipment, and systems startup, and operating and maintenance training are conducted in the presence of appropriate personnel, and that Contractor maintains adequate records thereof; and observe, record, and report to ENGINEER appropriate details relative to tests, procedures, and startups; and
 - d. Accompany visiting inspectors representing public or other agencies having jurisdiction over the Project, record the results of the inspections, and report to ENGINEER.
- 6. Interpretation of Contract Documents: Report to ENGINEER when clarifications and interpretations of the contract documents are needed and transmit to Contractor clarifications and interpretations as issued by ENGINEER.
- 7. Modifications: Consider and evaluate Contractor's suggestions for modifications in drawings or specifications and report with Resident Project Representative's recommendations to ENGINEER. Transmit to Contractor decisions as issued by ENGINEER.
- 8. Records:
 - a. Maintain at the job site orderly files for correspondence, reports of job conferences, shop drawings and samples, reproductions of original contract documents including all work directive changes, addenda, change orders, field orders, additional drawings issued subsequent to the execution of the Contract, ENGINEER's clarifications and interpretations of the contract documents, progress reports, and other Project-related documents; and
 - b. Keep a diary or log book, recording Contractor hours on the job site, weather conditions, data relative to questions of work directive changes, change orders or changed conditions, list of job site visitors, daily activities, decisions, observations in general, and specific observations in more detail as in the observing of test procedures; and send copies to ENGINEER.
 - c. Record names, addresses, and telephone numbers of all Contractors, sub-contractors, and major suppliers of material and equipment.
- 9. Reports:
 - a. Furnish ENGINEER periodic reports as required of progress of the work and of Contractor's compliance with the progress schedule and schedule of shop drawings and sample submittals;
 - b. Consult with ENGINEER in advance of scheduled major tests, inspections, or start of important phases of the work;
 - c. Draft proposed change orders and work directive changes, obtaining backup material from Contractor and recommend to ENGINEER change orders, work directive changes, and field orders; and
 - d. Report immediately to ENGINEER and OWNER upon the occurrence of any accident.

10. Payment Requests: Review applications for payment with Contractor for compliance with the established procedure for their submission and forward with recommendations to ENGINEER, noting particularly the relationship of the payment requested to the schedule of values, work completed, and materials and equipment delivered at the site but not incorporated in the work.
 11. Certificates, Maintenance, and Operations Manuals: During the course of the work, verify that certificates, maintenance and operation manuals, and other data required to be assembled and furnished by Contractor are applicable to the items actually installed and in accordance with the contract documents, and have this material delivered to ENGINEER for review and forwarding to OWNER prior to final payment for work.
 12. Completion:
 - a. Before ENGINEER issues a Certificate of Substantial Completion, submit to Contractor a list of observed items requiring completion or correction;
 - b. Conduct on-site review in the company of ENGINEER, OWNER, and Contractor and prepare a final list of items to be completed or corrected; and
 - c. Observe that all items on final list have been completed or corrected and make recommendations to ENGINEER concerning acceptance.
- C. Limitations of Authority: Resident Project Representative shall not:
1. Authorize any deviation from the contract documents or substitution of materials or equipment, unless authorized by ENGINEER.
 2. Exceed limitations of ENGINEER's authority as set forth in the contract documents.
 3. Undertake any of the responsibilities of Contractor, subcontractors, or Contractor's superintendent.
 4. Advise on, issue directions relative to, or assume control over any aspect of the means, methods, techniques, sequences, or procedures of construction unless such advice or directions are specifically required by the contract documents.
 5. Advise on, issue directions regarding or assume control over safety precautions and programs in connection with the work.
 6. Accept shop drawing or sample submittals from anyone other than Contractor.
 7. Authorize OWNER to occupy the Project in whole or in part.
 8. Participate in specialized field or laboratory tests or inspections conducted by others except as specifically authorized by ENGINEER.

SECTION IV - RESPONSIBILITIES OF THE OWNER

As a party to this Contract, the OWNER shall:

- A. Make available for ENGINEER's use all record drawings, maps, soil data, etc.
- B. Designate a person to act with authority on OWNER's behalf and respond in a timely manner to submissions by ENGINEER providing approvals and authorizations as appropriate so that work may continue at a normal pace.
- C. Pay all costs associated with special services authorized by the OWNER, and all costs associated with obtaining bids from contractors.
- D. Furnish ENGINEER as required for performance of ENGINEER's basic services, data prepared by or services of others, including without limitation, core borings, probing, and subsurface explorations, hydrographic surveys, laboratory tests and inspections of samples, materials, and equipment; appropriate professional interpretations of all the foregoing; environmental assessment and impact statements; property, boundary, easement, right-of-way, topographic, and utility surveys, property descriptions; zoning, deed, and other land use restrictions; and other special data or consultations not covered herein; all of which ENGINEER may rely upon in performing his services.
- E. Arrange for access to and make all provisions for ENGINEER to enter upon public and private property as required for ENGINEER to perform his services.
- F. Examine all studies, reports, sketches, drawings, specifications, proposals, and other documents presented by ENGINEER; obtain advice of an attorney, insurance counselor, and other consultants as OWNER deems appropriate for such examination and render decisions pertaining thereto within a reasonable time so as not to delay the services of ENGINEER.
- G. For all approvals and permits identified in each Project scope of services to be the Owner's responsibility, furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consent from others as may be necessary for completion of the Project.
- H. Provide such accounting, independent cost estimating, and insurance counseling services as may be required for the Project, such legal services as OWNER may require or ENGINEER may reasonably request with regard to legal issues pertaining to the Project including any that may be raised by Contractor(s), such auditing services as OWNER may require to ascertain how or for what purpose any Contractor has used the monies paid to him under the construction contract, and such inspection services as OWNER may require to ascertain that Contractor(s) are complying with any law, rule or regulation applicable to their performance of the work.

- I. Give prompt written notice to ENGINEER whenever OWNER observes or otherwise becomes aware of any development that affects the scope of timing of the ENGINEER's services, or any defect in the work of Contractor(s).

SECTION V - PAYMENT OF SERVICES

The OWNER agrees to compensate the ENGINEER for services performed in accordance with one of the following methods as hereinafter set forth. The method of payment and the amount for specified services shall be detailed in each respective Project Work Authorization proposal, which shall be prepared by the ENGINEER and submitted to the OWNER for review and incorporation into the City's contract document. The receipt of the approved Work Authorization will constitute the ENGINEER's Notice-to- Proceed.

The ENGINEER is not to undertake any work prior to the receipt of an approved Work Authorization executed and approved by the OWNER.

- A. Methods of Payment: One or more of the following methods of payment shall be used and the method for each phase of the work shall be stated in the appropriate Work Authorization:
 1. Per Diem/Hourly – Not To Exceed: For work that cannot be specifically defined and delineated in advance, payment to the ENGINEER will be made on an hourly basis with a not-to-exceed limit that is agreeable to the OWNER and the ENGINEER. Under this method of payment, the ENGINEER's compensation will be equal to the hours expended on a Project times the rates established in a Work Authorization, which shall be inclusive of all overhead and profit; plus payment for direct non-salary expenses. These rates and charges will be in accordance with the Rate Schedule attached to each project Work Authorization, and these rates and charges will be subject to an annual adjustment by the ENGINEER.
 2. Lump Sum: For work that can be defined and delineated in advance, payment to the ENGINEER will be made on the basis of a lump sum. The agreed lump sum shall represent full payment for all payroll, overhead, profit, and other direct non-salary expenses as hereinafter described. The lump sum will neither increase nor decrease unless there should be a change in the scope, complexity, or duration of the work. In that event, the lump sum would be subject to renegotiation and an approved change order.
- B. Terms and Conditions: The basis of compensation described is based upon the following conditions:
 1. Time charged to the Project by office engineering personnel will include the time that the applicable employees are engaged in actual work on the Project at the ENGINEER's office, at the site of the Project, or travel status in connection with the Project.

2. Only the personnel needed and required to accomplish the services in keeping with the prescribed schedule shall be assigned to the Project.
3. Charges will not be made to the Project during periods of sickness, vacation, or at any other times when personnel assigned are not gainfully employed on the work.

SECTION VI - MISCELLANEOUS PROVISIONS

- A. Estimates: Since the ENGINEER has no control over the cost of labor and materials or over competitive bidding market conditions, the estimates of construction cost provided for herein are to be made on the basis of experience and qualifications, but the ENGINEER does not guarantee the accuracy of such estimates as compared to the Contractor's bids of the Project construction cost.
- B. Extra Work: It is mutually understood and agreed that the OWNER will compensate the ENGINEER for services resulting from significant changes in general scope of the Project or its design, including but not necessarily limited to, changes in size, complexity, Project schedules, character of construction, revisions to previously accepted studies, reports, design documents, or contract documents, and for preparation of documents for separate bids, when such revisions are due to causes beyond the ENGINEER's control and when requested or authorized by the OWNER. Extra work may also include special services as identified in Section II - Special Services. Compensation for extra work and any associated special services shall be in accordance with one of the methods identified in Section V- Payment of Services.
- C. Ownership of Documents: Master documents, including original drawings, estimates, specifications, field notes and data are and remain the property of the ENGINEER as instruments of service. The OWNER will be provided with one digital CD-ROM set (.tiff or .jpg) and one paper set of the record drawings after final acceptance. If requested by the OWNER, a digital copy of applicable drawings will be provided by the ENGINEER. Copies of sketches, notes, computations, and other data will be furnished upon request. OWNER retains the right to use the drawings, etc. for its sole benefit.
- D. Reuse of Documents: The OWNER shall be provided upon request a reproducible copy of any drawing produced under this Contract at the cost of reproduction. All documents, including drawings and specifications prepared by ENGINEER pursuant to this Contract, are instruments of service in respect of the Project. They are not intended or represented to be suitable for reuse by OWNER or others on extensions of the Project or on any other Project. Any reuse without written verification or adaptation by ENGINEER for the specific purposes intended will be at OWNER's sole risk and without liability or legal exposure to ENGINEER; and to the extent permitted by North Carolina law, OWNER shall indemnify and hold harmless ENGINEER from all claims, damages, losses, and expenses including attorney's fees arising out of or resulting therefrom. Any such verification or adaptation will entitle ENGINEER to further compensation at rates to be agreed upon by OWNER and ENGINEER. Notwithstanding these provisions the OWNER shall be

provided upon request a reproducible copy of any drawing produced under this Contract at the cost of reproduction.

E. Responsibility of the ENGINEER:

1. The ENGINEER shall be responsible for the professional quality, technical accuracy, timely completion, and the coordination of all designs, drawings, specifications, reports, and other services furnished by the ENGINEER under this Contract.
2. The ENGINEER intends to render its services under this Agreement in accordance with generally accepted professional practices for the intended use of the Project. As Engineer of Record for the Charlotte-Monroe Executive Airport, OWNER is relying on the ENGINEER's knowledge, expertise, and experience to carry out the ENGINEER's obligations pursuant to this agreement.
3. Approval by the OWNER or FAA of drawings, designs, specifications, reports, and incidental engineering work or materials furnished hereunder shall not in any way relieve the ENGINEER of his responsibility for the technical adequacy of his work.

F. Period of Services:

1. The provisions of this Section and the various rates of compensation for ENGINEER's services provided for elsewhere in this Contract have been agreed to in anticipation of the orderly and continuous progress of the Project through completion of the construction phase. ENGINEER's obligation to render services hereunder will extend for a period, which may reasonably be required for the design, award of contracts, and construction of the Project.
2. If OWNER has requested significant modifications or changes in the extent of the Project, the time of performance of ENGINEER's services and his various rates of compensation shall be adjusted appropriately.

G. Termination:

1. This Contract shall automatically terminate upon expiration of the term contained in Section 2 of the Contract For Airport Consultant Services.
2. This Contract may be terminated in whole or in part in writing by either party in the event of substantial failure by the other party to fulfill its obligation under this Contract through no fault of the terminating party provided that no such termination may be effected unless the other party is given:
 - a. Not less than ten (10) calendar days written notice of intent to terminate; and
 - b. An opportunity for consultation with the terminating party prior to termination.

3. This Contract may be terminated in whole or in part in writing by the OWNER for its convenience provided that such termination is for good cause (such as legal or financial reasons or major changes in the work program requirements) and that the ENGINEER is given:
 - a. Not less than ten (10) calendar days written notice of the intent to terminate; and
 - b. An opportunity for consultation with the terminating party prior to termination.
 4. This Contract may be terminated in whole or in part in writing by the OWNER for its convenience provided that such termination occurs at the completion of a phase of work or work authorization and that the ENGINEER is given:
 - a. Not less than ten (10) calendar days written notice of the intent to terminate; and
 - b. An opportunity for consultation with the terminating party prior to termination.
 5. Upon receipt of a termination notice, the ENGINEER shall promptly discontinue all services affected (unless the notice directs otherwise) and deliver or otherwise make available to the OWNER copies of all data, drawings, specifications, report estimates, summaries, and such other information and materials as may be accumulated by the ENGINEER performing this Contract, whether completed or in process.
 6. If this Contract is terminated by either party, the ENGINEER shall be paid for services rendered and any expenses incurred prior to termination. If the termination of the Contract occurs at the conclusion of one phase and prior to authorization of the OWNER to begin the next phase, payment by the OWNER of the completed phase shall be considered full compensation due the ENGINEER. If Contract is terminated by the OWNER for default of the ENGINEER, the amount due the ENGINEER may be adjusted to the extent of any additional cost incurred by the OWNER as a result of the ENGINEER's default.
- H. Audit and Access to Records:
1. The ENGINEER shall maintain books, records, documents, and other evidence directly pertinent to the work under this Contract in accordance with generally accepted accounting principles and practices. The OWNER, FAA, Comptroller General of the United States, or any of their duly authorized representatives shall have access to any books, documents, papers, records, and other evidence which relates directly to the Project for the purpose of examination, audit, excerpts, and transcriptions.
 2. Records described above shall be maintained and made available during the performance under this Contract and for a period of three (3) years after the OWNER makes final payment.
- I. Civil Right Assurance: During the performance of this Contract, the ENGINEER, for itself, its assignees and successors in interest agrees as follows:

1. **Compliance with Regulations:** The ENGINEER shall comply with the regulations relative to nondiscrimination in Federally-assisted programs of the Department of Transportation (hereinafter, "DOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations) which are herein incorporated by reference and made a part of this Contract.
2. **Nondiscrimination:** The ENGINEER, with regard to the work performed by it during the Contract, shall not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The ENGINEER shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including practices when the Contract covers a program set forth in Appendix B of the Regulations.
3. **Solicitations for Subcontractors, including procurements of materials and equipment.** In all solicitations either by competitive bidding or negotiations made by the ENGINEER for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the ENGINEER of the ENGINEER's obligations under this Contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.
4. **Information and Report:** The Contract shall provide all information and reports required by Regulations or directives issued pursuant thereto and shall permit access to its books, records, accounts, and other sources of information, and its facilities as may be determined by the OWNER or FAA to be pertinent to ascertain compliance with such Regulations, orders, and instructions. Where any information required of an ENGINEER is in the exclusive possession of another who fails or refuses to furnish this information the ENGINEER shall set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of the ENGINEER's non-compliance with the non-discrimination provisions of this Contract, the OWNER shall impose such Contract sanctions as it or the FAA determines to be appropriate, including but not limited to:
 - a. Withholding of payments to the ENGINEER under the Contract until the Contractor complies; and/or
 - b. Cancellation, termination, or suspension of the Contract, in whole or in part.
6. **Incorporation of Provisions:** The ENGINEER shall include the provisions of paragraphs 1 through 5 of Section VI, I in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The ENGINEER shall take such action with respect to any subcontract or procurement as the OWNER or FAA may direct as a means of enforcing such provisions including sanctions for non-compliance; provided, however, that in the event an ENGINEER becomes involved in, or is threatened with, litigation with subcontractor or supplier as a result of such direction, the ENGINEER may request the OWNER to enter into such litigation to protect the interests of the OWNER and, in addition, the ENGINEER

may request the United States to enter into such litigation to protect the interests of the United States.

7. Minority Business Enterprise (MBE) Assurances:

- a. Policy: It is the policy of the DOT that minority business enterprises as defined in 49 CFR Part 26 shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal funds under this Contract. Consequently, the MBE requirements of 49 CFR Part 26 apply to this Contract.
- b. MBE Obligation: The ENGINEER agrees to ensure that minority business enterprises as defined in 49 CFR Part 26 have the maximum opportunity to participate in the performance of Contracts and subcontracts financed in whole or in part with Federal funds provided under this Contract. In this regard, ENGINEER shall take all necessary and reasonable steps in accordance with 49 CFR Part 26 to ensure that minority business enterprises have the maximum opportunity to compete for and perform Contracts. ENGINEER shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of DOT-assisted Contracts.

**ATTACHMENT B TO CONSULTANT SERVICES CONTRACT –
FY2023 – FY2029 CAPITAL PROJECTS LIST**

Charlotte-Monroe Executive Airport TRANSPORTATION IMPROVEMENT PROGRAM (TIP) 2023-2029 PROJECT LISTING				Mar-23
RANK	PROJECT	DESCRIPTION	FISCAL YEAR	TOTAL EST. COST
1	Runway 5-23 On-Airport Obstruction Removal and Fencing	Obstructions to the Runway 5 ILS approach surfaces and to the Runway 23 GPS approach surfaces have been identified by the FAA using the recently completed 188 survey performed for the recent Airport Layout Plan Update. This project includes clearing and grubbing of all on-airport tree obstructions and related sediment/erosion control measures. Also included is permanent fencing and a new manual access gate along the Airport property line on the Runway 23 end of the Airport. The design-bidding phase is already underway and will be completed in early 2023. This project includes the construction phase.	2023	\$1,543,391
2	Apron Rehabilitation (Areas D, E and F)	According to the Pavement Management Inspection Report completed in 2019 by the NC Division of Aviation, PCI value for Apron Area D was 73 in 2019 and is projected to have a PCI rating of 65 in 2013. The 2019 and 2023 projected PCI for Area F are the same for Area F. For Area E, the 2019 PCI was 47 and a 2023 projected PCI of 33. All three of these areas are in need of rehabilitation/strengthening. This project will address the pavement condition issue by removing the existing pavement and a portion of the existing base and subgrade, followed by cement stabilization of the existing subgrade/base, installation of new crushed aggregate base course, and paving 4 inches of P-401 bituminous surface course. Related pavement sealer, pavement markings, erosion control and other incidentals will be included. The estimated pavement strength for this area is 95,000 pounds dual wheel gear (to be verified during design with current geotechnical information).	2023	\$5,545,175
1	New Air Traffic Control Tower and Access Road	Construct an air traffic control tower and access road on the east side of the airfield.	2024	\$4,792,000
1	East Partial Parallel Taxiway	Construct a partial parallel taxiway on the east side of Runway 5-23 to allow for future development.	2026	\$3,232,000
1	Strengthen Runway to Interim 80,000 DW and Fillet Widening	Strengthening 7,000 foot runway to interim strength rating of 80,000 DW.	2027	\$5,819,350
2	Relocate Taxiway A from Taxiway A-1 to Taxiway A-3 to 68,500 DW (South End)	Included in this project will be the relocation and widening of the existing parallel taxiway between the existing aircraft parking apron and the north end of the Runway 5 taxiway extension at Taxiway A-2. The taxiway pavement will be constructed to an interim strength of 68,500 pound dual wheel gear. Also included will be demolition, grading, drainage, pavement markings, lighting, signage, and related items of work.	2027	\$5,805,200
3	Rehabilitate and Strengthen Taxiway A from Taxiway A-5 to End of Runway 23 (North End)	Strengthening of the northern portion of the parallel taxiway to an interim strength rating of 80,000 pounds DW.	2027	\$4,302,910
1	Terminal Building Expansion	A proposed 5,200 square foot expansion to the existing terminal building includes a new conference center, reconfiguration of existing offices and new office space.	2029	\$1,900,000

* FINAL COST TO BE DETERMINED AFTER SCOPE OF SERVICES IS FINALIZED

Total all Improvements

\$32,840,028

I CERTIFY THAT THE PROJECTS REQUESTED IN THIS 2023-2029 TIP SUBMISSION HAVE BEEN REVIEWED BY THE GOVERNING BOARD OF THE SPONSOR RESPONSIBLE FOR FUNDING THE LOCAL SHARE OF THE PROJECT AND THAT SAID BOARD HAS FORMALLY APPROVED THE SUBMISSION OF THESE REQUESTS FOR STATE AID TO AIRPORTS (AND THE STATE BLOCK GRANT PROGRAM WHERE APPLICABLE)

Signed _____

Date _____

Name & Title (print) _____



TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Peter J. Hovanec, Communications and Tourism Director

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

SUBJECT: Conveyance of Aircraft Curtis C-46 Commando The Tinker Belle (N78774) and Associated Parts

SUMMARY STATEMENT

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.

This item was presented to the Monroe Tourism Development Authority on April 13, 2023, the General Services Committee on May 4, 2023 and the Charlotte-Monroe Executive Airport Commission on May 8, 2023.

RECOMMENDATION

Based on the difficulties associated with maintaining and operating the C46, the Charlotte-Monroe Executive Airport Commission, General Services Committee, Monroe Tourism Development Authority and Staff recommend that City Council adopt a Resolution 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 and that the proceeds from the sale be returned to 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)

-2-

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: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Robert Miller, Director of Energy Services

PREPARED BY: Eric R. Howell, Electric Operations Manager

SUBJECT: Award of Purchase of one AT48M Bucket Truck

SUMMARY STATEMENT

The City Council is requested to consider approving the purchase of an AT48M Bucket truck for the Energy Services Department – Electric Division.

REVIEW

The Purchasing Department has identified an AT48M Bucket truck that meets all the needs and specifications for the Electric Division through Sourcewell. Sourcewell is a purchasing cooperative that collectively bids specified vehicles and equipment providing competitive pricing as well as meeting statutory requirements. Municipalities and various educational institutions are allowed to utilize Sourcewell through membership to the cooperative. The City has been a member since 2010 and utilizing these contracts saves the time and expense of processing formal bids.

The vendor (Altec Industries, Inc.) and Sourcewell have entered into an agreement (Contract #12418-ALT) for the procurement of a Bucket truck. Altec Industries, Inc. has provided a quote to the City for the Bucket truck in the amount of \$241,768 that meets the requirements of the Sourcewell Contract. Therefore, it is recommended to purchase the Bucket truck through Sourcewell's Cooperative Purchasing program from Altec Industries, Inc. in the amount of \$241,768. .

This matter was presented to the Public Enterprise Committee on June 6, 2023.

RECOMMENDATION

The Public Enterprise Committee and Staff recommend that City Council award the purchase of an AT48M Bucket truck to Altec Industries, Inc. in the amount of \$241,768 through Sourcewell's Cooperative Purchasing program and to authorize the City Manager to execute the necessary documents. Sufficient funds are budgeted for the acquisition in account number 5408220 424010.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Robert Miller, Director of Energy Services

PREPARED BY: Eric R. Howell, Electric Operations Manager

SUBJECT: Award of Purchase of Two AA55-ESR Bucket Trucks

SUMMARY STATEMENT

The City Council is requested to consider approving the purchase of (2) two AA55-ESR Bucket trucks for the Energy Services Department – Electric Division.

REVIEW

The Purchasing Department has identified two AA55-ESR Bucket trucks that meet all the needs and specifications for the Electric Division through Sourcewell. Sourcewell is a purchasing cooperative that collectively bids specified vehicles and equipment providing competitive pricing as well as meeting statutory requirements. Municipalities and various educational institutions are allowed to utilize Sourcewell through membership to the cooperative. The City has been a member since 2010 and utilizing these contracts saves the time and expense of processing formal bids.

The vendor (Altec Industries, Inc.) and Sourcewell have entered into an agreement (Contract #12418-ALT) for the procurement of two Bucket trucks. Altec Industries, Inc. has provided a quote to the City for the Bucket trucks in the amount of \$340,464 per truck that meets the requirements of the Sourcewell Contract. Therefore, it is recommended to purchase the two Bucket trucks through Sourcewell's Cooperative Purchasing program from Altec Industries, Inc. in the amount of \$340,464 per truck for a combined purchase price of \$680,928.

This matter was presented to the Public Enterprise Committee on June 6, 2023.

RECOMMENDATION

The Public Enterprise Committee and Staff recommend that City Council award the purchase of two AA55-ESR Bucket trucks to Altec Industries, Inc. in the amount of \$680,928 through Sourcewell's Cooperative Purchasing program and to authorize the City Manager to execute the necessary documents. Sufficient funds are budgeted for the acquisition in account number 5408220 424010.

CITY OF MONROE
CITY COUNCIL STRATEGIC PLANNING MEETING
MAY 9, 2023
MINUTES

The City Council of the City of Monroe, North Carolina, met in a Strategic Planning Meeting in the City Hall Council Chambers located at 300 W. Crowell Street in Monroe, North Carolina at 4:30 p.m. on May 9, 2023 with Mayor Marion L. Holloway, Jr. presiding.

Present: Mayor Marion L. Holloway, Jr., Mayor Pro Tem Gary Anderson, Council Member Freddie Gordon, Council Member James Kerr, Council Member Lynn Keziah, Council Member Julie Thompson, City Manager Mark Watson, City Attorney Richard Long and City Clerk Bridgette H. Robinson.

Absent: None.

Visitors: Lisa Strickland, Angela Duncan, Rob Miller, Scott Clark, Lisa Kerner, Pete Hovanec, Bradley Lucore, Gabe Broome, Ashley Britt, Ryan Jones, John Wood, Colin Shaffner and others.

Mayor Holloway called the City Council Strategic Planning Meeting of May 9, 2023 to order at 4:30 p.m. A quorum was present.

Item No. 1. Presentation and Request by Windsor Windows & Doors. Mr. Colin Shaffner advised that Woodgrain acquired Heritage Windows in 1992, now Windsor Windows and Doors. He advised that Woodgrain was a family-owned business based in Fruitland, ID. Mr. Shaffner advised that Woodgrain was a vertically integrated millwork company from stump to finished products with five facilities in North Carolina: Lenoir, Rocky Mount, Hoffman, Elkin and Monroe.

Mr. Shaffner advised that the new building project included 82 acres purchased from the City of Monroe with a necessary water line relocation at a cost of \$1.1 million. He advised that it included a 570,000 sq. ft. building while the current building was 202,000 sq. ft. Mr. Shaffner advised that the site development supported a second building site. He advised that there were plans to re-purpose the existing Windsor facility for new jobs.

Mr. Shaffner advised that the projected site, building, and North Carolina Department of Transportation (NCDOT) costs were \$46.7 million. He advised that significant cost overruns, material inflation, rock mitigation, NCDOT, move and other project expenses totaled \$4.4 million. Mr. Shaffner advised that 350 existing employees would be transferred and an additional 184 new jobs planned by 2028. He advised that the capital equipment investment of \$36 million by 2029 and total investment would result in significant increase in property taxes.

Mr. Shaffner advised that offsite road improvements included: addition of a 2,200 ft. left turn lane on Sutherland Avenue (design near completion with estimated cost of \$735,000); addition of one turn lane at the intersection of N. Sutherland Avenue and Morgan Mill Roads (Intersection A) (design work partially completed); and, a number of improvements identified at the intersection of Olive Branch Road and Morgan Mill Road (Intersection B) (limited design work completed).

Mr. Shaffner advised that the financial support requested from the City of Monroe included paying for improvements to: N. Sutherland Avenue and Morgan Mill Roads (Intersection A); Olive Branch Road and Morgan Mill Road (Intersection B); and a mandated 1,900 ft. x 8 ft. sidewalk along the front of the building site.

Mr. Shaffner advised that Windsor Windows knew they were responsible for the turn lane in front of their building; however, the two intersections were not anticipated and they were requesting Council's financial assistance. He advised that the work done at the two intersections would have a much wider public benefit as both had traffic issues. Mr. Shaffner advised that there were sidewalk requirements for the 1900 ft. long sidewalk located along their property and requested assistance for that as well.

Council Member Keziah inquired how long would it take to get the figures.

Mr. Shaffner advised that they should have something in a couple of weeks.

Council Member Gordon inquired if the schematics were true to the wants, needs and desires of the NCDOT, State and the City.

Mr. Shaffner advised that was correct; however, he did not know about the State, but he spoke with the new District Manager and she was reviewing it. He advised that of the two intersections, the one with a City and State road or Morgan Mill Road and Sutherland Avenue, he thought that was more straightforward among those various agencies of what was being done there. Mr. Shaffner advised that the other one was more complex with other parties and developers that could be involved. He advised that the felt the Engineering Department was comfortable with what they thought needed to be done; however, he felt that the State would still need some time to process especially Olive Branch Road.

Mayor Pro Tem Anderson thanked him for the great relationship that the City had with Windsor Windows and wanted to continue that in the future. He advised that for a point of reference and for the record, it was his understanding that the City already had given Windsor Windows \$1.5 million in incentives, the County gave \$1.7 million in incentives and then the City gave or offered the land at a very reduced price.

Mr. Shaffner advised that was not up front monies, but tax abatement monies and would reduce their significant increase in taxes, but those numbers were accurate. He advised that in terms of the land, he understood commercial real estate was certainly becoming more and more expensive. Mr. Shaffner advised that they were aware the waterline had to be relocated, but there was an additional \$1 million to move it along with substantial rock and other expenses relative to both the water line and rock.

Mayor Pro Tem Anderson advised that was fair. He advised that to clarify, N. Sutherland Avenue was a City-maintained road and Morgan Mill Road was a NCDOT maintained road. Mayor Pro Tem Anderson advised that to his knowledge, the City had never set a precedent in getting involved in paying for something that was under the responsibility or the management of the NCDOT. He inquired why Windsor Windows did not seek the \$550,000 grant in regards to the water line relocation.

Mr. Shaffner advised that they received the Golden Leaf Grant; however, they discovered that timing played a part with it and because of the way the Golden Leaf Grant was structured, it had to be paid to either a government agency or a non-profit. He advised that they could not take that on as the City would probably have to complete the work separate from what they were doing. Mr. Shaffner advised that their expectation when going into a public bidding since it was a public project, was they they were told both the time and the additional cost to go through the City government bid process would probably have consumed most of that \$550,000 and were very disappointed they could not take advantage.

Mr. Shaffner advised that he understood Olive Branch and Morgan Mill being two state roads. He advised that they would appreciate help from whomever they could get it from; however, he did not know what opportunities the State had to do with that and he knew how supportive the City was and they were just looking for as much help as they could get.

Council Member Keziah suggested Mr. Shaffner bring the item back to the first meeting in June provided facts are available.

Mr. Shaffner advised that they should be in a position to do that.

Item No. 2. Downtown Parklet Discussion. Council Member Kerr advised that the City had been a committed partner with Downtown business enhancement and encouragement as well as helping property owners maintain and enhance their properties for several decades. He advised that the City was experiencing probably the best response to businesses and activity in Downtown in the last 25 years. Council Member Kerr advised that the incentive of creating more seating was the idea for the parklets which took away parking. He advised that the City was going to install these locations in several places along Main Street.

Council Member Kerr advised that there was extreme pushback both from building and business owners and people in the community about the appearance of these parklets, not that the idea was bad, but that the design was more contemporary and not what the majority of building and business owners and constituents had in mind for Downtown Monroe. He advised that after the canopies were removed, the parklet seating was left and in place for about a year.

Council Member Kerr advised that perhaps Council did not need to be in the seating business as there were so many new businesses up and down Main Street, Franklin Street and Hayne Street providing their own tables and chairs, awnings and canopies which usually matched the mission statement of their business. He advised that one of the objections to the parklet concept was it blocked the view of buildings and businesses not only from a pedestrian aspect, but an automotive

aspect. Council Member Kerr advised that a canopy and a parklet blocked what was behind the installation.

Council Member Kerr advised that in talking with other property and business owners in Downtown, he recommended relocating the parklet. He advised that it was suggested to remove the seating and the canopies to the park area around the Science Center. Council Member Kerr advised that the enhancements that were being done by the City should be sufficient without the City being in the business of providing seating. He advised that it would be a happy medium for all those distinct groups. Council Member Kerr advised that he applauded everyone's effort that had gotten the City to the point where it was now and everyone enjoyed seeing the activity in Downtown.

Council Member Thompson advised that it seemed reasonable to her unless the City could come up with a more comprehensive parklet type design that fit everyone and could be offered to everyone; however, it did not seem equitable for there to be seating in one particular place and not another business even beside or across the street and that was not a reflection on the business that it was currently located. She advised that since they did not have something that actually fit Monroe at this point, perhaps the best thing was to utilize the Science Center area that already belonged to the City since Staff would have to maintain it unless something could be done for everyone.

Mayor Pro Tem Anderson advised that the parklets were for everyone and not exclusively for one business and in fact, people brought food from other restaurants and utilized those seats for whatever reason they wanted to. He advised that his concern was these parklets went through with recommendation from the Downtown Advisory Board, General Services Committee, and ultimately Council for a final vote and approval. Mayor Pro Tem Anderson advised that moving them required tax payer money and while he agreed that the initial canopies did not fit and those were removed and the seating was left, the plan was to come back and offer some shade to those dining areas and commercial grade umbrellas had been discussed.

Mayor Pro Tem Anderson advised that his position was to enhance the area with some umbrellas or something to provide some shade during the hot sun of the day; however, a lot of people utilized that seating and benefitted multiple businesses. He advised that he could not justify spending money to remove/relocate them because there would be a lot involved. Mayor Pro Tem Anderson advised that the pavement was removed under the parklet in order to be bolted and secured safely. He advised that safety wire was installed to deter if a car veered into that direction and prohibit the car from hitting a pedestrian. Mayor Pro Tem Anderson advised that he could not see spending taxpayer money to remove something that two Committees and a former Council approved.

Council Member Keziah advised that Oasis and Americana Brewery had their own tables and chairs. He advised that there could not be any more parklets installed because Downtown could not afford to lose any more parking.

Mayor Pro Tem Anderson advised that he definitely was not for adding additional parklets and he could not see spending any more money to take all of this up that had been there over a year that a lot of people enjoyed. He advised that there were people that did not like them; however, a lot

of people sat out there enjoying the evening and used by multiple establishments, and not exclusive to one business.

Council Member Kerr advised that if one had a business plan and were trying to attract customers and knew people liked an inside/outside concept, it should be in their business plan to buy tables and chairs and suitable sun shade for inclement weather. He advised that there were individual businesses along Main Street buying and maintaining their own outdoor furniture and sun deflection. Council Member Kerr advised that he agreed no one wanted to waste any public funds and understood it was approved by the previous Council; however, just because it was an idea and it went through a Committee and received a previous Council's approval, was not a reason that it should stay. When for the overall enhancement and betterment of Downtown, he advised that it was not in keeping with what people liked in Downtown Monroe

Council Member Thompson inquired if it would be prudent to find out what the exact dollars were if Council were to consider something like that.

Council Member Kerr advised that at the very least make it clear there would be no more seating, umbrellas or awning provided and a business or building owner would understand that was part of their expense.

Council Member Keziah inquired what was the opinion of the stores right around the parklet as one of them did not have much inside seating.

Mayor Pro Tem Anderson advised that he did not want to name businesses as this was a City of Monroe decision as the City chose the location and installed the parklet. He advised that no business asked the City to come and build this in front of their establishment; however, he saw a lot of people using this outdoor seating and just needed to add umbrellas that would look nice.

Mayor Holloway advised that the sails were effective in blocking the sun; however, it also blocked the view and unfortunately, nobody considered that. He advised that he did not know if they would ever be able to design one with the different architectural styles in Monroe that would make everybody happy. Mayor Holloway advised that the parklet was a pilot project and if it were successfully used and people enjoyed it, then others could be located around town, maybe not that size. He advised that since it was a City-owned entity, it was the City's responsibility to provide much needed shade capability of umbrellas.

Council Member Kerr advised that before the City provided shade on a project that was poorly conceived, other buildings should be considered like the former Holloway's Music Building next door. He advised that Savannah Griffin had put almost \$600,000 into a business and her design plan was not enhanced by these contemporary structures and she did not want her building blocked by parklets, umbrellas or sun shades. Council Member Kerr advised that people who were working and spending money on their buildings and spending time putting new tax base in Downtown should be consulted as every building and business owner should have a voice in this.

Mayor Holloway advised that he thought that opportunity presented itself.

Council Member Kerr advised that Mayor Holloway indicated this was done two Councils ago and Ms. Griffin did not even own the building then.

Council Member Thompson inquired if every business had input.

Council Member Kerr advised that none of the businesses across the street were contacted nor the property owners.

Mayor Pro Tem Anderson inquired if some of the businesses had any input.

Downtown Director Matthew Black advised that he presented the schematics to the businesses that were affected. Mr. Black advised that Staff did meet with the Griffins and they viewed the design. He advised that Staff also met with Main Street Bistro and Walt Gibson because they would inadvertently be affected by the parklets. Mr. Black advised that this parklet had been installed since September 2021. He advised that because the parklet was built specifically for that curb and grade, it would be destroyed if it were removed. Mr. Black advised that the furniture might could be reused at the Science Center and the trek deck would have to be removed.

Mayor Holloway inquired if the Griffins were contacted and what was their input.

Mr. Black advised that they were good with it at the time; however, it was not until Staff installed the canopies that there really became an issue with the overall parklet.

Mr. Black advised that Staff would support whatever Council decided to do whether it was removal or placing umbrellas. He felt some shade was needed if the project remained in that location.

Mayor Pro Tem Anderson advised that he wanted to emphasize that the parklet could not just be picked up and relocated as some of it would be destroyed and a waste of taxpayer money. He advised that it went through two Committees made up of a diverse group of people and Council and there were two events where the public had an opportunity to provide input.

Mr. Black advised that the item went through the Downtown Advisory Board, General Services Committee, and the Budget process where Staff originally asked for \$20,000; however, once bids were received, Staff had to come back to Council for additional funds and then Council revisited the schematics for the project.

Mayor Pro Tem Anderson advised that he agreed the canopies that were initially installed did not work and were removed. He recommended perhaps adding four industrial-sized durable umbrellas and keeping the investment in place that the City had already spent money.

Mayor Holloway advised that everyone was excited about Downtown and felt perhaps putting umbrellas at the parklet would help. He advised that with two new businesses set to open, he recommended seeing how the response was when customers were using the parklet. Mayor Holloway advised that if Council saw that it was not well received, action could be taken then; however, the parklet had been there since September 2021.

Mayor Holloway moved to install and secure four quality umbrellas at the Downtown Parklet and revisit the issue in six to nine months to see how things were being perceived. Mayor Pro Tem Anderson seconded the motion, which passed with the following votes:

AYES: Council Members Gordon, Keziah,
Mayor Pro Tem Anderson and Mayor Holloway
NAYS: Council Members Kerr and Thompson

Item No. 3. Charlotte-Monroe Executive Airport Commission Grant Application. City Manager Mark Watson advised that the Charlotte-Monroe Executive Airport Commission discussed a grant that was available to the City of Monroe for Airport improvements. Through the City's Airport consultant, he advised that a grant had been identified and the scope of work had been delineated to apply for a \$1.5 million in Federal Aviation Administration (FAA) funds and required a 10% match of \$150,000. City Manager Watson advised that the project involved land clearing on both ends of the runway and the installment of security fence in the northeast corner of the airport property.

City Manager Watson advised that currently there was about 25 acres located at the southwest end of the runway that had been fenced in. He advised that some of that land was initially cleared and approach lights were installed by the FAA and also some transmitters used to guide planes into the runway itself. City Manager Watson advised that over time, the saplings, shrubs, etc. have grown up and the trees continued to grow and overtake the entire fenced in area.

City Manager Watson advised that there were two main issues. He advised that the height of the tree canopy because it was getting to a point where it would be encroaching the approach path on the runway and made it difficult for the FAA to do the approach light maintenance and they required that the City kept it cut back; however, minimal effort has been done there. City Manager Watson advised that the land would be cleared totally of all the trees, vegetation and a process called root raking would take place to remove the stumps and the land would be tilled and seeded in grass. He advised that from that point forward, it would be the City's responsibility to keep that mowed and sprayed to prevent those saplings from growing back and if it grew back, the FAA would not pay for this a second time. City Manager Watson advised that there was a tree canopy height issue at the opposite end of the runway, the northeast end, and the FAA took action to put out notice to airman advisories there were some restrictions on the use of that end of the runway for some period of time until those trees got topped off. He advised that the notice had not been lifted and would not be lifted until approximately November.

City Manager Watson advised that another issue with the southwest approach was regarding rescue and recovery. If a plane went down inside that area, he advised that it would be very difficult to get in there to perform rescue and recovery operations and firefighting would be almost impossible.

City Manager Watson advised that there had been a tremendous amount of vegetation that had grown and intertwined in the security chain link fence that needed to be removed. He advised that the vegetation removal was quite a project on the southwest end of the runway. City Manager Watson advised that the same thing would take place on the northeast end of the runway and was actually a smaller area and currently within the security fence.

City Manager Watson advised that located in the northeast corner was the collection of fall leaves; however, that was Airport land purchased with FAA money and they wanted a security fence around it and that needs to be done. He advised that could all be done with the \$1.5 million grant, 10% match and on May 9, 2023, the Charlotte-Monroe Executive Airport Commission voted unanimously to recommend that Council move forward and submit the grant application from the federal government.

Council Member Gordon moved to submit the grant application for Airport improvements and FAA requirements to install a security fence around 25 acres, clear the land totally of all the trees, vegetation and root raking, till the land and seeded in grass. Mayor Pro Tem Anderson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway
NAYS: None

There being no further business, Council Member Thompson moved to adjourn the City Council Strategic Planning Meeting of May 9, 2023 at 5:40 p.m. Mayor Holloway seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway
NAYS: None

Attest:

Marion L. Holloway, Jr., Mayor

Bridgette H. Robinson, City Clerk
Transcribed by Deputy City Clerk Sherry Hicks

**CITY OF MONROE
CITY COUNCIL REGULAR MEETING
MAY 9, 2023
MINUTES**

The City Council of the City of Monroe, North Carolina, met in Regular Session in the City Hall Council Chambers located at 300 West Crowell Street in Monroe, North Carolina at 6:00 p.m. on May 9, 2023 with Mayor Marion L. Holloway, Jr. presiding.

Present: Mayor Marion L. Holloway, Jr., Mayor Pro Tem Gary Anderson, Council Member Freddie Gordon, Council Member James Kerr, Council Member Lynn Keziah, Council Member Julie Thompson, City Manager Mark Watson, City Attorney Richard Long and City Clerk Bridgette H. Robinson.

Absent: None.

Visitors: Amelia Ball, Anthony Fedele, Benjamin Baer, Blake Vereckey, Bryan Gilliard, Cissy Parker, David Dotson, David Henn, Diana Vaughn, Eliza Ball, Jennifer Smith, Jonathan Shannon, Kenneth Deal, Lisa Kimmer, Mary Brinkley, Mary Thomas, Michelle Ball, Michelle Vereckey, Richard Price, Scott Clark, Sonya Thomas, Wayne Blanton and others.

Mayor Holloway called the City Council Regular Meeting of May 9, 2023 to order at 6:00 p.m. A quorum was present.

RECOGNITIONS

Item No. 1. Invocation. Pastor Rick Parker from Ignite City Church delivered the invocation.

Item No. 2. Pledge of Allegiance. Mayor Holloway led the Pledge of Allegiance.

Item No. 3. Informational Update from City of Monroe Youth Council. Youth Council Members Adam Nichols, Libby Nichols, Leslie Montesdeoca and Tara Ann Noblet shared information on the Youth Council's attendance at the National League of Cities' Congressional City Conference held in Washington, DC in March 2022.

Item No. 4. City of Monroe Communications Specialist Bradley Lucore. Communications and Tourism Director Pete Hovanec recognized Communications Specialist Bradley Lucore who helped the City achieve Second Place in the North Carolina City & County Communicators (NC3C) Excellence in Communications Awards.

Mr. Lucore advised that the City of Monroe was recognized for winning this award at the North Carolina City & County Communicators (NC3C) Excellence in Communications Awards during its annual conference on May 4, 2023 in Wilmington, North Carolina.

Mr. Lucore advised that the City won Second Place in the category Social Media: Single Post for its entry titled “Emotional Reunion: Monroe Firefighters Meet Woman They Saved.” He advised that the December 2, 2022 post showed the emotional reunion between a Monroe woman who was trapped inside her burning apartment and the very firefighters who saved her life.

Mr. Lucore advised that he accepted the award on behalf of the City of Monroe during the 2023 Awards program which included 27 awards in six categories: print; video; digital technology; social media; general composition; and, other.

Mr. Lucore advised that the Social Media award category was described as a single post on any recognized social media platform that demonstrated significant engagement as compared to the site’s average post engagement within the year. He advised that the City’s post had the highest organic reach of the City’s official Facebook page for the entire year of 2022. Mr. Lucore advised that the post was also shared by WBTV, WCCB Charlotte and *The Enquirer-Journal*.

Item No. 5. Public Comment Period.

A. Michelle Ball. Ms. Michelle Ball advised that she had been protesting along with many others at East Frank’s all age drag queen shows. Ms. Ball advised that she started protesting, very seldom did she see children go in during the hours of the protesting. She advised that now, it was more in your face that they were going to see these very provocative shows. Ms. Ball advised that these children were not old enough to make decisions as to what they were exposed to.

Ms. Ball advised that this was nothing personal against the drag queens or the owners of East Frank. She advised that she loved them enough to tell them that God loved them and sent His son Jesus to die for them. Ms. Ball advised that did not mean that they would offer up the children as a sacrifice to the sexualization and grooming. She advised that she was declaring a state of emergency for the innocence of the children in Monroe.

Ms. Ball advised that it had been said that the way to demoralize a nation was to start with the children. She advised that studies had shown that if you sexually charge children that it was easy to control them forever (politically, socially, economically, religiously and academically). Ms. Ball advised that if sexual passions became one’s God, they would not care their freedom was stripped away.

Ms. Ball advised that there was a bigger picture here. She advised that at a time when children were at a high suicidal rate, were lonely, confused and sought to be part of something, these shows were not something the community should be offering them. Ms. Ball advised that the children were the future. She advised that they were future dads, moms, leaders, children and grandchildren.

Ms. Ball advised that no one had to believe in God and His Word but it had always benefited a city, state and country to abide by His ways. She said, God's Word stated that it would be better for them to have a large millstone hung around their neck and to be drowned than to hurt a little one. Ms. Ball advised that the City of Monroe was guilty of this.

Ms. Ball requested that Council adopt an Ordinance to stop the sexualization and grooming of children in these all-age drag queen shows. She advised that if one watched a video of a drag queen show for children, she believed that it would not be hard to persuade Council to make this decision. Ms. Ball advised that these shows did not make a family-friendly Downtown. She advised that even drag queens who were not affiliated with all-age shows had said that those that do them were after the children and the education that they had to offer was very deliberate. Ms. Ball advised that perhaps the City of Monroe would be one who would obtain God's mercy and hold back the evil. She requested that Council not let the values of Mecklenburg County continue to trickle down to the City of Monroe and that Council make the choice to protect children now and in future generations.

B. Amelia Ball. Ms. Amelia Ball advised that last summer, her heart broke when she saw a picture of two little boys watching a very sexually charged show performed by Marti G. Cummings. Ms. Ball advised that Mr. Cummings was a somewhat infamous drag queen in New York City who had made national headlines for some disgustingly sexual things he had said about children and for the extremely indecent shows he had performed in front of them. She advised that Mr. Cummings had literally admitted to wanting to sexualize children.

Ms. Ball advised that when she saw the headlines, she was deeply disturbed as it brought tears to her eyes. She advised that she thought that this was something that rarely happened. Ms. Ball advised that months later, her family moved to the Monroe area to find out that drag shows for children were happening in her new hometown.

Ms. Ball advised that Mr. Cummings was only one of many drag queens who had performed very disgustingly provocative shows in front of children. She advised that she wished it was possible for her show a video to Council. Ms. Ball advised that she recently saw a clip of a drag queen who was barely clothed posing in the most seductive ways in front of one-year old little babies. She advised that if this happened ten years ago, Mr. Cummings would have been arrested so fast he would not have even known what happened.

Ms. Ball advised that in the last 20th century, it was considered child abuse to even talk to a child about sexual matters. She advised that now, drag queens were practically stripping in front of children and getting their sexual kicks from seductively dancing in front of them. Ms. Ball advised that this was an epidemic that was spreading across the nation like a plague.

Ms. Ball advised that some might argue that these were not the sort of shows that were taking place in Monroe; however, she would reply that if they were not already, they would if this continued to be normalized and permitted.

Ms. Ball advised that recently, a picture did surface of a drag queen in Monroe kissing a little boy who appeared to be six or seven years old. She advised that a stranger kissed a child. Ms. Ball

inquired if Council wanted those things to legally go on in the City of Monroe. She advised that drag was a type of sexual entertainment and policies should reflect that. Ms. Ball advised that influencing a child in any sexual way was abuse, grooming and should be illegal even when it came in the form of drag shows. She inquired if the purpose of drag queen shows was not to sexually influence children, then why do they want children to attend them so much.

Ms. Ball inquired if Council wanted the children of Monroe to be exposed to the sexual performances of adult men wearing tight, skimpy clothes dancing in the most provocative of ways. She advised that drag shows were sexual and that was the point of them.

For the future of the children, Ms. Ball begged Council to take the necessary measures to end these not-so family friendly shows in the City of Monroe and let the children be children and protect their innocence.

C. Lisa Kimmer. Ms. Lisa Kimmer advised that she was speaking in favor of passing HB 673. Ms. Kimmer advised that many drag queens had autogynephilia which meant that they got sexual arousal out of dressing up like women. She advised that now they were doing that in front of children.

Ms. Kimmer advised that parents at drag shows were encouraging their children to participate and give them money. She advised that she believed Council would be outraged if family-friendly strip shows were allowed where there were biological women in nothing but G-strings with parents encouraging little ones to put money in G-strings. But, she commented that it was okay to expose children to drag shows.

Ms. Kimmer advised that a mother was taking her teenage transgender daughter who was now identifying as a male to East Frank to expose them to the sexually explicit drag shows and socialize them in the LGBT community.

Ms. Kimmer advised that she was exposed to pornography, forced to watch her babysitter's teenage son's stepbrother perform homosexual oral sex on him. She advised that this same teen would stimulate sex acts on her at the age of eight.

Ms. Kimmer advised that later in life, she lived a homosexual lifestyle and she knew it had a lot to do with being exposed to it so early at an impressionable age. She advised that she attended many drag shows in the 1990's and it was unheard of for children to be in attendance. Ms. Kimmer advised that drag shows were adult entertainment performed by female impersonators who were scantily clad. She advised that the female impersonators danced and stripped provocatively with the intent of sexual arouse in the hopes of procuring a bigger tip. Ms. Kimmer advised that she had witnessed herself all of the following extras that happen in said establishments: drinking alcohol; drunkenness; drug use; hooking up; having sex in the bathroom stalls; and, drag queens using women's restrooms. She advised that this was not appropriate behavior in the presence of children.

Ms. Kimmer advised that the LGBT movement was an attack on children perpetrated by the enemy Satan. She advised that if he could not kill children in the womb, he confused their minds now by telling them they were in the wrong gender now days.

Ms. Kimmer quoted Matthew 18:6, “If anyone causes one of these little ones – those who believe in me – to stumble, it would be better for them to have a large millstone hung around their neck and to be drowned in the depths of the sea.” She inquired if Council would not agree that this was a stern warning about children. Ms. Kimmer hoped that as leaders, Council and the country would turn back to God and protect the future which was the children.

D. Mary Brinkley. Ms. Mary Brinkley advised that it broke her heart as a mother that children were being subjected to the form of entertainment in drag shows. Ms. Brinkley advised that the establishment that had been hosting the drag shows were simply condoning and supporting the grooming and sexualization of the precious children.

Ms. Brinkley advised that it was the responsibly of parents to guide and protect children. She advised that a child’s brain had not been fully developed and was not capable of making these types of decisions. Ms. Brinkley advised that when attending these performances, these children were exposed to sexual themes and imagery that was extremely inappropriate. She advised that children would always mimic what they saw.

Ms. Brinkley advised that parents should first of all love God and to love others along with all of the wonderful things that He had done for them. She advised that according to Psalms 139:14, we were “fearfully and wonderfully made: marvellous are thy works; and that my soul knoweth right well.” Ms. Brinkley advised that God created people the gender they were supposed to be and He made no mistakes.

Ms. Brinkley advised that the drag shows groomed children in an attempt to influence their sexual orientation or gender identity. She advised that this was simply child abuse. Ms. Brinkley advised that her prayer was that these events would be banned for children. She advised that the culture was speedily going in the direction of the anything goes mentality with no boundaries, values or morals.

Ms. Brinkley advised that she was only one voice but those as parents, grandparents and citizens must rally together for the protection of the dear children.

E. Wayne Blanton. Mr. Wayne Blanton advised that there was no praying to Jesus in public schools but drag queen shows were allowed. Mr. Blanton advised that might not be quite true of Union County but was true in other states and cities. He advised that if Monroe did not take a stand, it would come to this City. Mr. Blanton advised that one had to be 18 years or older to go to a strip club. He advised that there were no age limits for these drag queen shows where they served alcohol.

F. Sonya Thomas. Ms. Sonya Thomas advised that she was a lifelong resident of Union County, attended Union County schools and Wingate College. Ms. Thomas advised that her parents,

grandparents and many generations of her family have lived in Union County. She advised that she was the mother of five adult children.

Ms. Thomas advised that Union County and Monroe had always been very special to her family. She advised that Union County was her family's home. Ms. Thomas advised that Union County had been a safe and happy place to rear her family. She advised that the neighbors were nice, taxes were low, crime was low, schools were top notch and churches were strong. Ms. Thomas advised that people admire Monroe and Union County so much that they moved to this area in droves.

Ms. Thomas advised that a new entertainment venue threatened the safety and well-being of the youngest members of this beautiful area. She advised that adult entertainment unfortunately, had been a part of the county's landscape before but minors had never been allowed to participate. Ms. Thomas advised that minors had wisely been shielded from the nudity and sexual innuendo associated with that type of entertainment. She advised that no child should have to struggle to understand adult sexual behavior. Ms. Thomas advised that children's brains were not wired to process what they were now seeing. She advised children were already exposed to so many things that were above their maturity levels. Ms. Thomas inquired why children needed to be allowed to be sexualized by confused adults.

Ms. Thomas advised that adults had a God-given responsibility to love and protect children. She advised that according to scripture, they were strictly warned not to cause the young to stumble into sin. Ms. Thomas advised that according to Romans 14:13 and other scripture shared, one should make up their mind not to put any stumbling block or obstacle in another's way along with the warning that they would all stand before God's judgment seat to give an account of themselves to God.

Ms. Thomas advised that as a lifelong citizen of Union County and as a representative of past, present, and future generations of her family, she implored Council to keep Union County and the City of Monroe a safe place for families to live, grow and thrive. Though she would love to see these types of shows completely removed from this area, Ms. Thomas requested that at the minimum, Council place responsible limits on venues hosting drag shows or other explicit entertainment by keeping those under 21 out.

G. Mary Thomas. Ms. Mary Thomas inquired if security cameras could be installed under some of the City bridges to capture the drug and alcohol use taking place under. Ms. Thomas advised that while she did not have anything against the gay community, she felt that the children needed to be protected from the sexuality and drugs. She also expressed concerns with pigs being allowed in the City limits.

H. Anthony Fedele. Mr. Anthony Fedele advised that he had numerous incidents with neighbors in a vicinity of his residence holding parties or gatherings of many people with loud amplified music or performing construction or auto repairs with power tools at inappropriate hours.

Mr. Fedele advised that repeated calls to the Police Department had little to no effect in stopping this from becoming a regular occurrence. He advised that in some instances, he had witnessed

patrols cars driving by the residences in question barely slowing down and continuing on as if they simply documented that the complaint had received a response.

Mr. Fedele advised that he purchased a decibel unit to measure the violations. He advised that he documented repeated violations of Section 92.04 (A)(2) and (A)(4) titled Particular Sounds Impacting Residential Life of Chapter 92 titled Nuisances of the City's Code of Ordinances. Mr. Fedele advised that he had also documented repeated violations of Section 92.05 (A)(1) titled Amplified Sound of the City's Code of Ordinances.

Mr. Fedele advised that on some occasions, dozens of vehicles had been parked along the side street blocking driveways and creating the potential to impede the movement of emergency vehicles. He advised that on some occasions, these violations would go on for eight or more hours into the night lasting past 4:00 a.m.

Mr. Fedele advised that he realized noise complaints were not high on the list of priorities for the City and he understood that the Police Department was currently short-handed. He requested that the people follow the laws outlined in the Code of Ordinance and that he be allowed to occupy his home in silence.

PUBLIC HEARINGS

Item No. 6. Rezoning Request for Property Located at 212 N. Main Street from Downtown Central Mixed-Use to Conditional-Commercial Charlie's Angels.

A. Public Hearing. Mayor Holloway opened the duly advertised public hearing.

Planner Meghan Brightharp advised that this was zoning map and text amendment requests from Michelle Vereckey on behalf of Land's End Properties, Inc. for the property located at 212 N. Main Street from Downtown Central Mixed-Use District (DC-MX) to Conditional-Commercial (C-C) in order to allow a cat rescue and retain all DC-MX uses. Ms. Brightharp advised that the property currently had an existing 1,481 sq. ft. building and on street parking.

Insofar as area characteristics, Ms. Brightharp reviewed the following adjoining land uses and Zoning Districts:

	Existing Uses	Zoning District
North	Retail/ Restaurant	DC-MX
East	Restaurant	DC-MX
South	Personal Services	DC-MX
West	Office	DC-MX

Ms. Brightharp advised that the applicant was not proposing any changes to the existing density or building setbacks nor was the applicant proposing any additional landscaping. She advised that the property had access to all public parking Downtown, including on street parking along N. Main Street.

Ms. Brightharp advised that the property was located in the Mixed Use A classification area of the Downtown Master Plan. She advised that Mixed-Use A was the area that for the most part, flanked both sides of Main and Hayne Streets. Ms. Brightharp advised that utilizing existing buildings, this area would accommodate a variety of uses in rehabilitated space. She advised that as a place to concentrate retail and restaurant uses, this area was envisioned to be the shopping and entertainment hub of Downtown. Ms. Brightharp advised that the proposed use was consistent with the Downtown Master Plan and Staff was of the opinion that the proposed use was reasonable and in the public interest.

Insofar as public notification, Ms. Brightharp advised that ten days prior to the public hearing, a rezoning notification sign was posted and an official rezoning notification letter was sent to the adjacent property owners located within 150 ft.

Ms. Brightharp advised that this matter was presented and denied by the Planning Board on April 5, 2023 with a vote of 4 to 3.

Ms. Brightharp advised that Staff recommended approval of the rezoning.

Council Member Thompson inquired if Staff had received any feedback from the surrounding businesses on the rezoning request.

Ms. Brightharp advised that Staff only received calls with general inquiries.

Council Member Thompson advised that this was not like a traditional pet store and inquired if the facility would just have cats roaming in the area.

Ms. Brightharp advised that the applicant was proposing to open a cat café; however, she would defer to the applicant to better explain the intentions for the rezoning.

Ms. Vereckey advised that she was a real estate attorney who had been located on Main Street for over 19 years. She advised that the upstairs area of her building had never been used. Mr. Vereckey advised that she did not want to put tenants in the space but she had a great desire to open a cat café. Ms. Vereckey advised that she was advised that she could have a café but because of the cat part of it, she needed permission from the City.

Ms. Vereckey advised that she established a non-profit so that she could be in control of the cats. She advised that the cats would be kept in a separate area from the mini area where beverage and food would be available. Ms. Vereckey advised that there was the option to also take your beverage and food to the area where the cats were going to be located. She advised that she was basically requesting permission to have cats in her building.

With regard to the inquiry about surrounding businesses' comments, Ms. Vereckey advised that Halo Salon located next door to her office advised her that they were in complete support. She advised that her office shared a stairwell with Bill Heisner. Ms. Vereckey advised that Mr. Heisner had looked at her building and offered her help. She advised that her neighbors and everyone else had been supportive except the four Planning Board Members that voted against the project.

Council Member Thompson inquired how many cats would there be.

Ms. Vereckey advised that according to the North Carolina Department of Agriculture, she could have a lot of cats in the building. She advised that they were not applying for more than 25 cats. Ms. Vereckey advised that the building had 1,500 sq. ft. both upstairs and downstairs. She advised that she would not like to have more than 20 just in case they randomly had to take in another cat one day.

Mayor Holloway inquired if there would be a staff person upstairs at all times.

Ms. Vereckey confirmed there would be a staff person on site while they were open just like any other business, boarding facility or vet facility.

Mayor Holloway inquired how she would control persons off the street going up the stairway.

Ms. Vereckey advised that people could go up the stairwell now. She advised that there was a locked door; however, people could access the café anytime they were open.

Ms. Vereckey shared a brief presentation showing examples of cat cafés. She advised that the proposed cat café was not like a rescue facility and hoped the presentation showed the distinction. Ms. Vereckey advised that this was a café where people could hang out that had a separate area for cats. She advised that there were currently 150 cat cafés in the United States. Ms. Vereckey advised that the cat café was a family-friendly experience and would like to see Monroe support this request. She advised that this was also a chance to do something with a historic building and get it renovated.

Mr. Richard Price advised that as the owner of adjacent property, at the recent Planning Board Meeting, he felt that this project quickly got characterized as a Humane Society which it was not. He advised that he felt that this would be an excellent use of the space and requested Council's support of the rezoning.

There being no other speakers, Mayor Holloway closed the public hearing.

B. Action – Resolution Denying Downtown Master Plan Land Use and Transportation Plan Compliance. Council Member Kerr moved to adopt Resolution R-2023-14:

**RESOLUTION DENYING DOWNTOWN MASTER PLAN COMPLIANCE
212 N. MAIN STREET – CONDITIONAL-COMMERCIAL
R-2023-14**

WHEREAS, in accordance with the provisions of North Carolina General Statute 160D-605, City Council does hereby find and determine that the adoption of the zoning map amendment from Downtown Central Mixed-Use District (DC-MX) to Conditional- Commercial (CC) for the property further described below is consistent with the adopted Downtown Master Plan. The Downtown Master Plan identifies this area as Mixed-Use A; retail and restaurant uses, including a cat rescue and café, would support this area designation. However, the proposed rezoning is not a reasonable use and in the public interest because a cat rescue is not an appropriate use for the Downtown District as it does not

coincide with the intended plan for Downtown to be a shopping and entertainment hub. Also, the potential for anonymous drop offs of additional cats has the potential to create a stray cat nuisance within the Downtown District.

Based on this information, the conditions have changed which justify amending the Downtown Master Plan. As a result of this zoning map amendment denial, the Downtown Master Plan is amended to reflect the land use modification.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Denying Downtown Master Plan Compliance for property with Union County Tax Parcel Number: 09-232-052.

Adopted this on the 9th day of May, 2023.

Council Member Thompson seconded the motion, which passed with the following votes:

AYES: Council Members Gordon, Kerr, Keziah, Thompson
and Mayor Pro Tem Anderson
NAYS: Mayor Holloway

C. Action – Zoning Map Amendment Denial. Council Member Kerr moved to deny the zoning map amendment request. Mayor Pro Tem Anderson seconded the motion, which passed with the following votes:

AYES: Council Members Gordon, Kerr, Keziah, Thompson,
and Mayor Pro Tem Anderson
NAYS: Mayor Holloway

Item No. 7. Code of Ordinances Text Amendment to Section 4.5 titled Planned Districts, Section 5.5 titled Community Corridor Mixed-Use 1 District, Section 5.6 titled Community Corridor Mixed-Use 2 District, Section 5.7 titled Regional Corridor Mixed-Use District, Section 7.4 titled Home Occupation and Section 8.7 titled Design Standards-Applicability of Chapter 157 titled Unified Development Ordinance.

A. Public Hearing. Mayor Holloway opened the duly advertised public hearing.

Senior Planner Keri Mendler advised that this was a request to approve various text amendments to the Unified Development Ordinance.

Ms. Mendler advised that for Section 4.5 titled Planned Districts, remove the density cap from the Planned Districts section. Ms. Mendler advised that Planned Districts were a legislative process which required Planning Board review and recommendation and Council approval. She advised that having a cap on these legislative processes really only had the ability to prevent a good higher density project from moving forward. Ms. Mendler advised that removing the density cap offered additional flexibility to the City to make decisions on a case-by-case basis.

Ms. Mendler advised that for Section 5.5 titled Community Corridor Mixed-Use 1 District, Section 5.6 titled Community Corridor Mixed-Use 2 District and Section 5.7 titled Regional Corridor

Mixed-Use District, a text amendment was proposed to remove the maximum setbacks in the Mixed-Use Districts for the side and rear property lines. She advised that Staff had a few conversations with proposed developments in the Mixed-Use Districts and it had been discovered that having minimum and maximum setbacks on all property lines would likely require large buildings to encompass full parcels which would leave little room for the required open space and parking. If the text amendment was not approved, Ms. Mendler advised that it would likely result in processing multiple variance requests through the Board of Adjustment.

Ms. Mendler advised that for Section 7.4 titled Home Occupation, a text amendment was being requested to remove language pertaining to Home Occupations. She advised that the Code currently stated that one commercial vehicle and one attached trailer was permitted for a home occupation. Ms. Mendler advised that having language that allowed a commercial vehicle for a home occupation was confusing as vehicles that were considered commercial, such as box trucks or semi-trucks, were not permitted in residential districts.

Ms. Mendler advised that for Section 8.7 titled Design Standards – Applicability, a text amendment was being requested to further clarify when non-residential structures must comply with the design standards. She advised that currently, the Code did not require structures less than 2,500 sq. ft. to comply with the design standards. Ms. Mendler advised that Staff was requesting any non-residential structures to comply with the design standards regardless of its size. She advised that this would basically prevent all metal or vinyl commercial structures.

Ms. Mendler advised that Staff presented this matter to the Planning Board on April 5, 2023.

Ms. Mendler advised that it was the recommendation of the Planning Board and Staff that Council approve the proposed text amendments.

Council Member Thompson requested clarification on the meaning of home occupation.

Ms. Mendler advised that home occupations were permitted in the City for various uses. For example, she advised that an accountant could have a client go to their home to prepare their taxes. Ms. Mendler advised that the current Zoning Code language contained verbiage that there could be a commercial vehicle; however, you could not have a commercial vehicle in this zoning. She advised that this language being housed in the Zoning Code was causing confusion; therefore, Staff wanted to remove the language for better clarity.

Council Member Kerr inquired if this amendment would prevent an 18-wheel tractor-trailer from being parked in an area that was protected by a subdivision covenants.

Ms. Mendler advised that commercial vehicles in residential areas was enforced by the Police Department. She advised that this was another reason to remove the language from the Zoning Code since the Zoning Code advised that you could have a commercial vehicle when you really could not have that in a residential area regardless of the Homeowner Association's covenants.

There being no other speakers, Mayor Holloway closed the public hearing.

B. Action – Resolution Approving Land Use and Transportation Plan Compliance. Mayor Pro Tem Anderson moved to adopt Resolution R-2023-27:

**RESOLUTION APPROVING LAND USE
AND TRANSPORTATION PLAN COMPLIANCE
SECTION 4.5: PLANNED DISTRICTS
SECTION 5.5: COMMUNITY CORRIDOR MIXED-USE 1 DISTRICT
SECTION 5.6: COMMUNITY CORRIDOR MIXED-USE 2 DISTRICT
SECTION 5.7: REGIONAL CORRIDOR MIXED-USE DISTRICT
SECTION 7.4: HOME OCCUPATION
SECTION 8.7: DESIGN STANDARDS – APPLICABILITY
R-2023-27**

WHEREAS, in accordance with the provisions of North Carolina General Statute 160D-605, the City Council does hereby find and determine that the adoption of the zoning text amendment to amend the Code of Ordinances-Title XV: Land Usage, Chapter 157, Section 4.5: Planned Districts, Section 5.5: Community Corridor Mixed-Use 1 District, Section 5.6: Community Corridor Mixed-Use 2 District, Section 5.7: Regional Corridor Mixed-Use District, Section 7.4: Home Occupation, and Section 8.7: Design Standards – Applicability is consistent with the Land Use and Transportation Plan because the text amendments add flexibility and clarification to advance the land use vision outlined in Forward Monroe. The proposed zoning text amendment is a reasonable use and in the public interest because it serves to codify and update zoning standards and regulations that serves to implement the relevant goals and recommendations identified in the Land Use and Transportation Plan.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Approving Land Use and Transportation Plan Compliance to amend Sections 4.5: Planned Districts, Section 5.5: Community Corridor Mixed-Use 1 District, Section 5.6: Community Corridor Mixed-Use 2 District, Section 5.7: Regional Corridor Mixed-Use District, Section 7.4: Home Occupation, and Section 8.7: Design Standards – Applicability.

Adopted this 9th day of May, 2023.

Council Member Kerr seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway
NAYS: None

C. Action – Ordinance Amending Code of Ordinances – Section 4.5 titled Planned Districts, Section 5.5 titled Community Corridor Mixed-Use 1 District, Section 5.6 titled Community Corridor Mixed-Use 2 District, Section 5.7 titled Regional Corridor Mixed-Use District, Section 7.4 titled Home Occupation, and Section 8.7 titled Design Standards – Applicability of Chapter 157 titled Zoning Code. Mayor Pro Tem Anderson moved to adopt Ordinance O-2023-18:

**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 157: ZONING CODE
O-2023-18**

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Preamble

Pursuant to authority conferred by Chapter 160D-701 of the North Carolina General Statutes, as amended and for the purpose of promoting the health, safety, morals, or general welfare of the inhabitants of the City by lessening congestion in and around the streets; securing safety; preventing the overcrowding of land; avoiding undue congestion; and facilitating the adequate provision of transportation,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE XV, CHAPTER 157: ZONING CODE OF THE CITY OF MONROE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

TEXT AMENDMENT

Section 1. Amend §157.4.5.E PLANNED DISTRICTS as follows:

Remove subsection E.

E. Density. Residential density shall not exceed six (6) units per acre.

Section 2. Amend §157.5.5 COMMUNITY CORRIDOR MIXED-USE 1 DISTRICT (CC-MX1) as follows:

Amend Setbacks in Table 5.5 CC-MX1 District Development Standards

CC-MX1 District Development Standards		
Building Placement (min/max)	Front/Street ¹	15'/30'
	Side ²	5'
	Rear ³	10'

Section 3. Amend §157.5.6 COMMUNITY CORRIDOR MIXED-USE 2 DISTRICT (CC-MX2) as follows:

Amend Setbacks in Table 5.6 CC-MX2 District Development Standards

CC-MX2 District Development Standards		
Building Placement (min/max)	Front/Street ¹	15'/30'
	Side ²	5'
	Rear ³	10'

Section 4. Amend §157.5.7 REGIONAL CORRIDOR MIXED-USE DISTRICT (RC-MX) as follows:

Amend Setbacks in Table 5.7 RC-MX1 District Development Standards

RC-MX District Development Standards		
Building Placement (min/max)	Front/Street	15'/50'
	Side ¹	5'
	Rear ²	10'

Section 5. Amend §157.7.4.C HOME OCCUPATION as follows:

C. Standards.

Home Occupations are authorized if they comply with the following standards:

1. The home occupation shall be clearly incidental and subordinate to a dwelling's use for residential purposes by its occupants.
2. A home occupation shall not be established prior to residential occupancy of the site by the operator of the home occupation.
3. Home occupation shall not occupy more than twenty-five percent (25%) of the gross floor area of the dwelling unit.
4. The person operating the home occupation shall reside in the dwelling unit.
5. Home occupations shall not require internal or external structural alterations of the principal residence which may change the outside appearance of the principal residence or change the residential character of the property.
6. Home occupations shall be limited to professional or business offices or studios.
7. No more than two (2) customers, clients, or patrons shall come to the dwelling at any one (1) time nor more than five (5) in any one day.
8. All home occupations shall be conducted within the principal structure. Activities and storage associated with a home occupation shall not take place in an accessory building, such as a detached garage.
9. The home occupation shall not change the exterior appearance of the dwelling.
10. No storage or warehousing of material, supplies, or equipment is allowed outdoors on the residence.
11. Home occupations shall feature no exterior display or signage, no exterior storage of vehicles, equipment, including unlicensed equipment or materials, and not open lot storage.
12. Home occupations shall be engaged in only by the resident on the premises.
13. No equipment or process shall be used in such home occupation that creates noise, vibration, glare, fumes, or odors.
14. No traffic shall be generated by such home occupation in greater volumes than would normally be expected in a residential neighborhood, and any need for parking generated by the conduct of such home occupation shall be met off the street and other than a required front yard.

Section 6. Amend §157.8.7.1 B DESIGN STANDARDS – APPLICABILITY as follows:

B. Applicability. This Section is applicable to:

1. New non-residential buildings;
2. New multifamily dwelling developments;
3. New single family developments and duplexes that provide voluntary consent; and
4. New industrial developments.

Section 7. This Ordinance shall be effective upon adoption.

Adopted this 9th day of May, 2023.

Council Member Kerr seconded the motion, which passed unanimously with the following votes:

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AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway
NAYS: None

Item No. 8. Code of Ordinances Text Amendment to Section 7.1 titled Table of Permissible Uses of Chapter 157 titled Unified Development Ordinance.

A. Public Hearing. Mayor Holloway opened the duly advertised public hearing.

Planning and Development Director Lisa Stiwinter advised that based on comments and concerns heard from various citizens, Planning Board and Council Members, this was a zoning text amendment to the Code of Ordinances to Section 7.1 titled Table of Permissible Uses of Chapter 157 titled Unified Development Ordinance (UDO). Ms. Stiwinter advised that the proposed text amendment was to remove Multi-Family as an allowed use in the General Business (GB) zoning district. She advised that Multi-Family was defined as apartments, condominiums and retirement centers.

Ms. Stiwinter advised that the Land Use and Transportation Plan was broken into ten character areas. She advised that the character areas broadly described the shape and form of future development intended for each area of the City. Ms. Stiwinter advised that the Community Corridor area primarily encompassed Highway 74. She advised that the Plan specifically called for diverse housing choices as well as Multi-Family in the Community Corridor area which was predominately zoned GB. For this reason, Ms. Stiwinter advised that the proposed zoning text amendment was not consistent with the Future Land Use Plan.

Ms. Stiwinter advised that this matter was presented to the Planning Board on April 5, 2023. She advised that it was the recommendation of the Planning Board that Council approve the text amendment.

Council Member Kerr inquired what did the newly adopted UDO stated about this.

Ms. Stiwinter advised that the newly UDO was designed for Multi-Family to be an allowed use by-right in the GB District because the Future Land Use Character Area was Community Corridor and envisioned Multi-Family being allowed along Highway 74.

Council Member Kerr inquired if this would be by-right.

Ms. Stiwinter confirmed yes.

Ms. Stiwinter advised that to throw options out, she advised that if the text amendment was approved to remove the Multi-Family from the GB Zoning District and a development came along and the applicant proposed a development within the GB, they could apply for a rezoning that would go before Staff review, Planning Board review and then Council for approval. She advised that the development would not just be allowed by-right and reviewed by the different Departments at a Staff level. Ms. Stiwinter advised that there would be a process.

There being no other speakers, Mayor Holloway closed the public hearing.

B. Action – Resolution Approving Land Use and Transportation Plan Compliance. Council Member Thompson moved to adopt Resolution R-2023-28:

**RESOLUTION APPROVING LAND USE AND
TRANSPORTATION PLAN COMPLIANCE
TITLE XV: LAND USES
CHAPTER 157: ZONING CODE
SECTION 7.1: TABLE OF PERMISSIBLE USES
R-2023-28**

WHEREAS, in accordance with the provisions of North Carolina General Statute 160D-605, the City Council does hereby find and determine that the adoption of the zoning text amendment to amend the Code of Ordinances-Title XV: Land Usage, Chapter 157, Section 7.1: Table of Permissible Uses is not consistent with the Land Use and Transportation Plan because the Land Use and Transportation Plan specifically calls for diverse housing options and includes multi-family as a priority use in the Community Corridor Character Area. The Community Corridor is predominately zoned GB - General Business; therefore, the amendment to remove multi-family as an allowed use in the General Business zoning district is not consistent with the Land Use and Transportation Plan. However, the proposed zoning text amendment is a reasonable use and in the public interest because by removing multi-family in the general business district, the area for retail and service uses will be preserved. Based on this information, the conditions have changed which justify amending the Land Use and Transportation Plan. As a result of this zoning text amendment approval, the Land Use and Transportation Plan is amended to reflect the land use modification. Based on this information, the conditions have changed which justify amending the Land Use and Transportation Plan. As a result of this zoning text amendment approval, the Land Use and Transportation Plan is amended to reflect the land use modification.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Approving Land Use and Transportation Plan Compliance to amend Section 7.1: Table of Permissible Uses.

Adopted this 9th day of May, 2023.

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

AYES:	Council Members Gordon, Kerr, Keziah, Thompson, Mayor Pro Tem Anderson and Mayor Holloway
NAYS:	None

C. Action – Ordinance Amending Code of Ordinances – Section 7.1 titled Table of Permissible Uses of Chapter 157 titled Zoning Code. Council Member Thompson moved to adopt Ordinance O-2023-19:

**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 157: ZONING CODE
O-2023-19**

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BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE XV, CHAPTER 157: ZONING CODE OF THE CITY OF MONROE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

TEXT AMENDMENT

Section 1. Amend §157.7.1 TABLE OF PERMISSIBLE USES as follows:

Remove Multi-Family as a permitted use in the GB- General Business district.

TABLE 7.1. - TABLE OF PERMISSIBLE USES																		
“P” = Permitted, “S” = Special Use Permit Required, “X” = Prohibited																		
	Traditional Districts												Mixed-Use Districts					
Use Type	RR	RLD	RMD	RHD	OM	NB	GB	GI	HI	PUD	PCD	DC-MX	DG-MX	CC-MX1	CC-MX2	RC-MX	MD-MX	REFERENCE
Residential Uses																		
Single Family Detached	P	P	P	X	P	X	X	X	X	P	X	X	X	X	X	X	X	7.2.4.A
Townhouse/Attached Single Family	X	X	P	P	S	X	X	X	X	P	X	X	P	X	P	X	S	7.2.4.B
Duplex/Triplex/Quadplex	X	X	S	P	S	X	X	X	X	P	X	X	P	X	X	X	X	7.2.4.C
Multifamily	X	X	X	P	X	X	X	X	X	P	P	P	P	P	P	P	S	7.2.4.D

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 9th day of May, 2023.

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

AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway
NAYS: None

Item No. 9. Code of Ordinances Text Amendment to Section 5.1.B titled Mixed-Use Zoning Districts, Purpose and Intent, Section 8.10.1.B titled Density and Intensity, Standards of Measurement and Section 11 titled Definitions of Chapter 157 titled Unified Development Ordinance.

A. Public Hearing. Mayor Holloway opened the duly advertised public hearing.

Senior Planner Doug Britt advised that this was a zoning text amendment to the Code of Ordinances to Section 5.1.B titled Mixed-Use Zoning Districts, Section 8.10.1.B: titled Density and Intensity and Section 11 titled Definitions. Mr. Britt advised to modify how residential density was calculated from gross acreage to net acreage, he advised that the proposed amendment removed existing and proposed street rights-of-ways, stream buffers and utility easements from the area used to calculate the maximum site density.

Mr. Britt advised that this matter was presented to the Planning Board on April 5, 2023. He advised that the Planning Board recommended approval of the text amendment with the modification that the following statement be included with the definition “density is not transferable across state roads.”

There being no other speakers, Mayor Holloway closed the public hearing.

B. Action – Resolution Approving Land Use and Transportation Plan Compliance. Council Member Kerr moved to adopt Resolution R-2023-23:

**RESOLUTION APPROVING LAND USE AND
TRANSPORTATION PLAN COMPLIANCE
TITLE XV: LAND USES
CHAPTER 157: ZONING CODE
SECTION 5.1.B: MIXED-USE ZONING DISTRICTS
SECTION 8.10.1.B: DENSITY AND INTENSITY
SECTION 11: DEFINITIONS
R-2023-23**

WHEREAS, in accordance with the provisions of North Carolina General Statute 160D-605, the City Council does hereby find and determine that the adoption of the zoning text amendment to amend the Code of Ordinances-Title XV: Land Usage, Chapter 157, Section 5.1.B: Mixed-Use Zoning Districts, Section 8.10.1.B: Density and Intensity, and Section 11: Definitions is consistent with the Land Use and Transportation Plan because the text amendment helps to manage the growth and infrastructure to advance the land use vision outlined in Forward Monroe. The proposed zoning text amendment is a reasonable use and in the public interest because by utilizing the net density, the number of approved lots going forward will be reduced which will reduce the demand on infrastructure.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Monroe adopts the Resolution Approving Land Use and Transportation Plan Compliance to amend Code of Ordinances-Title XV: Land Usage, Chapter 157 Section 5.1.B: Mixed-Use Zoning Districts, Section 8.10.1.B: Density and Intensity, and Section 11: Definitions.

Adopted this 9th day of May, 2023.

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

AYES:	Council Members Gordon, Kerr, Keziah, Thompson, Mayor Pro Tem Anderson and Mayor Holloway
NAYS:	None

C. Action – Ordinance Amending Code of Ordinances – Section 5.1.B titled Mixed-Use Zoning Districts, Purpose and Intent, Section 8.10.1.B titled Density and Intensity, Standards of Measurement and Section 11 titled Definitions of Chapter 157 titled Zoning Code. Council Member Kerr moved to adopt Ordinance O-2023-15:

**ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES**

City Council Regular Meeting
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Page 239

**CHAPTER 157: ZONING CODE
O-2023-15**

Preamble

Pursuant to authority conferred by Chapter 160D-701 of the North Carolina General Statutes, as amended and for the purpose of promoting the health, safety, morals, or general welfare of the inhabitants of the City by lessening congestion in and around the streets; securing safety; preventing the overcrowding of land; avoiding undue congestion; and facilitating the adequate provision of transportation,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE XV, CHAPTER 157: ZONING CODE OF THE CITY OF MONROE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

TEXT AMENDMENT

Section 1. Amend §157.5.1.B MIXED-USE ZONING DISTRICTS, PURPOSE AND INTENT as follows:

B. Density. Character areas, as designated on the FLUM, are defined by a variety of residential densities (density) and intensities. Density is measured by dwelling units per net acre. All residential densities denoted in the adopted Forward Monroe plan are not guaranteed by right. The appropriate allocation of density shall encourage a sustainable development. Subdivision, zoning, and site plan review criteria shall ensure that density assigned to new development is consistent with established residential development patterns and provides equitable use of the land.

Section 2. Amend §157.8.10.1.B DENSITY AND INTENSITY, STANDARDS OF MEASUREMENT as follows:

B. Calculation of Density. Residential density shall be measured by dwelling units per net acre (du/ac).

1. All residential densities denoted in the adopted Forward Monroe plan are not guaranteed by right. The appropriate allocation of density shall encourage sustainable development.
2. Subdivision, zoning, and site plan review criteria and procedures shall assure that density is consistent with established residential development patterns and provides equitable use of the land.

Residential Density is calculated as net density. Density is not transferable across state roads. Existing and proposed street rights-of-way, stream buffers, and utility easements shall not be used to calculate maximum site density.

Section 3. Amend §157.11 DEFINITIONS as follows:

DENSITY. The maximum number of residential dwelling units permitted per net acre of land. In determining density, a fractional unit shall not entitle an additional unit. Density is not transferable across state roads. Existing and proposed street rights-of-way, stream buffers, and utility easements shall not be used to calculate maximum site density.

Section 4. This Ordinance shall be effective upon adoption.

Adopted this 9th day of May, 2023.

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

AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway
NAYS: None

CONSENT AGENDA

Item No. 10. Recuse Council Member Kerr from Voting on Consent Agenda. Due to an item of interest on the Consent Agenda, Council Member Kerr moved to recuse himself from voting on the Consent Agenda. Council Member Keziah seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway
NAYS: None

Written background information was provided in advance in the Council Agenda Packet for each item on the Consent Agenda. One motion and vote was taken, which included approval of all items on the Consent Agenda.

Item No. 11. Annexation of 42.11 Acres, Rezoning and Water and Sewer Developer Agreement Requests for Total of 43.79 Acres Located at Intersection of Lancaster Avenue and ML King, Jr. Boulevard for Planned Unit Development Lancaster Avenue. Planning and Development Director Lisa Stiwinter advised by memorandum that Staff had received annexation and zoning map amendment requests to rezone 43.79 acres (Tax Parcel #s 09-321-008-80, 09-321-008-90 and 09-321-008-A) located at the intersection of Lancaster Avenue and ML King, Jr. Boulevard from Union County RA-40 and City of Monroe Residential Medium Density to Planned Unit Development Lancaster Avenue. Ms. Stiwinter advised that a Water and Sewer Developer Agreement would be considered as part of the project.

Ms. Stiwinter advised that Staff recommended that Council adopt a Resolution directing the Clerk to investigate the Petition received under G.S. §160A-31, adopt a Resolution fixing the date of the public hearing to be held on June 13, 2023 on the question of the annexation pursuant to G.S. §160A-31 and approve a call for public hearing to be held on June 13, 2023 to consider rezoning the property from Union County RA-40 and City of Monroe Residential Medium Density to Planned Unit Development Lancaster Avenue as well as the consideration of a Water and Sewer Developer Agreement for the project.

A. Resolution Directing Clerk to Investigate Petition Received under G.S. §160A-31. Mayor Pro Tem Anderson moved to adopt Resolution R-2023-21:

**RESOLUTION DIRECTING CLERK TO INVESTIGATE
PETITION RECEIVED UNDER G.S. §160A-31 FOR 42.11 ACRES
LOCATED AT INTERSECTION OF
LANCASTER AVENUE AND ML KING, JR. BOULEVARD
R-2023-21**

WHEREAS, a petition requesting annexation of an area described in said petition was received on August 2, 2022 by the City Council; and

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

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

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

Adopted this 9th day of May, 2023.

Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway
NAYS: None

B. Resolution Fixing Date of Public Hearing to be Held June 13, 2023 on Question of Annexation Pursuant to G.S. §160A-31. Mayor Pro Tem Anderson moved to adopt Resolution R-2023-22:

**RESOLUTION FIXING DATE OF PUBLIC HEARING TO BE HELD
JUNE 13, 2023 ON QUESTION OF ANNEXATION PURSUANT
TO G.S. §160A-31 FOR 42.11 ACRES LOCATED AT INTERSECTION
OF LANCASTER AVENUE AND ML KING, JR. BOULEVARD
R-2023-22**

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

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

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

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

Section 1. A public hearing on the question of annexation of the area described herein will be held at the City Hall Council Chambers at 6:00 p.m. on June 13, 2023.

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

LEGAL DESCRIPTION OF 42.11 ACRES CONSISTING OF THE PROPERTY OF PLYLER FARMS, LLC, TAX PARCEL 09-321-008 90 AND A PORTION OF THE PROPERTY OF PLYLER COMMERCIAL INVESTMENTS, LLC, A PORTION OF TAX PARCEL 09-321-008A

Area 1 consisting of 1.80 acres

BEING in North Carolina, Union County, Monroe Township BEGINNING at a NC grid monument "T 51" having North Carolina State Plane coordinates in US Survey feet of: North 449,653.53 and East 1,523,300.79 and tied to the North American Datum 83/2011: thence S 48° 3' 50" E, 3,143.43 feet to found number 4 rebar, on the line of now or formerly the BRD Land & Investment property recorded in Record Book 8464, Page 298 in the Union County Register of Deeds, a common corner with now or formerly The Union County Board of Education property recorded in Record Book 1821, Page 27 in the Union County Register of Deeds and said rebar being on the existing city limits line of now or formerly the City of Monroe annexation ordinance recorded in Record Book 8457, Page 147 in the Union County Register of Deeds and of now or formerly the City of Monroe annexation ordinance recorded in Record Book 3535, Page 402 in the Union County Register of Deeds, and being THE TRUE POINT OF BEGINNING: thence with said city limits line recorded in Record Book 3535, Page 402 and the said Union County Board of Education property N 78° 37' 5" E, 16.98 feet to a found 1/2-inch iron pipe, a common corner with now or formerly the Brooks Farm Homeowners Association, Inc. property recorded in Record Book 1315, Page 515 in the Union County Register of Deeds and said pipe being on now or formerly the City of Monroe annexation ordinance recorded in Record Book 600, Page 407 in the Union County Register of Deeds; thence with the said city limits line and the said Brooks Farm Homeowners Association, Inc. property S 66° 38' 3" E, 468.64 feet to a set number 4 rebar, a common corner with now or formerly the Department of Transportation, an Agency of the State of North Carolina property recorded in Record Book 5146, Page 547 in the Union County Register of Deeds, property being used for M L King Jr Blvd (NC 200), and a common corner with now or formerly the Department of Transportation, an Agency of the State of North Carolina property recorded in Record Book 5109, Page 74 in the Union County Register of Deeds, property being used for M L King Jr Blvd (NC 200); thence leaving the existing city limits line and with the said Department of Transportation property four (4) calls as follows: 1) S 24° 1' 46" W, 147.07 feet to a found right-of-way disc; 2) with a curve to the left having an arc length of 127.83 feet, a radius of 3,130.00 feet, and a chord bearing of S 22° 56' 13" W, 127.82 feet to a found number 5 rebar; 3) N 68° 20' 54" W, 20.00 feet to a found right-of-way disc; 4) with a curve to the left having an arc length of 20.42 feet, a radius of 3,150.00 feet, and a chord bearing and distance of S 21° 29' 48" W, 20.42 feet to a found number 5 rebar, a common corner with now or formerly the Department of Transportation, an Agency of the State of North Carolina property recorded in Record Book 5109, Page 71 in the Union County Register of Deeds, property being used for M L King Jr Blvd (NC 200) and a common corner with now or formerly the BRD Land & Investment property recorded in Record Book 8464, Page 298 in the Union County Register of Deeds, and being on now or formerly the City of Monroe annexation ordinance recorded in Record Book 8457, Page 147 in the Union County Register of Deeds; thence with the existing city limits line and the said BRD Land & Investment property three (3) calls as follows: 1) N 33° 59' 28" W, 86.33 feet to a set number 4 rebar; 2) N 60° 17' 54" W, 31.02 feet to a found number 4 rebar; 3) N 33° 17' 23" W, 429.73 feet to the TRUE POINT AND PLACE OF BEGINNING and containing 1.80 acres more or less as shown on an annexation plat entitled "Annexation Boundary for the City Of Monroe, the Property of Plyler Farms, LLC

and Plyler Commercial Investments, LLC” as prepared by Metrolina Land Surveying, Inc., Charlotte, NC, surveyed by Christopher D. Faulk and dated July 13, 2022, last revised March 27, 2023.

Area 2 consisting of 40.05 acres and 0.26 acres

BEING in North Carolina, Union County, Monroe Township BEGINNING at a NC grid monument “T 51” having North Carolina State Plane coordinates in US Survey feet of: North 449,653.53 and East 1,523,300.79 and tied to the North American Datum 83/2011: thence S 48° 3’ 50” E, 3,143.43 feet to found number 4 rebar, on the line of now or formerly the BRD Land & Investment property recorded in Record Book 8464, Page 298 in the Union County Register of Deeds, a common corner with now or formerly The Union County Board of Education property recorded in Record Book 1821, Page 27 in the Union County Register of Deeds and said rebar being on the existing city limits line of now or formerly the City of Monroe annexation ordinance recorded in Record Book 8457, Page 147 in the Union County Register of Deeds and of now or formerly the City of Monroe annexation ordinance recorded in Record Book 3535, Page 402 in the Union County Register of Deeds: thence with said city limits line recorded in Record Book 3535, Page 402 and the said Union County Board of Education property N 78° 37’ 5” E, 16.98 feet to a found 1/2-inch iron pipe, a common corner with now or formerly the Brooks Farm Homeowners Association, Inc. property recorded in Record Book 1315, Page 515 in the Union County Register of Deeds and said pipe being on now or formerly the City of Monroe annexation ordinance recorded in Record Book 600, Page 407 in the Union County Register of Deeds; thence with the said city limits line and the said Brooks Farm Homeowners Association, Inc. property S 66° 38’ 3” E, 468.64 feet to a set number 4 rebar, a common corner with now or formerly the Department of Transportation, an Agency of the State of North Carolina property recorded in Record Book 5146, Page 547 in the Union County Register of Deeds, property being used for M L King Jr Blvd (NC 200), and a common corner with now or formerly the Department of Transportation, an Agency of the State of North Carolina property recorded in Record Book 5109, Page 74 in the Union County Register of Deeds, property being used for M L King Jr Blvd (NC 200); thence continuing with the said city limits line and the said Department of Transportation property S 66° 38’ 3” E, 199.92 feet to set number 4 rebar, a common corner with now or formerly the Brooks Farm Homeowners Association, Inc. property recorded in Record Book 1315, Page 515 in the Union County Register of Deeds, THE TRUE POINT OF BEGINNING: thence with the existing city limits line and the said Brooks Farm Homeowners Association, Inc. property two (2) calls as follows: 1) S 66° 38’ 3” E, 2,759.27 feet to a found 3/4-inch iron pipe; 2) N 62° 33’ 28” E, 206.54 feet to a found number 4 rebar, a common corner with now or formerly the James Carson Griffin and wife Susan C. Griffin property recorded in Deed Book 454, Page 659 in the Union County Register of Deeds; thence leaving the existing city limits line and with the said Griffin property S 32° 56’ 19” E, 47.00 feet to a set number 4 rebar on the line of now or formerly the Plyler Commercial Investments, LLC property recorded in Record Book 5538, Page 81 in the Union County Register of Deeds and said rebar being on now or formerly the City of Monroe city limits line recorded in Plat Cabinet B, Files 20A and 24B through 27B in the Union County Register of Deeds; thence with the said city limits line and crossing the said Plyler Commercial Investments, LLC property two (2) calls as follows: 1) S 51° 39’ 12” W, 139.47 feet to a computed point; 2) S 50° 25’ 17” W, 12.56 feet to a computed point on the line of now or formerly the Plyler Farms, LLC property recorded in Record Book 5538, Page 73 in the Union County Register of Deeds; thence with the said city limits line and crossing the said Plyler Farms, LLC property three (3) calls as follows: 1) S 50° 25’ 17” W, 129.75 feet to a computed point; 2) S 48° 33’ 7” W, 131.41 feet to a computed point; 3) S 47° 8’ 17” W, 54.08 feet to a set number 4 rebar on the line of now or formerly the

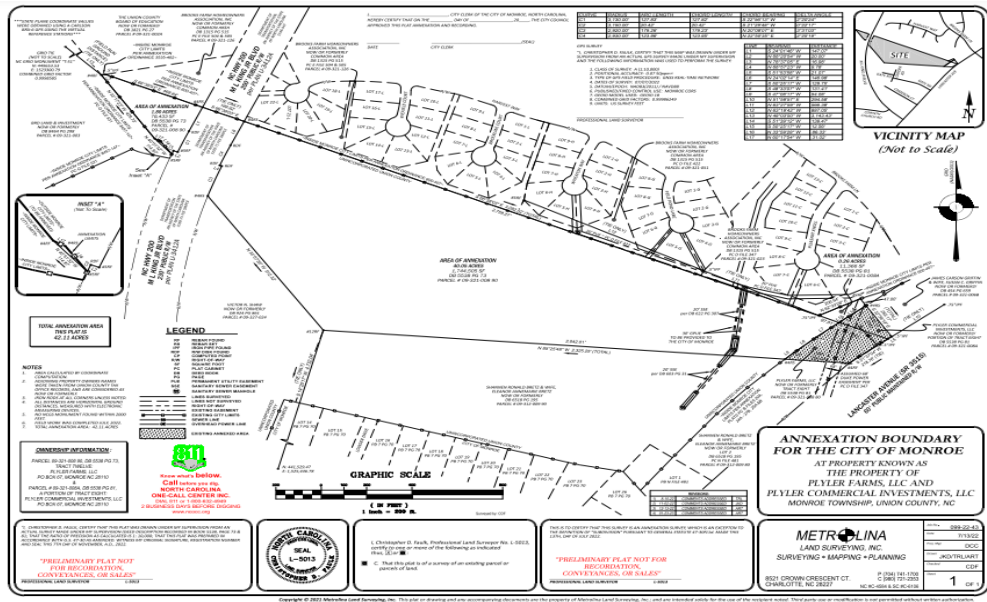
Shannen Ronald Bretz and wife Eleanor Annemarie Bretz property recorded in Record Book 6518, Page 195 in the Union County Register of Deeds; thence leaving the existing city limits line and with the said Bretz property N 85° 25' 48" W, 2,042.01 feet to a found number 12 rebar, a common corner with now or formerly the Victor N. Shaw property recorded in Record Book 924, Page 861 in the Union County Register of Deeds; thence with the said Shaw property N 33° 57' 36" W, 912.32 feet to a set number 4 rebar on the line of now or formerly the Department of Transportation, an Agency of the State of North Carolina property recorded in Record Book 5109, Page 71 in the Union County Register of Deeds, property being used for M L King Jr Blvd (NC 200) and a common corner with now or formerly the Department of Transportation, an Agency of the State of North Carolina property recorded in Record Book 5109, Page 74 in the Union County Register of Deeds, property being used for M L King Jr Blvd (NC 200); thence with the said Department of Transportation property four (4) calls as follows: 1) with a curve to the right having an arc length of 179.26 feet, a radius of 2,920.00 feet, and a chord bearing and distance of N 20° 8' 7" E, 179.23 feet to a found right-of-way disc; 2) N 68° 57' 23" W, 9.78 feet to a found right-of-way disc; 3) with a curve to the right having an arc length of 123.86 feet, a radius of 2,930.00 feet, and a chord bearing and distance of N 22° 50' 35" E, 123.85 feet to a found right-of-way disc; 4) N 24° 2' 14" E, 146.98 feet to THE TRUE POINT AND PLACE OF BEGINNING and containing 40.31 acres more or less as shown on an annexation plat entitled "Annexation Boundary for the City Of Monroe, the Property of Plyler Farms, LLC and Plyler Commercial Investments, LLC" as prepared by Metrolina Land Surveying, Inc., Charlotte, NC, surveyed by Christopher D. Faulk and dated July 13, 2022, last revised March 27, 2023.

The annexation plat showing Area 1 and Area 2 above is recorded in Plat Cabinet _____, File _____, in the Union County Register of Deeds.

Being in North Carolina, Union County, Monroe Township

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

Adopted this 9th day of May, 2023.



Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway

NAYS: None

C. Call for Public Hearing to be Held June 13, 2023 to Consider Rezoning of Property from Union County RA-40 and City of Monroe Residential Medium Density to Planned Unit Development Lancaster Avenue and Water and Sewer Developer Agreement. Mayor Pro Tem Anderson moved to call for a public hearing to be held on June 13, 2023 at 6:00 p.m. to consider these requests. Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway

NAYS: None

Item No 12. Annexation of 8.681 Acres, Rezoning and Water and Sewer Developer Agreement Requests for Total of 24.828 Acres Located Along E. Sunset Drive for Planned Unit Development Monroe Meadows. Planning and Development Director Lisa Stiwinter advised by memorandum that Staff had received an annexation request for 8.681 acres and a zoning map amendment request to rezone a total of 24.828 (Tax Parcel #s 09-195-122-80 and 09-195-122-90) located along E. Sunset Drive from City of Monroe Residential Medium Density to Planned Unit Development Monroe Meadows. Ms. Stiwinter advised that a Water and Sewer Developer Agreement would be considered as part of the project.

Ms. Stiwinter advised that Staff recommended that Council adopt a Resolution directing the Clerk to investigate the Petition received under G.S. §160A-31, adopt a Resolution fixing the date of the

public hearing to be held on June 13, 2023 on the question of the annexation pursuant to G.S. §160A-31 and approve a call for public hearing to be held on June 13, 2023 to consider rezoning the property from City of Monroe Residential Medium Density to Planned Unit Development Monroe Meadows as well as the consideration of a Water and Sewer Developer Agreement for the project.

A. Resolution Directing Clerk to Investigate Petition Received under G.S. §160A-31. Mayor Pro Tem Anderson moved to adopt Resolution R-2023-29:

**RESOLUTION DIRECTING CLERK TO INVESTIGATE
PETITION RECEIVED UNDER G.S. §160A-31 FOR 8.681 ACRES
LOCATED ALONG E. SUNSET DRIVE
R-2023-29**

WHEREAS, a petition requesting annexation of an area described in said petition was received on December 6, 2022 by the City Council; and

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

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

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

Adopted this 9th day of May, 2023.

Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Gordon, Kerr, Keziah, Thompson, Mayor Pro Tem Anderson and Mayor Holloway
NAYS:	None

B. Resolution Fixing Date of Public Hearing to be Held June 13, 2023 on Question of Annexation Pursuant to G.S. §160A-31. Mayor Pro Tem Anderson moved to adopt Resolution R-2023-30:

**RESOLUTION FIXING DATE OF PUBLIC HEARING TO BE HELD
JUNE 13, 2023 ON QUESTION OF ANNEXATION PURSUANT
TO G.S. §160A-31 FOR 8.681 ACRES LOCATED ALONG E. SUNSET DRIVE
R-2023-30**

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

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

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

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

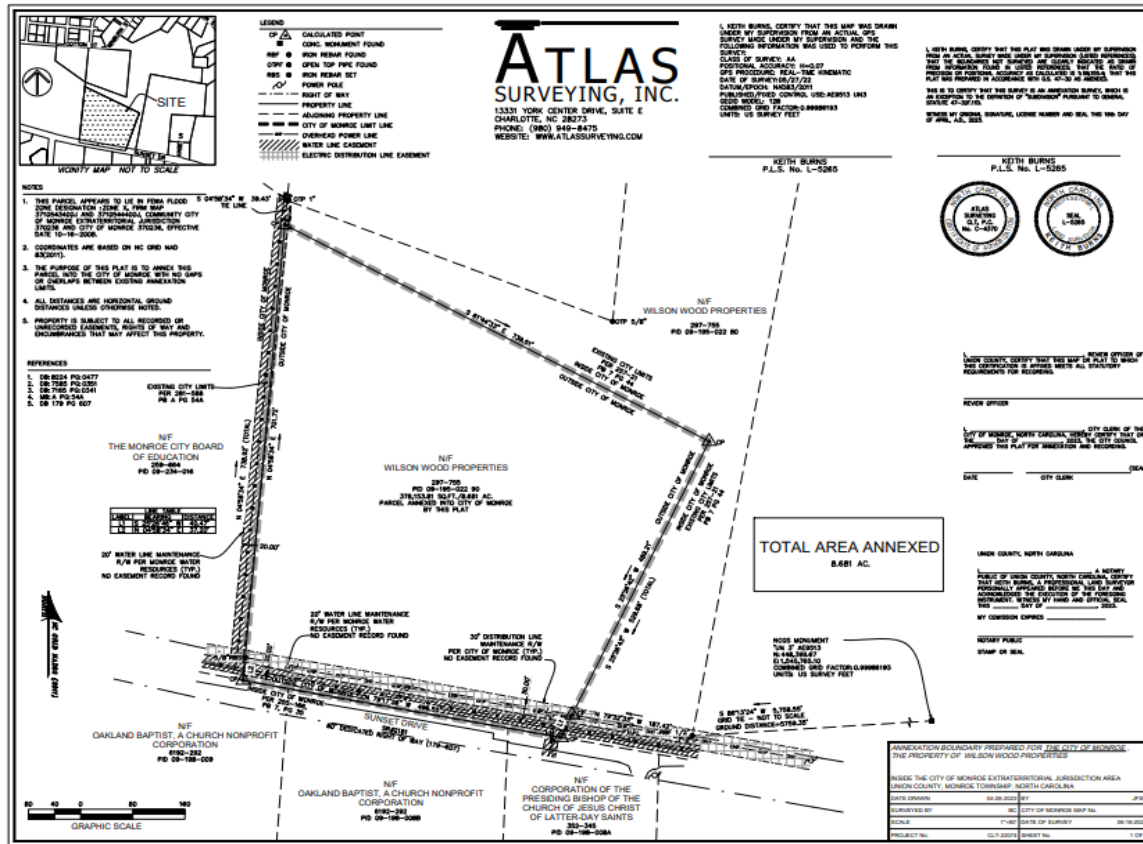
Section 1. A public hearing on the question of annexation of the area described herein will be held at the City Hall Council Chambers at 6:00 p.m. on June 13, 2023.

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

LEGAL DESCRIPTION OF 8.681 ACRES CONSISTING OF TAX PARCEL 09-195-022 90 THE PROPERTY OF WILSON WOOD PROPERTIES

BEING in North Carolina, Union County, Monroe Township, BEGINNING at a NCGS Monument "UN 3" tied to the North American Datum 83(2011), having North Carolina State Plane coordinates in US Survey feet of: North 448,399.67 feet and East 1,545,765.10 feet; thence S 86° 13' 24" W, 5,759.35 feet to a found 1/2-inch rebar, the line of now or formerly the Wilson Wood Properties property recorded in Deed Book 297, Page 755 in the Union County Register of Deeds; thence crossing the said Wilson Wood Properties property N 79° 32' 33" W, 187.42 feet to a calculated point on the said Wilson Wood Properties property and being on the existing city limits line of now or formerly the City of Monroe, the annexation ordinance recorded in Deed Book 257, Page 21 in the Union County Register of Deeds and being the **TRUE POINT OF BEGINNING**; thence continuing across the said Wilson Wood Properties property and with the said existing city limits S 25° 26' 43" W, 40.47 feet to a calculated point in the centerline of Sunset Drive on the line of now or formerly the Corporation of the Presiding Bishop of the Church of Jesus Christ of Latter-Day Saints property recorded in Deed Book 352, Page 345 in the Union County Register of Deeds, and said calculated point being on the existing city limits line of now or formerly the City of Monroe, the annexation ordinance recorded in Deed Book 255, Page 166 in the Union County Register of Deeds; thence with the said existing city limits line and with the said Corporation of the Presiding Bishop of the Church of Jesus Christ of Latter-Day Saints property and with now or formerly the Oakland Baptist, A Church Nonprofit Corporation property recorded in Record Book 6192, Page 292 in the Union County Register of Deeds N 79° 17' 26" W, 496.55 feet to a calculated point in the centerline of Sunset Drive and being a corner of now or formerly The Monroe City Board of Education property recorded in Deed Book 259, Page 664 in the Union County Register of Deeds and being on the existing city limits line of now or formerly the City of Monroe, the annexation ordinance recorded in Deed Book 281, Page 588 in the Union County Register of Deeds; thence leaving Sunset Drive and with the said existing city limits line and with the said Board of Education property two calls as follows: 1) N 4° 58' 34" E, 37.20 feet to a set 5/8-inch rebar; 2) N 4° 58' 34" E, 701.72 feet to a calculated point on the line of now or formerly the Wilson Wood Properties property recorded in Deed Book 297, Page 755 in the Union County Register of Deeds and said calculated point being on the existing city limits line of now or formerly the City of Monroe, the annexation ordinance recorded in Deed Book 257, Page 21 in the Union County Register of Deeds; thence crossing the said Wilson Wood Properties property and with the said existing city limits line two (2) calls as follows: 1) S 61° 44' 33" E, 739.51 feet to a calculated point; 2) S 25° 26' 43" W, 489.21 feet to the **TRUE POINT AND PLACE OF BEGINNING** and containing 8.681 Acres more or less as shown on an annexation plat entitled "Annexation Boundary Prepared for the City of Monroe, the property of Wilson Wood Properties" prepared by Atlas Surveying, Inc., surveyed by Keith Burns, PLS, and dated April 28, 2023. Said annexation plat is recorded in Plat Cabinet ____, File ____, in the Union County Register of Deeds.

Adopted this 9th day of May, 2023.



AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway

NAYS: None

AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway

NAYS: None

Item No. 13. Call for Public Hearings to be Held June 13, 2023.

A. Downtown PRONTO and Meet Me Downtown Incentive Grants for Rocko's Italian Deli.

Downtown Director Matthew Black advised by memorandum that Rocko's Italian Deli at 104 S. Main Street had submitted a request for the Downtown PRONTO and Meet Me Downtown Incentive Grants.

Mr. Black advised that it was the recommendation of Staff that Council call for a public hearing to be held on June 13, 2023 to consider this matter.

Mayor Pro Tem Anderson moved to call for a public hearing to be held on June 13, 2023 to consider this matter. Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway
NAYS: None

B. Fiscal Year 2023-2024 Budget. Finance Director Lisa Strickland advised by memorandum that North Carolina General Statute §159-12 stipulated that a public hearing be held to receive public comment on the proposed annual Budget prior to adoption of such Budget.

Ms. Strickland advised that it was the recommendation of Staff that Council call for a public hearing to be held on June 13, 2023 at 6:00 p.m. to receive public input.

Mayor Pro Tem Anderson moved to call for a public hearing to be held on June 13, 2023 at 6:00 p.m. to consider this matter. Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway
NAYS: None

Item No. 14. Minutes of City Council Meetings of April 11, 2023 and April 24, 2023. Mayor Pro Tem Anderson moved to approve the Minutes of the City Council Meetings of April 11, 2023 and April 24, 2023. Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway
NAYS: None

Item No. 15. North Carolina Main Street Annual Agreement. Downtown Director Matthew Black advised by memorandum that all designated Main Street and Small Town Main Streets were now required to sign an Annual Agreement with North Carolina Main Street (NCMS). Mr. Black

advised that the Agreement outlined the requirements and benefits of being designated a Main Street Community. He advised that the requirements were basic best practices for operating a Main Street program and broadly followed the National Main Street Accreditation standards. Mr. Black advised that the benefits section outlined partnership, training, technical assistance, network, funding, resource, economic impact and recognition benefits offered to Main Street communities. He advised that the Menu of Services document outlined training and education, strategic planning, downtown management, and grants and funding services that the City's team provided. Mr. Black advised that there was no additional financial obligation associated with the signing of the Agreement.

Mr. Black advised that Monroe had been a designated community since 1998 and had signed annual Agreements with NCMS since 2015.

Mr. Black advised that it was the recommendation of Staff that Council authorize the Downtown Director and the City Manager to sign the North Carolina Main Street Designation Annual Agreement.

Mayor Pro Tem Anderson moved to authorize the Downtown Director and the City Manager to sign the North Carolina Main Street Designation Annual Agreement. Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway
NAYS: None

Item No. 16. Ordinance Adopting Fee Schedule for Fiscal Year 2023-2024. Finance Director Lisa Strickland advised by memorandum that the following changes were being proposed for the Fiscal Year 2023-2024 Fee Schedule:

Chapter	Change
Chapter I. Administrative	• Increase Credit Report Fee to cover an increase in the cost of these services.
Chapter II. Building Standards	• Minor changes to text. • Increase per trip for afterhours inspections. • Regarding re-inspections, combining the residential rate of \$70 and commercial rate of \$110 to a residential/commercial flat rate fee of \$100.
Chapter IV. Charlotte-Monroe Executive Airport	• Line Service Fees section, the Regulated Garbage Pickup Service fee has contractually increased the pass-through charge from \$400 to \$510 per pick-up. • Fuel Rates section, the policy minimum for Self-Service is increasing from \$1.00 to \$1.30 above purchase price, and the policy minimum for Full-Service from \$1.50 to \$2.10 above purchase price. This increase reflects the required minimum necessary to offset the airport's current overhead cost. Additionally, adjustments have been made to the volume discounts offered for fuel purchase to reflect current use. The rate for Self-Fueling Fuel Storage is similarly increasing from

Chapter	Change
	\$0.68 per gallon to \$0.78 per gallon to compensate for higher operational cost.
Chapter VI. Electric	Update REPS Rider rates to match Wholesale Rate Rider as approved by the NCMPA1 Rate Committee.
Chapter VII. Engineering/Public Works	Increase various plan review fees to be closer to the rates of other similar sized municipalities within Union County.
Chapter IX. Monroe Country Club	- Due to a change in responsible Department, remove Article B. Monroe Country Club from the Parks and Recreation Chapter and allowing that article to stand alone in its alphabetical place at Chapter IX. and adjusting the remaining Articles and Chapters as needed. - Increase to everyday green fees and the flexibility to increase tournament rates up to 20% for non-charity events on Friday, Saturday and Sunday. - Increase in the Ballroom daily rental rate.
Chapter XI. Parks and Recreation	- Minor text changes - Replace Track & Field (Youth) Team Entry Fee with a similar Participant Fee.
Chapter XII. Planning and Zoning	- Provide rates comparable to other municipalities that are similar in population size and to cover additional requirements of Staff time & resources. - Increase in following fees: Air Quality Letter; Zoning Text Amendment; Zoning Verification Letter; Appeal of Zoning Officer's Decision; Special Use Permit Fee; Variance, Request for Special BOA Meeting; Major Work-Commission Level; Zoning Permit; New Structure, Zoning Permit; Accessory/Additions; Zoning Permit; and, Change of Use. - Site new fees proposed for after the fact permissions, amendments/modifications to approved plans and plan review submittals that exceed the 3rd submittal, Staff recommends the creation of the following fees: Variance: After-the-fact, Major Work-Commission Level: After-the-fact; Minor Work-Staff Level: After-the-fact; Planned Development Master Plans; Rezoning Major Modifications-Board Level; Rezoning Plan Review Fee after 3rd submittal; and, Rezoning Minor Modifications-Staff Level. - Fees in response to newly created programs or Ordinances: Downtown Food Truck Permit; and, Tree Removal Permit.
Chapter XIII. Water and Sewer	- Water and sewer rate increase of 3.5% pursuant to the 15-year rate model. - Administrative and non-construction fee increase of 2.34% based on the US Bureau of Labor, South Urban region, Consumer Price Index. - Based on Engineering News Record statistics, Construction Cost Index increase of 3.28%.

Ms. Strickland advised that it was the recommendation of Staff that Council adopt an Ordinance approving the Fiscal Year 2023-2024 Fee Schedule with an effective date of July 1, 2023.

Mayor Pro Tem Anderson moved to adopt Ordinance O-2023-17:

**ORDINANCE TO ADOPT
CITY OF MONROE FEE SCHEDULE
FISCAL YEAR 2023-2024
O-2023-17**

BE IT ORDAINED by the City Council of the City of Monroe that the City of Monroe Fee Schedule adopted May 10, 2022, and effective July 1, 2022, is hereby rewritten as shown on the attached Schedule entitled City of Monroe Fee Schedule and incorporated herein by reference.

Effective Date: July 1, 2023

Adopted this 9th day of May, 2023.

Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway
NAYS: None

Said Fiscal Year 2023-2024 Fee Schedule is hereby incorporated as a part of these Minutes as "Exhibit A."

Item No. 17. Police Department Donation from Union County Emergency Communications.

Police Chief Bryan Gilliard advised by memorandum that Staff had the opportunity to accept the donation of two updated radio dispatch consoles from Union County Emergency Communications for the Police Department to replace one radio dispatch console nearing end of life and one inoperable radio dispatch console. Mr. Gilliard advised that these consoles were utilized to effectively communicate between the Public Information Clerk and law enforcement officers. He advised that the current radio communications equipment in use was over ten years old and would be inoperable in 2025. Mr. Gilliard advised that replacement of this equipment would cost over \$1.1 million.

Due to the cancellation of the April 3, 2023 Public Safety Committee Meeting, Mr. Gilliard advised that the Public Safety Committee Chair approved moving this matter forward to the Consent section of the City Council May 9, 2023 Regular Meeting Agenda for consideration of approval.

Mr. Gilliard advised that it was the recommendation of Staff that Council accept the donation of two updated radio dispatch consoles from Union County Emergency Communications for the Police Department.

Mayor Pro Tem Anderson moved to accept the donation of two updated radio dispatch consoles from Union County Emergency Communications for the Police Department. Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon, Kerr, Keziah, Thompson,

Mayor Pro Tem Anderson and Mayor Holloway
NAYS: None

Item No. 18. Presentation of Budget Message for Fiscal Year 2023-2024. City Manager Mark Watson advised by memorandum that the Budget and Budget Message had been delivered to Council. He advised that with Mayoral approval, Council was being asked to accept the Budget Message for Fiscal Year 2023-2024 into the public record as if it had been read in its entirety.

Mayor Pro Tem Anderson moved to accept the Budget Message for Fiscal Year 2023-2024 into the public record as if it had been read in its entirety:

Dear Honorable Mayor and City Council:

This letter hereby transmits the proposed budget for the fiscal year ending **2024** to the Mayor and City Council of the City of Monroe.

The preparation of the annual budget is one of the major responsibilities conferred by law upon city managers in North Carolina. City staff has thoughtfully sought to assist in this responsibility of quantifying the cost of service delivery focusing on the most urgent of those requirements.

In developing the City's spending plan to affect services and operations, a number of principles were used during the conceptualization of this recommended budget:

- Realistic assumptions for revenue and expenditure estimates that matched reoccurring revenues with expenditures, as a basis of budget recommendations;
- Strategies sought to balance citizen interests for public safety, staff views on facility sustainment, and employee wellbeing without placing additional financial burdens on our citizenry, merchants, and industry;
- Preserving Fund Balance for future capital outlays, improvements, and contingencies.

The major challenges driving this budget planning and expenditure reconciliation process were:

- Additional staff needed to meet current and projected service demands and succession planning;
- Funding additional street maintenance initiatives;
- Delay in fully funding redevelopment area plans;
- Deferral of various improvements to Downtown.

The Manager's recommended budget increases by approximately **5.9%**, with the *total General Fund budget (including subsidized funds) increasing by 9.6%* and *Enterprise Funds budget increasing by 4.1%* over their current year budgets. Excluding capital projects, the operating budget increased by 13.1%, with the General Fund operating budget increasing 12.2% and the enterprise funds increasing 13.2%. This spending plan proposes maintaining the current general fund ad valorem tax rate of 50.25 cents and downtown municipal tax district's tax rate of 19.15 cents. Other fee and rate revisions are summarized in the respective sections of this Message.

The Governing Body possesses the great responsibility of being stewards of City funds as well as ensuring policies are implemented that foster a vibrant and healthy community. Your direction sets the tone for how the City may progress and in collaboration with our management team and your feedback, a clear set of priorities that can be fulfilled. The budget encompasses a number of recommendations that will foster work force stability, address maintenance challenges, and deploy projects that enhance our community.

GENERAL FUND

The City takes great pride and shows its commitment to revitalization in the downtown area with completion nearing for two previously approved projects, the Phil Bazemore Active Adult Center and the Bobby G. Kilgore Law Enforcement Center. The Phil Bazemore Active Adult Center is expected to be open in June of 2023 and the Bobby G. Kilgore Law Enforcement Center is expected to be complete in July 2023. Funding has been included in the FY 2024 budget to cover operating expenses including the addition of an Administrative Assistant (FT) at the Active Adult Center.

The proposed budget also includes the addition of five other full-time positions and one part-time position. New full-time positions include a Transportation Planner, Paralegal, Webmaster, Construction Project Manager and a Permit Technician. The new part-time position is a Human Resources Analyst position.

City employees continue to remain our single greatest asset. Included is funding for the City's merit program on a sliding scale based on performance of 0-2% and a 2.5% Cost of Living Adjustment. Also included is the increase to the City's retirement program as required by the State of 0.75%.

Maintaining existing facilities is a priority and the proposed FY 2024 budget continues to address many maintenance issues. Replacing flooring, painting and parking lot improvements at the Dickerson Community Center and replacing sidewalks and bleacher pads at the Dickerson tennis courts is planned. Also included are new bathrooms, sidewalks to the dog park and shelter at Sunset Park and painting at Winchester and the Old Armory Community Centers. Flooring and painting at the Monroe County Club ballroom and replacement of the Monroe city limit signs on Highway 74 is also budgeted.

The total General Fund budget is \$55,359,765. This proposed FY 2024 budget being recommended has been balanced through the strategic use of unassigned fund balance, current revenues and installment financings to fund a replacement fire truck and leaf collector truck.

MONROE AQUATICS AND FITNESS CENTER FUND

The proposed budget for the Aquatics and Fitness Center Fund for FY 2024 is \$4,257,943. The Center was added to enhance the quality of life in Monroe by offering activities that can be enjoyed by families in our community. The Center has seen a steady increase in membership and attendance over the past year. Funding for necessary maintenance items including remodeling the lobby and main hallway, treadmill spin bikes, dumb bell and elliptical replacements, retention pond cleanup and pool deck resurfacing at the indoor pool has been included.

WATER AND SEWER FUND

The proposed budget for the Water and Sewer Fund for FY 2024 is \$28,521,886. The City has committed to a financial plan that allows for small increases in the water and sewer rates to accumulate adequate funding for future capital projects to maintain adequate capacity for its current and future customers. In fiscal year 2017, a Resolution was adopted for the establishment of a Water and Sewer Capital Reserve Fund to be used to accumulate funds for the construction of an expanded wastewater treatment plant (WWTP) and other needed system improvements. Construction of the planned WWTP expansion has been accelerated in the capital improvement plan to begin construction in 2026 instead of the original date of 2032. This expanded WWTP capacity will be on-line in 2029 to ensure meeting the demands for service from the positive economic development and growth the City is experiencing. The City believes it is prudent to accumulate enough cash reserves to fund 40% of the total project cost and finance the remaining 60% with revenue bonds. The FY 2024 budget includes a 3.5% water and sewer rate increase as part of this financial plan.

Capacity fees and other construction related fees will be increased on July 1, 2023 by 3.28% based on the construction cost index. Administrative and non-construction fees will increase by 2.34% according to the consumer price index. Five full-time positions including an Administrative Assistant, a Construction Inspector, a General Manager of Operations, a Civil Engineer and a Water Systems Engineer have been added to help manage the City's systems and add new required programs such as back flow. A Maintenance Field Supervisor, Maintenance Operator II and Construction Operator have been added to oversee maintenance and construction of systems.

Water Capital Improvements: The City's John Glenn Water Treatment Plant has a current capacity of 11.0 MGD. This combined with the Catawba Water Supply of 1.99 MGD (via Union County contract), is expected to meet anticipated demands until 2036, assuming a 2.0 percent annual growth rate. Negotiations are ongoing with Union County for additional future partnerships on water supply.

In order to ensure continued reliable operation of the existing water treatment plant, improvements as recommended in the City's Risk and Resiliency Plan are being made as part of the FY24 budget, in addition to repair and maintenance of other critical equipment at the plant and the addition of an additional Water Treatment Plant Operator.

Sewer Capital Improvements: The City's Wastewater Treatment Plant capacity is projected to serve the City's needs until 2033 at an annual 2.0 percent growth rate. An expansion plan is in place as previously mentioned to ensure that added capacity can be made available by 2029. The new plant is currently being designed.

Infrastructure Renewal: Significant efforts are underway to renew our existing infrastructure. A strategic plan was launched in FY 2014 to repair and replace old and deteriorated segments of the water distribution and sewer collection system to ensure system viability. The City has an aggressive goal to replace 1% of the distribution and collection system each year. The proposed budget includes funding to continue this program.

ELECTRIC FUND

The proposed budget for the Electric Fund for FY 2024 is \$68,062,058. Electric rates for the FY 2024 budget year are proposed to remain the same. Line extension projects are proposed to be funded to extend electric facilities to residential subdivisions, commercial developments and industrial projects. These extensions not only allow the City to serve future load growth, but in some cases provide redundancy by improving the power transfer capability between substations. The proposed budget includes funding to add personnel to keep up with demand due to growth and to reduce reliance on contract workforce. Additions include four full-time positions including a GIS Technician and three Electric Line Superintendents.

NATURAL GAS FUND

The proposed budget for the Natural Gas Fund for FY 2024 is \$32,490,489. Natural gas rates are adjusted monthly to reflect the increases/decreases in the actual cost of natural gas. The margin is budgeted to remain the same in FY 2024. The natural gas system continues to expand to serve new industrial, commercial and residential customers resulting in increased sales volume that may offset future rate increases. The proposed budget includes funding for one additional position, a Records Management Specialist, to keep up with compliance reporting for the utility.

Proposed capital improvements include continued funding of system reinforcement projects to resolve weak portions of the natural gas system and provide redundancy. Funding for projects to meet compliance requirements is included. Funding for line relocation projects due to roadway improvement

projects have been included. Infrastructure projects and revenue-based expansions have also been included to accommodate new planned subdivisions as well as new commercial developments and industrial projects.

STORMWATER FUND

The proposed budget for the Stormwater Fund for FY 2024 is \$3,583,568. Stormwater Service is a part of the Engineering Department and has two primary functions - (1) maintain and revitalize the stormwater drainage conveyances on both public and private property in Monroe, and (2) provide a response to the City's NPDES Phase II permit which focuses on maintaining and improving the quality of stormwater runoff. Funding for ongoing small stormwater construction projects, the James Hamilton Road Culvert and the Stewarts Creek Watershed water quality project was included in the FY 2024 budget. There are no stormwater rate increases proposed in this budget.

AIRPORT FUND

The proposed budget for the Airport Fund for FY 2024 is \$4,938,971. The continued focus is to expand operations and attract more traffic of based and transient aircraft. Maintenance items such as bathroom remodeling and new furniture in the terminal are planned as well as updating the computer and network equipment as required by the US Customs and Border Protection Agency.

SOLID WASTE FUND

The proposed budget for the Solid Waste Fund for FY 2024 is \$3,411,915. The Solid Waste Fund covers the cost of recycling and residential/business collection services within the corporate limits as well as litter pickup along the public street right-of-ways. Funding for the purchase of additional trash carts has been included. There is no rate increase proposed for FY 2024.

SELF-INSURANCE FUNDS

The City maintains three self-insurance funds: Workers' Compensation, Property and Casualty and Health and Dental. The proposed annual financial plan for the Health and Dental Insurance Fund no increase for employee premiums, but include a 3% increase to the employer premium contributions or for the upcoming year.

The proposed annual financial plan for the Workers' Compensation Fund for FY 2024 includes funding contributions of \$450,000 that has been allocated to all departments. Funding for the Property and Casualty Fund totals \$1,158,256 that has been allocated to all departments. This amount is 34.6% higher the prior fiscal year.

The City has also been funding post-employment benefit costs for retirees as the expenses have been incurred. The annual required contribution, as calculated by an actuary, represents the projected amount required to fund normal costs each year and is now recorded as a liability to the City on the financial statements. At this time, no funding is recommended for GASB 45 post-employment benefits. The budget includes funding for a study to make recommendations about how this liability can be managed.

CONCLUSION

The City of Monroe will continue to stay focused on the long-term goal of making Monroe a desirable place to live and work and invest. City services and infrastructure will be maintained and developed as community grows and develops. With the extensive planning within our water, sewer, electric and natural gas services, Monroe stands alone in Union County to meet any and all residential and industrial development needs. Ready and able to meet these needs puts Monroe in an excellent position to grow

our City. The decisions we make now will lay the foundation for our future and we need to do so with a sound plan and unified voice.

Our continued focus on upkeep and enhancement of downtown and community wide resources through partnerships and proper planning will allow Monroe to grow and flourish. Over time, we will not only change the physical landscape, but also implement standards that are not required, but expected. By reestablishing community pride, Monroe will continue to blossom as the place we proudly call home.

I thank you for the opportunity to present this budget and I look forward to seeing Monroe's potential realized to the fullest. I, along with our staff, will work diligently throughout the remainder of the budget process to achieve the priorities of the Mayor and City Council for the upcoming fiscal year.

Respectfully,
/s/ Mark Watson, City Manager

Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Gordon, Kerr, Keziah, Thompson, Mayor Pro Tem Anderson and Mayor Holloway
NAYS:	None

Item No. 19. Resolutions.

A. Disposal by Auction Sale of 2001 Ford Bucket Truck. Finance Director Lisa Strickland advised by memorandum that Staff was requesting that Council authorize Staff to dispose of a 2001 Ford Bucket Truck as defined by G.S. 160-270A. Ms. Strickland advised that pursuant to G.S. 160-270A and Title III, Chapter 34 of the City of Monroe Code of Ordinances, Staff was required to seek board approval when the fair market value of surplus personal property was believed to exceed \$30,000. She advised that Staff believed that the potential proceeds of this apparatus might be in excess of \$30,000 which would require adoption of a Resolution giving authority to dispose of the vehicle. Ms. Strickland advised that the truck had been evaluated by management and the City Garage and met the requirements for replacement due to the age.

Ms. Strickland advised that Staff presented this matter to the General Services Committee on May 4, 2023.

Ms. Strickland advised that it was the recommendation of the General Services Committee and Staff that Council adopt a Resolution authorizing the disposal of the 2001 Ford Bucket Truck as defined by G.S. 160-270A and authorizing the City Manager to execute any and all necessary documents.

Mayor Pro Tem Anderson moved to adopt Resolution R-2023-26:

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

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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 7:00 am 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.

Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Gordon, Kerr, Keziah, Thompson, Mayor Pro Tem Anderson and Mayor Holloway
NAYS:	None

B. Equipment Installment Financing for Fiscal Year 2023. Finance Director Lisa Strickland advised by memorandum that on March 27, 2023, Staff sent requests for proposals for the 2023 Equipment Installment Financing directly to 69 financial institutions. Ms. Strickland advised that on April 17, 2023, the City received responses from seven institutions.

Ms. Strickland advised that this matter was presented to the General Services Committee on May 4, 2023.

Ms. Strickland advised that based on the proposals received, it was the recommendation of the General Services Committee and Staff that Council adopt a Resolution approving the Fiscal Year 2023 Equipment Installment Financing to Truist Bank to incur the indebtedness and authorize the execution of the respective documents.

Mayor Pro Tem Anderson moved to adopt Resolution R-2023-24:

**RESOLUTION APPROVING INCURRENCE BY
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.

Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway
NAYS: None

Item No. 20. Water Resources Elevated Storage Tank Inspections. Water Resources Director Scott Clark advised by memorandum that the Water Resources Department owned and operated six elevated storage tanks throughout the water distribution system. Mr. Clark advised that through an existing, permanent contract, Water Resources had utilized SUEZ-Utility Service Company, Inc. to perform annual water tank inspections. He advised that the annual inspections ensured the City's assets were operated and maintained thoroughly.

Mr. Clark advised that the annual inspection costs exceeded the approved contract threshold by \$8,370.86 for a total cost of \$108,370.86. He advised that there were current budgeted funds to absorb the added costs.

Due to cancellation of the May 2, 2023 Public Enterprise Committee, the Public Enterprise Committee Chair approved moving this matter forward to the Consent section of the City Council May 9, 2023 Regular Meeting Agenda for consideration of approval.

Mr. Clark advised that it was the recommendation of Staff that Council award the contract for the annual elevated water tank inspections to SUEZ-Utility Service Company, Inc. in the amount of \$108,370.86 and authorize the City Manager to execute any and all necessary documents.

A. Award of Contract to SUEZ-Utility Service Company, Inc. Mayor Pro Tem Anderson moved to award the contract for the annual elevated water tank inspections for the Water Resources Department to SUEZ-Utility Service Company, Inc. in the amount of \$108,370.86. Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway
NAYS: None

B. City Manager to Execute Documents. Mayor Pro Tem Anderson moved to authorize the City Manager to execute any and all necessary documents with regard to the contract with SUEZ-Utility Service Company, Inc. for the annual elevated water tank inspections for the Water Resources Department. Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway
NAYS: None

INFORMATIONAL COMMITTEE MINUTES, COMMITTEE STAFF NOTES AND REPORTS

Item No. 21. Committee Minutes/Staff Notes.

A. Minutes of Charlotte-Monroe Executive Airport Commission Meeting of April 10, 2023.

Minutes of the Charlotte-Monroe Executive Airport Commission Meeting of April 10, 2023 were received as information by Council. As this item was for informational purposes only, no action was required from Council.

B. Minutes of Diversity, Equity and Inclusion Committee Meetings of January 12, 2023 and March 9, 2023.

Minutes of the Diversity, Equity and Inclusion Committee Meetings of January 12, 2023 and March 9, 2023 were received as information by Council. As this item was for informational purposes only, no action was required from Council.

C. Minutes of General Services Committee Meeting of April 6, 2023. Minutes of the General Services Committee Meeting of April 6, 2023 were received as information by Council. As this item was for informational purposes only, no action was required from Council.

D. Minutes of Historic District Commission Meeting of March 13, 2023. Minutes of the Historic District Commission Meeting of March 13, 2023 were received as information by Council. As this item was for informational purposes only, no action was required from Council.

E. Minutes of Monroe Tourism Development Authority Meetings of February 9, 2023 and March 9, 2023. Minutes of the Monroe Tourism Development Authority Meetings of February 9, 2023 and March 9, 2023 were received as information by Council. As this item was for informational purposes only, no action was required from Council.

F. Minutes of Monroe-Union County Economic Development Advisory Board Meeting of March 14, 2023. Minutes of the Monroe-Union County Economic Development Advisory Board Meeting of March 14, 2023 were received as information by Council. As this item was for informational purposes only, no action was required from Council.

G. Minutes of Parks and Recreation Commission Meeting of February 14, 2023. Minutes of the Parks and Recreation Commission Meeting of February 14, 2023 were received as information by Council. As this item was for informational purposes only, no action was required from Council.

H. Minutes of Planning Board Meeting of March 1, 2023. Minutes of the Planning Board Meeting of March 1, 2023 were received as information by Council. As this item was for informational purposes only, no action was required from Council.

Item No. 22. Disbursement of Fiscal Year 2022-2023 City Council Discretionary Funds by Mayor Pro Tem Gary Anderson. City Clerk Bridgette Robinson advised by memorandum that Staff had received a request from Mayor Pro Tem Gary Anderson for disbursement of City Council Discretionary Funds as follows: American Red Cross – \$500. Disbursements for Mayor Pro Tem Anderson follow:

Date	Recipient	Public Purpose	Fiscal Impact	
			Amount	Balance
07/01/2022	Discretionary Allocation Fiscal Year 2022-2023			\$3,000
08/09/2022	Monroe High School Athletic Foundation	Support of high school athletics	\$250	\$2,750
08/23/2022	Monroe Civitan Club	Community development	\$100	\$2,650
10/17/2022	Union County Crisis Assistance Ministry	Support families in crisis meet essential life needs and become self-sufficient in support of community development	\$200	\$2,450
11/21/2022	Humane Society of Union County	Animal protection and control	\$500	\$1,950
11/29/2022	Council on Aging in Union County	Support of assistance and care programs for senior citizens	\$300	\$1,650
02/28/2023	Council on Aging in Union County	Support of assistance and care programs for senior citizens	\$500	\$1,150
02/28/2023	Police Athletic League (PAL)	Recreational opportunities	\$500	\$650
04/19/2023	American Red Cross	Provides emergency assistance, disaster relief and disaster preparedness education	\$500	\$150

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

Item No. 23. Financial Reports for March 2023. Financial Reports for March 2023 were received as information by Council. As this item was for informational purposes only, no action was required from Council.

Item No. 24. Summary of Contracts Awarded, Change Orders Approved and City Manager's Settlement of Claims for April 2023. City Manager Mark Watson reported by memorandum the award of contracts pursuant to Ordinance O-2001-17, Change Orders (CO) approved pursuant to Resolution R-2000-76 and the settlement of claims pursuant to Ordinance O-2018-50 for April 2023:

Name	Purpose	Fiscal Impact	
		Fund	Amount
Carolina CAT	Rental of heavy equipment as needed	Engineering-Street	\$6,939.72

Name	Purpose	Fiscal Impact	
		Fund	Amount
Name	Purpose	Fiscal Impact	
		Fund	Amount
AFA Protective Systems	Fire alarm monitoring and annual testing	Electrical-Administration	*\$1,003.80
Gregory E. Doyle, Jr.	Provide bounce inflatables for Monroe Aquatics Fitness Center (MAFC) 25 th Anniversary Event	Park & Recreation-MAFC	*\$1,000.00
Rex Davis	Renovate turf on Tee box 5 at Monroe Country Club (MCC)	Park & Recreation-Golf Course	*\$4,536.00
Resolve Environmental	Mediation of sludge and fuel in a storage tank	Downtown Monroe-MuniServDist	*\$1,855.10
Heath and Associates, Inc.	Natural Gas TIMP Plan and O&M Manual Updates	Electrical-Administration	\$13,800.00
Andark Graphics & Appar	Lettering and striping Fire Department vehicles	Fire-Fire	*\$4,999.00
Edko, LLC	Weed control services	Electrical-Maintenance/Construction	*\$4,999.00
Fiber Planners, Inc.	Fiber Management	Electrical-Administration	\$98,400.00
Pea Island, LLC	Provide gaming truck for MAFC 25 th Anniversary Event	Park & Recreation-MAFC	*\$975.00
Union-Anson Habitat for Humanity	East Village Affordable Housing Design Phase	Planning and Develop-CommDevel	\$10,000.00
J M Teague Engineering	Work zone Flagger training	Natural Gas-Maintenance/Construction	*\$1,675.00
GTI Energy	Failure Analysis investigation of Gas incident	Natural Gas-Maintenance/Construction	\$13,000.00
Siemens Industry, Inc.	Inspection and support of substation switchgear	Electrical-Maintenance/Construction	*\$4,999.99
Campbell-Brown, Inc.	Provide and install emergency equipment	Police-Police	\$68,487.48
Robert Leland White	Balloon sculpture spin art photo booth MAFC 25 th Anniversary Event	Park & Recreation-MAFC	*\$1,025.00
Chimney Guys, LLC	Provide DJ music services for MAFC 25 th Anniversary Event	Park & Recreation-MAFC	*\$2,000.00
Warriors & Warbirds, Inc.	Maintenance and operations of Tinker Belle	Tourism Development	\$10,000.00
SRK Fence, LLC	Installation and repairs of the chain link fence at the Winchester Community Swimming Pool	Park & Recreation-Parks Maintenance	\$12,802.98
Stacey S. Jones	Catering services for USG closing ceremony	Park & Recreation-Recreational	*\$1,740.00
E. Rhyne Davis	Refueler truck repair	Airport-Operations	\$3,366.90
Anthony M. Belk	Miscellaneous painting at City facilities	City Facilities-Maintenance	*\$4,500.00
Trace3, LLC	Cyber security penetration testing	Information Technology-Information	\$12,170.00

Name	Purpose	Fiscal Impact	
		Fund	Amount
Trace3, LLC	Cyber security policies, Standards Response Plan	Information Technology-Information	\$72,159.00
Name	Purpose	Fiscal Impact	
		Fund	Amount
Phillip J. Mungo Company	Electrical work on 15 MG EQ Basin	Water Resources Waste Treatment Plan	\$72,888.00
Striping Concepts, LLC	2023 Restriping Contract	Engineering-Powell Bill	\$90,708.80
JF Acquisition, LLC	Repairs for self-service terminal	Airport-Operations	*\$3,961.00
*Approved by Department Director		TOTAL	\$523,991.77

There were no settlement of claims. As this item was for informational purposes only, no action was required from Council.

REGULAR AGENDA

Item No. 25. Resolution Establishing Code of Ethics for City of Monroe Advisory Boards, Committees and Commissions. City Attorney Richard Long advised that when he was hired as the City Attorney, he was asked to look at all City systems and including the legal and the interworking of all City Committees and things of that nature.

City Attorney Long advised that the General Statutes required that Council have a Code of Ethics. He advised that Council was all sworn in and agreed to abide by that. City Attorney Long advised that the Monroe Youth Council also had a Code of Ethics; however, there was not a Code of Ethics for the City's Advisory Boards, Committees or Commissions and he felt that it was necessary to have one.

City Attorney Long advised that the Code of Ethics would serve as a guide that would help to establish guidelines for ethical standards and conduct for the members that would help determine what conduct was appropriate in a particular case for the Advisory Boards, Committees or Commissions members. He advised that this Code of Ethics was not to be considered a substitute for the law nor was it to be considered a substitute for a member's best judgment. City Attorney Long advised that there was a section for an attendance policy which was also a part of an Ordinance and this was incorporated. He advised that this Code of Ethics did allow for a Board to take action to remove a member if someone was acting unethically. He advised that the proposed Code of Ethics closely paralleled the one of Council.

Council Member Kerr moved to adopt Resolution R-2023-33:

Pursuant to the requirements of Section 160A-86 of the North Carolina General Statutes, the Council adopted a Code of Ethics on December 7, 2010, Policy # GA-13 to guide Council Members in their lawful decision-making. It is the desire of Council for each Advisory Board, Commission, or Committee Member to acknowledge receipt of and abide by a Code of Ethics and Attendance Policy for Members of Advisory Boards, Commissions and Committees of the City of Monroe as set forth by Resolution.

The purpose of this Code of Ethics & Attendance Policy is to establish guidelines for ethical standards of conduct for Advisory Board Members and to help determine what conduct is appropriate in particular cases. It should not be considered a substitute for the law or for a member's best judgment.

**RESOLUTION ESTABLISHING CODE OF ETHICS AND ATTENDANCE POLICY
FOR MEMBERS OF ADVISORY BOARDS, COMMISSIONS AND COMMITTEES OF
CITY OF MONROE
R-2023-33**

WHEREAS, Section 160A-86 of the North Carolina General Statutes requires local governing boards to adopt a code of ethics and, pursuant to Section 160A-86, the City Council has previously adopted a Code of Ethics on December 7, 2010, Policy # GA-13, for the City Council; and

WHEREAS, it is appropriate that members of City advisory boards, commissions, and committees as well as Mayoral and City Council appointees to non-city bodies (hereinafter “Advisory Board Members”), also adhere to a Code of Ethics; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe in recognition of our blessings and obligations as citizens of the State of North Carolina and as public officials representing the citizens of the City of Monroe, and acting pursuant to the requirements of Section 160A-86 of the North Carolina General Statutes, we do hereby adopt the following General Principles and Code of Ethics & Attendance Policy to guide Advisory Board Members in their lawful decision-making.

GENERAL PRINCIPLES AND CODE OF ETHICS

The purpose of this Code of Ethics is to establish guidelines for ethical standards of conduct for advisory board members and to help determine what conduct is appropriate in particular cases. It should not be considered a substitute for the law or for a member's best judgment.

The stability and proper operation of democratic representative government depend upon public confidence in the integrity of the government and upon responsible exercise of the trust conferred by the people upon their elected officials.

Governmental decisions and policy must be made and implemented through proper channels and processes of the governmental structure.

Advisory board members must be able to act in a manner that maintains their integrity and independence yet is responsive to the interests and needs of those they represent and must always remain aware that they may, at various times, play different roles:

As advisors, who balance the public interest and private rights in considering and recommending, among other things, ordinances, policies, and decisions.

As decision-makers, who arrive at fair and impartial determinations.

Advisory board members must know how to distinguish among these roles, to determine when each role is appropriate, and to act accordingly.

Advisory board members must be aware of their obligation to conform their behavior to standards of ethical conduct that warrant the trust of the Mayor and City Council and the citizens of the City of Monroe. Each board member must find within his or her own conscience the touchstone by which to determine what conduct is appropriate.

Section 1. Advisory board members should obey all laws applicable to their official actions. Advisory board members should be guided by the spirit as well as the letter of the law in whatever they do.

At the same time, advisory board members should feel free to assert policy positions and opinions without fear of reprisal from fellow board members or citizens. However, in doing so, advisory board members:

- A. Shall be mindful that they were appointed by the Mayor or City Council, or by another appointing authority to a City board, commission, or committee and, therefore, if they are knowingly advising or advocating a position that is contrary to a Council policy, that they notify the Mayor and City Council of such as soon as practicable;
- B. Who serve in an advisory capacity shall be mindful that their chief responsibility is to advise the Mayor and City Council or other decision making body rather than to advocate to the public at large or on behalf of an individual or entity, particularly when the position of advocacy is contrary to a Council policy;
- C. Shall understand that they hold a position of trust on behalf of the City and its citizens;
- D. Shall assert policy positions and opinions on matters within or related to the jurisdiction and subject matter of the body on which they serve only through the transparency of official proceedings of the body or in a capacity and manner appropriate for a member of such body. Advisory board members shall not represent their individual views as being representative of the full body unless they have been formally authorized by the body to do so;
- E. Shall faithfully attend regular and special meetings of the body.

These guidelines are especially important to chairpersons who must recognize that they are often viewed as speaking for the body.

To declare that an advisory board member is behaving unethically because one disagrees with that official on a question of policy (and not because of the board member's behavior) is unfair, dishonest, irresponsible, and itself unethical.

Section 2. Advisory board members should act with integrity and independence from improper influence as they exercise the duties of their offices. Characteristics and behaviors consistent with this standard include the following:

- Adhering firmly to a code of sound values
- Exhibiting trustworthiness
- Using their best independent judgment to pursue the common good as they see it, presenting their opinions to all in a reasonable, forthright, consistent manner
- Remaining incorruptible, self-governing, and unaffected by improper influence while at the same time being able to consider the opinions and ideas of others

- For advisory board members who act in a quasi-judicial capacity, disclosing contacts and information about issues that they receive outside of public meetings and refraining from seeking or receiving information about quasijudicial matters outside of the quasi-judicial proceedings themselves
- Treating other board members, staff and the public with respect and honoring the opinions of others even when the board members disagree with those opinions
- Showing respect for their offices and not behaving in ways that reflect badly on those offices
- Recognizing that individual advisory board members are not generally allowed to act on behalf of the body but may only do so if the body specifically authorizes it, and that the body must take official action as a body.

Section 3. Advisory board members should avoid impropriety in the exercise of their official duties. Their official actions should be above reproach and they should not use their official position for personal gain. Although opinions may vary about what behavior is inappropriate, the Mayor and City Council will consider impropriety in terms of whether a reasonable person who is aware of all of the relevant facts and circumstances surrounding the advisory board member's action would conclude that the action was inappropriate.

If an advisory board member believes that his or her actions, while legal and ethical, may be misunderstood, the member should seek the advice of the staff person assigned to said committee or board (if any) who will confer with his or her department supervisor and/or the City Attorney who will consider the facts of the situation and the steps necessary to resolve it.

Section 4. Advisory board members should faithfully perform the duties of their offices. They should act as the especially responsible citizens whom others can trust and respect. They should set a good example for others in the community, keeping in mind that trust and respect must continually be earned. Advisory board members should be willing to bear their fair share of the body's workload. To the extent appropriate, they should be willing to put the City's interests ahead of their own.

Section 5. Advisory board members should conduct the affairs of the board in an open and public manner. They should comply with all applicable laws governing open meetings and public records, recognizing that doing so is an important way to be worthy of the public's trust. They should remember when they meet that they are conducting the public's business. They should also remember that local government records belong to the public and not to them or City employees.

In order to ensure strict compliance with the laws concerning openness, the Mayor and City Council have made it clear that an environment of transparency and candor is to be maintained at all times in the governmental unit. They should take deliberate steps to make certain that any meetings held by the body are lawfully conducted and that such meetings do not stray from the purposes for which they are called.

Section 6. Attendance Policy

Advisory board members should faithfully attend and prepare for meetings and adhere to the following attendance policy.

In order for an advisory board, commission, or committee to be effective and efficient, and to accomplish its purpose, its membership must be actively involved and attentive to the business of the body therefore the Mayor and City Council may dismiss any member who

fails to follow the attendance policy set forth in any ordinance addressed to that particular board or committee without good cause (such as temporary severe illness of a member or such member's family or overriding but temporary business concerns. Such dismissal may be considered upon complaint by the chairperson, a member of the advisory board, staff assigned to said committee, or on the City Council's own motion.

A member of any advisory board appointed by the Mayor or City Council may be automatically removed from said body for failure to adhere to the attendance requirements set forth in any ordinance regarding such board or committee.

Section 7. Criminal Convictions

Criminal convictions involving crimes of moral turpitude shall be grounds for dismissal.

Section 8. Sanctions.

In the event that a member of an advisory board fails to comply with the code of ethics or attendance policy the chairperson or staff member assigned to said committee shall notify the City Clerk in writing of the policy violation and to request that said member be replaced. The City Clerk will forward the complaint to the Mayor and City Council for review. Nothing herein shall prevent the Council from acting on its own motion. Following the review of an allegation against a member of a City advisory board, the City Council may sanction the member who was the subject of the review. Potential sanctions include removal of the member, adoption of a resolution of censure, and any other lawful sanction within the City Council's power.

**ACKNOWLEDGEMENT OF RECEIPT OF CODE OF ETHICS AND
ATTENDANCE POLICY
FOR MEMBERS SERVING ON ADVISORY BOARDS
COMMISSIONS AND COMMITTEES**

On the date written below, I received the Code of Ethics and Attendance Policy for Advisory Board, Commission, and Committee Members:

I understand that I am responsible for reviewing the contents of this policy and asking questions if I do not understand any part of it.

A signed copy of this form will be maintained in the Office of the City Clerk

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

AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway

NAYS: None

City Manager Mark Watson advised that as a matter of administration, all currently seated members of Advisory Boards, Commissions and Committees of the City of Monroe would be provided with a copy of the Resolution containing the Code of Ethics and Attendance Policy. In

addition, he advised that the original signed copy of the Acknowledgement of Receipt of Code of Ethics and Attendance Policy form would be maintained by the City Clerk.

If someone refused to sign the Code of Ethics, Council Member Thompson inquired how this would be handled.

As this was a new policy, City Attorney Long advised that he would have to look into this before responding to the question. He advised that the idea was that that Code of Ethics clearly stated that a member of the Advisory Boards, Commissions and Committees was responsible for trying to understand the Code of Ethics and they were responsible for asking questions if they had any. City Attorney Long advised that if a member did not understand what the Code of Ethics meant, they should ask questions before signing the acknowledgement.

Item No. 26. Citizens Appointment Committee Recommendations. Mayor Pro Tem/Citizens Appointment Committee Chair Anderson advised that the Citizens Appointment Committee met on May 1, 2023 and made the following recommendations to Committees:

Committee	Action	Effective Date	Date Term to Expire
Charlotte-Monroe Executive Airport Commission	Appoint Council Member James Kerr to Vice-Chair	01-01-2023	N/A
Planning Board	Appoint William D. Dotson to a Partial Term to Replace Rich Ali	01-01-2023	12-31-2024

Council Member Keziah moved to approve the recommendations to Committees as outlined above. Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway
NAYS: None

Item No. 27. Closed Session pursuant to North Carolina General Statute (N.C.G.S.) Section 143-318.11(a)(1), Section 159B-38 and Section 143-318.11(a)(5). Council Member Keziah moved to go into Closed Session pursuant to North Carolina General Statute Section 143-318.11 (a)(1), Section 159B-38 and Section 143-318.11 (a)(5) to prevent the disclosure of privileged or confidential information and to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege to establish or instruct Staff or agent concerning the negotiation of the price and terms of a contract concerning the acquisition of real property. Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway
NAYS: None

Upon return from Closed Session and there being no further business, Mayor Pro Tem Anderson moved to adjourn the City Council Regular Meeting of May 9, 2023 at 7:50 p.m. Council Member Keziah seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon, Kerr, Keziah, Thompson,
Mayor Pro Tem Anderson and Mayor Holloway
NAYS: None

Attest:

Marion L. Holloway, Jr., Mayor

Bridgette H. Robinson, City Clerk

CITY OF MONROE

**FEE SCHEDULE
ORDINANCE**



ADOPTED: May 9, 2023
EFFECTIVE: July 1, 2023

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CHAPTER I. ADMINISTRATIVE

ARTICLE A. MISCELLANEOUS

Section 1. City Code of Ordinances/History Books/Public Notice of Special Meetings/Standard Specifications and Detail Manual/Administrative Manual - Stormwater Management Ordinance.

Description	Fee
Annual Supplement to City Code of Ordinances	\$25
City Code of Ordinances Book	\$75
City of Monroe Standard Specifications and Detail Manual	\$50
City of Monroe Standard Specifications and Detail Manual on CD Rom	\$20
Update to City of Monroe Standard Specifications and Detail Manual (CD Rom and copies)	\$20
"Looking Back at Monroe" History Books	\$15
Public Notice of Special Meetings of City Council (Annually)	\$10
Administrative Manual – Stormwater Management Ordinance	\$25
Returned Item Charge – Tax Payments	*(a)

*(a) Maximum allowed by North Carolina Law (G.S. 105-357)

Section 2. Copying Fees.

Description	Fee
Certified	
First Page	\$3
Each Additional Page	\$1
Police Records	\$1 per page
Media on CD Rom	\$2/CD
Uncertified	
Up to 10 Pages	No Charge
11 Pages and Above	\$0.10 per page

Section 3. Tax on Gross Receipts Derived from Retail Short-Term Lease or Rental of Vehicles.

One and one-half percent (1.5%) of the gross receipts derived from the short-term lease or rental of vehicles at retail to the general public.

Section 4. Tax on Gross Receipts Derived from Retail Short-Term Lease or Rental of Heavy Equipment.

Eight-tenths percent (0.8%) on the gross receipts from the short-term lease or rental of heavy equipment by a person whose principal business is the short-term lease or rental of heavy equipment at retail.

Section 5. Credit Card, Debit Cards, and eCheck Convenience Fees.

An applicable convenience fee may be charged on credit card, debit card, and eCheck payment transactions.

Effective July 1, 2020.

Section 6. Cemeteries.

Description	Fee
Cremation and Infant Vault Burials	
Resident	\$250
Non-Resident	\$400
Deed Recording Fee	\$30
Grave Spaces – Full Plots	
Resident	\$650
Non-Resident	\$950
Grave Spaces – Available Half Plots	
Resident	\$325
Non-Resident	\$425
Opening and Closing	
Resident-Weekdays	\$650
Non-Resident-Weekdays	\$850
Resident-Weekends and Holidays	\$800
Non-Resident-Weekends and Holidays	\$1,000

Section 7. Residential Utility Deposits.

Description	Fee
All-Electric	\$200
Electric	\$150
Gas	\$150
Sewer	\$25
Sewer Only – Inside Rates	\$35
Sewer Only – Outside Rates	\$70
Water	\$25

Section 8. Commercial and Industrial Utility Deposits.

Commercial and Industrial customers in good credit standing shall pay a deposit equal to the estimated average monthly bill for the past 13-month period (available history), or a comparable business, or a minimum of:

Description	Fee
All-Electric	\$350
Electric	\$300
Gas	\$200
Sewer	\$170
Water	\$120

The Customer Service Manager, or his or her designee, may require a deposit equal to two (2) times the average monthly charges for a location if they feel that the minimum deposit as listed above is excessive. Commercial and Industrial customers in “not good” credit standing shall pay a deposit equal to two (2) times estimated average charges for the past 13 month period.

Section 9. Miscellaneous Utility Fees.

Description of Service	Fee
Application – Existing Customer	\$10
Application – New Customer	\$15
Credit Reporting Fee – Commercial/Industrial/Non-Profit	\$25
Credit Reporting Fee – Residential	\$5
Delinquent Utility Payment Penalty Per Month	1% or Min. of \$5
Existing Natural Gas Seasonal Reconnect Fee	8 Times Monthly Basic Charge Plus \$50
Field Tech Visit by Request	\$25
Meter Re-read – Each Visit	\$25
Meter Reset Fee (per occurrence)	\$300
Meter Test – AMR	\$75
Meter Test – Lab – Non AMR	\$50
Meter Test – On-Site – Non AMR	\$25
Restore Service – After 4:00 p.m.	\$55
Restore Service – At Pole or Underground after 4:00 p.m.	\$90
Restore Service – At Pole or Underground before 4:00 p.m.	\$70
Restore Service – At Pole or Underground on Weekends/City Holidays	\$110
Restore Service – Weekends/City Holidays	\$75
Returned Item Charge	*(a)
Same-Day Connection	\$25
Subject to Disconnection Fee	\$30

*(a) Maximum allowed by North Carolina Law (G.S. 25-3-506)

Effective July 1, 2023

Section 10. Map (Plot) Copies.

Description – Black and White Including Topographic and Planimetric	Fee
8 ½" x 11" Photocopy	First Copy Free *
8 ½" x 14" Photocopy	First Copy Free *
11" x 17" Photocopy	First Copy Free **
18" x 24" Photocopy	\$0.50
24" X 36" Maps	\$0.75
30" X 42" Maps	\$1

*First copy free, \$0.10 for additional copies

**First copy free, \$0.15 for additional copies

Description – Color	Fee
8 ½" x 11" Print	First Print Free*
8 ½" x 14" Print	First Print Free*
11" x 17" Print	First Print Free **
18" x 24" Maps	Cost for 3 rd Party
24" X 36" Maps	Cost for 3 rd Party
30" X 42" Maps	Cost for 3 rd Party
34" X 44" Maps	Cost for 3 rd Party

*First print free, \$0.15 for additional prints

**First print free, \$0.20 for additional prints

Section 11. Digital Mapping.

Description	Fee
Additional Utility Layer (Electric, Gas, Water or Sewer)	Cost of Copy Medium
City Standard Details	Cost of Copy Medium
City Topographic Map	Cost of Copy Medium
Special Requests	To Be Determined
Street Base Map	Cost of Copy Medium

Notes: 1) Street Base Map required for use with utility layer.

2) Requesting party has option of providing copy medium.

3) Hourly rates for Special Requests to be determined at time services are requested.

CHAPTER II. BUILDING STANDARDS

ARTICLE A. BUILDING STANDARDS

Section 1. Residential.

- Permits/new and additions (attached, heated, or unheated and heated detached): Permit fees for building, electrical, plumbing, and mechanical permits shall be determined by multiplying the total gross building floor area, (under roof) by a cost per square foot of \$0.495. Minimum permit fee is \$50.
- Permits/new and additions (detached, unheated): Permit fees for building and electrical permits shall be determined by multiplying the total gross building floor area by a cost per square foot of \$0.180. Minimum permit fee is \$50. Other standalone permits may apply.
- Permits for swimming pools determined by multiplying gross area of pool and concrete or decking around pool by a cost per square foot of dollars \$0.137. Minimum permit fee is \$50.
- These permits will be affected by a \$10 surcharge effective August 1, 2003 as mandated by the N.C. General Assembly Senate Bill 324 ratified on July 18, 2003 – “Homeowners Recovery Fund” (G.S. 87-15.6(b)), for all new single family residential dwelling unit construction, or additions and alterations (no technology fee will be applied).

Effective September 28, 2021.

Section 2. Commercial.

Permit fees for building, electrical, plumbing and mechanical permits shall be determined by multiplying the total gross building floor area by the cost per square foot as shown below:
(minimum permit fee is \$85)

Table A. City of Monroe Square Foot Multiplier

Group (b)	2012 International Building Code	Type of Construction								
		IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1	Assembly, theaters with stage	1.169	1.131	1.103	1.058	0.981	0.975	1.023	0.907	0.873
	Assembly, theaters without stage	1.078	1.041	1.012	0.967	0.890	0.885	0.932	0.817	0.782
A-2	Assembly, nightclubs	0.900	0.875	0.853	0.820	0.760	0.759	0.791	0.699	0.676
A-2	Assembly, restaurants, bars, banquet	0.895	0.869	0.841	0.793	0.749	0.753	0.784	0.688	0.670
A-3	Assembly, churches	0.649	0.627	0.610	0.582	0.536	0.533	0.936	0.491	0.471
A-3	Assembly, community halls, libraries	0.921	0.883	0.849	0.810	0.727	0.728	0.775	0.653	0.625
A-4	Assembly, arenas	1.072	1.034	1.001	0.961	0.878	0.879	0.926	0.804	0.776
B	Business	0.701	0.676	0.655	0.625	0.559	0.555	0.800	0.500	0.479
E	Educational	0.496	0.479	0.465	0.444	0.411	0.400	0.860	0.440	0.423
F-1	Factory and industrial, moderate hazard	0.390	0.372	0.352	0.340	0.294	0.298	0.466	0.251	0.237
F-2	Factory and industrial, low hazard	0.385	0.368	0.352	0.336	0.294	0.294	0.461	0.251	0.233
H-1	High Hazard, explosives	0.522	0.497	0.474	0.452	0.393	0.393	0.432	0.331	N.P.
H234	High Hazard,	0.522	0.497	0.474	0.452	0.393	0.393	0.432	0.331	0.306
H-5	HPM	0.935	0.902	0.874	0.833	0.746	0.740	0.800	0.666	0.639
I-1	Institutional, supervised environment	0.460	0.444	0.433	0.415	0.381	0.381	0.824	0.351	0.336
I-2	Institutional, incapacitated	0.777	0.760	0.747	0.726	0.680	N.P.	1.420	0.641	N.P.
I-3	Institutional, restrained	0.530	0.515	0.500	0.480	0.440	0.435	0.927	0.400	0.380
I-4	Institutional, day care facilities	0.460	0.444	0.433	0.415	0.381	0.381	0.824	0.526	0.505
M	Mercantile	0.502	0.483	0.462	0.441	0.395	0.399	0.560	0.350	0.336
R-1	Residential, hotels	0.923	0.891	0.868	0.834	0.765	0.765	0.828	0.705	0.677

R-2	Residential, multiple family	0.774	0.742	0.719	0.684	0.617	0.616	0.679	0.555	0.528
R-3 (d)	Residential, one and two family	0.733	0.713	0.695	0.676	0.645	0.644	0.665	0.611	0.575
R-4	Residential, care/assisted living facilities	0.920	0.888	0.865	0.831	0.762	0.761	0.824	0.700	0.673
S-1	Storage, moderate hazard	0.310	0.294	0.277	0.267	0.229	0.232	0.425	0.191	0.180
S-2	Storage, low hazard	0.306	0.291	0.277	0.264	0.229	0.228	0.419	0.191	0.176
U	Utility, miscellaneous (a)	0.394	0.372	0.350	0.333	0.289	0.289	0.311	0.237	0.226

(a) Private Garages are group U.

(b) Unfinished basements use 0.090 as the City of Monroe Square Foot Multiplier.

(c) NP = Not Permitted - These use groups are not permitted in these Construction Types.

(d) Building Permits will be affected by a \$10 surcharge effective August 1, 2003 as mandated by Senate Bill 321 "Homeowners Recovery Fund" (G.S. 87-15.b).

** This table is based on the ICC fee schedule method and City of Monroe square foot building costs. For more information, contact the City of Monroe Permit Center at (704) 282-4524.

Effective July 1, 2015.

GRADUATED FEE. Permit fees for structures and repairs not able to be permitted by square footage, including aesthetic renovations:

\$0 to \$100,000	.012 x cost of project
\$100,001 to \$500,000	\$1,000 PLUS .0012 x cost of project
\$500,001 to \$1,000,000	\$1,500 PLUS .00076 x cost of project
Over \$1,000,000	\$2,250 PLUS .0006 x cost of project

Section 3. Electrical Schedule.

NEW POWER SERVICE or SUB PANEL

Description	1 & 2 Family Dwelling	Commercial
0 – 100 AMPS	\$60	\$85
101 – 200 AMPS	\$85	\$135
201 – 600 AMPS	\$160	\$185
601 – 1200 AMPS	\$185	\$260
1201 – 2000 AMPS	\$210	\$310
2001 – Above AMPS	\$235	\$410

Separately derived power systems based on panel size (generator, solar, etc.).

Effective July 1, 2015.

OTHER ELECTRICAL SERVICE

Description	Fee
Minimum Residential Electrical Fee	\$50
Minimum Commercial Fee	\$85
Alarm System, Special Door Locking Systems	\$85
Load Control Devices (per dwelling unit)	\$50
Pools: Commercial or 1 & 2 Family Dwelling	\$110
Temporary Saw Pole – New Commercial/Residential (existing buildings and farm buildings)*	Commercial - \$85 Residential - \$50

*This is a separate fee from the main structural electrical fees.

Solar Farms	Fee
Per Megawatt up to 5MW	\$1,000
Per Megawatt over 5MW to 10MW	\$850
Per Megawatt greater then 10MW	\$775

Effective July 1, 2015.

Section 4. Mechanical Schedule.

Description	Fee
Minimum 1 & 2 Family Dwelling Fee & Townhouses	\$50
Minimum Commercial Fee	\$85
Mechanical Unit Change Out Residential (\$25 each additional unit, same trip)	\$50
Mechanical Unit Change Out Commercial (\$25 each additional unit, same trip)	\$85
Radiant Heat Systems, Wall Furnace, Unit Heater, Fireplace Insert, Gas Logs, Gas Light, Gas Grill, etc. (Residential)	\$50
Range Hood (Commercial)	\$85
Refrigeration (\$25 each additional unit, same trip)	\$85

Effective July 1, 2015.

Section 5. Plumbing Schedule.

Description	Fee
Minimum 1 & 2 Family Dwelling Fee	\$50
Minimum Commercial Fee	\$85
Gas Line (Only)	Minimum Residential Fee
Water Heater-1 & 2 Family Dwelling (Change Out) (\$25 each additional unit, same trip)	\$50
Water Heater-Commercial (Change Out) (\$25 each additional unit, same trip)	\$85
Fire Sprinkler	\$135

Effective July 1, 2015.

Section 6. Schedule of Permit Fees.

Description	Fee
Archive Research	\$30
ABC License Inspection	\$85
Temporary Certificate of Occupancy	30 day - \$85, 60 day - \$135, 90 day - \$185
Change of Occupancy Permit (Change of Use)	\$85
Commercial Plan Review 5000 sq. ft. or above	\$150 *Non-refundable
Commercial Renovations	Square feet of renovated area times the fee of occupancy determined (as per commercial table fee schedule) times 75%
Day Care, Therapeutic Home and Group Home Inspections	\$85
Demolition Permit	1&2 Family Dwelling - \$60, Commercial - \$160
After Hours Inspection Flat Rate Fee – Commercial or Residential (when available)	\$300 per trip*
Homeowners Recovery Fund Charged N.C.G.S. 87-15.6(b)	\$10
Modular Home (Residential)	(75% of Res. Schedule)
Mobile Home Setup	
Single	\$210
Double	\$260
Modular Units (Commercial)	[Square feet times fee of occupancy determined, (as per commercial table fee schedule) times 75%] Commercial trailers/modular classrooms (Commercial) Minimum trades as applicable
Refunds (including technology fee) On Permits (No Inspections Made)	Minimum Fee held on 1 & 2 Family Dwelling Minimum Fee held on Commercial
Re-inspection Flat Rate Fee (commercial / residential)	\$100
Residential Renovations	[Square feet of existing Residence times .495 times 65%]
Returned Check	Maximum allowed by N.C.G.S. 25-3-506
Shell Building (Initial Permit)	[Square feet times fee of S-1 Occupancy, (as per commercial table fee schedule)] Minimum Commercial Fee per Trade
Signs	
Attached	\$60
Ground Supported	\$120
Small Cell Wireless	
First five in the same application	\$50 / each
Each additional unit in the same application listed above	\$25 / each
Dock or Pier	Residential Minimum Fee \$50 Commercial Minimum Fee \$85
Roof Covering – Replacement (shingles, rubber roof, etc.)	Residential Minimum Fee \$50 Commercial Minimum Fee \$85
Kiosk	Commercial Minimum Fee \$85
Cell Tower	Graduated Fee
3rd Revision up to Issuance of Permit	\$150 / revision
Starting Work Without Permit	Double Permit Fee
Public & Private School Electrical Inspections – 2 required per year	\$125 each

*Trip equal 3 hours.
Effective July 1, 2023

Section 7. LEED Certification Incentive Rebate Program for Building Permit Fees.

The LEED Certification Incentive Rebate Program is offered each year by the City for building permit fee rebates only, not a reduction in fees upfront. Plans must be certified by either LEED or the Green Globes Program for Commercial Projects. The rebates are based on the type of LEED certifications, which could range from 10 to 25% in building permit fee rebates and only awarded at completion of the project with a valid certificate of occupancy. **The maximum allowable building permit fee rebate is \$500.00.**

LEED (Leadership in Energy & Environmental Design) Certification: An internationally recognized green building certification system, providing third-party verification that a building or community was designed and built using strategies aimed at improving performance across all the metrics that matter most; energy savings, water efficiency, CO2 emissions reduction, improved indoor environmental quality, and stewardship of resources and sensitivity to their impacts.

LEED points are awarded on a 110-point scale, and credits are weighted to reflect their potential environmental impacts. A project must satisfy all prerequisites and earn a minimum number of points to be certified by independent third party verification.

- To earn LEED Certified, a project must score between 40-49 points of a 110 possible points.
- To earn LEED Silver, a project must score between 50-59 points of a 110 possible points.
- To earn LEED Gold, a project must score between 60-69 points of a 110 possible points.
- To earn LEED Platinum, a project must score between 70-110 points of a 110 possible points.

The LEED Certification Incentive Rebate Program for building permit fee rebates are listed below:

Description	Building Permit Fee Rebates
LEED Certified	10%
LEED Silver	15%
LEED Gold	20%
LEED Platinum	25%

Section 8. General Information.

- Minimum fee for any permit is \$50 for Residential and \$85 for Commercial.
- Additional inspection trips made necessary through the failure of any person, firm, or corporation in charge of work, to give specific locations of work to be inspected or to otherwise create conditions making such additional inspections or trips necessary, are hereby designated "Extra Inspections". For each such "Extra Inspection", a fee of \$70 (Residential) \$110 (Commercial) shall be imposed for each offense.
- A permit issued pursuant to G.S. 160A-417 expires six months, or any lesser time fixed by ordinance of the City, after the date of issuance if the work authorized by the permit has not commenced. If after commencement the work is discontinued for a period of 12 months, the permit therefore immediately expires. No work authorized by a permit that has expired may thereafter be performed until a new permit has been secured. (G.S. 160A-418)

Therefore, the following fees will be charged for permits that are allowed to expire:

- 1) Permit expiring after six (6) months:
 - a) A new second permit will be issued within six months of the expiration date of the first permit with a minimum fee of \$50

- 2) Permit expiring after twelve (12) months:
- a) A new permit will be issued with fees assessed based on inspections and percentage of work complete, as follows:
 - i) 25% of work remaining (beyond roughs), cost will be 25% of permit fee
 - ii) 75% of work remaining (beyond foundation), cost will be 75% of permit fee
 - iii) 100 % of work remaining, new permit fee will be charged

Effective July 1, 2018.

Section 9. Code Enforcement Division.

Description	Fee
OTHER ACTIONS	
Carbon Monoxide Detector Late Fee	\$25
Lot Clearing and Mowing	Contractor Cost + \$75 Admin. Fee
Nuisance Abatement	Contractor Cost + \$75 Admin. Fee
Minimum Housing Abatement	Contractor Cost + \$150 Admin. Fee

Effective July 1, 2018

Section 10. Probationary Residential Occupancy Permits.

Description	Fee
Application Fee	\$50
Permit Fee – 2 nd Year	\$150
Permit Fee – 3 rd Year (penalty increase)	\$150
Permit Fee – 4 th Year (penalty increase)	\$150
Permit Fee – 5 th Year (penalty increase)	\$150

Effective July 1, 2015.

CHAPTER III. BUSINESS FEES

ARTICLE A. FEES AND LICENSE CHARGES

Section 1. Schedule of Fees

	Annual Fee
City Beer and Wine Licenses § 105-113.77	
Must have ABC permit for establishment.	
On-premises malt beverage	\$15.00
Off-premises malt beverage	\$5.00
On-premises unfortified wine, or both	\$15.00
Off-premises unfortified wine, off-premises fortified wine, or both	\$10.00
Taxicabs; limousines § 20-97	\$15.00
(Per cab or other vehicle for hire operating in City limits, and not pro-rated.)	

- * Upon satisfactory proof that a license or registration has been lost or destroyed, the tax collector will furnish a duplicate for a \$5 fee.

Effective July 1, 2015.

CHAPTER IV. CHARLOTTE-MONROE EXECUTIVE AIRPORT

ARTICLE A. FEES AND CHARGES

Section 1. Schedule of Fees

Description	Fee
Fuel Rates	
Fuel Price for Self Service	A minimum of \$1.30 above purchase price plus tax (at discretion of Airport Manager)
Fuel Price for Full Service	A minimum of \$2.10 above purchase price plus tax (at discretion of Airport Manager)
Volume Discounts – Based Customers and Approved Flight Schools*	\$0.05 - 0 to 2,000 gallons per month \$0.10 - 2,001 to 4,000 gallons per month \$0.15 – 4,001 to 6,000 gallons per month \$0.20 - 6,001 to 8,000 gallons per month \$0.25 - 8,001 & greater gallons per month
Self-Fueling Flowage Rate for Company with own Fuel Tanks	\$0.10 per gallon fuel
Self-Fueling Fuel Storage Fee	
City Hangar Lease Holders	\$0.78 per gallon fee for storage and service
Hangar Owners	\$0.78 per gallon fee for storage and service
Hangar Owner with own permanent Fuel Facility, requiring no assistance from the City	Exempt from flowage fee
Monthly Lease Rates	
Bulk Hangar (Hangar-in-Common): Hangers #1, #2, #4, #9	
Aircraft, Single Piston	\$265
Aircraft, Twin Piston	\$324.50
Aircraft, Turboprop & Jet	\$500 to \$2,800 (at discretion of Airport Manager)
Hangar 1	\$8/sq. ft./yr. Office
Hangar 3	\$1,500/mo. Hangar
Hangar 4	\$8/sq. ft./yr. Office
Hangar 5	\$10/sq. ft./yr. Office \$6/sq. ft./yr. Hangar
Maintenance Hangar	\$5/sq. ft./yr. Office \$2/sq. ft./yr. Hangar
Land Lease UNIMPROVED	\$0.25/sq. ft./yr.
T-Hangar	
Building A	\$405
Building A (Corner Unit)	\$405
Building B	\$405
Building A (Storage)	\$77

Terminal Office Space Lease	\$13/sq. ft./yr.
Tie Down Spot / Ramp Parking	
Aircraft, Single Piston	\$77
Aircraft, Twin Piston	\$143
Aircraft, Jet/Turboprop	\$1.43/sq. ft. (aircraft footprint)
Overnight Storage Rates	
Hangar	
Aircraft, Single Engine	\$31
Aircraft, Twin Engine	\$44
Aircraft, Turboprop & Jet	\$105
Tie Down Spot / Ramp Parking	
Aircraft, Single Piston	\$15
Aircraft, Twin Piston	\$20
Aircraft, Jet/Turboprop	\$55
Helicopter	\$20
Line Service Fees	
Customs Processing	\$525
Regulated Garbage Pickup Service	\$510/pickup
Early Call Out or Late Arrival	
Per hour	\$100
Ground Handling Fee – Per Passenger	
Aircraft holding 10 passengers or greater	\$10.50
Ground Service Equipment	
Ground Power Unit - Per hour; minimum 1 hour	\$50
Large Lavatory	\$50
Wash Rack	\$10
Cold Weather Pre-heat	\$30
Miscellaneous Fees	
Change Burnt Out Obstruction Light	\$100
Delinquent Account Fees	
Delinquent Penalty	2% of past due balance/min \$5
Account Service Fee	\$25
Account Reinstatement Fee	\$100
Fuel Facilities Installation and Self-fueling	\$1,000
Gate Access Card Fee	\$30/card
Returned Check Charge	**
Towing	\$200-\$800 per month (discretion of Airport Manager)
Aircraft Ramp Fee – non-based aircraft weighing ≥ 12,500 lbs.	\$100

* Volume discounts based on full service purchases, will be rebated at end of month after meeting volume threshold.

+ With no fuel purchase

** Maximum allowed by North Carolina Law (G.S. 25-3-506).

Effective July 1, 2023.

CHAPTER V. DOWNTOWN MONROE

ARTICLE A. DOWD CENTER THEATRE

Section1. Facility Rental Fees

BASIC RENTAL (SUNDAY THROUGH THURSDAY)

A basic rental includes use of the theatre, lobby, and gallery space, catering kitchen, and basic technical and administrative support (single microphone w/ stand, single video hookup, sound system, and rep light plot).

Additional charges may apply for other services (see below).

	GALLERY/LOBBY	GALLERY/LOBBY & THEATRE
Corporate/Private	\$500 (4 hours) \$1,000 (day)	\$800 (4 hours) \$1,200 (day)
Monroe Resident (excluding weddings)	\$400 (4 hours) \$800 (day)	\$600 (4 hours) \$1,000 (day)
Union County Nonprofit	\$300 (4 hours) \$600 (day)	\$500 (4 hours) \$800 (day)

BASIC RENTAL (FRIDAY, SATURDAY, AND HOLIDAYS)

Half-Day Rental	\$1,000
Full-Day Rental	\$1,500

Please Note: The basic rental fees for non-ticketed events reflect Sunday through Thursday rates. Because the Dowd Center Theatre ("DCT") is a multi-purpose presenting venue, rentals might preclude the booking of other forms of entertainment, especially on Friday, Saturday, and holidays, and so the rates are adjusted accordingly. In addition, the DCT requires a deposit of \$300 upon acceptance of a booking date, and 50% of the rental fee 90 days in advance of the rental date. The deposit can be applied to the cost of the rental, but the rental fee is non-refundable. The remaining 50% is due 7 days before the rental date and is also non-refundable. A damage deposit (see below) is also due at the time of the second payment.

COMMERCIAL THEATRE RENTAL (TICKETED EVENTS)

There are two kinds of ticketed event rentals. The first rental involves ticketing by an individual, community group, or nonprofit organization, to cover the basic costs of its event and/or to provide fundraising support for that entity. In this instance the basic rental rates (see above) still apply. However, if the rental involves the sale of tickets for profit (usually in the form of entertainment), the following rates apply:

COMMERCIAL THEATRE RENTAL (SINGLE-TICKETED EVENTS)

Commercial/Private	Sunday – Thursday: \$1,400 vs. 12% of potential gross (whichever is higher) Friday - Saturday: \$2,000 vs. 12% of potential gross (whichever is higher)
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Nonprofit Organization	Sunday – Thursday: \$800 vs. 12% of potential gross (whichever is higher) Friday - Saturday: \$1,500 vs. 12% of potential gross (whichever is higher)
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COMMERCIAL THEATRE RENTAL (RESIDENCY/MULTIPLE EVENTS)

Fees and potential gross split are negotiated on an individual basis with each organization according to established rental rates, anticipated ticket revenue, and duration of residency. A residency is defined as two or more events or performances in consecutive days or three or more annual events or performances. Residency shall be awarded to an organization following consultation, recommendation of the Theater Division Manager and approval of City Council.

WEDDING RENTAL FEES

Monroe Residents	Full Day or Evening/Night Rental: \$1,500
Non-Residents	Full Day or Evening/Night Rental: \$2,000

Fees are based on a 6-hour block of time for the wedding and 2 hours for rehearsal. Scheduling of the wedding rehearsal is subject to the events calendar of The Dowd Center Theatre.

*A Monroe resident is defined as any individual or business owner residing within the city limits of Monroe.

AD HOC EXPENSES

Personnel*	
Technical Director (if event requires management and/or supervision)	\$400-\$600
Technical Director (Consultation beyond basic rental)	\$25 per hour
FOH Personnel: House Manager/Box Office Services/Ushers	\$15 per hour per person
Ad Hoc Personnel: Stagehands/Deck Crew/Board Ops	\$15 per person

*Please note: a complete quote for personnel for (concert) ticketed events provided only after review of Artist Contract and Rider.

ADDITIONAL EXPENSES

Additional Expenses	
Damage Deposit (based on scope of event and areas rented)	\$300 - \$500
Security (provided by the City of Monroe)	\$30-35 per person per hour
Cleaning (based on number of attendees)	\$100 (1-100 persons) \$200 (101-200 persons) \$300 (201 persons and up)
Alcohol Sales Buyout	\$250
Holiday Surcharge	\$200
Artist Merchandise Sales	15%
Event Page On Website	\$200
Marquee (based on availability)	\$50

Gallery Fees	
Artist Commission	30% - 50%

Section 2. Internal Fee Schedule

- All rental fees and expenses are determined by the date scheduled, day of the week, time of day, the exact nature of the event, the anticipated attendance, and the requirements of the tenant or lessee.
- The prices below are basic fees and rates which may be adjusted as event details warrant. The Dowd Center Theatre reserves the right to adjust its rental policies and fees depending on the requirements and needs of the event. All dates are secured with a deposit.

Management reserves the right to refuse a rental request if the event is not appropriate to the mission of the theatre, or if the event conflicts with any other event planned by the theatre.

BASIC RENTAL (SUNDAY THROUGH THURSDAY)

\$50 PER HOUR, 4-HOUR MINIMUM. A basic rental includes use of the theatre, lobby, and gallery space, catering kitchen, and basic technical and administrative support (single microphone w/ stand, single video hookup, sound system, and rep light plot). Additional charges may apply for setup and tear down or for other services (see below).

BASIC RENTAL (FRIDAY, SATURDAY, & HOLIDAYS) *

Half-Day Rental	\$1,000
Full-Day Rental	\$1,500

Please Note: The basic rental fees reflect Sunday through Thursday rates. Because the Dowd Center Theatre is a multi-purpose presenting venue, rentals might preclude the booking of other forms of entertainment, especially on Friday, Saturday, and holidays, and so the public fee schedule rates will apply.

AD HOC EXPENSES

Personnel (as needed)	
Technical Director (consultation beyond basic rental)	\$30 per hour
FOH Personnel: House Manager /Box Office Services/Ushers	\$15 per person per hour
Ad Hoc Personnel: Stagehands/Deck Crew/Board Ops	\$15 per person per hour
Additional Expenses	
Cleaning (based on number of attendees)	\$100 (1-100 persons) \$200 (101-200 persons) \$300 (201 persons and up)
Marquee (based on availability)	\$50

FOOD & BEVERAGE SERVICES/CATERING

The Dowd Center Theatre has a catering kitchen with a commercial refrigerator and freezer, icemaker, and food warmer, where food may be prepared and served. Cooking on site is not allowed. The facility has a basic stock of table linens, skirts, and paper products. Renters should arrange for any additional table linens, skirts, or soft goods of any kind. Caterers must provide all kitchen and dining utensils, plates, and dishes.

Effective July 1, 2021.

ARTICLE B. MONROE SCIENCE CENTER HONORING DR. CHRISTINE MANN DARDEN

Section 1. Hours of Operations

Day	Time
Monday	Closed
Tuesday – Saturday	9:00 a.m. – 5:00 p.m.
Sunday	12:00 p.m. – 5:00 p.m.
Annual Closed Days	New Year's Day, Easter Sunday, July 4, Thanksgiving Day, December 24-26, New Year's Eve

Section 2. Admission

Type	Age	Cost
General Admission*	Everyone 2 and older	\$10 plus tax
School Group	North Carolina certified school, must have 1:10 ratio of child to student, 1 free child with purchase of 10 students, must have 15 students.	\$5 plus tax
General Group	15 or more, age 2 and up	\$7 plus tax

*10% discount for City employees, military and seniors

Section 3. Party Packages

Type	Description	Cost
Basic	• # of children/adults (waiting on capacity) • Party room available for 1 hour • Admission for all party guests • Basic birthday decorations which includes tablecovers, table decorations and napkins • Family games in party room • Dedicated staff to set up and clean up	\$200
Premium	• # of children/adults (waiting on capacity) • Party room available for 1.5 hours • Admission for all party guests • Themed party decorations which includes tablecovers, table decorations and napkins • Family games in party room • Dedicated staff to set up and clean up • Party t-shirt for birthday child	\$275
Add-Ons	• Goody bags (each • Chilled bottled water for guests (packs of 15)	\$5 \$5

Section 4. Party Times

Day	Time
Saturday	10:00 a.m. 12:30 p.m. 3:00 p.m.
Sunday	12:30 p.m. 3:00 p.m.

Section 5. After Hours Rentals

	Full Center	Exhibit Hall Only	Conference Room
Corporate/ Private	2.5 hours: \$1,000 4 hours: \$1,600	2.5 hours: \$250 4 hours: \$450	2.5 hours: \$150 4 hours: \$250
Monroe Resident*	2.5 hours: \$800 4 hours: \$1,400	2.5 hours: \$200 4 hours: \$400	2.5 hours: \$125 4 hours: \$225
Union County Nonprofit	2.5 hours: \$500 4 hours: \$1,200	2.5 hours: \$150 4 hours: \$350	2.5 hours: \$100 4 hours: \$200

*A Monroe resident is defined as any individual or business owner residing within the city limits of Monroe.

The Science Center rental includes either full center or the traveling exhibit hall only. The use of the exhibit hall will have no access to exhibits but will have access to the restrooms. Use of the catering kitchen is included with both. The catering kitchen has a commercial refrigerator, freezer and food warmer where food may be prepared and served. Cooking on site is not allowed. Renters should arrange for any table linens, skirts, or soft goods of any kind. Caterers must provide all kitchen and dining utensils, plates, and dishes.

Two to three staff will be onsite during an after-hours event depending on the number of people.

- All rental fees and expenses are determined by the date scheduled, day of the week, time of day, the exact nature of the event, the anticipated attendance, and the requirements of the tenant or lessee.
- The prices are basic fees and rates which may be adjusted as event details warrant. The Monroe Science Center reserves the right to adjust its rental policies and fees depending on the requirements and needs of the event. All dates are secured with a deposit.
- Management reserves the right to refuse a rental request if the event is not appropriate to the mission of the Science Center, or if the event conflicts with any other event planned by the Science Center.

Section 6. Additional Expenses

Item	Cost
Additional Staff	\$15 per hour
Special Programming depending on event	\$25-\$100
Damage Deposit (based on scope of event and areas rented)	\$400-\$600
Security (provided by the City of Monroe)	\$30-\$35 per hour per person
Holiday Surcharge	\$200
Cleaning (based on number of attendees)	
• 1-100 Persons	\$100
• 101-200 Persons	\$200
• 201 Persons an up	\$300

Effective July 1, 2021

CHAPTER VI. ELECTRIC

ARTICLE A. ELECTRIC SERVICE FEES

Section 1. Underground Electric Service Charges - Service Installed by City of Monroe.

New Residential Service	No Charge
Convert Existing Residential Overhead	Estimated Cost
New Commercial Service	No Charge
Convert Existing Commercial Overhead	Estimated Cost*

*Charge for this type of service will be the actual labor equipment and materials cost to the City of Monroe. Special consideration will be given to waive charges if determined that converting existing service will benefit the City of Monroe.

ARTICLE B. ELECTRIC RATES

LEGACY CUSTOMER LIGHTING SERVICE – SCHEDULE LL

AVAILABILITY. This schedule is available only to existing lighting customers. Service under the Legacy Customer Lighting Service will only be provided to facilities constructed in conformance with the City's specification, prior to November 9, 2022.

TYPE OF SERVICE. Legacy lighting units are being replaced by a new industry standard, Light Emitting Diodes (LED). LED lights are more energy efficient, brighter and more durable than legacy lights. Effective November 9, 2022, LED lights are the new standard of lighting for the City of Monroe. Legacy lighting units such as Mercury Vapor (MV), Metal Halide (MH) and High Pressure Sodium (HPS) legacy lights are no longer available for new installations. Existing legacy lighting accounts are still serviced; however, any legacy lighting units which need to be replaced shall be replaced with LED units.

Service under this schedule includes installation, maintenance, and electric energy. Illumination shall be from dusk to dawn. Initial installation includes the lighting unit, one pole, and one span of overhead secondary from an existing pole line. (Additional spans of secondary, poles, pole grounds, etc., must be paid by the consumer at actual cost of installation or at the monthly rate designated.) All items of material and equipment used to make the installation remain the property of the City.

Legacy Units*	Description: Power / Illumination / Energy	Rate Code	MONTHLY CHARGE
Area Light			
High Pressure Sodium Vapor (HPS)	100 Watts/9,500 Lumens/47 kWh	A04	\$13.55
	250 Watts/27,500 Lumens/104 kWh	A03	\$19.35
	250 Watts/27,500 Lumens/104 kWh – Mongoose Light	A18	\$28.46
	400 Watts Decorative/156 kWh	A15	\$34.37
Metal Halide Decorative Fixture (MH)	400 Watts/36,000 Lumens/156 kWh	A12	\$34.37
	400 Watts/50,000 Lumens/156 kWh – Mongoose Light	A19	\$34.37
	1,000 Watts/107,800 Lumens/250 kWh	A13	\$74.72
	100 Watts/9,500 Lumens/47 kWh	A17	\$17.65

Semi-enclosed Luminaire with Mercury Lamp	175 Watts/7,200 Lumens		\$13.66
Enclosed Luminaire with Mercury Lamp	175 Watts/7,200 Lumens/82 kWh		\$14.60
	400 Watts/21,000 Lumens		\$19.52
	1500 Watts		\$75.78
LED Fixture	213 Watts Input/17,679 Lumens/83 kWh	A16	\$37.25
Flood Light			
High Pressure Sodium Vapor (HPS)	250 Watts/27,500 Lumens/104 kWh	A10	\$28.46
	400 Watts/50,000 Lumens/156 kWh	A11	\$34.37
Metal Halide (MH)	400 Watts/34,000 Lumens/180 kWh	A08	\$34.37
	1,000 Watts/107,800 Lumens/250 kWh	A06	\$74.72

**Legacy Lighting Units Such as Mercury Vapor (MV), Metal Halide (MH) and High Pressure Sodium (HPS) are no longer available for new installations. Existing legacy lighting accounts are still serviced; however, any legacy lighting units which need to be replaced shall be replaced with LED units.*

Pole Material	Description: Size and features	Rate Code	MONTHLY CHARGE
Steel	Standard	FCS	\$21.79
Aluminum	Black Smoother Fluted Finish / 14 ft	FCA	\$16.75
Fiberglass	Decorative / Over 20 ft.	FCF	\$8.41
Fiberglass	Decorative / 20 ft. and under	FCU	\$4.80
Wood	Standard / Up to 35 ft.	FCW	No Charge

RESIDENTIAL CUSTOMER LIGHTING SERVICE – SCHEDULE RL

AVAILABILITY. This schedule is available only to any individual Residential consumer. Service will only be provided to facilities constructed in conformance with the City’s specifications.

TYPE OF SERVICE. Light Emitting Diode (LED) lights are the new standard of lighting for the City of Monroe. LED lights are more energy efficient, brighter and more durable than legacy lights. See table below for specific LED units available. Service includes installation, maintenance, and electric energy. Illumination shall be from dusk to dawn. Initial installation includes the lighting unit, one pole, and one span of overhead secondary from an existing pole line. (Additional spans of secondary, poles, pole grounds, etc., must be paid by the consumer at actual cost of installation or at the monthly rate designated.) All items of material and equipment used to make the installation remain the property of the City.

MONTHLY RATE.

Light Emitting Diode (LED) Unit	Description: Power / Illumination / Energy	Rate Code	MONTHLY CHARGE
Area Light	50 Watts/6,485 Lumens/18.3 kWh	<u>A25</u>	<u>\$13.55</u>
Flood Light	180 Watts/25,883 Lumens/65.7 kWh	<u>A31</u>	<u>\$28.46</u>

Pole Material	Description: Size and features	Rate Code	MONTHLY CHARGE
Wood	Standard / Up to 35 ft.		No Charge

**Mercury Vapor (MV), Metal Halide (MH) and High Pressure Sodium (HPS) legacy lights are no longer available for new installations. Existing legacy lighting accounts are still serviced; however, any legacy lighting units which need to be replaced shall be replaced with LED units.*

SALES TAX. Current North Carolina utilities sales tax shall be added to the above charges.

PURCHASED POWER ADJUSTMENT. The current Purchased Power Adjustment Rate Rider PP-1 shall apply to all service provided under this schedule.

SERVICE REGULATIONS. The applicable provisions of the current Service Regulations are made a part of this Schedule.

Effective for service as determined by meter readings on and after November 9, 2022.

COMMERCIAL/INDUSTRIAL CUSTOMER LIGHTING SERVICE – SCHEDULE CIL

AVAILABILITY. This schedule is available only to any individual Commercial/Industrial consumer. Service will only be provided to facilities constructed in conformance with the City's specifications.

TYPE OF SERVICE. See below for specific units. Service includes installation, maintenance, and electrical energy. Illumination shall be from dusk to dawn. Initial installation includes the lighting unit, one pole and one span of overhead secondary from an existing pole line. (Additional spans of secondary, poles, pole grounds, etc., must be paid by the consumer at actual cost of installation or at the monthly rate designated.)

All items of material and equipment used to make the installation remain the property of the City.

MONTHLY RATE

Light Emitting Diode (LED) Unit	Description: Power / Illumination / Energy	Rate Code	MONTHLY CHARGE
Area Light	50 Watts / 6,485 Lumens / 18.3 kWh	A25	\$13.55
Flood Light	180 Watts / 25,883 Lumens / 65.7 kWh	A31	\$28.46
	322 Watts / 46,802 Lumens / 117.5 kWh	A26	\$74.72
Parking/Street Lights	234 Watts / 30,161 Lumens / 85.4 kWh	A32	\$34.37
	200 Watts / 28,896 Lumens / 73.0 kWh	A36	\$37.25
	94 Watts / 11,664 Lumens / 34.3 kWh	A23	\$19.35
	40 Watts / 5,541 Lumens / 14.6 kWh	A24	\$13.55
	234 Watts / 30,616 Lumens / 85.4 kWh	A39	\$34.37
	151 Watts / 19,667 Lumens / 55.1 kWh	A38	\$28.46
Decorative Light	54 Watts / 6,559 Lumens / 19.7 kWh	A37	\$17.65
Decorative Light*	80 Watts / 9,210 Lumens / 29.2 kWh	A40	\$17.15

*Only available for City of Monroe Downtown area and other Facilities.

Pole Material	Description: Size and features	Rate Code	MONTHLY CHARGE
Aluminum*	Black Smart Trac Pole, Anchor based / 17 ft	FCB	\$28.82
Aluminum*	Black Smart Trac Pole, Embedded / 17 ft	FCE	\$19.04
Steel	Standard	FCS	\$21.79
Aluminum	Black Smoother Fluted Finish / 14 ft	FCA	\$16.75
Fiberglass	Decorative / Over 20 ft.	FCF	\$8.41
Fiberglass	Decorative / 20 ft. and under	FCU	\$4.80
Wood	Standard / Up to 35 ft.	FCW	No Charge

*Only available for City of Monroe Downtown area and other Facilities.

SALES TAX. Current North Carolina utilities sales tax shall be added to the above charges.

PURCHASED POWER ADJUSTMENT. The current Purchased Power Adjustment Rate Rider PP-1 shall apply to all service provided under this schedule.

SERVICE REGULATIONS. The applicable provisions of the current Service Regulations are made a part of this Schedule.

Effective for service as determined by meter readings on and after November 9, 2022.

COMMERCIAL TIME OF USE SERVICE – SCHEDULE CTOU

AVAILABILITY. This rate schedule is available non-residential electric customers within the territory served by the City with a demand less than 500 Kw. The obligations of the City in regard to supplying electric service are dependent upon its securing and retaining all necessary rights-of-way, privileges and permits for the delivery of such service. The City shall not be liable to any customer or applicant for electric service in the event it is delayed in, or is prevented from, furnishing the electric service by its failure to secure and retain such rights-of-way, privileges and permits. If contract for service is made after July 1, 2006, then demand of the new load must not exceed 20,000 kW.

Once a qualified Customer elects service under this Rate Schedule, service will be provided under the terms and conditions of this Rate Schedule for a term extending through the following June 30. A Customer may, subject to the consent of the City, elect to discontinue service under this Rate Schedule and receive service under another applicable Rate Schedule by giving written notice to the City prior to March 1 of any year. Proper notice having been provided and written consent received from the City, the Customer shall discontinue service under this Rate Schedule effective the first July 1 following the notice.

APPLICABILITY. This rate schedule is applicable to non-domestic customers who operate twenty-four hours a day, seven days a week. Power delivered under this rate schedule shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other rate schedule of the City, except at the option of the City.

CHARACTER OF SERVICE. Service under this rate schedule shall be 60 Hertz through one meter, at one delivery point, at one of the approximate voltages:

- Single-phase, 120/240 volts;
- Three-phase, 208Y/120 volts, 460Y/265 volts, 480Y/277 volts;
- Three-phase voltages other than these listed may be available at the option of the City.

Where three-phase service is not available, it may be extended to the customer's premises at the City's discretion. The customer may be required to participate in the expense of extending such service. Motors of less than 5 H.P. may be single-phase. All motors of more than 5 H.P. must be equipped with starting compensatory. Customers receiving Three Phase service shall provide Three Phase protection. The City will not be liable for single phasing of any installation

SPECIAL CONDITIONS. Before wiring any premises or purchasing equipment for same, the customer shall give the City notice in writing of the location of the building, together with a list of electrical devices to be used thereon, and shall ascertain in the character of service available at such premises. The City shall specify the voltage and type of electrical service to be furnished as well as the location of the meter and the point where the service connections shall be made.

MONTHLY RATE

Basic Customer Charge	\$50.00
Demand Charge	
On-Peak Demand Charge per Month	\$17.25 per kW
Economy Demand Charge per Month	\$2.50 per kW
Energy Charge	
All On-Peak Energy per Month	\$0.0855 per kWh
All Off-Peak Energy per Month	\$0.0611 per kWh

SALES TAX. Any applicable sales tax will be added to the monthly bill as determined above.

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PURCHASED POWER ADJUSTMENT. The current Purchased Power Adjustment Rate Rider PP-1 shall apply to all service provided under this schedule.

DETERMINATION OF ON-PEAK AND OFF-PEAK HOURS

	<u>Summer Months (May – September)</u>	<u>Winter Months (October – April)</u>
On-Peak Period Hours	1:00 p.m. - 7:00 p.m. Monday – Friday	7:00 a.m. - 10:00 a.m. Monday – Friday
Off-Peak Period Hours	All other weekday hours and all Saturday and Sunday hours	

DEFINITION OF MONTH. The term “month” as used in this rate schedule means the period intervening between meter readings for the purpose of monthly billings. Readings are taken each month at intervals of approximately thirty days.

CONTRACT DEMAND. The City will require contracts to specify the maximum demand to be delivered to the customer, which shall be the Contract Demand. Where the customer can restrict on-peak demand to levels considerably below that of the Contract Demand, the City may also contract for a limited On-Peak Contract Demand in addition to the Contract Demand.

DETERMINATION OF BILLING DEMAND

- A. The On-Peak Billing Demand each month shall be the maximum integrated thirty minute demand during the on-peak period during the month for which the bill is rendered.
- B. The Economy Demand shall be the difference between the off-peak and on-peak integrated thirty-minute demands.

MINIMUM CHARGE. The minimum charge shall be the bill calculated on the rate above including the Basic Customer Charge, Demand Charge and Energy Charge. If the customer’s measured demand exceeds the Contract Demand, the City may at any time establish the minimum based on the maximum integrated demand in the previous twelve months including the month for which the bill is rendered.

POWER FACTOR CORRECTION. Where the power factor of the Consumer’s installation is less than 85%, the City may correct kWh consumption for the month by multiplying by .85 and dividing by the actual power factor.

SERVICE REGULATIONS. The applicable provisions of the current Service Regulations are made a part of this Schedule.

SERVICE CONTRACT. Application and contract in writing shall be required which, when accepted by the City, shall constitute the contract between the customer and the City. No promises, agreements, statements of representations of any agent or employee of the City shall be of any binding force or effect unless the same be incorporated in writing in such contract. The contract shall not be transferable or assignable, without written consent of the City. The original term of this contract shall be one year, and thereafter from year to year upon the condition that either party can terminate the contract at the end of the original term, or at any time thereafter, by giving at least sixty days previous notice of such termination in writing; but the City may require a contract for a longer original term of years where the requirement is justified by the circumstance.

RENEWABLE ENERGY PORTFOLIO STANDARD: The current Renewable Energy Portfolio Standard Rate Rider REPS shall apply to all service provided under this schedule.

Effective for service as determined by meter readings on and after July 1, 2016.

COORDINATED PEAK DEMAND – SCHEDULE CP

AVAILABILITY. This schedule is available only to commercial or industrial consumers for service supplied to the individual establishment purchasing all of its power requirements from the City and whose monthly demand exceeds 600 kW or whose energy usage is at least equivalent to a 600 kW demand with a 40% load factor, and for whom facilities are installed to coordinate reduction of power requirements on the City's electrical system during system peak periods. If contract for service is made after July 1, 2006, then demand of the new load must equal or exceed 600 kW, but not exceed 20,000 kW.

Once a qualified Customer elects service under this Rate Schedule, service will be provided under the terms and conditions of this Rate Schedule for a term extending through the following June 30. A Customer may, subject to the consent of the City, elect to discontinue service under this Rate Schedule and receive service under another applicable Rate Schedule by giving written notice to the City prior to March 1 of any year. Proper notice having been provided and written consent received from the City, the Customer shall discontinue service under this Rate Schedule effective the first July 1 following the notice.

TYPE OF SERVICE. The City will furnish 60 cycle service through one meter, at one delivery point, at one of the following voltages.

- Three Phase 208/120 4-wire Grounded Wye connected circuit
- Three Phase 480/277 4-wire Grounded Wye connected circuit
- Three Phase 7.6 13.2 or 19.9/34.5 kV, 4-wire Grounded Wye connected circuit. (Prospective consumers should ascertain the available type of service by inquiry at the City Hall before purchasing equipment).

Motors in excess of 5 HP must be three phase; however, all motors must be of a type approved by the City and the City may require devices to control the motor starting current.

Customers receiving Three Phase service shall provide Three Phase protection. The City will not be liable for single phasing of any installation.

MONTHLY RATE

A.	Basic Customer Charge	\$500.00
B.	Demand Charge	
	Annual Coincident Peak Demand-All kW	\$1.50 per kW
	Excess Demand	\$2.45 per kW
	Monthly Coincident Peak Demand	
	June through September	\$19.75 per kW
	October through May	\$11.15 per kW
C.	Energy Charge	
	June-September On-Peak Energy	\$0.0729 per kwh
	Off-Peak Energy	\$0.0474 per kwh
	October-May: On-Peak Energy	\$0.0619 per kwh
	Off-Peak Energy	\$0.0416 per kwh

SALES TAX. Current North Carolina utilities sales tax shall be added to the above charges.

PURCHASED POWER ADJUSTMENT. The current Purchased Power Adjustment Rate Rider PP-1 shall apply to all service provided under this schedule.

DEMAND BILLING QUANTITIES. Coincident Peak Billing Demand shall be the average kW demand measured

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in the on peak period used by the North Carolina Municipal Power Agency Number 1 for wholesale billing purposes during the corresponding month of Customer's billing. Excess Demand shall be the highest 30-minute demand recorded during the current billing month, less the Monthly Coincident Peak Demand for the current billing month. The Annual Coincident Peak Demand shall be the customer's average kW demand measured in the on peak period used by the North Carolina Municipal Power Agency Number 1 to determine the City of Monroe's Annual Peak Demand.

ON-PEAK ENERGY For billing purposes in any month the on-peak energy shall be the metered energy during the On-Peak Energy Period, whereby the On-Peak Energy Period is defined as weekdays from 7:00 AM to 11:00 PM EPT.

OFF-PEAK ENERGY For billing purposes in any month the off-peak energy shall be the total energy metered for the month less the on-peak energy.

NOTIFICATION BY CITY. The City will use diligent efforts to predict each monthly system peak and notify the Customer in advance; however, the City is not able to guarantee an accurate prediction, and notice will be provided. Notification by the City will be provided to the customer by direct telephone communications or automatic signal, as mutually agreed. The Customer will hold the City harmless in connection with its response to notification.

POWER FACTOR CORRECTION. Where the power factor of the Consumer's installation is less than 85%, the City may correct kWh consumption for the month by multiplying by .85 and dividing by the actual power factor.

EXTRA FACILITIES. The City will furnish and install facilities not normally required for service under this rate schedule upon reimbursement by the Customer or agreement from the Customer to pay a facilities charge of 1.7% of the total installed cost per month. Customer will pay a facilities charge of 1.7% of the total installed cost of special demand metering required by this schedule. This special demand metering requires that a telephone circuit be provided for each meter for remote meter reading via modem. This telephone circuit can be provided by the Customer or by the City, subject to a facilities charge.

SERVICE REGULATIONS. The applicable provisions of the current Service Regulations are made a part of this Schedule.

RENEWABLE ENERGY PORTFOLIO STANDARD: The current Renewable Energy Portfolio Standard Rate Rider REPS shall apply to all service provided under this schedule.

Effective for service as determined by meter readings on and after July 1, 2016.

COORDINATED PEAK DEMAND RATE-NEW CONSTRUCTION – SCHEDULE CPNC

AVAILABILITY. This rate is available only to commercial or industrial loads resulting from new construction which begin receiving service after August 1, 2004 and before June 1, 2014. This service is not available to existing buildings or premises that have had electric service from the City prior to August 1, 2004. The demand of the new load must equal or exceed 250 kW during at least three months of a twelve-month period. If contract for service is made after July 1, 2006, then demand of the new load must equal or exceed 250 kW during at least three months of a twelve-month period, but not exceed 20,000 kW. Service under this Schedule shall be used solely by the contracting customer in a single enterprise, located entirely on a single contiguous site or premises. This Schedule is not available for auxiliary or breakdown service and power delivered hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in the contract with the Customer. The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, franchises, and permits for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event the City is delayed in, or is prevented from furnishing the power by its failure to secure and retain such rights-of-way, rights, privileges, franchises, and/or permits.

TYPE OF SERVICE. The City will furnish 60-Hertz service through one meter, at one delivery point, at one of the following approximate voltages where available:

- Single-phase, 120/240 volts; or
- 3 phase, 208Y/120 volts, 480Y/277 volts; or
- 3 phase, 3 wire, 240, 480, 575, or 2400 volts, or
- 3 phase 4160Y/2400, 13200Y/7620, or 34500Y/19920 volts.

The type of service supplied will depend upon the voltage available at or near the Customer's location. Prospective customers should ascertain the available voltage by inquiry at the office of the City before purchasing equipment. Motors of less than 5 HP may be single-phase. All motors of more than 5 HP must be equipped with starting compensators and all motors of more than 25 HP must be of the slip ring type except that the City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

MONTHLY RATE

A.	Basic Customer Charge	\$500.00
B.	Demand Charge	
	Annual Coincident Peak Demand-All kW	\$0.75 per kW
	Excess Demand (all months)	\$2.35 per kW
	Monthly Billing Demand	
	Summer (June through September)	\$18.37 per kW
	Winter (October through May)	\$10.37 per kW
C.	Energy Charges	
	June-September: On-Peak Energy	\$0.0729 per kWh
	Off-Peak energy	\$0.0474 per kWh
	October-May On-Peak Energy	\$0.0619 per kWh
	Off-Peak Energy	\$0.0416 per kWh

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DEFINITION OF "MONTH." The term "month" as used in the Schedule means the period intervening between meter readings for the purposes of monthly billing, such readings being taken once a month.

DETERMINATION OF BILLING DEMAND

On-Peak Demand: Billing Demand shall be the average of the integrated clock hour kW demands measured during the hours of the On-Peak Period on the day identified as the Peak Management Day used by the North Carolina Municipal Power Agency Number 1 (NCMPA1) for wholesale billing purposes during the corresponding month of Customer's billing.

On-Peak Periods: On-peak periods are non-holiday weekdays during the following times:

June-September	2 p.m. – 6 p.m.
December-February	7 a.m. – 9 a.m.
All other months	7 a.m. – 9 a.m. and 2 p.m. – 6 p.m.

Holidays: The following days of each calendar year are considered holidays: New Year's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Friday following Thanksgiving Day, and Christmas Day. In the event that any of the foregoing Holidays falls on a Saturday, the preceding Friday shall be deemed to be the Holiday. In the event any of the foregoing Holidays falls on a Sunday, the following Monday shall be deemed to be the Holiday.

Peak Management Days: Peak Management Days are the days on which NCMPA1 notifies its Participants to activate their peak management programs during On-Peak periods. The Peak Management Day used to establish the city's wholesale billing demand is the one Peak Management Day during the month on which NCMPA1 experienced the greatest average load (determined as the average of NCMPA1's integrated hourly loads during the hours of the On-Peak Period).

EXCESS DEMAND- Excess demand shall be the difference between the maximum integrated clock hour kW demand recorded during the current billing month and the Billing Demand for the same billing month.

ON-PEAK ENERGY- For billing purposes in any month the on-peak energy shall be the metered energy during the On-Peak Energy Period, whereby the On-Peak Energy Period is defined as weekdays from 7:00 AM to 11:00 PM EST.

OFF-PEAK ENERGY- For billing purposes in any month the off-peak energy shall be the total energy metered for the month less the on-peak energy.

NOTIFICATION BY CITY- The City will use diligent efforts to provide advance notice to the Customer of Peak Management Days if requested. However, the City does not guarantee that advance notice will be provided. Notification by the City will be provided to the Customer by direct telephone communications or automatic signal, as mutually agreed. The Customer will hold the City harmless in connection with its response to notification.

DETERMINATION OF ENERGY- The kWh of energy shall be the sum of all energy used during the current billing month as indicated by watts-hour meter readings.

POWER FACTOR CORRECTION- Where the power factor of the Consumer's installation is less than 85%, the City may correct kWh consumption for the month by multiplying by .85 and dividing by the actual power factor.

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SALES TAX- Applicable North Carolina sales tax shall be added to the customer's total charges for each month, determined in accordance with the above electric rates.

PURCHASED POWER ADJUSTMENT- The current Purchased Power Adjustment Rate Rider PP-1 shall apply to all service provided under this schedule.

RENEWABLE ENERGY PORTFOLIO STANDARD: The current Renewable Energy Portfolio Standard Rate Rider REPS shall apply to all service provided under this schedule.

Effective for service as determined by meter readings on and after July 1, 2015.

INDUSTRIAL COORDINATED PEAK DEMAND – SCHEDULE ICP

AVAILABILITY. This schedule is available only to industrial consumers for service supplied to the individual establishment purchasing all of its power requirements from the City and whose monthly demand exceeds 1000 kW, and for whom facilities are installed to coordinate reduction of power requirements on the City's electrical system during system peak periods. If contract for service is made after July 1, 2006, then demand of the new load must equal or exceed 1000 kW, but not exceed 20,000 kW.

Once a qualified Customer elects service under this Rate Schedule, service will be provided under the terms and conditions of this Rate Schedule for a term extending through the following June 30. A Customer may, subject to the consent of the City, elect to discontinue service under this Rate Schedule and receive service under another applicable Rate Schedule by giving written notice to the City prior to March 1 of any year. Proper notice having been provided and written consent received from the City, the Customer shall discontinue service under this Rate Schedule effective the first July 1 following the notice.

TYPE OF SERVICE. The City will furnish 60 cycle service through one meter, at one delivery point, at one of the following voltages.

- Three Phase 208/120 4-wire Grounded Wye connected circuit
- Three Phase 480/277 4-wire Grounded Wye connected circuit
- Three Phase 7.6 13.2 or 19.9/34.5 kV, 4-wire Grounded Wye connected circuit. (Prospective consumers should ascertain the available type of service by inquiry at the City Hall before purchasing equipment).

Motors in excess of 5 HP must be three phase; however, all motors must be of a type approved by the City and the City may require devices to control the motor starting current. Customers receiving Three Phase service shall provide Three Phase protection. The City will not be liable for single phasing of any installation.

MONTHLY RATE

A.	Basic Customer Charge	\$500.00
B.	Demand Charge	
	Annual Coincident Peak Demand-All kW	\$1.50 per kW
	Excess Demand	\$2.35 per kW
	Monthly Coincident Peak Demand	
	June through September	\$19.75 per kW
	October through May	\$11.15 per kW
C.	Energy Charge	
	June-September On-Peak Energy	\$0.0685 per kWh
	Off-Peak Energy	\$0.0448 per kWh
	October-May On-Peak Energy)	\$0.0577 per kWh
	Off-Peak Energy	\$0.0387 per kWh

SALES TAX. Current North Carolina utilities sales tax shall be added to the above charges.

PURCHASED POWER ADJUSTMENT. The current Purchased Power Adjustment Rate Rider PP-1 shall apply to all service provided under this schedule.

DEMAND BILLING QUANTITIES. Coincident Peak Billing Demand shall be the average kW demand measured in the on peak period used by the North Carolina Municipal Power Agency Number 1 for wholesale billing purposes during the corresponding month of Customer's billing. Excess Demand shall be the highest 30-minute demand recorded during the current billing month, less the Monthly Coincident Peak Demand for the current

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billing month. The Annual Coincident Peak Demand shall be the customer's average kW demand measured in the on peak period used by the North Carolina Municipal Power Agency Number 1 to determine the City of Monroe's Annual Peak Demand.

ON-PEAK ENERGY- For billing purposes in any month the on-peak energy shall be the metered energy during the On-Peak Energy Period, whereby the On-Peak Energy Period is defined as weekdays from 7:00 AM to 11:00 PM EPT.

OFF-PEAK ENERGY- For billing purposes in any month the off-peak energy shall be the total energy metered for the month less the on-peak energy.

NOTIFICATION BY CITY- The City will use diligent efforts to predict each monthly system peak and notify the Customer in advance; however, the City is not able to guarantee an accurate prediction, and notice will be provided. Notification by the City will be provided to the customer by direct telephone communications or automatic signal, as mutually agreed. The Customer will hold the City harmless in connection with its response to notification.

POWER FACTOR CORRECTION- Where the power factor of the Consumer's installation is less than 85%, the City may correct kWh consumption for the month by multiplying by .85 and dividing by the actual power factor.

EXTRA FACILITIES- The City will furnish and install facilities not normally required for service under this rate schedule upon reimbursement by the Customer or agreement from the Customer to pay a facilities charge of 1.7% of the total installed cost per month. Customer will pay a facilities charge of 1.7% of the total installed cost of special demand metering required by this schedule. This special demand metering requires that a telephone circuit be provided for each meter for remote meter reading via modem. This telephone circuit can be provided by the Customer or by the City, subject to a facilities charge.

SERVICE REGULATIONS- The applicable provisions of the current Service Regulations are made a part of this Schedule.

RENEWABLE ENERGY PORTFOLIO STANDARD- The current Renewable Energy Portfolio Standard Rate Rider REPS shall apply to all service provided under this schedule.

Effective for service as determined by meter readings on and after July 1, 2016.

INDUSTRIAL SERVICE – SCHEDULE IND

AVAILABILITY. This schedule is available only to industrial consumers for manufacturing processes and other power service supplied to the individual industrial establishment purchasing all of its power requirements from the City and having a demand greater than 1,000 kW. If contract for service is made after July 1, 2006, then demand of the new load must equal or exceed 1000 kW, but not exceed 20,000 kW.

TYPE OF SERVICE. The City will furnish 60 cycle service through one meter, at one delivery point, at one of the following voltages.

- Three Phase 208/120 4-wire Grounded Wye connected circuit
- Three Phase 480/277 4-wire Grounded Wye connected circuit
- Three Phase 7.6/13.2 or 19.9/34.5 kW, 4-wire Grounded Wye connected circuit. (Prospective consumers should ascertain the available type of service by inquiry at the City Hall before purchasing equipment).

Motors in excess of 5 HP must be three phase; however, all motors must be of a type approved by the City and the City may require devices to control the motor starting current. Customers receiving Three Phase service shall provide Three Phase protection. The City will not be liable for single phasing of any installation.

MONTHLY RATE

A.	Basic Customer Charge	\$500.00
B.	Demand Charge	
	First 50 kW	\$10.25 per kW
	Over 50 kW	\$10.25 per kW
C.	Energy Charge	
	First 100 kWh/kW	
	First 150,000 kWh	\$0.0795 per kWh
	Over 150,000 kWh	\$0.0737 per kWh
	Next 200 kWh/kW	\$0.0684 per kWh
	Over 300 kWh/kW	\$0.065 per kWh

SALES TAX. Current North Carolina utilities sales tax shall be added to the above charges.

PURCHASED POWER ADJUSTMENT. The current Purchased Power Adjustment Rate Rider PP-1 shall apply to all service provided under this schedule.

DETERMINATION OF BILLING DEMAND. The Billing Demand shall be the highest 30-minute demand recorded during the current billing month.

POWER FACTOR CORRECTION. Where the power factor of the consumer's installation is less than 85%, the city may correct kWh consumption for the month by multiplying by .85 and dividing by the actual power factor

SERVICE REGULATIONS. The applicable provisions of the current Service Regulations are made a part of this Schedule.

RENEWABLE ENERGY PORTFOLIO STANDARD: The current Renewable Energy Portfolio Standard Rate Rider REPS shall apply to all service provided under this schedule.

Effective for service as determined by meter readings on and after July 1, 2015.

LARGE COMMERCIAL TIME OF USE SERVICE – SCHEDULE LCTOU

AVAILABILITY. This rate schedule is available non-residential electric customers within the territory served by the City with a demand of 500 Kw or greater. The obligations of the City in regard to supplying electric service are dependent upon its securing and retaining all necessary rights-of-way, privileges and permits for the delivery of such service. The City shall not be liable to any customer or applicant for electric service in the event it is delayed in, or is prevented from, furnishing the electric service by its failure to secure and retain such rights-of-way, privileges and permits. If contract for service is made after July 1, 2006, then demand of the new load must not exceed 20,000 kW.

Once a qualified Customer elects service under this Rate Schedule, service will be provided under the terms and conditions of this Rate Schedule for a term extending through the following June 30. A Customer may, subject to the consent of the City, elect to discontinue service under this Rate Schedule and receive service under another applicable Rate Schedule by giving written notice to the City prior to March 1 of any year. Proper notice having been provided and written consent received from the City, the Customer shall discontinue service under this Rate Schedule effective the first July 1 following the notice.

APPLICABILITY. This rate schedule is applicable to non-domestic customers who operate twenty-four hours a day, seven days a week. Power delivered under this rate schedule shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other rate schedule of the City, except at the option of the City.

CHARACTER OF SERVICE. Service under this rate schedule shall be 60 Hertz through one meter, at one delivery point, at one of the approximate voltages:

- Single-phase, 120/240 volts;
- Three-phase, 208Y/120 volts, 460Y/265 volts, 480Y/277 volts;
- Three-phase voltages other than these listed may be available at the option of the City.

Where three-phase service is not available, it may be extended to the customer's premises at the City's discretion. The customer may be required to participate in the expense of extending such service. Motors of less than 5 H.P. may be single-phase. All motors of more than 5 H.P. must be equipped with starting compensatory. Customers receiving Three Phase service shall provide Three Phase protection. The City will not be liable for single phasing of any installation

SPECIAL CONDITIONS. Before wiring any premises or purchasing equipment for same, the customer shall give the City notice in writing of the location of the building, together with a list of electrical devices to be used thereon, and shall ascertain in the character of service available at such premises. They City shall specify the voltage and type of electrical service to be furnished as well as the location of the meter and the point where the service connections shall be made.

MONTHLY RATE

Basic Customer Charge	\$250.00
Demand Charge	
On-Peak Demand Charge per Month	\$16.70 per kW
Economy Demand Charge per Month	\$2.50 per kW
Energy Charge	
All On-Peak Energy per Month	\$0.0782 per kWh
All Off-Peak Energy per Month	\$0.056 per kWh

SALES TAX. Any applicable sales tax will be added to the monthly bill as determined above.

Schedule LCTOU

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PURCHASED POWER ADJUSTMENT. The current Purchased Power Adjustment Rate Rider PP-1 shall apply to all service provided under this schedule.

DETERMINATION OF ON-PEAK AND OFF-PEAK HOURS

	<u>Summer Months (May – September)</u>	<u>Winter Months (October – April)</u>
On-Peak Period Hours	1:00 p.m. - 10:00 p.m. Monday – Friday	7:00 a.m. - 1:00 p.m. Monday – Friday
Off-Peak Period Hours	All other weekday hours and all Saturday and Sunday hours	

DEFINITION OF MONTH. The term “month” as used in this rate schedule means the period intervening between meter readings for the purpose of monthly billings. Readings are taken each month at intervals of approximately thirty days.

CONTRACT DEMAND. The City will require contracts to specify the maximum demand to be delivered to the customer, which shall be the Contract Demand. Where the customer can restrict on-peak demand to levels considerably below that of the Contract Demand, the City may also contract for a limited On-Peak Contract Demand in addition to the Contract Demand.

DETERMINATION OF BILLING DEMAND

- A. The On-Peak Billing Demand each month shall be the maximum integrated thirty minute demand during the on-peak period during the month for which the bill is rendered.
- B. The Economy Demand shall be the difference between the off-peak and on-peak integrated thirty-minute demands.

MINIMUM CHARGE. The minimum charge shall be the bill calculated on the rate above including the Basic Customer Charge, Demand Charge and Energy Charge. If the customer’s measured demand exceeds the Contract Demand, the City may at any time establish the minimum based on the maximum integrated demand in the previous twelve months including the month for which the bill is rendered.

POWER FACTOR CORRECTION. Where the power factor of the Consumer’s installation is less than 85%, the City may correct kWh consumption for the month by multiplying by .85 and dividing by the actual power factor.

SERVICE REGULATIONS. The applicable provisions of the current Service Regulations are made a part of this Schedule.

SERVICE CONTRACT. Application and contract in writing shall be required which, when accepted by the City, shall constitute the contract between the customer and the City. No promises, agreements, statements of representations of any agent or employee of the City shall be of any binding force or effect unless the same be incorporated in writing in such contract. The contract shall not be transferable or assignable, without written consent of the City. The original term of this contract shall be one year, and thereafter from year to year upon the condition that either party can terminate the contract at the end of the original term, or at any time thereafter, by giving at least sixty days’ previous notice of such termination in writing; but the City may require a contract for a longer original term of years where the requirement is justified by the circumstance.

RENEWABLE ENERGY PORTFOLIO STANDARD: The current Renewable Energy Portfolio Standard Rate Rider REPS shall apply to all service provided under this schedule.

Effective for service as determined by meter readings on and after July 1, 2016.

LARGE GENERAL SERVICE – SCHEDULE LG

AVAILABILITY. This schedule is available only to commercial or industrial consumers for service supplied to an individual store, commercial, or industrial establishment purchasing all of its power requirements from the City and having a demand equal to or greater than 30 kW but less than 100 kW within the last 12 consecutive months. Service will only be provided to facilities constructed in conformance with the City's specifications.

TYPE OF SERVICE. The City will furnish 60 cycle service through one meter, at one delivery point, at one of the following voltages.

- Single Phase 120/240
- Three Phase 208/120 4-wire Grounded Wye connected circuit
- Three Phase 480/277 4-wire Grounded Wye connected circuit
- Three Phase 7.6/13.2 or 19.9/34.5 kW, 4-wire Grounded Wye connected circuit. (Prospective consumers should ascertain the available type of service by inquiry at the City Hall before purchasing equipment).

Motors in excess of 5 HP must be three phase; however, all motors must be of a type approved by the City and the City may require devices to control the motor starting current. Customers receiving Three Phase service shall provide Three Phase protection. The City will not be liable for single phasing of any installation.

MONTHLY RATE

A.	Basic Customer Charge	\$85.00
B.	Demand Charge	
	First 30 kW	\$3.95 per kW
	Over 30 kW	\$6.75 per kW
C.	Energy Charge	
	First 100 kWh/kW	\$0.1006 per kWh
	Next 200 kWh/kW	\$0.0855 per kWh
	Over 300 kWh/kW	\$0.0749 per kWh

SALES TAX. Current North Carolina utilities sales tax shall be added to the above charges.

PURCHASED POWER ADJUSTMENT. The current Purchased Power Adjustment Rate Rider PP-1 shall apply to all service provided under this schedule.

DETERMINATION OF BILLING DEMAND. The Billing Demand shall be the highest 30-minute demand recorded during the current billing month.

SERVICE REGULATIONS. The applicable provisions of the current Service Regulations are made a part of this Schedule.

RENEWABLE ENERGY PORTFOLIO STANDARD: The current Renewable Energy Portfolio Standard Rate Rider REPS shall apply to all service provided under this schedule.

Effective for service as determined by meter readings on and after July 1, 2015.

***LARGE INDUSTRIAL COORDINATED PEAK DEMAND RATE-NEW CONSTRUCTION SCHEDULE
LICPNC***

AVAILABILITY. This rate is available only to new industrial loads which contract for service after July 1, 2005 and before June 1, 2014. This service is not available to existing buildings or premises that have had electric service from the City prior to July 1, 2005. The demand of the new load must equal or exceed 5,000 kW during at least three months of a twelve-month period and have a load factor of 60% or greater. If contract for service is made after July 1, 2006, then demand of the new load must equal or exceed 5,000 kW during at least three months of a twelve-month period, but not exceed 20,000 kW, and have a load factor of 60% or greater. Service under this Schedule shall be used solely by the contracting customer in a single enterprise, located entirely on a single contiguous site or premises. This Schedule is not available for auxiliary or breakdown service and power delivered hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in the contract with the Customer. The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, franchises, and permits for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event the City is delayed in, or is prevented from furnishing the power by its failure to secure and retain such rights-of-way, rights, privileges, franchises, and/or permits.

TYPE OF SERVICE. The City will furnish 60-Hertz service through one meter, at one delivery point, at one of the following approximate voltages where available:

- Single-phase, 120/240 volts; or
- 3 phase, 208Y/120 volts, 480Y/277 volts; or
- 3 phase 4160Y/2400 volts, 13200Y/7620 volts, 34500Y/19920 volts, or
- 3 phase voltages other than the foregoing, but only at the City's option, and provided that the size of the Customer's load and the duration of the Customer's contract warrants a substation solely to serve that Customer, and further provided that the Customer furnish suitable outdoor space on the premises to accommodate a ground-type transformer installation, or substation, or a transformer vault built in accordance with the City's specifications.

The type of service supplied will depend upon the voltage available at or near the Customer's location. Prospective customers should ascertain the available voltage by inquiry at the office of the City before purchasing equipment. Motors of less than 5 HP may be single-phase. All motors of more than 5 HP must be equipped with starting compensators and all motors of more than 25 HP must be of the slip ring type except that the City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

MONTHLY RATE

A. Basic Customer Charge	\$500.00
B. Demand Charge	
Annual Coincident Peak Demand-All kW	\$1.50 per kW
Excess Demand (all months)	\$2.35 per kW
Monthly Billing Demand	
Summer (June – September)	\$19.75 per kW
Winter (October – May)	\$11.15 per kW

Schedule – LICPNC

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MONTHLY RATE (Continued)

C. Energy Charges

June-September

On-Peak Energy \$0.0685 per kWh

Off-Peak Energy \$0.0448 per kWh

October-May

On-Peak Energy \$0.0577 per kWh

Off-Peak Energy \$0.0387 per kWh

DEFINITION OF "MONTH". The term "month" as used in the Schedule means the period intervening between meter readings for the purposes of monthly billing, such readings being taken once a month.

DETERMINATION OF BILLING DEMAND

On-Peak Demand: Billing Demand shall be the average of the integrated clock hour kW demands measured during the hours of the On-Peak Period on the day identified as the Peak Management Day used by the North Carolina Municipal Power Agency Number 1 (NCMPA1) for wholesale billing purposes during the corresponding month of Customer's billing.

On-Peak Periods: On-peak periods are non-holiday weekdays during the following times:

June-September 2:00 p.m. – 6:00 p.m.

December-February 7:00 a.m. – 9:00 a.m.

All other months 7:00 a.m. – 9:00 a.m. and 2:00 p.m. – 6:00 p.m.

Excess Demand: Excess demand shall be the highest 30-minute demand recorded during the current billing month, less the Monthly Coincident Peak Demand for the current billing month.

Holidays: The following days of each calendar year are considered holidays: New Year's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Friday following Thanksgiving Day, and Christmas Day. In the event that any of the foregoing Holidays falls on a Saturday, the preceding Friday shall be deemed to be the Holiday. In the event any of the foregoing Holidays falls on a Sunday, the following Monday shall be deemed to be the Holiday.

Peak Management Days- Peak Management Days are the days on which NCMPA1 notifies its Participants to activate their peak management programs during On-Peak periods. The Peak Management Day used to establish the city's wholesale billing demand is the one Peak Management Day during the month on which NCMPA1 experienced the greatest average load (determined as the average of NCMPA1's integrated hourly loads during the hours of the On-Peak Period).

ON-PEAK ENERGY- For billing purposes in any month the on-peak energy shall be the metered energy during the On-Peak Energy Period, whereby the On-Peak Energy Period is defined as weekdays from 7:00 AM to 11:00 PM EPT.

OFF-PEAK ENERGY- For billing purposes in any month the off-peak energy shall be the total energy metered for the month less the on-peak energy.

Schedule – LICPNC

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NOTIFICATION BY CITY: The City will use diligent efforts to provide advance notice to the Customer of Peak Management Days if requested. However, the City does not guarantee that advance notice will be provided. Notification by the City will be provided to the Customer by direct telephone communications or automatic signal, as mutually agreed. The Customer will hold the City harmless in connection with its response to notification.

DETERMINATION OF ENERGY. The kWh of energy shall be the sum of all energy used during the current billing month as indicated by watts-hour meter readings.

POWER FACTOR CORRECTION. Where the power factor of the Consumer's installation is less than 85%, the City may correct kWh consumption for the month by multiplying by .85 and dividing by the actual power factor.

CONTRACT PERIOD. Each customer shall enter into a contract to purchase electricity from the City for a minimum original term of one (1) year, and thereafter from year to year upon the condition that either party can terminate the contract at the end of the original term, or at any time thereafter, by giving at least sixty (60) days prior notice of such termination in writing; but the City may require a contract for a longer original term of years where the requirement is justified by the circumstances.

SALES TAX. Applicable North Carolina sales tax shall be added to the customer's total charges for each month, determined in accordance with the above electric rates.

PURCHASED POWER ADJUSTMENT The current Purchased Power Adjustment Rate Rider PP-1 shall apply to all service provided under this schedule.

RENEWABLE ENERGY PORTFOLIO STANDARD: The current Renewable Energy Portfolio Standard Rate Rider REPS shall apply to all service provided under this schedule.

Effective for service as determined by meter readings on and after July 1, 2015.

LARGE POWER SERVICE – SCHEDULE LP

AVAILABILITY. This schedule is available only to commercial or industrial consumers for service supplied to an individual store, commercial, or industrial establishment purchasing all of its power requirements from the City and having a demand equal to or greater than 500 kW within the last 12 consecutive months. Service will only be provided to facilities constructed in conformance with the City's specifications.

TYPE OF SERVICE. The City will furnish 60-cycle service through one meter, at one delivery point, at one of the following voltages.

- Single Phase 120/240
- Three Phase 208/120 4-wire Grounded Wye connected circuit
- Three Phase 480/277 4-wire Grounded Wye connected circuit
- Three Phase 7.6/13.2 or 19.9/34.5 kW, 4-wire Grounded Wye connected circuit. (Prospective consumers should ascertain the available type of service by inquiry at the City Hall before purchasing equipment).

Motors in excess of 5 HP must be three phase; however, all motors must be of a type approved by the City and the City may require devices to control the motor starting current. Customers receiving Three Phase service shall provide Three Phase protection. The City will not be liable for single phasing of any installation.

MONTHLY RATE

A.	Basic Customer Charge	\$250.00
B.	Demand Charge	
	First 50 kW	\$9.75 per Kw
	Over 50 kW	\$9.75 per Kw
C.	Energy Charge	
	First 100 kWh/kW	\$0.0757 per kWh
	Next 200 kWh/kW	\$0.0682 per kWh
	Over 300 kWh/kW	\$0.0614 per kWh

SALES TAX. Current North Carolina utility sales tax shall be added to the above charges.

PURCHASED POWER ADJUSTMENT. The current Purchased Power Adjustment Rate Rider PP-1 shall apply to all service provided under this schedule.

DETERMINATION OF BILLING DEMAND. The Billing Demand shall be the highest 30-minute demand recorded during the current billing month.

POWER FACTOR CORRECTION. Where the power factor of the consumer's installation is less than 85%, the city may correct kWh consumption for the month by multiplying by .85 and dividing by the actual power factor

SERVICE REGULATIONS. The applicable provisions of the current Service Regulations are made a part of this Schedule.

RENEWABLE ENERGY PORTFOLIO STANDARD: The current Renewable Energy Portfolio Standard Rate Rider REPS shall apply to all service provided under this schedule.

Effective for service as determined by meter readings on and after July 1, 2015.

MEDIUM POWER SERVICE – SCHEDULE MP

AVAILABILITY. This schedule is available only to commercial or industrial consumers for service supplied to an individual store, commercial, or industrial establishment purchasing all of its power requirements from the City and having a demand equal to or greater than 100 kW and less than 500 kW within the last 12 consecutive months. Service will only be provided to facilities constructed in conformance with the City's specifications.

TYPE OF SERVICE. The City will furnish 60-cycle service through one meter, at one delivery point at one of the following voltages.

- Single Phase 120/240
- Three Phase 208/120 4-wire Grounded Wye connected circuit
- Three Phase 480/277 4-wire Grounded Wye connected circuit
- Three Phase 7.6/13.2 or 19.9/34.5 kW, 4-wire Grounded Wye connected circuit. (Prospective consumers should ascertain the available type of service by inquiry at the City Hall before purchasing equipment).

Motors in excess of 5 HP must be three phase; however, all motors must be of a type approved by the City and the City may require devices to control the motor starting current. Customers receiving Three Phase service shall provide Three Phase protection. The City will not be liable for single phasing of any installation.

MONTHLY RATE

A.	Basic Customer Charge	\$175.00
B.	Demand Charge	
	First 50 kW	\$8.75 per kW
	Over 50 kW	\$8.75 per kW
C.	Energy Charge	
	First 100 kWh/kW	\$0.0865 per kWh
	Next 200 kWh/kW	\$0.0757 per kWh
	Over 300 kWh/kW	\$0.0680 per kWh

SALES TAX. Current North Carolina utility sales tax shall be added to the above charges.

PURCHASED POWER ADJUSTMENT. The current Purchased Power Adjustment Rate Rider PP-1 shall apply to all service provided under this schedule.

DETERMINATION OF BILLING DEMAND. The Billing Demand shall be the highest 30-minute demand recorded during the current billing month.

POWER FACTOR CORRECTION. Where the power factor of the consumer's installation is less than 85%, the city may correct kWh consumption for the month by multiplying by .85 and dividing by the actual power factor

SERVICE REGULATIONS. The applicable provisions of the current Service Regulations are made a part of this Schedule.

RENEWABLE ENERGY PORTFOLIO STANDARD: The current Renewable Energy Portfolio Standard Rate Rider REPS shall apply to all service provided under this schedule.

Effective for service as determined by meter readings on and after July 1, 2015.

RESIDENTIAL TIME OF USE SERVICE – SCHEDULE RTOU

AVAILABILITY. This rate schedule is available to all residential customers within the territory served by the City. The obligations of the City in regard to supplying electric service are dependent upon its securing and retaining all necessary rights-of-way, privileges and permits for the delivery of such service. The City shall not be liable to any customer or applicant for electric service in the event it is delayed in, or is prevented from, furnishing the electric service by its failure to secure and retain such rights-of-way, privileges and permits.

APPLICABILITY. This rate schedule is applicable to all electric service exclusively for domestic purposes to individual (single-family) private residences, condominiums, mobile homes, individually metered apartment units and farm homes. This rate schedule is not applicable to businesses, licensed boarding or rooming houses, fraternity or sorority houses advertised as such, educational institutions or facilities, or apartment houses if served by a single meter. Standby or resale service is not permitted under this rate schedule.

CHARACTER OF SERVICE. Service under this rate schedule shall be alternating current, 60 Hertz, single phase, at the City's option of standard available voltages

MONTHLY RATE

Basic Customer Charge	\$16.80
Energy Charge	
All On-Peak Energy per Month	\$0.1592 per kWh
All Off-Peak Energy per Month	\$0.0585 per kWh

SALES TAX. Any applicable sales tax will be added to the monthly bill as determined above.

PURCHASED POWER ADJUSTMENT. The current Purchased Power Adjustment Rate Rider PP-1 shall apply to all service provided under this schedule.

DETERMINATION OF ON-PEAK AND OFF-PEAK HOURS

	<u>Summer Months (May – September)</u>	<u>Winter Months (October – April)</u>
On-Peak Period Hours	7:00 a.m. - 11:00 p.m. Monday – Friday	7:00 a.m. - 11:00 p.m. Monday – Friday
Off-Peak Period Hours	All other weekday hours and all Saturday and Sunday hours	

MINIMUM CHARGE. The minimum monthly charge shall be the Basic Customer Charge.

SERVICE REGULATIONS. The applicable provisions of the current Service Regulations are made a part of this Schedule.

RENEWABLE ENERGY PORTFOLIO STANDARD: The current Renewable Energy Portfolio Standard Rate Rider REPS shall apply to all service provided under this schedule.

Effective for service as determined by meter readings on and after July 1, 2015.

RESIDENTIAL SERVICE – SCHEDULE R

AVAILABILITY. This schedule is available only to residential customers in residences, condominiums, mobile homes, or individually metered apartments. Service will only be provided to facilities constructed in conformance with the City's specifications.

TYPE OF SERVICE. The City will furnish 60 cycle service through one meter, at one delivery point, at the following approximate voltage:

- Single Phase 120/240

MONTHLY RATE

A.	Basic Customer Charge	\$12.00
B.	Energy Charge	
	First 300 kWh	\$0.122 per kWh
	Next 700 kWh	\$0.1149 per kWh
	Over 1,000 kWh	\$0.1149 per kWh

SALES TAX. Current North Carolina utilities sales tax shall be added to the above charges.

PURCHASED POWER ADJUSTMENT. The current Purchased Power Adjustment Rate Rider PP-1 shall apply to all service provided under this schedule.

SERVICE REGULATIONS. The applicable provisions of the current Service Regulations are made a part of this Schedule.

RENEWABLE ENERGY PORTFOLIO STANDARD: The current Renewable Energy Portfolio Standard Rate Rider REPS shall apply to all service provided under this schedule.

Effective for service as determined by meter readings on and after July 1, 2015.

SMALL COMMERCIAL SERVICE – SCHEDULE SC

AVAILABILITY. This schedule is available only to commercial consumers for service supplied to an individual store or commercial establishment purchasing all of its power requirements from the City and having a demand less than 30 kW within the last 12 consecutive months. Service will only be provided to facilities constructed in conformance with the City's specifications.

TYPE OF SERVICE. The City will furnish 60-cycle service through one meter, at one delivery point, at one of the following voltages:

- Single Phase 120/240 or
- Three Phase 208/120 or 480/277 volts from a 4 wire Wye connected circuit. (Prospective consumers should ascertain the available type of service by inquiry at the City Hall before purchasing equipment).

Motors in excess of 5 HP must be three phase; however, all motors must be of a type approved by the City and the City may require devices to control the motor starting current. Customers receiving 3-phase service shall provide 3-phase protection. The City will not be liable for single phasing of any installation.

MONTHLY RATE

A.	Basic Customer Charge	\$25.00
B.	Energy Charge	
	First 1,250 kWh	\$0.138 per kWh
	Next 1,750 kWh	\$0.1173 per kWh
	Over 3,000 kWh	\$0.0997 per kWh

SALES TAX. Current North Carolina utility sales tax shall be added to the above charges.

PURCHASED POWER ADJUSTMENT. The current Purchased Power Adjustment Rate Rider PP-1 shall apply to all service provided under this schedule.

SERVICE REGULATIONS. The applicable provisions of the current Service Regulations are made a part of this Schedule.

RENEWABLE ENERGY PORTFOLIO STANDARD: The current Renewable Energy Portfolio Standard Rate Rider REPS shall apply to all service provided under this schedule.

Effective for service as determined by meter readings on and after July 1, 2015.

TRAFFIC SIGNAL SERVICE – SCHEDULE TS

AVAILABILITY. This schedule is available only to local governments and authorities for traffic signal and control service. Service will only be provided to facilities constructed in conformance with the City's specifications.

TYPE OF SERVICE. The City will furnish 60 cycle service through one meter, at one delivery point, at single phase 120/240 volts.

MONTHLY RATE

- | | | |
|----|-----------------------|------------------|
| A. | Basic Customer Charge | \$10.00 |
| B. | Energy Charge | |
| | All kWh | \$0.0984 per kWh |

SALES TAX. Current North Carolina utilities sales tax shall be added to the above charges.

PURCHASED POWER ADJUSTMENT. The current Purchased Power Adjustment Rate Rider PP-1 shall apply to all service provided under this schedule.

SERVICE REGULATIONS. The applicable provisions of the current Service Regulations are made a part of this Schedule.

Effective for service as determined by meter readings on and after July 1, 2015.

ARTICLE C. ELECTRIC RATE RIDERS

PP-1 PURCHASED POWER ADJUSTMENT RIDER

The proposed electric rate rider listed below is to adjust the individual electric rates tariffs by the increase in the wholesale price of purchase power.

AVAILABILITY: This rate rider applicable to all City of Monroe Electric Service Schedules.

BILLING. The monthly bill computed under all the City's Electric Service Schedules will be increased or decreased by an amount equal to the result of multiplying the kwh used in the current billing cycle by the purchased power adjustment factor. The purchased power adjustment factor shall be calculated so that any projected over or under collection of purchased power costs would be returned or collected through these charges within the following 12 months projected energy sales. The purchased power adjustment factor shall be calculated and approved by the City Council as frequently as deemed necessary but at a minimum shall be calculated and approved at least once per fiscal year.

PURCHASED POWER ADJUSTMENT FACTOR.

Purchased Power Adjustment \$0.00/kwh

Renewable Energy Portfolio Standard: The current Renewable Energy Portfolio Standard Rate Rider REPS shall apply to all service provided under this schedule.

Effective for service as determined by meter readings on and after July 1, 2015.

RENEWABLE ENERGY PORTFOLIO STANDARDS (REPS) CHARGE

APPLICABILITY:

The Renewable Energy Portfolio Standards Charge set forth in this Rider is applicable to all customer accounts receiving electric service from the City of Monroe ("City"), except as provided below. These charges are collected for the expressed purpose of enabling the City to meet its Renewable Energy Portfolio Standards compliance obligations as required by the North Carolina General Assembly in its Senate Bill 3 ratified on August 2, 2007.

MONTHLY RATE:

Monthly electric charges for each customer account computed under the City's applicable electric rate schedule will be increased by an amount determined by the table below:

	Monthly Rates		
	Renewable Efficiency	DSM/Energy Charge	Total REPS
<u>DEFINITIONS:</u>			
Residential Account	\$ 0.84	\$ 0.00	\$ 0.85
Commercial Account	\$ 4.58	\$ 0.00	\$ 4.65
Industrial Account	\$47.20	\$ 0.00	\$47.92

ELIGIBILITY REQUIREMENTS:

Industrial and Commercial Customer Opt-out: All industrial customers, regardless of size, and large commercial customers with usage greater than one million kWh's per year can elect not to participate in City's demand-side management and energy efficiency measures in favor of its own implemented demand-side management and energy efficiency measures by giving appropriate written notice to the City. In the event such customers "opt-out", they are not subject to the DSM/Energy Efficiency portion of the charges above. All customers are subject to the Renewable Resources portion of the charges above.

AUXILIARY SERVICE ACCOUNTS:

The following service schedules will not be considered accounts because of the low energy use associated with them and the near certainty that customers served under these schedules already will pay a per account charge under another residential, commercial or industrial service schedule:

- Schedule AL and FL – Outdoor Lighting Service (metered and unmetered)
- Schedule AL and FL – Street and Public Lighting Service
- Schedule TS – Traffic Signal Service

SALES TAX: Current North Carolina utilities sales tax shall be added to the above charges.

Effective for service rendered after July 1, 2023.

NC GREENPOWER PROGRAM – RIDER GP-1

AVAILABILITY. This Rider is available on a voluntary basis in conjunction with any of the Municipality's Schedules for Customer who contracts with Municipality for a block or blocks of electricity produced from Renewable Resources provided through the statewide NC GreenPower Program. The maximum number of customers participating under this Rider shall be determined by the maximum number of blocks of electricity available through the NC GreenPower Program. This Rider is not for temporary service or for resale service. The provisions of the Schedule with which this Rider is used are modified only as shown herein.

MONTHLY RATE. In addition to all other charges stated in the Monthly Rate of the Schedule with which this Rider is used, the following charge shall also apply to each block Customer purchases:

\$4 per block

This Rider's Monthly Rate shall be applied to Customer's billing regardless of Customer's actual monthly kilowatts-hour consumption. Customer may change the number of monthly blocks purchased once during each year unless otherwise authorized by Municipality.

DEFINITIONS.

1. Block of Electricity: A block of electricity is equal to 100 kWh.
2. Renewable Resources: For purposes of this tariff, Renewable Resources are those renewable resources included in the NC GreenPower Program, which include such renewable resources as solar, wind, small hydro, and biomass placed in service after January 1, 2001 and used to generate electricity delivered to the electric grid in North Carolina.

SPECIAL CONDITIONS. The actual amount of electricity provided by Renewable Resources under this Rider to the statewide electricity grid in North Carolina during any specific month may vary from the number of blocks customers have purchased. However, a true-up of the delivery of the blocks to the purchase of blocks shall be completed within two years of the purchase. The electricity purchased from the Renewable Resources may not be specifically delivered to Customer, but will displace electricity that would have otherwise been produced from traditional generating facilities for delivery to customers within the State of North Carolina. This electricity shall be provided to the electricity grid.

DISTRIBUTION OF RIDER FUNDS. Charges under this Rider will be used to offset the higher cost of producing, purchasing, and/or acquiring the Renewable Resources. The funds collected from customers under this Rider will be distributed as follows:

1. To the North Carolina Advanced Energy Corporation, hereafter called "NCAEC", a nonprofit corporation, for the operational and administrative costs of the NCAEC necessary to administer and promote the statewide NC GreenPower Program, and
2. To the NCAEC who will provide incremental payments to the generators of the Renewable Resources selected by the NCAEC for the participation in the NC GreenPower Program.

NC GreenPower Program - Rider GP-1

Page 2

CONTRACT PERIOD. Customer or Municipality may terminate service under this Rider by giving the other party at least thirty (30) days prior notice.

GENERAL. Service rendered under this Rider is subject to the provisions of the most current Municipality's Customer Service Policies, as adopted by its Governing Board. Circumstances and/or actions which may cause the Municipality to terminate the availability of this Rider include but are not limited to: the retail supply of electric generation is deregulated; Municipality's participation in the statewide NC GreenPower Program is terminated; the statewide NC GreenPower Program is terminated; or other regulatory and/or legislative action which supersedes or contravenes the Rider or the NC GreenPower Program.

Effective for bills rendered on and after September 7, 2004.

NC GREENPOWER PROGRAM – RENEWABLE RIDER REN-1

AVAILABILITY. This Rider is available on a voluntary basis in conjunction with any of Municipality's Schedules for Customer who contracts with Municipality for a block or blocks of electricity produced from Renewable Resources provided through the statewide NC GreenPower Program. The maximum number of customers participating under this Rider shall be determined by the maximum number of blocks of electricity available through the NC GreenPower Program. This Rider is not available for temporary, for resale service, or for Customer purchases of less than 100 blocks of electricity under this Rider. Further, Customer's average monthly electric consumption must be equal or greater to 10,000 kWh. The provisions of the Schedule with which this Rider is used are modified only as shown herein.

MONTHLY RATE. In addition to all other charges stated in the Monthly Rate of the Schedule with which this Rider is used, the following charge shall also apply to each block Customer purchases:

\$2.50 per block

The minimum monthly charge shall be a charge for 100 blocks of electricity. This Rider's Monthly Rate shall be applied to Customer's billing regardless of Customer's actual monthly kilowatts-hour consumption.

DEFINITIONS.

1. Block of Electricity: A block of electricity is equal to 100 kWh.
2. Renewable Resources: For purposes of this tariff, Renewable Resources are those renewable resources included in the NC GreenPower Program used to generate electricity delivered to the electric grid in North Carolina, which include such renewable resources as solar, wind, small hydro and biomass.

SPECIAL CONDITIONS. The actual amount of electricity provided by Renewable Resources under this Rider to the statewide electricity grid in North Carolina during any specific month may vary from the number of blocks customers have purchased. However, a true-up of the delivery of the blocks to the purchase of blocks shall be completed within two years of the purchase. The electricity purchased from the Renewable Resources may not be specifically delivered to Customer, but will displace electricity that would have otherwise been produced from traditional generating facilities for delivery to customers within the State of North Carolina. This electricity shall be provided to the electricity grid.

DISTRIBUTION OF RIDER FUNDS. Charges under this Rider will be used to offset the higher cost of producing, purchasing, and/or acquiring the Renewable Resources. The funds collected from customers served under this Rider will be distributed as follows:

1. To the North Carolina Advanced Energy Corporation, hereafter called "NCAEC", a nonprofit corporation, for the operational and administrative costs of the NCAEC necessary to administer and promote the statewide NC GreenPower Program, and
2. To the NCAEC who will provide incremental payments to the generators of the Renewable Resources selected by the NCAEC for the participation in the NC GreenPower Program.

NC GreenPower Program - Renewable Rider REN-1
Page 2

CONTRACT PERIOD. The Contract Period under this Rider shall be for one (1) year. After the initial period, Customer or Municipality may terminate service under this Rider by giving the other party at least thirty (30) days previous written notice.

GENERAL. Service rendered under this Rider is subject to the provisions of the most current Municipality's Customer Service Policies, as adopted by its Governing Board. Circumstances and/or actions which may cause the Municipality to terminate the availability of this Rider include but are not limited to: the retail supply of electric generation is deregulated; Municipality's participation in the statewide NC GreenPower Program is terminated; the statewide NC GreenPower Program is terminated; or other regulatory and/or legislative action which supersedes or contravenes the Rider or the NC GreenPower Program.

Effective for bills rendered on and after September 7, 2004.

RIDER LM-1 FOR LARGE COMMERCIAL ELECTRIC CUSTOMERS WITH NON-PARALLEL GENERATION

AVAILABILITY. This electric rate rider is available to City of Monroe electric customers:

- 1) Using the any Commercial or Industrial rate, except Schedule CP or Schedule ICP, and
- 2) Which have a stand-by or emergency generator for non-parallel operation with a capacity of 45 kilowattss or greater.

The customer agrees to actively participate in the Load Management Program of the City of Monroe. The provisions and rates of the applicable rate schedule are modified only as shown herein. This rider is not available for short-term or temporary service, nor is it available for customers on other rate schedules of the City of Monroe.

Billing Credit. A billing credit will be applied to the monthly bill for customer-generated power as follows:
Billing Credit = Generated Power x Demand Charge Rate.

Definition of Terms.

- 1) Demand Charge Rate: \$7.96 per kW June through September.
- 2) Generated Power: The average amount of power (in kilowattss) generated by the customer during the on peak period of the given month.
- 3) Monthly Coincident Peak: The on peak period during each June through September which determines the monthly billing demand of the City of Monroe under the appropriate all-requirements rate schedule of its wholesale power supplier – North Carolina Municipal Power Agency #1.

Eligibility Requirements and Restrictions

- 1) In order to receive the billing credit, the customer must operate its generation equipment during the monthly coincident on peak period as requested by the City.
- 2) If the City of Monroe does not notify the customer of the load management period or if the customer does not operate his generator the on peak period of a given month there will be no billing credit.
- 3) Because the monthly coincident on peak period cannot be determined until the month is over, the credit on any given monthly bill will be the credit earned during the preceding month.
- 4) The City of Monroe will contact the customer by telephone or other means to notify the customer of time and length of load management periods. The City will attempt to provide as much prior notice as possible.
- 5) The customer assumes all costs associated directly or indirectly with the operation of the generator(s) and all other customer owned facilities used in conjunction with this program. The customer assumes all costs associated with any modifications required to its facilities in order to participate in this program.
- 6) The generated power used in determining the billing credit cannot exceed the customer's billing demand.

Rider LM-1
Page 2

Contract Period. The contract period shall be on a month to month basis and shall continue until either party gives the other thirty (30) days' notice.

Metering. The City will install and own at a mutually agreed upon point all metering and recording equipment to determine the customer's generator output during the monthly coincident peak. The City's representatives shall have reasonable right of ingress and egress to the customer's property at any time for the purpose of reading, inspecting, or servicing these metering facilities. If required, the customer will provide the City a 120 V, 60 HZ single phase 15 AMP service for this metering facility.

Effective for service rendered on and after July 1, 2010.

WH-1 WATER HEATER REBATE FOR RESIDENTIAL/BUSINESS CUSTOMERS

AVAILABILITY. This rate rider is available to all City of Monroe electric customers receiving or applying for permanent electric service under any applicable rate schedule.

ELIGIBILITY REQUIREMENTS. A \$150 rebate will be paid to the City of Monroe electric customers installing an electric water heater. The rebate is available to a customer installing an electric water heater:

- 1) In a new dwelling/business; or
- 2) To replace an existing water heater. (Existing water natural gas, propane, fuel oil, etc.)

In addition, the following standards must be met:

- 1) The hot water heater will be at least a 30-gallon tank. There is no limit to the maximum size.
- 2) Each water heater should have a load management switch attached; this however, is not required if the switch cannot physically be installed or if the City is not currently providing an electric water heater load control program.
- 3) The customer will choose the plumbing contractor of their choice to install the new water heater. All future service requirements can be arranged with that contractor or any other of the customer's choice.
- 4) The customer should expect to pay the contractor the fair market price for installation costs. The City will inspect the final installation.
- 5) Since the water heater remains the customer's property, all future service is at the customer's expense. The City makes no guarantee, express or implied, about the quality of the water heater or its installation.
- 6) The manufacturer, not the City, guarantees the tank against leakage and defects.
- 7) After the customer has the water heater installed, a representative from the City will inspect the installation of the water heater (and attach a switch, if necessary). The customer will use a paid receipt to apply for his rebate on an existing dwelling. A visual inspection of any new home will serve as verification.
- 8) The water heater rebate will be \$150 per unit installed with no maximum number of units to customer/builder/developer. The water heater may cost less than \$150.

Request for Proposal (RFP) for Energy Efficiency Programs Commercial/Industrial Customers

AVAILABILITY This rate rider is available to all City of Monroe retail commercial and industrial customers receiving or applying for permanent electric service under Commercial/Industrial rate schedule.

APPLICABILITY This program is available to all retail commercial and industrial customers, served by City of Monroe. Customers that choose to undertake energy efficiency project as a result of the financial incentives awarded through this RFP process will benefit from the reduced electricity consumption and associated power bills from City of Monroe. All projects will be reviewed and ranked by the City of Monroe, NCMPA1 Staff and its consultants. The highest-ranking proposals in all NCMPA1's Member Cities will be first, until available funds are depleted.

- 1) Participation is open to any commercial, industrial or institutional electric customer of City of Monroe with a peak annual billing demand of at least 250 kW.
- 2) All proposed projects must be located at facilities that are receiving electric service from the City of Monroe.
- 3) A qualifying customer must specify the amount of incentive required to implement the project. Funding of the incentives is intended to cover a portion, but not all, of the cost of an energy efficiency project.
- 4) Projects may be submitted in partnership with an equipment vendor, consultant, contractor or other third party service provider.
- 5) Energy efficiency projects that produce, in the aggregate, savings of 100,000 kWh (or more) per year will receive preference.
- 6) All kWh savings provided by an energy efficiency project must be produced in a manner that will allow City of Monroe to measure, verify and apply the savings toward its REPS compliance obligations under the provisions of Senate Bill 3.
- 7) It is acceptable to aggregate energy efficiency measures at multiple facilities (all of which must receive electric service from the City of Monroe) so long as the facilities are owned by the same parent company and operated by the same corporate management.
- 8) All projects will be reviewed and ranked by City of Monroe, NCMPA1 staff and its consultants. The highest ranking proposals in all NCMPA1's Member Cities will be funded first until available funds are gone.
- 9) Eligible energy efficiency projects must provide savings that are measurable and verifiable any may be related to projects that include, but are not limited to, high efficiency lighting, refrigeration and HVAC systems; improved building envelopes; energy management systems; variable speed drives on motors; and measures that are unique to a customer's business or physical process.

Rider RFP
Page 2

10) Measure that are not eligible include new construction projects, used or rebuilt equipment, non-cogeneration power production applications such as standby generation, fuel switching and repair/maintenance projects.

Contract Period Eligibility is limited to projects that are undertaken and installed during the calendar year period January 1, 2009 through December 31, 2009.

Effective after March 24, 2009

RHP RESIDENTIAL HIGH EFFICIENCY HEAT PUMP REBATE PROGRAM

AVAILABILITY. This rate rider is available to all City of Monroe electric customers receiving or applying for permanent electric service under residential rate schedule.

ELIGIBILITY REQUIREMENTS. A rebate will be paid to the City of Monroe residential electric customers installing an energy efficiency heat pump. The minimum Seasonal Energy Efficiency Ratio (SEER) of 15 and minimum size of 1 ton, up to maximum of 5 tons. Rebates will be paid for the following qualifying installations:

- 1) **In a new installation.** For new installations (new construction), the rebate is \$400 for air source heat pumps 15 – 17+ SEER.
- 2) **To replace an existing heating/air conditioning system.** (Existing heating air-conditioning system can be any energy source, i.e., electric, natural gas, propane, fuel oil, etc.). For replacing an existing heating/air conditioning system, the rebate is \$300 for air source heat pumps 15 – 16.9 SEER and \$400 for air source heat pumps of 17+ SEER.
- 3) For installation of **new or replacing an existing Geothermal Heat Pumps**, the rebate will be \$500.

In addition, the following standards must be met:

- 1) The heat pump will have at least 15 SEER rating. There is no maximum to the SEER rating.
- 2) The heat pump must be residentially sized (five tons and under, minimum size of 1 ton), but may be installed in any type of dwelling.
- 3) The customer will choose the HVAC contractor of their choice to install the new heat pump. All future service requirements can be arranged with that contractor or any other of the customer's choice.
- 4) The customer should expect to pay the contractor the fair market price for the purchase and installation costs. The City will verify the unit (s) qualifies per the rebate program.
- 5) Since the heat pump remains the customer's property, all future service is at the customer's expense. The city makes no guarantee, express or implied, about the quality of the heat pump or its installation.
- 6) The manufacturer, not the city, guarantees the customer's heat pump against defects.
- 7) After the customer has the heat pump installed, a representative from the city will inspect the installation of the heat pump. The customer will use a paid receipt to apply for his heat pump on an existing dwelling. A visual inspection of any new home will serve as verification.
- 8) The heat pump rebate will be per unit installed with no maximum number of units to a customer/builder/developer. The program is subject to continued annual approval.
- 9) A customer may be denied rebate under these and other conditions determined by the city:
 - a. Incomplete rebate application,
 - b. No copy of dated sales invoice included with application,
 - c. Manufacturer documentation of efficiency ratings is not correct or unavailable.

The city will list on the application form any reason a rebate is denied.

Effective July 1, 2019.

Commercial Solar Thermal Rebate for Energy Efficiency Programs Commercial/Industrial Customers

AVAILABILITY. Commercial customers whose electric service is provided by the City of Monroe are eligible to receive a rebate in the amount of \$700 per certified solar thermal panel (typically 4 ft. x 10 ft. each) purchased and installed after January 1, 2009.

ELIGIBILITY REQUIREMENTS. The purpose of the Commercial Solar Thermal Rebate program is to promote the use of solar technology and help commercial and industrial customers minimize hot water costs by investing in a solar thermal energy system.

- Must be located at facilities that are receiving electric service from the City of Monroe.
- Purchase and install solar thermal panel (converting sunlight to hot water), typically 4 ft. x 10 ft. each.
- Solar thermal panels are less expensive, quicker payback.
- Potential Commercial/Industrial Customers for Solar Thermal:
Customers with a large cafeteria, need hot water for processes, restaurants, laundry, Hotels with laundry facilities and any customer with large hot water needs.
- For commercial and industrial customers only.
- Projects installed after January 1, 2009.
- **Contractor/Installer Requirements:**
 1. Must provide contractor license numbers
 - a) Board certified plumbing contractor's license
 - b) Board certified electrical contractors license
 - c) Board certified plumbing, heating, and fire sprinkler license
 2. Must provide references for at least two solar thermal jobs of at least 64 square feet of solar panel area; or
 3. Verify they have passed the North American Board of Certified Energy Practitioners test or provide letter from NABCEP showing they are qualified to sit for the test.

Must satisfy requirement 1 and either requirement 2 or 3 above.

- **Equipment certification:**
 1. Collectors must meet the standards of the national SSRC* (Solar Ratings and Certification Corporation), a third party, ANSI approved testing agent for solar thermal collectors.

*SRCC certification is required for NC solar tax credit eligibility.

Commercial Solar Thermal Rebate – Rider
Page 2

- **Equipment/System Warranties**

1. Registered contractor to warranty the system, including labor, to the customer for 12 months.
2. Solar collectors to have a warranty for at least 5 years.

- One page Application Checklist attached to Vendor Proposal.
Customer submits signed application (application available on www.ncpublicpower.com website) checklist to ElectriCities to be attached to vendor proposal.

Vendor proposal must include:

- Project scope, schedule, costs, savings, assumptions
 - Contractor Certifications/licenses
 - Equipment certifications and warranties
- Upon acceptance of application by ElectriCities, project may move forward with the understanding that if project is installed, that a \$700 per panel rebate will be paid.

Effective July 21, 2009

Energy Star™ Home Rebate Program Energy Efficiency Programs Residential Customers

AVAILABILITY. The purpose of the Energy Star™ Home Rebate Program Energy is to promote the use of EPA's Energy Star building practices in the construction of new residential homes through a rebate incentive; upon final certification by an independent Home Energy Rater (HERS)

ELIGIBILITY REQUIREMENTS. Single-family residential homes constructed after January 1, 2009 and whose electric service is provided by the City of Monroe is eligible for the Energy Star™ Home Rebate.

- Must be an electric customer of the City of Monroe;
- Construction after January 1, 2009;
- Homeowners and builders;
- \$500 will be paid to homeowners for customer homes and builders for speculation homes;
- Rebates are offered on a first-come, first-served basis as funding is available each fiscal year;
- Qualifying residential electric customers that have a certified Home Energy Rater (HERS) qualify their home as Energy Star rated;
- Certified HERS rater can be found on www.natresnet.org. Raters must belong to Energy and Environment Rating Alliance. All HERS raters listed on this website are certified rater members.
- Customer must fill out application;
- Provide copy of Energy Star Certificate;
- Provide copy of Thermal Bypass Inspection Checklist.

Program Criteria:

Builders can choose from a variety of energy efficiency features to meet Energy Star™ performance guidelines:

Effective Insulation – properly installed and inspected insulation in floors, walls, and attics.

Tight Construction and Ducts – advanced techniques for sealing holes and cracks in the home's "envelop" and cooling ducts.

Energy Star TM Home Rebate
Page 2

Efficient Heating and Cooling Equipment – energy-efficient heating and cooling systems can be quieter, reduce indoor humidity, and improve overall comfort.

High Performance Windows – energy-efficient windows employ advanced technologies, such as protective coatings and improved frame assemblies, to help reduce drafts into the house.

Third-Party Testing – an independent Home Energy Rate conducts onsite inspections and testing to verify the energy efficiency measures.

Optional Features – qualified homes may also be equipped with Energy Star TM qualified products such as lighting fixtures, compact fluorescent bulbs, ventilation fans, appliances and washing machines.

Qualifying Energy Star TM homes will be paid \$500.00.

Effective July 21, 2009.

RENEWABLE ENERGY CREDIT RATE RIDER Electric Rate Rider RECR-1

AVAILABILITY

This rate rider is available to customers on any City of Monroe ("City") rate schedule who operate solar photovoltaic generating system, with or without battery storage, located and utilized at the customer's primary residence or business. To qualify for this rate rider, the customer must have complied with the City's Interconnection Standards and obtain an approved Interconnection Request Form and an approved Purchase Power Agreement. As part of the Interconnection Request Form approval process, the City retains the right to limit the number and size of renewable energy generating systems installed on the City's System. The generating system that is in parallel operation with service from the City and located on the customer's premises must be manufactured, installed, and operated in accordance with all governmental and industry standards, in accordance with all requirements of the local code official, and fully conform with the City's applicable renewable energy interconnection interface criteria. Qualified customers must be generating energy for purposes of an inflow/outflow arrangement to receive credits under this rate rider. That is, the City agrees to buy energy delivered to the utility and the customer agrees to sell their energy output and associated energy from the renewable energy resource. Customers with qualified systems may also apply for NC GreenPower credits or North Carolina Municipal Power Agency 1 ("NCMPA1") Renewable Energy Certificate ("REC") credits.

Qualified customers must be generating energy for purposes of a "net billing" arrangement to receive credits under this rate rider.

MONTHLY CREDIT

Solar arrays below 20kW of installed capacity (DC) – Applicable to Rate (R) and (SC)*

- The customer will be billed according to their retail rate schedule on metered electricity delivered to the customer with the following modifications:
 - Additional metering costs \$2.43/month
- Credited 6.18 cents per kWh for energy delivered by the customers to the City.

Solar arrays between 20kW – 100kW (DC) – Not Applicable to Rate (R)**

- The customers will be billed according to their retail rate schedule on metered electricity delivered to the customer with an additional meter charge of \$2.43/month and credited at a fixed amount at the rates listed below:
 - On-Peak Energy \$0.0583
 - Off-Peak Energy \$0.0311

Solar arrays between 100kW – 500kW (DC) – Not Applicable to Rate (R) and (SC)**

- The customers will be billed according to their retail rate schedule on metered electricity delivered to the customer with an additional meter charge of \$2.43/month and credited at a fixed amount at the rates listed below:
 - On-Peak Energy \$0.0374
 - Off-Peak Energy \$0.0311

For larger facilities contact the electric department.

**For generation less than 20 kW the on-peak energy avoided cost credit rate can be applied to all hours.*

*** These energy credits include a capacity component.*

City Council Regular Meeting of May 9, 2023
Ordinance O-2023-17
Exhibit “A”

ON-PEAK ENERGY

On-Peak Energy shall be the metered energy during the On-Peak Energy Period of the current calendar month, whereby the On- Peak Energy Period is defined as non-holiday weekdays from 7:00 AM to 11:00 PM EST.

Effective September 14, 2022

ECONOMIC DEVELOPMENT RIDER - Electric Rate Rider EDR1

AVAILABILITY

This rider is available only to new commercial or industrial loads which begin receiving service after July 1, 2014 and is available in conjunction with service under any of the City's commercial or industrial electric rate schedules. The demand of the new load must equal or exceed 125 kW during at least three months of a twelve-month period.

Any Customer desiring to receive service under this rider shall provide written notification to the City of such desire. Such notice shall provide the City with information concerning the load to be served and the Customers facilities and shall provide the basis that the characteristics of the load will meet the minimum eligibility requirements of the electric rate schedule to which this rider applies.

All terms and conditions of the electric rate schedule applicable to the Customer shall apply to service supplied to the Customer except as modified by this Rider.

MONTHLY CREDIT

The Customer will receive a Monthly Credit on the bill calculated on the then-effective electric rate, whichever is applicable to the Customer. The schedule of Monthly Credits will be calculated as described below under the heading "Application of Credit".

APPLICATION OF CREDIT

Beginning with the date on which service under the then-effective electric rate is to commence for the eligible load, a Monthly Credit based on the following schedule will be applied to the total bill, including Basic Facilities Charge, Demand Charges, Energy Charges, Purchased Power Adjustment, or Minimum Bill, excluding other applicable riders and special charges, if any.

<u>PERIOD</u>	<u>DISCOUNT</u>
Months 1-12	30%
Months 13-24	25%
Months 25-36	20%
Months 37-48	10%
Months 49-60	5%
After Month 60	0%

CONTRACT PERIOD

Prior to receiving service under this rider the Customer must complete a service agreement to purchase electricity from the City. Either party can terminate the contract at the end of the original term upon sixty days' prior written notice.

EFFECTIVE DATE

The rider shall be effective for qualifying customers receiving permanent electrical service after July 1, 2014.

Effective July 1, 2014.

CHAPTER VII. ENGINEERING/PUBLIC WORKS

ARTICLE A. FEES

Section 1. Street Cleaning/Street Division. Cleaning and Flushing of City Maintained Streets Due to Dirt/Debris Being Tracked into The Street Right-of-Way from Private Property.

Description	Fee
Cleaning and Flushing of City Maintained Streets Due to Dirt/Debris Being Tracked Into The Street Right-of-Way From Private Property.	\$100 Mobilization Fee Plus \$125 Administrative Fee
Street Sweeping Fee – one hour minimum	\$100 per hour

Section 2. Street Signs/Street Division.

Installation of Street Signs and Stop Signs within New Subdivisions. Section 02.02.07 Street Name Identification Signs and Stop Signs of the City of Monroe Standard Specifications and Detail Manual provides for costs to be recovered from the subdivider. Also, the Street Division installs replacement signs of various sizes due to damage from accidents and vandalism. Standard cost for materials and installation of identification, stop signs and various sized sign blanks are provided.

Description	Fee
Stop Sign:	\$150/Installation
Street Identification	\$180/Installation
18" x 18" Blank	\$140/Installation
24" x 30" Blank	\$160/Installation
30" x 30" Blank	\$170/Installation

Section 3. Temporary Street Closings.

Providing street barricades and signs for temporary closing of a single street for special events in accordance with Section 77.09 of the Monroe City Code.

\$200 for single street
Fee includes installation, removal, and maintenance of barricades

Fees for closing of multiple streets will be based upon actual costs incurred. Costs may include but are not limited to preparation of traffic control plans, placement of signs for detour routes, installation, removal, and maintenance of barricades.

Requesting party has the option of providing required signage and barricades by private contractor, provided the traffic control plan is approved by the Engineering Department. Fee is waived for non-profit organizations and residential groups if the street closing is considered minor and the barricades can be delivered and picked-up at a designated location during normal working hours. In these cases, the requesting party is responsible for placing the barricades prior to the event and removal immediately after the event. The placement of barricades for major streets will require City Forces and payment of applicable fees. The fee is waived for events that are co-sponsored by the City of Monroe.

Section 4. Charges and Fees.

Description	Fee
Engineering Reviews and Inspections	
Erosion Control Permit Commercial above 12,000 sq. ft. disturbed, or any > 1 acre tract disturbed area	\$500 first acre disturbed or portion thereof plus \$200 for any additional acre disturbed, or portion thereof
Permanently Close Street or Alleyway	\$1,040
Re-Inspection Fee	\$100
Re-review fee for engineering plans (charged on second submittal, and to increase incrementally by \$200 each submittal thereafter)	\$100 for 2 nd . \$300 for 3 rd . \$500 for 4 th Etc.
Revised Plan Review after Erosion Control Plan Approval	\$500
Single-family Residential Lot Inspection/Compliance with ESC Installation and Maintenance Agreement	\$50
Erosion Control Civil Penalty	
Administrative Fee for Civil Penalties	\$125
Per Day of Violation, beyond any applicable cure period per Notice of Violation. (Separate from any required re-inspection fee.)	Maximum of \$5,000 per day, based on the degree and extent of harm caused by the violation, the cost of rectifying the damage, the amount of money the violator saved by non-compliance, whether the violation was committed willfully, and the prior record of the violator in complying with or failing to comply with the ordinance.
Stormwater Reviews and Inspections	
Stormwater Permit Application For the first Acre Disturbed Each additional acres disturbed	\$1,250 \$100/acre for each additional
Re-review fee for stormwater plans (charged on the second submittal, and to increase incrementally by \$200 each submittal thereafter)	\$100 for 2 nd . \$300 for 3 rd . \$500 for 4 th .
Revised Plan Review after Stormwater Permit Approval	\$500
Administrative Fee for Stormwater BMP Annual Maintenance Inspection by responsible party	\$300
Administrative Fee for Stormwater BMP's consisting of rainwater harvesting systems Annual Maintenance Inspection by responsible party	\$150
Recordation of Maintenance Agreement	Current Union County Fee

Effective July 1, 2023

Section 5. Cleaning of Storm Drain.

Description	Fee
Jet vacuuming of storm drainage systems due to dirt/debris entering system from private property.	Contactor costs plus \$125 Administrative Fee

Section 6. Stormwater Utility and Enterprise Fees.

Description	Fee
Residential Rate- Single Family Detached/Mobile Homes	
Tier – Impervious Area (square feet)	
0 to 2,010	\$3.68 per month
2,011 to 3,287	\$5.25 per month
3,288 and beyond	\$7.35 per month
Residential Rate – Other Residential Units (by dwelling unit)	
Town Homes	\$2.63 per month
Multifamily	\$3.15 per month
Condominiums	\$2.63 per month
Non-Residential Rate	
1 Equivalent Residential Unit (ERU) per Impervious Area	per ERU
Commercial	\$5.25 per month
Industrial	\$5.25 per month

Effective January 1, 2021

ARTICLE B. STORMWATER FEES

Section 1. Regional Wet Detention Facility in Vicinity of Dickerson Boulevard, Hanover Drive, and Williams Road Extension.

Description	Fee
Application for Watershed Development Permit	\$500
Capital Cost Fee	\$3,000 per acre not to exceed \$20,000 per development site

ARTICLE C. SANITATION SERVICE

Section 1. Sanitation Service.

The City of Monroe has contracted with Waste Pro for solid waste disposal.

Section 2. Customer Charges - Residential and Small Commercial Businesses.

Classification	Service	Monthly Charge
Recycling for Non Solid Waste Customers	Every other week recycling pick-up.	\$12.00 per cart
Additional Recycling Cart	Every other week recycling pick-up.	\$9.00 per cart
Outside City Residential	One time per week garbage pick-up (includes every other week recycling pick-up, weekly bulky pick-up, and one time per week yard waste pick-up).	\$37.50 per cart
Residential	One time per week garbage pick-up (includes every other week recycling pick-up, weekly bulky pick-up, and one time per week yard waste pick-up).	\$21.30 per cart
Outside City Small Commercial Businesses	One time per week garbage pick-up (includes every other week recycling pick-up).	\$36.50 per cart
Small Commercial Businesses	One time per week garbage pick-up (includes every other week recycling pick-up).	\$19.25 per cart

Effective July 1, 2021.

Section 3. Miscellaneous Fees.

Item	Fee
Multi Family Dumpster Exemption Fee (per property)	\$20/month
Rental Property Owners Fee for Disposal of Bulky Items at Rental Property	Amount charged by third party contractor.

CHAPTER VIII. FIRE

ARTICLE A. FEES AND CHARGES

Section 1. General Inspection Use Permits.

All buildings required by the North Carolina Fire Code to be inspected shall obtain a General Inspection Use Permit. The frequency rates of the inspections are based upon the minimum inspection schedule required by the North Carolina Fire Code. Operational permits required by the North Carolina Fire Code will be included in the General Inspection Use Permit and will be listed on their permit as a provision(s). Departure from that type of operation would require another permit to be obtained. Operations or processes listed in the Fee Schedule as a Special Operational Use Permit are not included in the General Inspection Use Permit. The various General Inspection Use Permits and fees are as follows:

Six Month Inspection. The following occupancies are on a six month inspection schedule and the General Inspection Use Permit will be valid for a period of six months from the date of issuance:

Occupancy	Fee
Public and Private Schools	\$30

Twelve Month Inspection. The following occupancies are to be inspected once every year and the General Inspection Use Permit will be valid for a period of 12 months from the date of issuance:

Occupancy	Fee
Assembly	\$60
Foster Care	No Charge
Hazardous	\$140
High Rise	\$190
Institutional	\$60
Educational and Daycares	\$60
Residential	
10 Buildings or Less	\$60
11 to 20 Buildings	\$80
More than 20 Buildings	\$100
Residential Care Facility	\$60
Group Homes	\$60

Residential excludes one and two family dwellings and applies to the interior common areas of multifamily dwelling units. Interior common areas will include exit corridors, community rooms, offices, laundry rooms, etc.

Educational includes educational occupancies other than public and private schools included in six month inspections.

Twenty-Four Month Inspection. The following occupancies are to be inspected every two years and the General Inspection Use Permit will be valid for a period of 24 months from the date of issuance:

Occupancy	Fee
Factory/Industrial	\$115

Thirty-Six Month Inspection. The following occupancies are to be inspected every three years and the General Inspection Use Permit will be valid for a period of 36 months from the date of issuance:

Occupancy	Fee
Business	\$70
Churches/Synagogues	No charge
Mercantile	\$70
Multi-Tenant Buildings	*Will assess permit fee for each tenant individually based on type of occupancy
Storage (includes Garages/Car Repair/Car Services)	\$100

Other Not Listed. Buildings not fitting into one of the other General Inspection Use Permits will be classified as Other Not Listed. Based upon the degree of hazards, the General Inspection Use Permit will be valid for either 12, 24, or 36 months from the date of issuance.

Item	Fee
12 Month Inspection	\$60
24 Month Inspection	\$70
36 Month Inspection	\$80

Section 2. Special Operational Use Permit.

Operational permits are required by the North Carolina Fire Code to conduct the following types of operations. A permit fee will be charged for the following Special Operational Use Permits. These permits are not attached to normal procedures and are not covered under a General Inspection Use Permit or Fire Department Construction Permit. Tents and air supported structures requiring a construction permit will be included with the Special Operational Use Permit.

Item	Fee
Blasting Permit	
2 day permit (48 hours)	\$40
30 day permit	\$80
Burning Permit	
Commercial	\$40
Residential	No Charge
Exhibit and Trade Shows	\$40
Festivals (fairs, carnivals, etc.)	\$40
Firework Displays (pyrotechnics)	\$160
Fumigation or Thermal Insecticidal Fogging	\$40
Mall Kiosk	\$20
Special Amusement Building	\$40
Tent or Air Supported Structures	\$40
Air supported structure (Greater than 400 sq. ft.)	\$40
Tent with walls (Greater than 800 sq. ft.)	\$40
Tent without walls (Greater than 1,800 sq. ft.)	\$40
Tent Structure or Stand for Fireworks Sales	
7 day permit	\$235
21 day permit	\$475
Others not listed	\$40

Section 3. Fire Department Construction Permits.

Construction permits are required by the North Carolina Fire Code to install or modify the following systems or equipment. A permit fee will be charged for the following Fire Department Construction Permit. Any person that commences any work before obtaining the necessary permit will be charged double permit fees and subject to civil citations and being reported to the NC State Board of Examiners.

Item	Fee
Automatic Fire Extinguishing Systems (Hood Systems, Computer Rooms, Spray Booth, Dip Tank, etc.)	
Installation	\$48
Renovation/Modification	\$48
Automatic Sprinkler Systems	
Installation	.50 cent per head over 100 heads/ (\$60 minimum)
Renovation/Modification	\$60
Compressed Gas Systems (Amounts exceed those listed in Table 105.6.9)	
Compressed Gas Systems (Amounts exceed those listed in Table 105.6.9)	\$48
Abandon, Remove, Place Temporarily out of Service or Close	\$40
Door Locking Devices (Access-controlled egress, delayed egress, and special locking devices)	
Installation	\$48
Renovation/Modification	\$40
Fire Alarm and Detection System (Includes devices tied into fire alarm system)	
Installation	\$60
Renovation/Modification	\$40
Fire Pumps and Related Equipment	
Installation	\$48
Renovation/Modification	\$40
Flammable and Combustible Liquid Storage Tanks	
*Tank Installation (*If electric circuitry is involved then an electrical permit must also be obtained from the Building Inspections Department)	\$48/tank
Removal or Place out of Service	\$40/tank
Hazardous Material Facility or Other Area	
Abandon, Remove, Place Temporarily out of Service or Close areas regulated by Chapter 27 when amounts listed in Table 105.6.21 are exceeded	\$40
Plan Review Fee- Building Construction- New / Addition / Renovation area only	
12,000 sq. ft..or less	\$.02/sq. ft./ (\$30 minimum)
12,001 sq. ft. or more	\$.015 sq. ft./ (\$30 minimum)
Private Fire Hydrants	
Installation	\$48
Renovation/Modification	\$40
Standpipe System (Not part of a sprinkler system)	
Installation	\$48
Renovation/Modification	\$40
Two-Way Communication System (Area of Rescue Assistance)	
Installation	\$48
Renovation/Modification	\$40

Effective July 1, 2014.

Section 4. Miscellaneous Test, Inspections, and Re-Inspections.

Item	Fee
ABC License (Inspection beyond the original inspection)	\$40
Fire Flow Test	\$35
Re-inspection Fees Construction Permit: Additional fees will be charged to the permit holder of a Fire Department Construction Permit for the following: Re-inspection due to work not being finished, corrections not being complete, or failure to cancel an inspection	\$50
Re-inspection Fees General Inspections: Additional fees will be charged to the permit applicant or holder of a General Inspection Use Permit beyond the first re-inspection when conducting inspections for fire code violations that have not been corrected.	
Second non-compliance re-inspection	\$35
All Subsequent non-compliance re-inspection	\$50 per re-inspection
Special Inspections (Requested by contractor outside normal work hours)	\$120/hour

Section 5. Address Sign and Post.

Address Sign	Fee
Sign	\$8
Sign and Post	\$12

Section 6. Fee Exemptions.

Organizations possessing a 501-C Federal non-profit status are required to obtain the proper permit(s) as defined within this ordinance; however, such organizations will be exempt from the permit fees.

City of Monroe Departments are required to obtain the proper permit(s) as defined within this ordinance; however, City of Monroe Departments operating under the City's General Fund Budget will be exempt from the permit fees.

CHAPTER IX. MONROE COUNTRY CLUB

ARTICLE A. GOLF COURSE.

	City Resident	Non City Resident
Annual Green Passes (Annual Pay)*		
Individual	\$1140/yr.	\$1260/yr.
Family (Not to exceed four individuals living at the same address.)	\$1320/yr.	\$1440/yr.
Add extra family member		
Age 23 years and older	\$230	\$290
Age under 23 years	\$116	\$174
Junior (Up to 23 years of age)	\$450	\$500
New Member Fee Waived		
Juniors Summer Membership (Jun – Aug)	\$100	\$150
New Member Fee Waived		
Full-Time City Employee/Eligible Retirees/Golf Course Rangers	\$510	\$560
Annual Green Passes (Monthly Bank Draft)*		
Individual	\$100	\$110
Family (Not to exceed four individuals living at the same address.)	\$115	\$125
Add extra family member		
Age 23 years and older	\$20	\$25
Age under 23 years	\$10	\$15
Junior (Up to 23 years of age)	\$40	\$45
Full-Time City Employee/Eligible Retirees/Golf Course Rangers	\$45	\$50
Cart Fees*		
Member 9 Holes	\$10	\$10
Member 18 Holes	\$19	\$19
Non-Member 9 Holes	\$10	\$10
Non-Member 18 Holes	\$20	\$20
Green Fees*		
9 Holes Weekday	\$15	\$15
18 Holes Weekday	\$25	\$25
9 Holes Weekend	\$20	\$20
18 Holes Weekend	\$35	\$35
Full-Time City Employees and Eligible Retirees		
receive complimentary green fees Mon. – Fri.		
Twilight Cart & Green Fees		
Nov. – March (After 12 p.m.)		
April – Oct. (After 2 p.m.)		
Mon. – Fri.	\$35	\$35
Saturday / Sunday / Holiday	\$40	\$40
Super Twilight Cart & Green Fees		
April – Oct. (After 4 p.m.)		
Mon. – Fri.	\$25	\$25
Saturday / Sunday / Holiday	\$30	\$30
Membership Reinstatement Fees		
(Applies only to previous members who rejoin within		
6 months of dropping membership.)		
Individual	\$250	\$300
Family (Children under 23 years of age)	\$350	\$400

New Member Fee*		
Individual	\$100	\$125
Family	\$150	\$175
Senior Rate / Active Civil Service - Police, Fire, Medic & Military (ID Required)		
(Mon. – Fri.) Cart and Green Fee		
9 Holes	\$20	\$20
18 Holes	\$35	\$35
Junior Rates (17 years of age and under) Green Fee		
9 Holes	Age x \$.50	Age x \$.50
18 Holes	Age x \$1	Age x \$1
Tournament Fees – All Full-Service		
Shotgun Start Tournaments (Min. 60 Players)		
Mon. – Thurs.	\$40	\$40
Fri.	\$45	\$45
Sat. & Sun. before 2 p.m.	\$55	\$55
Sat. & Sun. after 2 p.m.	\$45	\$45
Non-Profit/Charity Tournaments		
Mon. – Thurs.	\$35	\$35
Fri. Anytime	\$40	\$40
Sat. & Sun. before 2 p.m.	\$50	\$50
Sat. & Sun. after 2 p.m.	\$40	\$40
Tee-Time Tournaments / Self-Managed		
Mon. – Thurs.	\$30	\$30
Fri. – Sun. (After 12 pm)	\$35	\$35
Junior Tournaments **		
Tee-Time Tournaments / Self-Managed		
Mon. – Thurs.		
9 Holes	\$12	\$12
18 Holes	\$20	\$20
Fri – Sun after 12 p.m.		
9 Holes	\$15	\$15
18 Holes	\$25	\$25
Shotgun Start Tournaments (Min. 60 Players) 18 Holes		
Mon. – Thur.	\$30	\$30
Fri.	\$35	\$35
Sat. & Sun. before 2 p.m.	\$55	\$55
Sat. & Sun. after 2 p.m.	\$35	\$35
Spectator Cart Fee	\$20	\$20
School Team Usage Rate ***		
Mon. – Fri. Team Practice/Matches	\$350/season	\$350/season

*The monthly green fee passes may be adjusted for discount combinations and corporate membership packages. Regular cart and green fee rates may be adjusted based on demand and for special promotions not to exceed 30% off regular rates.

*The new member fee may be adjusted or waived for special promotions and joining specials during the year. Memberships include annual handicap fees, 1 bucket of range balls per day, free entry into Club Championship Tournament, and reduced cart rental fees.

** Non Profit/Charity Junior Tournaments will be provided with a 25% discount.

*** Only Union County School Teams Eligible
Effective July 1, 2023.

ARTICLE B. FACILITY RENTAL

	City Resident	Non-City Resident	Approved Non-Profit Rentals	Full Time City Employee Rate (Limit 1 Rental per Year)
Daily Rate	\$1,100	\$1500	50% discount off regular rate *	50% discount off regular rate**
Hourly Rate	\$140	\$165	NA	50% discount off regular rate**
Rental in conjunction with Golf Tournament:				
Mon. – Thurs.	\$350	\$350	NA	NA
Fri. – Sun.	\$500	\$500	NA	NA
China/Crystal/ Flatware	\$100	\$150		
Security Officer Fee†	\$35	\$35	\$35	\$35
Refundable Damage Deposit♦	½ Rental Fee	½ Rental Fee	½ Rental Fee	½ Rental Fee

*Approved Non-Profit rental rate not valid on Saturdays or during the month of December. Limited to one rental per year. All other rentals will be at regular pricing. Discount is only provided for Non-Profits located and operating in Union County.

**Employee discount not valid for Saturdays or during the month of December.

***Hourly rate limited to Monday – Thursday rentals.

†All rentals allowing alcohol must pay security officer fees.

♦ Damage deposits will be refunded in their entirety if all rental agreement rules and regulations are met.

Effective July 1, 2023.

ARTICLE C. DRIVING RANGE

Description	Fee
Driving Range Ball Tokens	\$4/ea.
Driving Range Balls - Buy 3 Tokens	\$10

Effective July 1, 2016.

CHAPTER X. NATURAL GAS

ARTICLE A. NATURAL GAS SERVICE FEES

Section 1. Residential Gas Connection Fees.

There is no connection fee for residential customers. The customer will be charged the Residential basic charge of \$10 per month beginning 30 days after the service is installed until the time is meter is set.

Service line footage fees may apply. For details, see Section 4.

Section 2. Qualifying Major Residential Gas Appliances.

- Vented space heating with minimum 40,000 BTU/h for use as primary heat
- Water heater – Storage Tank
- Water heater – Tankless
- Air conditioner

Section 3. Qualifying Minor Residential Gas Appliances.

- Dryer
- Range
- Grill
- Gas Logs
- Hybrid Split System (Dual Fuel)
- Any appliance not listed

Section 4. Residential Service Footages.

Section 4.1. Services Crossing Major Corridors

A major corridor is defined as a roadway with more than three (3) lanes of travel or a railroad.

If a service line requires crossing a major corridor, the cost of the service line will be evaluated per the eight (8) year revenue requirement. The City will estimate the cost of the service line installation and estimate the revenue from the customer over an eight (8) year period. All service line expenses that exceed the estimated revenues will require a contribution in aid from the customer.

Section 4.2. Services Crossing Minor Corridors or with No Corridor Crossing

A minor corridor is defined as a roadway with three (3) lanes of travel or less.

If a customer has at least one qualifying major gas appliance, 500' of service line will be installed at no cost. For each and every additional qualifying gas appliance (either major or minor) an additional 50' will be installed for free.

If a customer has only minor appliances, every qualifying minor appliance accounts for 50' of free service line installation.

All service line footages not qualified as free will require customer contribution in aid for construction expenses to meet the eight (8) year revenue requirement.

A residential economic feasibility study may be requested for services that do not meet the criteria defined for free installation.

Effective for service on and after July 1, 2020

Section 5. Non-Residential Gas Connection Fees.

There is no connection fee for non-residential customers including the commodity and the transportation rate classes.

Section 6. Non-Residential Commodity Service Footages.

Section 6.1. Services Crossing Major Corridors

A major corridor is defined as a roadway with more than three (3) lanes of travel or a railroad.

If a service line requires crossing a major corridor, the cost of the service line will be evaluated per the eight (8) year revenue requirement. The City will estimate the cost of the service line installation and estimate the revenue from the customer over an eight (8) year period. All service line expenses that exceed the estimated revenues will require a contribution in aid from the customer.

Section 6.2. Services Crossing Minor Corridors or with No Corridor Crossing

A minor corridor is defined as a roadway with three (3) lanes of travel or less.

For services with a minimum connected load of 200,000 BTU/h a total of 500' of service line will be installed at no cost.

An economic feasibility study may be requested for projects that do not meet the criteria defined for free installation. Some projects may require customer contribution in aid for construction expenses to move forward.

Effective for service on and after July 1, 2020.

Section 7. Extension Policy for Areas Not Included in the Current Capital Plan.

Any potential customer(s) requesting service which are not currently scheduled in the natural gas system capital improvement program may submit their request for consideration to the Energy Services Engineering Department. To find out if service to your area is included in the present capital improvement plans, you may contact Energy Services Engineering Department.

Project approval shall ultimately be based on results of an economic feasibility study.

Effective for service on and after September 1, 2012

Section 8. Excess Flow Valve or Curb Valve Installation Policy

New Residential Service	No Charge
Installation on Existing Residential Service	Estimated Cost*
New Commercial Service	No Charge
Installation on Existing Commercial Service	Estimated Cost*

*Charge for this type of installation will be the actual labor, equipment, and materials cost to the City of Monroe. Special consideration will be given to waive charges if determined that installation of the Excess Flow Valve, Curb Valve, or conversion of existing service line to new PE service line will benefit the City of Monroe.

Effective for service on and after July 1, 2017

ARTICLE B. NATURAL GAS RATES

Section 1. Residential Natural Gas Service.

A. Natural Gas Rate Schedule R-1.

AVAILABILITY. This schedule is available only to domestic gas customers within the territory served by the City. The Residential Rate is applicable to all gas service for domestic purposes to individual private residences or apartments. Natural gas furnished under this Schedule is firm commodity gas service subject to Natural Gas Division General Rules and Regulations for all natural gas service from the City of Monroe.

TYPE OF SERVICE. Natural Gas with a nominal heating value of not less than 1,000 British Thermal Units (BTU's) per cubic foot, at a delivery pressure of 7" water column. Delivery pressures in excess of 7" water column must be approved by the City on an individual basis.

MONTHLY RATE.

A.	Basic Customer Charge	\$10.00
B.	Margin	\$.5430 per CCF
C.	Commodity Charge (per CCF)	Note 1

Note 1: The Commodity Charge is the weighted average cost of gas and gas transportation, computed monthly, plus any adjustment for over or under recovery of previous months' costs prorated over the remaining months of the fiscal year. The Commodity Charge shall include allocated demand costs prorated over total energy use in the months of November-April.

SERVICE REGULATIONS. The applicable provisions of the current City of Monroe Natural Gas General Rules and Regulations are made a part of this Schedule.

Effective for service as determined by meter readings on and after July 1, 2015.

Section 2. Non-Residential Commodity Gas Service.

A. Small General Service - Natural Gas Rate Schedule C-1.

AVAILABILITY. This schedule is available to all non-residential full requirements gas customers within the territory served by the City when average monthly use does not exceed 6,000 CCF. Natural gas furnished under this Schedule is firm commodity gas service subject to Natural Gas Division General Rules and Regulations for all natural gas service from the City of Monroe.

When a farm residence is an integral part of an agricultural operation, the residence may be served jointly with the other use under this Schedule.

TYPE OF SERVICE. Natural Gas with a nominal heating value of not less than 1,000 British Thermal Units (BTU's) per cubic foot, at a delivery pressure of 7" water column. Delivery pressures in excess of 7" water column must be approved by the City on an individual basis.

MONTHLY RATE.

A.	Basic Customer Charge	\$22.00
B.	Margin	\$.5181 per CCF
C.	Commodity Charge (per CCF)	Note 1

Note 1: The Commodity Charge is the weighted average cost of gas and gas transportation, computed monthly, plus any adjustment for over or under recovery of previous months' costs prorated over the remaining months of the fiscal year. The Commodity Charge shall include allocated demand costs prorated over total energy use in the months of November-April.

SERVICE REGULATIONS. The applicable provisions of the current City of Monroe Natural Gas General Rules and Regulations are made a part of this Schedule.

Effective for service as determined by meter readings on and after July 1, 2013.

B. Medium General Service - Natural Gas Rate Schedule M-1.

AVAILABILITY. This schedule is available to all qualifying non-residential full requirements gas customers within the territory served by the City. Average monthly gas use must be between 6,000 CCF and 20,000 CCF and be used for commercial purposes or industrial process, feedstock, plant protection, and/or boiler fuel. Natural gas furnished under this Schedule is firm commodity gas service subject to Natural Gas Division General Rules and Regulations for all natural gas service from the City of Monroe.

TYPE OF SERVICE. Natural Gas with a nominal heating value of not less than 1,000 British Thermal Units (BTU's) per cubic foot, at a delivery pressure to be approved by the City on an individual basis.

MONTHLY RATE.

A.	Basic Customer Charge	\$75.00
B.	Margin	\$.3520 per CCF
C.	Commodity Charge (per CCF)	Note 1

Note 1: The Commodity Charge is the weighted average cost of gas and gas transportation, computed monthly, plus any adjustment for over or under recovery of previous months' costs prorated over the remaining months of the fiscal year. The Commodity Charge shall include allocated demand costs prorated over total energy use in the months of November-April.

SERVICE REGULATIONS. The applicable provisions of the current City of Monroe Natural Gas General Rules and Regulations are made a part of this Schedule.

Effective for service as determined by meter readings on and after July 1, 2013.

C. Large General Firm Gas Service - Natural Gas Rate Schedule I-1.

AVAILABILITY. This Schedule is available only to qualifying non-residential full requirements gas customers within the territory served by the City. Average monthly gas use must be over 20,000 CCF and be used for commercial purposes or industrial process feedstock, plant protection, and/or boiler fuel. Natural gas furnished under this Schedule is firm commodity gas service subject to Natural Gas Division General Rules and Regulations for all natural gas service from the City of Monroe.

TYPE OF SERVICE. Natural Gas with a nominal heating value of not less than 1,000 British Thermal Units (BTU's) per cubic foot, at a delivery pressure to be approved by the City on an individual basis.

MONTHLY RATE.

- | | | |
|----|----------------------------|-----------------|
| A. | Basic Customer Charge | \$350.00 |
| B. | Margin | \$.3508 per CCF |
| C. | Commodity Charge (per CCF) | <i>Note 1</i> |

Note 1: The Commodity Charge is the weighted average cost of gas and gas transportation, computed monthly, plus any adjustment for over or under recovery of previous months' costs prorated over the remaining months of the fiscal year. The Commodity Charge shall include allocated demand costs prorated over total energy use in the months of November-April.

SERVICE REGULATIONS. The applicable provisions of the current City of Monroe Natural Gas General Rules and Regulations are made a part of this Schedule.

Effective for service as determined by meter readings on and after July 1, 2013.

D. Large General Interruptible Gas Commodity Service - Natural Gas Rate Schedule INT-1.

AVAILABILITY. This Schedule is available only to qualifying non-residential gas customers within the territory served by the City. Average monthly gas use must be over 20,000 CCF and be used for commercial purposes or industrial process feedstock, plant protection, and/or boiler fuel. The Customer must be able to switch from Natural Gas to an alternative fuel within two (2) hours of notification.

Once a qualified Customer elects service under this Rate Schedule, all services will be provided under the terms and conditions of this Rate Schedule for a term extending through the following June 30. A Customer may, subject to the consent of the City, elect to discontinue service under this Rate Schedule and receive service under another applicable Rate Schedule by giving written notice to the City prior to March 1 of any year. Proper notice having been provided and written consent received from the City, the Customer shall discontinue service under this Rate Schedule effective the first July 1 following the notice.

Natural gas furnished under this Schedule is interruptible commodity gas service subject to Natural Gas Division General Rules and Regulations for all natural gas service from the City of Monroe.

TYPE OF SERVICE. Natural Gas with a nominal heating value of not less than 1,000 British Thermal Units (BTU's) per cubic foot, at a delivery pressure to be approved by the City on an individual basis.

MONTHLY RATE.

- | | | |
|----|------------------------------|-------------------|
| A. | Basic Customer Charge | \$350.00 |
| B. | Margin | \$.1253 per therm |
| C. | Commodity Charge (per therm) | <i>Note 1</i> |

Note 1: The Commodity Charge is the weighted average cost of gas and gas transportation, computed monthly, plus any adjustment for over or under recovery of previous months' costs prorated over the remaining months of the fiscal year. The Commodity Charge shall include allocated demand costs prorated over total energy use in the months of November-April.

SERVICE REGULATIONS. The applicable provisions of the current City of Monroe Natural Gas General Rules and Regulations are made a part of this Schedule.

Effective for service as determined by meter readings on and after July 1, 2013.

E. Negotiated Natural Gas Service - Natural Gas Rate Schedule NEG-1.

AVAILABILITY. This Schedule is available only to qualifying industrial gas customers within the territory served by the City. Service is available to industrial customers using 20,000 therms or more of gas per month for industrial process feedstock, plant protection, and/or boiler fuel, which have the capability to switch from Natural Gas to an alternative fuel. This rate is intended for use to displace fuels for which Natural Gas would otherwise be noncompetitive in price.

Natural gas furnished under this Schedule is interruptible commodity gas service subject to Natural Gas Division General Rules and Regulations for all natural gas service from the City of Monroe.

TYPE OF SERVICE. Natural Gas with a nominal heating value of not less than 1,000 British Thermal Units (BTU's) per cubic foot, at a delivery pressure to be approved by the City on an individual basis.

MONTHLY RATE.

A.	Basic Customer Charge	\$350.00
B.	Minimum Margin	\$.0350 per therm
C.	Negotiated Commodity Charge (per therm)	<i>Note 1</i>

Note 1: The Negotiated Commodity Charge shall be the negotiated commodity cost of gas and gas transportation, including losses, to the Customer's point of delivery.

SERVICE REGULATIONS. The applicable provisions of the current City of Monroe Natural Gas General Rules and Regulations and Utilities Customer Service Policy are made a part of this Schedule.

Effective for service as determined by meter readings on and after September 1, 2012.

F. Negotiated Natural Gas Service - Natural Gas Rate Schedule NEG-2.

AVAILABILITY. This Schedule is available only to qualifying industrial gas customers within the territory served by the City. This Schedule is available to industrial customers using 80,000 therms or more of gas per month for industrial process feedstock, plant protection, and/or boiler fuel, which have the capability to switch from Natural Gas to an alternative fuel. This rate is intended for use to displace fuels for which Natural Gas would otherwise be noncompetitive in price.

Natural gas furnished under this Schedule is interruptible commodity gas service subject to Natural Gas Division General Rules and Regulations for all natural gas service from the City of Monroe.

TYPE OF SERVICE. Natural Gas with a nominal heating value of not less than 1,000 British Thermal Units (BTU's) per cubic foot, at a delivery pressure to be approved by the City on an individual basis.

MONTHLY RATE.

A.	Basic Customer Charge	\$350.00
B.	Minimum Margin	\$.0200 per therm
C.	Negotiated Commodity Charge (per therm)	Note 1

Note 1: The Negotiated Commodity Charge shall be the negotiated commodity cost of gas and gas transportation, including losses, to the Customer's point of delivery.

SERVICE REGULATIONS. The applicable provisions of the current City of Monroe Natural Gas General Rules and Regulations and Utilities Customer Service Policy are made a part of this Schedule.
Effective for service as determined by meter readings on and after September 1, 2012.

G. Public Vehicle Fueling Service - Natural Gas Rate Schedule VF-1.

AVAILABILITY. This schedule is available to all qualifying non-residential full requirements gas customers within the territory served by the City. Average monthly gas use must be between 4,000 CCF and 20,000 CCF and be used exclusively for public delivery and resale of Compressed Natural Gas for vehicle fueling. Natural gas furnished under this Schedule is firm commodity gas service subject to Natural Gas Division General Rules and Regulations for all natural gas service from the City of Monroe.

TYPE OF SERVICE. Natural Gas with a nominal heating value of not less than 1,000 British Thermal Units (BTU's) per cubic foot, at a delivery pressure to be approved by the City on an individual basis.

MONTHLY RATE.

A.	Basic Customer Charge	\$75.00
B.	Margin	\$.3520 per CCF
C.	Commodity Charge (per CCF)	Note 1

Note 1: The Commodity Charge is the weighted average cost of gas and gas transportation, computed monthly, plus any adjustment for over or under recovery of previous months' costs prorated over the remaining months of the fiscal year. The Commodity Charge shall include allocated demand costs prorated over total energy use in the months of January-December.

SERVICE REGULATIONS. The applicable provisions of the current City of Monroe Natural Gas General Rules and Regulations are made a part of this Schedule.
Effective for service as determined by meter readings on and after July 1, 2015.

Section 3. Natural Gas Transportation Service.

A. Interruptible Transportation Natural Gas Service - Natural Gas Rate Schedule TRN-1.

AVAILABILITY. This Schedule is available only to qualifying industrial gas customers within the territory served by the City. Service is available to industrial customers using 150,000 therms or more of gas per month for industrial process feedstock, plant protection, and/or boiler fuel, and all of the gas is supplied from a source other than the City of Monroe. The Customer shall have the capability to switch from Natural Gas to an alternative fuel within two (2) hours of notification.

Once a qualified Customer elects service under this Rate Schedule, service will be provided under the terms and conditions of this Rate Schedule for a term extending through the following June 30. A Customer may, subject to the consent of the City, elect to discontinue service under this Rate Schedule and receive service under another applicable Rate Schedule by giving written notice to the City prior to March 1 of any year. Proper notice having been provided and written consent received from the City, the Customer shall discontinue service under this Rate Schedule effective the first July 1 following the notice.

Service under this Schedule is interruptible transportation only service subject to Natural Gas Division General Rules and Regulations for all natural gas service from the City of Monroe.

TYPE OF SERVICE. Natural Gas with a nominal heating value of not less than 1,000 British Thermal Units (BTU's) per cubic foot, at a delivery pressure to be approved by the City on an individual basis.

MONTHLY RATE.

A.	Basic Customer Charge	\$350.00
B.	Margin	
	First 200,000 therms	\$.0866 per therm
	Next 400,000 therms	\$.0326 per therm
	All over 600,000 therms	\$.0226 per therm
C.	Transport Charge (per therm)	Note 1

Note 1: The Transport Charge is the weighted average cost of gas transportation, computed annually, plus any adjustment for over or under recovery of previous months' costs prorated over the remaining months of the fiscal year.

SERVICE REGULATIONS. The applicable provisions of the current City of Monroe Natural Gas General Rules and Regulations are made a part of this Schedule. Volumes are to be nominated on a month to month basis. The Customer must notify the appropriate City personnel or the City's marketer on or before the 15th of the month prior to which the gas volumes will be delivered. The Customer shall also abide by any applicable rules or regulations that an upstream supplier or the City's marketer may impose on the City. Nominations are to be made on a take-or-pay basis.

Effective for service as determined by meter readings on and after July 1, 2013.

B. Firm Transportation Natural Gas Service - Natural Gas Rate Schedule FTRN-1.

AVAILABILITY. This Schedule is available only to qualifying industrial gas customers within the territory served by the City for firm transportation of natural gas. Service is available to customers using 150,000 therms or more of gas per month for industrial process feedstock, plant protection, and/or boiler fuel, and all of the gas is supplied from a source other than the City of Monroe.

Once a qualified Customer elects service under this Rate Schedule, service will be provided under the terms and conditions of this Rate Schedule for a term extending through the following June 30. A Customer may, subject to the consent of the City, elect to discontinue service under this Rate Schedule and receive service under another applicable Rate Schedule by giving written notice to the City prior to March 1 of any year. Proper notice having been provided and written consent received from the City, the Customer shall discontinue service under this Rate Schedule effective the first July 1 following the notice.

Service under this Schedule is firm transportation only service subject to Natural Gas Division General Rules and Regulations for all natural gas service from the City of Monroe.

TYPE OF SERVICE. Natural Gas with a nominal heating value of not less than 1,000 British Thermal Units (BTU's) per cubic foot, at a delivery pressure to be approved by the City on an individual basis.

MONTHLY RATE.

A.	Basic Customer Charge	\$350.00
B.	Margin	\$.535 per CCF
C.	Transport Charge (per CCF)	Note 1
D.	Demand Charge (per CCF)	Note 1

Note 1: The Transport Charge is the weighted average cost of intrastate gas transportation, computed annually, plus any adjustment for over or under recovery of previous months' costs prorated over the remaining months of the fiscal year. The Demand Charge is allocated interstate pipeline transportation costs prorated over total energy use in the months of November-April.

SERVICE REGULATIONS. The applicable provisions of the current City of Monroe Natural Gas General Rules and Regulations are made a part of this Schedule. Volumes are to be nominated on a month to month basis. The customer must notify the appropriate City personnel or the City's marketer on or before the 15th of the month prior to which the gas volumes will be delivered. The customer shall also abide by any applicable rules or regulations that an upstream supplier or the City's marketer may impose on the City. Nominations are to be made on a take-or-pay basis.

Effective for service as determined by meter readings on and after July 1, 2013.

C. Interruptible Gas Transportation Service – Electric Power Peaking Generation EPG-1

AVAILABILITY. This Schedule is available only to qualifying customers utilizing natural gas on an interruptible basis for generation of electric power within the territory served by the City. Service is available to customers with minimum electric generation output of 10,000 kilowattss and minimum annual deliveries of gas under this Schedule of 1,800,000 therms. This Schedule is for transportation only of gas supplied from a source other than the City of Monroe. The Customer shall have the capability to switch from Natural Gas to an alternative fuel within two (2) hours of notification.

Once a qualified Customer elects service under this Rate Schedule, service will be provided under the terms and conditions of this Rate Schedule for a term extending through the following June 30. A Customer may, subject to the consent of the City, elect to discontinue service under this Rate Schedule and receive service under another applicable Rate Schedule by giving written notice to the City prior to March 1 of any year. Proper notice having been provided and written consent received from the City, the Customer shall discontinue service under this Rate Schedule effective the first July 1 following the notice.

Service under this Schedule is interruptible transportation only service subject to Natural Gas Division General Rules and Regulations for all natural gas service from the City of Monroe.

TYPE OF SERVICE. Natural Gas with a nominal heating value of not less than 1,000 British Thermal Units (BTU's) per cubic foot, at a delivery pressure to be approved by the City on an individual basis.

MONTHLY RATE.

A.	Basic Customer Charge	\$730.00
B.	Margin	
	First 200,000 therms	\$.0866 per therm
	Next 400,000 therms	\$.0326 per therm
	All over 600,000 therms	\$.0226 per therm
C.	Transport Charge (per therm)	<i>Note 1</i>

Note 1: The Transport Charge is the weighted average cost of intrastate gas transportation, computed annually, plus any adjustment for over or under recovery of previous months' costs prorated over the remaining months of the fiscal year.

MINIMUM ANNUAL DELIVERIES. The minimum annual deliveries of natural gas under this Schedule shall be 1,800,000 CCF. If deliveries in any May- April period are less than 1,800,000 CCF, the deficiency will be added to the bill for April use.

SERVICE REGULATIONS. The applicable provisions of the current City of Monroe Natural Gas General Rules and Regulations are made a part of this Schedule. Volumes are to be nominated on a month to month basis. The Customer must notify the appropriate City personnel or the City's marketer on or before the 15th of the month prior to which the gas volumes will be delivered. The Customer shall also abide by any applicable rules or regulations that an upstream supplier or the City's marketer may impose on the City. Nominations are to be made on a take-or-pay basis.

Effective for service as determined by meter readings on and after July 1, 2013.

ARTICLE C. NATURAL GAS RATE RIDERS

Section 1. Natural Gas Water Heater Rebate Rate Rider.

CITY OF MONROE NATURAL GAS RATE RIDER – WH-2 WATER HEATER REBATE FOR RESIDENTIAL/BUSINESS CUSTOMERS

AVAILABILITY. This rate rider is available to all City of Monroe natural gas customers receiving or applying for permanent gas service under any applicable rate schedule.

ELIGIBILITY REQUIREMENTS. A \$200 rebate will be paid to the City of Monroe natural gas customers, building contractors, plumbers, or HVAC contractors installing a natural gas water heater. The rebate is available by installing a natural gas water heater:

- 1) In a new dwelling/business; or
- 2) To replace an existing water heater. (Existing water heater can be any energy source, i.e., electric, natural gas, propane, fuel oil, etc.).

In addition, the following standards must be met:

- 1) The water heater will be at least a 30-gallon storage tank. There is no limit to the maximum size;
- 2) A tankless water heater does not qualify for the rebate;
- 3) The customer will choose the plumbing contractor of their choice to install the new water heater. All future service requirements can be arranged with that contractor or any other of the customer's choices. The customer should expect to pay the contractor the fair market price for installation costs;
- 4) Applicable permits and inspection of the natural gas water heater installation is required as a qualification for the rebate. Inform the Permit Center that a City of Monroe Water Heater Rebate is being applied for.
- 5) Since the water heater remains the customer's property, all future service is at the customer's expense. The City makes no guarantees, express or implied, about the quality of the water heater or its installation;
- 6) The manufacturer, not the City, guarantees the tank against leakage and defects;
- 7) After the customer has the water heater installed, a representative from the City will verify the installation of the water heater. The customer will use a paid receipt to apply for their rebate on an existing dwelling. A visual inspection of any new home will serve as verification;
- 8) The water heater rebate will be \$200 per unit installed with no maximum number of units to a customer/builder/developer. The water heater may cost less than \$200. The City will list on the application form any reason a rebate is denied.

Effective for service on and after July 1, 2018.

Section 2. Natural Gas Conversion Rebate Rate Rider.

**CITY OF MONROE NATURAL GAS CONVERSION RATE RIDER – NGC
CONVERSION FROM PROPANE OR HEATING OIL REBATE FOR NEW
NATURAL GAS RESIDENTIAL/BUSINESS CUSTOMERS**

AVAILABILITY. This rate rider is available to new City of Monroe natural gas customers receiving or applying for permanent gas service under any applicable rate schedule.

ELIGIBILITY REQUIREMENTS. A \$200 rebate will be paid to the City of Monroe new natural gas customers changing from heating with propane or heating oil. This is a one-time rebate per each natural gas meter installed. This rebate may apply in addition to the natural gas water heater rebate, WH-2.

In addition, the following standards must be met:

- 1) The home or business must have been using propane or heating oil for primary heat for at least one year;
- 2) The natural gas heating equipment may be new or converted from using propane or heating oil;
- 3) The natural gas heating system must be vented with a minimum 40,000 BTU/h;
- 4) The Hybrid Split System (Dual Fuel) does not qualify for the rebate;
- 5) The natural gas heating system must be primary heat;
- 6) The installation or conversion must be performed by a licensed heating contractor of the customer's choice; all future service requirements can be arranged with that contractor or any other of the customer's choice;
- 7) Since the heating system remains the customer's property, all future service is at the customer's expense; the City makes no guarantee, express or implied, about the quality of the heating system or its installation;
- 8) No guarantee of the installation is expressed or implied by the City;
- 9) After the customer has the heating system operational, a representative from the City will inspect to confirm the installation is complete; the customer will provide a copy of an approved inspection to apply for this rebate;
- 10) The City will list on the application form any reason a rebate is denied;
- 11) Should the customer choose to terminate the natural gas service within the first two years of the service being installed, then the customer will be charged the Residential Heat-Only basic facilities charge of \$10 per month. This \$10 month charge will apply from the time of service termination through a date two years after service initiation.

Effective for service on and after January 17, 2012.

Section 3. Natural Gas HVAC Partner Conversion Customer Permit Rider.

**CITY OF MONROE NATURAL GAS HVAC PARTNER CONVERSION PERMIT FEE RIDER –
NGCP
PERMITTED LICENSED CONTRACTOR FOR CONVERSION OF EXISTING HOME FOR
NEW NATURAL GAS RESIDENTIAL CUSTOMERS**

AVAILABILITY. This fee rider is available to licensed contractors responsible for the permit to convert a residential unit to become a new City of Monroe natural gas customer for permanent gas service for natural gas heating or water heating.

ELIGIBILITY REQUIREMENTS. A \$50 fee will be paid to a licensed contractor converting an existing residential dwelling unit to become a City of Monroe new natural gas customer. This fee may be in addition to rate riders paid to the customer for the natural gas water heater rebate, WH-2, and/or a natural gas conversion for heating, NGC.

In addition the following standards must be met:

- 1) The contractor must be certified by the Natural Gas Division as a City of Monroe HVAC Partner;
- 2) The home must have been using any energy(ies) other than natural gas for heating and water heating for at least one year;
- 3) If natural gas will be used for heating, the heating equipment may be new or converted, must be vented, must have an input rating of at least 40,000 btu, and must be primary heat;
- 4) If natural gas will be used for water heating, the unit must have a minimum storage tank size of 30-gallons or be an instantaneous hot water unit;
- 5) No support for guarantee of the system or workmanship is expressed or implied by the City.

Effective for service on and after July 1, 2011.

CHAPTER XI. PARKS AND RECREATION FEES

ARTICLE A. FACILITY AND PROGRAM FEES

Section 1. Facility Rental Fees.

	City Resident	Non City Resident
Athletic Fields		
Adult Soccer Field		
Hourly rate after 10 hours	\$35	\$45
Up to 10 hours	\$250	\$275
Up to 5 hours	\$125	\$150
Adult Softball Field		
Hourly rate after 10 hours	\$35	\$45
Up to 10 hours	\$250	\$275
Up to 5 hours	\$125	\$150
Youth Baseball / Softball Field		
All day – 10 hours	\$100	\$125
Half day – 5 hours	\$50	\$65
Youth Soccer Field		
All day – 10 hours	\$80	\$100
Half day – 5 hours	\$40	\$50
Fields for Practice	\$15/1 hrs.	\$23/1 hrs.
Fields for Practice with Lights	\$25/1 hrs.	\$33/1 hrs.
Building Rental Fees		
Gym - Practice - Hourly rate, up to 3 hours*	\$40	\$50
Gym - Hourly rate after 5 hours	\$40	\$50
Up to 5 hours	\$200	\$250
Meeting Rooms - Hourly rate after 4 hours	\$10	\$20
Up to 4 hours	\$50	\$75
Belk Tonawanda Park Rental - Includes Amphitheater and Shelter		
Up to 8 hours	\$400	\$500
Picnic Shelters		
Full Day- Up to 8 hours	\$75	\$95
(Belk Tonawanda, Creft, Dickerson, Don Griffin, Sunset Park)		
Max Occupancy (60-75) Varies by Location		
Community Center Shelters**		
Sutton Park, Old Armory – Max Occupancy (60) – Includes Meeting		
Full Day (Up to 8 hours)	\$120	\$150
½ Day (Up to 4 hours)	\$70	\$90
Pool Rental	\$35/hr.	\$45/hr.
Active Adult Center Multi-Purpose – 4 hour block	\$300	\$400
Active Adult Center Multi-Purpose – 6 hour block	\$400	\$500
Splash Pad Shelter Rental – 2 hour block	\$125	\$200
Tennis Courts		
Day Use	N/C	N/C
With Lights	\$2/court	\$2.50/court
Winchester Pool Daily Fee		
6 – 15 Yrs.	\$1	\$5
16 & Up	\$2	\$8

*Gyms are available for practice rentals on a limited basis based on current programming and availability at the time of request.

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

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

****Athletic field rentals must end by 10:00 pm.

Effective July 1, 2023

Section 2. Program/Individual Use/Membership Fees.

	City Resident	Non City Resident
Individual Use Fees		
Gym Play - 19 & Up	\$1	\$1.50
Racquetball (Dickerson)	\$7/court/hr.	\$9/court/hr.
Fitness Room – 19 & Up	\$1	\$1.50
Membership Fees		
Gym Membership Fees – 19 & Up		
Gymnasiums (J. Ray Shute, Sutton Park, Winchester)	\$20/yr.	\$75/yr.
Dickerson Center (Gym and Weight Room Only)	\$65/yr. Ind \$100/yr. Family	\$100/yr. Ind \$150/yr. Family
Dickerson Center (Racquetball, Gym, and Weight Room)	\$135/yr. Ind \$200/yr. Family	\$190/yr. Ind \$250/yr. Family
Active Adult Center (Annual Fee)		
Individual	N/C	\$60
Couple (Two adults living at the same address. Both must be 55 yrs. old to qualify.*)	N/C	\$90
Fitness Rooms		
Winchester Center		
19 & Up	\$25	\$75
55 & Up	\$5	\$75
Program Fees		
Afterschool (Dickerson)**	\$50	\$50
Sibling Rate	\$45	\$45
Ceramics (Winchester)	N/C	\$25/yr.
Computer Class (Active Adult)	\$30 (6 sessions)	
Day Camp (Dickerson)**	\$80	\$80
Sibling Rate	\$75	\$75
Pottery Class (Active Adult)	\$60 (6 sessions)	

*Proof of residency required for couple membership; either driver's license, bank statement, voided check, or utility bill.

**Full-time employees are eligible for a \$10.00 discount per week.

Effective July 1, 2023

ARTICLE B. ATHLETIC TEAM FEES

	Team Entry Fee	Participant Fee Resident/Non- Resident	Participant Fee with Scholarship Resident/Non- Resident
Baseball*			
Coach Pitch, Rookies, Minors, Majors		\$35/\$70 (per person)	\$25/\$70 (per person)
Tee Ball		\$20/\$40 (per person)	
Basketball			
Adult Team	\$500		
3 vs 3 League (Adult)			
Youth League*		\$45/\$90 (per person)	\$32/\$90 (per person)
Soccer			
Youth*		\$60/\$120 (per person)	
Football			
Adult Flag	\$250		
Youth Flag*		\$35/\$70 (per person)	\$25/\$70 (per person)
Youth Tackle*		\$60/\$120 (per person)	
Track & Field (Youth)*		\$15/\$30	\$10.50/\$30
Softball Team (Adult)	\$450		
Pickleball Club Membership (Senior Adults 50+)	\$25	\$35	
Youth Sport Camps	\$25	\$50	
Late Registration Fee	\$10	\$10	

*City of Monroe resident youth athletic program participants meeting the eligibility requirements, per Union County Public Schools, for free lunch will receive a 30% discount on registration fees. Participant must provide eligibility verification and complete a scholarship application.

Effective July 1, 2023.

ARTICLE C. MISCELLANEOUS

- Cancellation Policy: Fees and deposits will be refunded for cancellations made at least two (2) weeks in advance. Cancellations made with less than two (2) weeks' notice, will forfeit the deposit. Cancellations are subject to a 10% administrative fee.
- Deposit: A deposit of 50% will be required with the reservation form in order to reserve the facility. The balance of the fee is due four (4) weeks prior to the event.
- Fees: All fees are based on regular operating hours of the facilities. For events requiring staffing after regular hours, a fee will be charged to cover overtime expenses.

ARTICLE D. AQUATICS AND FITNESS CENTER

Type	Monthly Fee*	Joining Fee*
Individual	\$47.00	\$75.00
Family (Up to 4 individuals living at the same address)	\$78.00	\$100.00
Parent/Child	\$54.00	\$75.00
Couple	\$60.00	\$75.00
Senior Couple (55 and Over)	\$54.00	\$60.00
Senior Individual (55 and Over)	\$40.00	\$60.00
Young Adult (14 – 21)	\$35.00	\$50.00
Extra Children	\$6.00 each	
Extra Grandchildren	\$12.00 each	
Extra Adult (Limit 1)	\$18.00 each	

*The joining fee may be adjusted for special promotions, for early membership, and corporate members during the year. The monthly membership fees may be adjusted for discount combination membership packages.

*Memberships may be paid though a monthly bank draft or one Annual Payment

*City of Monroe retirees are eligible for a 50% discount on their individual membership fees.

Membership Addition or Deletion Processing fee: \$5.00

*changes to current memberships

Membership Freeze Fee: \$10.00

*To put hold on account for 6mo to 1 year.

*Certain exemptions may apply to these fees as determined by the Aquatic Center Director.

Note: Miscellaneous fees for programs, services, guests and rentals may be charged in accordance with the Parks and Recreation Customer Service Policy.

Effective February 1, 2023.

ARTICLE E. OLD ARMORY

Section 1. Facility Rental.

	City Resident	Non City Resident
4-Hour Rental (Access to room 1 hour prior to rental.)	\$300	\$400
6-Hour Rental (Access to room 2 hours prior to rental.)	\$400	\$500
Hourly Rate (Additional hours.)	\$100	\$100
Approved Non-Profit Rental*	\$200	
Damage Deposit**	½ Rental Rate	½ Rental Rate
Additional Equipment Cost:		
Projector/Screen/ CD Player/Laptop	\$100	\$150
China/Crystal/Flatware	\$100	\$150

Note: Facility rental fees include the use of chairs and tables for 120 people, catering kitchen, podium and one (1) microphone.

*Approved Non-Profit rental rate not valid on Saturdays or during the month of December. Limited to one rental per year. All other rentals will be at regular pricing. Discount is only provided for Non-Profits located and operating in Union County.

** Damage deposits will be refunded in their entirety if all rental agreement rules and regulations are met.

Effective July 1, 2019

Section 2. Fitness Room.

	City Resident	Non City Resident
19 years & Up	\$25/yr.	\$75/yr.
55 years & Up	\$5/yr.	\$75/yr.

Effective July 1, 2018.

CHAPTER XII. PLANNING AND ZONING

ARTICLE A. FEE SCHEDULE

Section 1. Charges and Fees.

Description	Fee
Air Quality Letter	\$25
Zoning Text Amendment	\$500
Zoning Verification Letter	\$75
Annexation Applications	\$250
Board of Adjustment (BOA):	
Appeal of Zoning Officer's Decision	\$350
Special Use Permit Application Fee	\$400
Variance	\$350
Variance: After-the-fact	\$500
Request for Special BOA Meeting	\$1,000
Historic District Commission:	
Certificate of Appropriateness	
Major Work – Commission Level	\$100
Major Work-Commission Level: After-the-fact	\$200
Minor Work – Staff Level	\$25
Minor Work-Staff Level: After-the-fact	\$50
Historic Landmark Designation	\$75
Request for Special Historic Commission Meeting	\$1,000
Rezoning:	
Zoning Map Amendment (General Rezone)	\$500
Conditional District Rezoning Application (includes 3 reviews)	\$1,000
Planned Development Master Plans (PUD & PCD) (includes 3 reviews)	\$1,750
Conditional District and Planned Development Amendments	\$500
Rezoning Plan Review Fee (Conditional District & Planned Developments) for each submittal beyond the third review	\$150
Rezoning (Conditional District & Planned Developments) Minor Modifications	\$250
Plan and Plat Review:	
Major Subdivisions (Preliminary Plan Review)	
Up to 50 Lots	\$300 + \$50 per Lot
51 + Lots	\$500 + \$50 per Lot
Major Subdivisions (Final Plat Review)	\$50 + \$5 per Lot
Minor Subdivisions (up to 4 lots created)	\$150 per Lot
Lot Line Revisions and Lot Recombinations	\$100
Residential Permits:	
Zoning Permit, Site Plan Required (new structures)	\$150
Zoning Permit, Site Plan Required (accessories, additions, pools, etc.)	\$75
Zoning Permit, No Site Plan Required (fences, driveways and home occupations)	\$25
Industrial/Commercial Permits:	
Zoning Permit, Change of Use (Non-Refundable)	\$50
Zoning Permit, Site Plan Required	
Less than one (1) acre	\$300
1 – 10 acres	\$500
10 + acres	\$700

Zoning Permit (fences, additions <1,000 sq. ft., and accessories)	\$100
Other Permits:	
Temporary Use Permit	\$75
Downtown Food Truck Permit	\$30
Sign Permit (excludes temporary signs which are no charge)	\$35
Tree Removal Permit	\$40
Refunds	
Board of Adjustment cases are non-refundable 15 days before the meeting date. Historic District cases are non-refundable 15 days before the meeting date. All other fees are non-refundable after the first review is complete.	

Zoning Plan Review Fee Each Submittal Beyond Second Submittal	\$150
Zoning Re-inspection Fee	\$75
Small Cell Wireless	
First five in the same application	\$50 / each*
Each additional unit in the same application listed above	\$25 / each*

*No technology fee will be applied

Effective July 1, 2023

Description	Fee
Publications:	
Concord Avenue Area Master Plan	\$20
Historic District Guidelines	\$10
Land Development Plan – Executive Summary	\$5
Land Development Plan – Full Copy	\$25
Land Development Plan Map (34" x 44")	\$30
Land Development Plan Map (24" x 34")	\$20
Downtown Master Plan – Executive Summary	\$35
Downtown Master Plan – Full Copy	\$50
Future Land Use Map for Downtown (34" x 44")	\$30
Future Land Use Map for Downtown (24" x 44")	\$20
Zoning Ordinance	\$40
Zoning Map (34" x 44")	\$30
Zoning Map (24" x 34")	\$20

Section 2. Permit Fee Exemptions

- Construction Trailers
- Residential Lake Docks
- Organizations possessing a 501-C Federal non-profit status are required to obtain the proper permit(s) as defined within this ordinance; however, such organizations will be exempt from permit fees.
- City of Monroe Departments are required to obtain the proper permit(s) as defined within this ordinance; however, City of Monroe Departments will be exempt from permit fees.

CHAPTER XIII. POLICE

ARTICLE A. FEES AND CHARGES

Section 1. Miscellaneous Fees.

Item	Fee
Alarm Permit reinstatement fee	\$50
Fingerprinting	\$5
Late Fee (running a red light)	\$50
Nuisance Abatement	Contractor Cost + \$100 Administrative Fee
Parking Immobilization fee	\$50
Parking ticket late fee	\$25
Service charge assessment for excessive false alarms 3 rd through 5 th false alarms within a 12 month period	\$50 Service Charge Per Occurrence
Firing Range Usage	\$100 Per Day

Section 2. Adult Establishment Permit Fees.

Description	Fee
Adult Entertainer Permit (annual renewal)	\$50
Adult Entertainer Permit (initial permit)	\$100
Adult Establishment Permit (annual renewal)	\$50
Adult Establishment Permit (initial permit)	\$750

Section 3. Pawn Broker Permit Fees.

Description	Fee
Annual Permit Fee	\$180

Section 4. Precious Metal Dealer Permit Fees.

Description	Fee
Annual Permit Fee	*(a)

*(a) Maximum allowed by North Carolina Law (G.S. § 66-407)

Effective October 1, 2013.

CHAPTER XIV. WATER & SEWER

ARTICLE A. WATER CONNECTION FEES

Section 1. New Water Connection Fees

Inside City Limits

Service	Complete Service Connection Installation (Potable or Irrigation)	Meter Only Installation for Developer or Contractor Installed Service Connections
¾" Tap and Service Connection	\$ 1,513.00	\$ 356.00
1" Tap and Service Connection	\$ 2,010.00	\$ 494.00
1½" Inch Tap and Service Connection	N/A	\$ 858.00
2" Inch Tap and Service Connection	N/A	\$1,174.00
1½" and Larger (Including all fire line connections)	The connection fee will be based upon a job-specific estimate, prepared by the Water Resources Department, of the actual cost of installation	

If the tap and service installation cost exceeds the established fee by greater than 125%, a job specific cost estimate will be made and the fee based on the actual construction cost. Water connection fees for property outside City limits are 200% of the rates listed above.

Customers with an existing service connection desiring the installation of a new larger service connection shall pay the complete service installation connection fee listed above. Customers with an existing service connection desiring a smaller service connection may pay the meter installation fees listed above and the City will install the smaller meter on the existing service connection. Meters installed for irrigation service smaller shall have a dedicated tap and service line connection, and be subject to the fees presented in this section. Service accounts established to vacant lots that become more than 60 days past due will have the water meter pulled. Prior to re-establishing any service to the property, all delinquent fees must be paid, including additional capacity fees if applicable.

With the approval of the City, a customer applying for a water connection 2" or greater in size, including fire line connections, may retain a licensed plumber or licensed utility contractor to install a meter vault and meter piping and assembly to City specifications and with final approval of construction by the City. The City may also approve a licensed utility contractor making a tap on an active City water main and extending the service connection piping under a public street to the meter location on the customer's property. If the City authorizes meter vault and meter assembly installation by the customer's contractor the customer shall pay the contractor directly. The City will inspect and approve all work performed by a contractor. If the City performs meter installation and/or live tap for a 1 ½" or larger water service, a job specific fee sheet shall be completed to establish the service installation cost.

All water service connection installations shall include backflow prevention assemblies sufficient to satisfy the City's Standard Specifications and Details based on the level of hazard to the property served. Installations requiring double check valve assemblies with test cocks or reduced pressure zone assemblies shall be installed and tested by and at the expense of the customer and are not included in the listed fees.

Effective July 1, 2023.

Section 2. Renewal/Replacement Water Connection Fees

The cost of renewal/replacement of an existing water service tap/connection shall be equivalent to that of a new connection.

The current property owner shall have the option of paying for the renewal/replacement service in full at the time of application, or may elect to pay the fee over a six-month period financed at the prevailing interest rate. The City's Director of Finance and Administration shall establish said rate. A \$178.50 deposit shall be required at time of application with six-month financing.

Effective July 1, 2023.

Section 3. Water Connection Fee Assistance Program

Applicants owning property within the City limits of Monroe that do not qualify for assistance through the City of Monroe Water/Sewer Connection Fee Assistance Program may elect to pay the fees equivalent to that of the current new connection fees for water service over a five-year period financed at the prevailing interest rate. The City's Director of Finance and Administration shall establish said rate.

Effective May 19, 2015.

ARTICLE B. WATER RATES

Section 1. Water Rates

Water usage by customers from permanent active service connections or authorized temporary special use are charged monthly based on usage charge and customer charge as follows: Monthly customer charges for customers with compound water meter installations shall be based on the largest meter size on the compound meter. Monthly customer charges for customers obtaining bulk water from a City bulk water site shall be based on a 1-inch meter size.

Usage Charge	Inside City	Outside City
Usage Charge Per 1,000 Gallons	\$ 3.13	\$ 3.13

Customer Charge Per Month	Inside City	Outside City
Meter Size		
¾ inch meter	\$ 13.42	\$ 26.85
1 inch meter	\$ 25.37	\$ 50.74
1½ inch meter	\$ 57.09	\$ 114.17
2 inch meter	\$ 120.49	\$ 240.98
3 inch meter	\$ 190.24	\$ 380.48
4 inch meter	\$ 272.70	\$ 545.39
6 inch meter	\$ 488.32	\$ 976.64
8 inch meter	\$ 716.91	\$ 1,433.82

Fire Hydrant Bulk Rate = \$3.75 per 1,000 gallons Reclaimed
Water Bulk Rate = \$3.13 per 1,000 gallons

Effective July 1, 2023.

Section 2. Resale Water Rate - Union County

Resale Water Rate = \$3.13 per 1,000 gallons No
Customer Charge Per Month

Effective July 1, 2023.

Section 3. Fire-Line Availability Charges

Monthly availability charges for dedicated fire-line water connections shall be:

Size of Connection	Inside City	Outside City
2 inch or 3 inch	\$ 5.78	\$ 11.55
4 inch	\$ 9.85	\$ 19.70
6 inch	\$ 22.53	\$ 45.06
8 inch	\$ 45.06	\$ 90.12
10 inch	\$ 88.00	\$ 176.01
12 inch	\$ 130.96	\$ 261.92

Water usage charges for a fire line shall be as follows: (1) for a fire in-line meter connection, charges shall be based upon total metered consumption and the water rates defined in Section 1 above; (2) for a dedicated fire-line connection, unauthorized use of water shall be based on the rates in Section 1 above applied to an estimated consumption calculated by the water volume registered on a 3/4" detector meter multiplied by the following multiplier assigned by fire-line size:

Multiplier for Estimated Consumption on Dedicated Fire-Line Connection with a 3/4" Detector Meter

Size of Fire-Line Connection	Multiplier
2 inch	25
3 inch	75
4 inch	160
6 inch	470
8 inch	1000
10 inch	1800
12 inch	2900

On dedicated fire lines, the only authorized use of water is for fire protection activities. All other uses and connections are prohibited. Authorized use of water will be provided at no additional charge. Authorized uses shall include (1) a test once per calendar quarter of the fire line system authorized in advance by the Water Resources Department; customers shall notify the Water Resources Maintenance Superintendent in writing a minimum of 14 days prior to testing; or (2) an activation of the fire line system in response to a fire event or potential fire event as verified within 24 hours of the event by investigation by the Fire Department (activation due to pipe or mechanical failure, even if unintended, is not an authorized use).

Effective July 1, 2023.

Section 4. Temporary Water Connection from a Fire Hydrant

When a customer desires a temporary water service connection for construction or related purposes, and no permanent underground service is necessary, the customer may apply for a temporary water service connection to a specified public fire hydrant. Such application shall require a deposit of \$752.00. The City will attach a connection assembly with meter and backflow device, and a valve sized for the customer's need (up to 2") and for the customer's use at the end of the assembly. No permanent connection fees or capacity fees are required for such connection. For each month or portion of a month in which this service remains active, the customer shall pay a customer charge and usage charge as defined in Section 1 above. When the use of this connection is complete, the customer shall request the disconnection of this service, which will be performed by the City. Upon disconnection, the customer may receive a refund of the initial deposit less a \$70.50 charge for installation and removal by the City, less all customer and usage charges due and any costs to the City to repair or replace parts of the assembly damaged during the time service was provided.

Effective July 1, 2023.

ARTICLE C. SEWER CONNECTION FEES.

Section 1. New Sewer Connection Fees.

Service	Complete Service Connection Installation
4 Inch Tap and Service Connection	\$ 1,340.00
6 Inch and Larger Connections	The connection fee will be based upon a job-specific estimate, prepared by the Water Resources Department for the actual cost of installation.

If the tap and service installation cost exceeds the established fee by greater than 125%, a job specific cost estimate will be made and the fee based on the actual construction cost. Sewer connection fees for property outside City limits are 200% of the rates listed above. Sewer connections outside City limits shall first be approved by the City Council.

With the approval of the City, a customer applying for a sewer connection 6" or greater in size may retain a licensed utility contractor to install a manhole tap, sewer service lateral piping and inspection tee piping and assembly complete to City specifications and with final approval of construction by the City. However, only City of Monroe personnel may install sewer service piping under a public street unless the utility contractor has obtained an encroachment agreement from the agency having jurisdiction over the street. If the City authorizes work by the customer's contractor, the customer shall pay the contractor directly. The City will inspect and approve all work performed by a contractor.

Effective July 1, 2023.

Section 2. Renewal/Replacement Sewer Connection Fees

The cost of renewal/replacement of an existing sewer service tap/connection shall be equivalent to that of a new connection.

The current property owner shall have the option of paying for the renewal/replacement service in full at the time of application, or may elect to pay the fee over a six-month period financed at the prevailing interest rate. The City's Director of Finance and Administration shall establish said rate. A \$178.50 deposit shall be required at time of application with six-month financing.

Effective July 1, 2023.

Section 3. Sewer Connection Fee Assistance Program

Applicants owning property within the City limits of Monroe that do not qualify for assistance through the City of Monroe Water/Sewer Connection Fee Assistance Program may elect to pay the fees equivalent to that of the current new connection fees for sewer service over a five-year period financed at the prevailing interest rate. The City's Director of Finance and Administration shall establish said rate.

Effective May 19, 2015.

ARTICLE D. SEWER RATES

Section 1. Sewer Rates

Sewer usage by customers from permanent active service connections are charged monthly based on water metered use (or metered sewer in special cases approved by the City). Customer charges are as follows:

Usage Charge	Inside City	Outside City
Usage Charge Per 1,000 Gallons	\$4.47	\$ 4.47

Customer Charge Per Month Based on Water Meter Size

	Inside City	Outside City
Water Meter Size		
¾ inch meter	\$ 17.90	\$ 35.80
1 inch meter	\$ 29.88	\$ 59.77
1½ inch meter	\$ 59.57	\$ 119.14
2 inch meter	\$ 116.89	\$ 233.78
3 inch meter	\$ 190.91	\$ 381.82
4 inch meter	\$ 298.28	\$ 596.55
6 inch meter	\$ 596.33	\$ 1,192.66
8 inch meter	\$ 954.54	\$ 1,909.08

Customer Charge per Month for Metered Sewer Accounts

Meter Capacity @ Required Accuracy**	Inside City	Outside City
¾ inch meter equivalent	\$ 17.90	\$ 35.80
1 inch meter equivalent	\$ 29.88	\$ 59.77
1 ½ inch meter equivalent	\$ 59.57	\$ 119.14
2 inch meter equivalent	\$ 116.89	\$ 233.78
3 inch meter equivalent	\$ 190.91	\$ 381.82
4 inch meter equivalent	\$ 298.28	\$ 596.55
6 inch meter equivalent	\$ 596.33	\$ 1,192.66
8 inch meter equivalent	\$ 954.54	\$ 1,909.08
10 inch meter equivalent	\$ 1,372.14	\$ 2,744.29
12 inch meter equivalent	\$ 1,909.07	\$ 3,818.14

**Required accuracy is as defined by City of Monroe Sewer Design Standards. Meter equivalence established by Water Resources Department per AWWA standards.

Single-family residential customer with sewer service but no City water service and no water meter shall pay a flat rate of \$42.89 per month for sewer service if inside the City limits and a flat rate of \$85.80 if outside the City limits. Multiple-family residential, commercial, or industrial customers without metered water service may be required to install a sewer meter or, at the City's option, may pay a flat monthly rate determined by the City based on specific and detailed usage characteristics of the service.

Effective July 1, 2023.

Section 2. Union County East Side Sewer System Treatment Rate

Treatment rate to be established by annual contract. In addition to the charges, the City of Monroe may directly invoice customers connected to the Union County collection system for high strength surcharges, if applicable, as defined in Section 3 of this Article.

Effective June 1, 2015.

Section 3. Sewer High Strength Surcharges

In addition to customer charges and usage charges, the following sewer surcharges shall be payable for wastewater strength from industrial customers which exceeds the upper limit defined for standard strength as defined in the table below. The minimum surcharge shall be \$11.50 for any calendar quarter.

	STANDARD STRENGTH UPPER LIMIT (milligrams/liter)	SURCHARGE RATE (per 1000 pounds)
5-Day Biochemical Oxygen Demand	250	\$ 289.50
Total Suspended Solids	200	\$ 104.50
Total Ammonia-Nitrogen	18	\$ 1,540.00

Surcharges shall be determined as defined in § 52.042 of the City of Monroe Code of Ordinances based upon representative samples collected by the City of Monroe and the Industrial User. Pounds shall be specifically calculated as follows:

Total metered industrial flow during quarter in million gallons x (average strength - standard strength upper limit) in milligrams per liter x 8.34

For calculating surcharges, the quarterly average strength shall be calculated from the samples collected during the quarterly period by both the City and the industrial customer. If the City has collected more samples than the industrial user, the average strength shall be the arithmetic average of all sample results. If the industrial user has collected more samples than the City, the average strength shall be determined as 50% of the arithmetic average of the industrial customer's results plus 50% of the arithmetic average of the City's results.

All samples shall be analyzed by a laboratory certified by the State of North Carolina in the specific analysis parameter and shall be reported by the laboratory using chain of custody procedures. Any sampling results which do not follow these procedures and reporting requirements shall not be considered in surcharge calculations.

An industrial customer may obtain credit against the total amount of surcharges due when one or more parameters are below the standard strength minimum limit as defined below at the credit amount defined below. If the total credit equals or exceeds the total surcharge calculated from the above formulas, the net surcharge amount shall be zero.

	STANDARD STRENGTH LOWER LIMIT (milligrams/liter)	CREDIT RATE (per 1000 pounds)
5-Day Biochemical Oxygen Demand	180	\$ 289.50
Total Suspended Solids	150	\$ 104.50
Total Ammonia-Nitrogen	14	\$ 627.00

The calculation of pounds for the determination of total credit shall be based on the following formula:

Total metered industrial flow during quarter in million gallons x (standard strength lower limit - average strength) in milligrams per liter x 8.34

Payments for sewer surcharges shall be due upon receipt pursuant to the City's Customer Service Policy.

Section 4. Discharge of Residential Septic Tank Wastes and Domestic Portable Toilet Waste

Hauled residential septic tank wastes or domestic portable toilet wastes, discharged under permit from the Director of Water Resources, shall be billed at a fee of \$103.26 per 1,000 gallons.

Effective July 1, 2023.

ARTICLE E. CAPACITY FEES

Section 1. Capacity Fee Schedule for New or Expanded Development

Any individual or group of individuals initially developing property or expanding existing development property shall pay capacity fees in accordance with the following schedule based on the size of the new or enlarged water service tap. The timing of the capacity fee collection shall be pursuant to NCGS 162A, as amended by House Bill 826, adopted June 22, 2018. For purposes of capacity fee collection, the City of Monroe considers water and/or sewer service to be committed at the time of service application filed at the City's Customer Service office.

Water Capacity Fees	Inside / Outside City
Meter Size	
¾ inch meter	\$ 2,670.00
1 inch meter	\$ 4,460.00
1½ inch meter	\$ 8,892.00
2 inch meter	\$ 14,232.00
3 inch meter	\$ 28,492.00
4 inch meter	\$ 44,515.00
6 inch meter	\$ 89,002.00
8 inch meter	\$ 142,459.00

Wastewater Capacity Fees	Inside / Outside City
Meter Size	
¾ inch meter	\$ 2,951.00
1 inch meter	\$ 4,929.00
1½ inch meter	\$ 9,824.00
2 inch meter	\$ 15,725.00
3 inch meter	\$ 31,483.00
4 inch meter	\$ 49,185.00
6 inch meter	\$ 98,337.00
8 inch meter	\$ 157,407.00

Capacity Fees are due in addition to Connection Fees stated in Article A and/or Article C of this Chapter. For enlargements of existing services, the fee shall be the difference between the new service size and the existing size.

The fees presented above are based on a typical "equivalent residential unit" (ERU) peak daily flow demand from a customer with a ¾ inch meter size, and American Water Works meter equivalency ratios. Peak ERU flow allowances are 245 gallons per day for sewer, and 368 gallons per day for water. The Water Resources Department reserves the right to impose additional capacity fees for meter sizes greater than 2 inch when, based on industrial pretreatment permit applications, flow projections, or other information, the water or sewer flow volumes exceed 150% of allowable flow. Fees shall be based on \$8.27 per gallon for sewer and \$6.73 per gallon for water. In no case shall the fees be less than shown in the schedule.

If based on financial calculations of present worth using current financing rates and user fees, the projected customer usage fees will provide a positive return to offset the additional capacity fee amount, the Director of Water Resources and Director of Finance and Administration, with the concurrence of the City Manager, may waive the additional fees. The waiver shall be based on a written agreement between the customer and the city defining the conditions of the waiver.

Effective July 1, 2023.

Section 2: When Capacity Fees Are Not Required

When renovation or repair of existing establishment's results in no increase in the size of the water/sewer service and no increase in flow volume beyond the allowable flow limit, no capacity fee shall be charged.

When a renewal tap is requested for an existing establishment and is not associated with an increase in size or flow volume, no capacity fee shall be charged.

No capacity fee shall be charged for a change in occupancy or ownership of the same facility provided the facility has not expanded. However, if an existing development on a lot or parcel is demolished in favor of the construction of new development, capacity fees may be due as follows: (1) if the new development includes a larger water tap size or increased flow volume, fees shall be paid for the proposed increase in use accordance with this article; and (2) if an old development on a lot or parcel has been demolished and removed for a year or longer before the construction of new development is initiated, fees shall be paid for the new development as if the property were being developed for the first time.

Applications for dedicated fire-line only water service connections or dedicated ¾" residential lawn irrigation water service connections do not require payment of capacity fees provided that domestic water service for the property is also being obtained by separate meter from the City of Monroe.

ARTICLE F. MISCELLANEOUS CHARGES

Section 1. Pretreatment Program Administration Charges

Industrial customers discharging process wastewater to the City of Monroe sewer system under an issued Industrial User Permit shall pay annually pretreatment program administration charges toward the City's cost of monitoring, inspection, and surveillance procedures based upon the schedule below:

PERMITTED FLOW (million gallons per day)	ANNUAL ADMINISTRATION CHARGE
0 - 0.1	\$1,006.00
0.1 - 0.5	\$1,997.50
Greater than 0.5	\$2,971.00

Annual Administration Charges shall be invoiced annually on July 1 and shall be paid within 30 days of the date of invoice. Sewer customer with on-site grease traps or oil/grit separators shall pay an annual inspection fee of \$152.00, invoiced on this same date.

Effective July 1, 2023.

Section 2. Application Fees for Industrial User Permit or Domestic Septage Discharge Permit

When an existing or new industrial customer is required to obtain or renew an Industrial User Permit pursuant to Chapter 52 of the City Code of Ordinances, an application fee of \$484.00 shall accompany the application for a new or renewal permit. A firm applying for a permit to discharge domestic septic tank wastes and/or portable toilet wastes shall pay an application fee of \$103.00.

Effective July 1, 2023.

Section 3. Fees for Water Meter Re-reads or Water Meter Testing

If a customer requests that a City water meter be re-read by the City to verify the accuracy of a scheduled reading used to bill the customer, and the City determines upon re-read that the initial reading was in error, an appropriate adjustment will be made to the customer's account to correct the reading error and no additional fee for the re-read will be charged to the customer. However, if the re-read requested by the customer confirms that the initial reading was correct, and the meter also meets the accuracy standards of the American Water Works Association, the customer shall be charged an additional fee in accordance to the administrative fees schedule (Chapter 1) on the next utility bill for the service of re-reading the meter.

A customer is entitled to request not more frequently than one time per year that the customer's water meter be tested for accuracy at no cost to the customer under the accuracy standards of the American Water Works Association. If two or more requests are made within a twelve-month period and the accuracy standards are met during the second or subsequent tests, the customer shall be charged a fee of \$69.50 on the next utility bill for the additional meter testing services, based on $\frac{3}{4}$ inch meter size. Testing for meters 1-inch and larger will be based on actual cost to test the meter.

Effective July 1, 2023.

Section 4. Fees for Authorized Recreational Use of City Lakes

The issuance of fishing and boating permits for Lake Twitty, Lake Lee, or Lake Monroe, as required by Chapter 54 of the City Code of Ordinances for fishing and boating activity on these lakes, shall require payment of the following permit fees:

Fishing From Shore	\$ 3.00 per person per day
Fishing From Boat	\$ 3.00 per person per day
Boat Launching	\$ 4.00 per boat per day
Annual Dock and/or Access Permit	
Inside City	\$ 88.50 per year
Outside City	\$177.00 per year

Effective July 1, 2023.

Section 5. Charges for Reproduction of Documents

Copies of the City of Monroe Standard Specifications for Water Main Construction and Standard Specifications for Sewer Main Construction will be made available to any interested persons at the City of Monroe Operations Center at a cost stated below representing the cost of reproduction:

Specifications for Water Main Construction	\$13.50 per copy
Specifications for Sewer Main Construction	\$13.50 per copy

Effective July 1, 2023.

Section 6. Charges for Sewer Television Inspections

Television inspections of sewer services lines requested by a customer, plumber, or contractor shall be billed at a rate of \$88.50 per hour (1-hour minimum). Service availability shall be restricted based on City inspection programs.

Effective July 1, 2023.

Section 7. Water and Sewer Extension Permits

All extensions to the City's water or sewer system shall be subject to the following fees for each permit application submitted:

Water Main Extensions	\$ 317.50
Sewer Main Extensions	\$ 317.50

Effective July 1, 2023.

**CITY OF MONROE
CITY COUNCIL SPECIAL JOINT MEETING
WITH PLANNING BOARD
MAY 11, 2023
MINUTES**

The City Council of the City of Monroe, North Carolina, met in a Special Joint Meeting with the Planning Board at the old Armory Community Center located at 500 S. Johnson Street in Monroe, North Carolina at 5:00 p.m. on May 11, 2023 with Mayor Marion L. Holloway, Jr. presiding.

Council Present: Mayor Marion L. Holloway, Jr., Mayor Pro Tem Gary Anderson, Council Member Freddie Gordon, Council Member James Kerr, Council Member Lynn Keziah, Council Member Julie Thompson, City Manager Mark Watson, City Attorney Richard Long and City Clerk Bridgette H. Robinson.

Council Absent: None.

Planning Board Present: Chair Richard Yercheck, Planning Board Member Margaret Desio, Planning Board Member Kenneth Deal, Planning Board Member David Dotson, Planning Board Member Archie Morgan and Planning Board Clerk Ashlyn Penegar.

Planning Board Absent: Vice-Chair Jennifer Smith and Planning Board Member Patrick Furr.

Visitors: Ashley Britt, Doug Britt, Pete Hovanec, Bradley Lucore, Keri Mendler, Carole Williams and others.

Item No. 1. Call to Order.

A. City Council. Mayor Holloway called the City Council Special Joint Meeting to order at 5:00 p.m. A quorum was present.

B. Planning Board. Planning Board Chair Yercheck called the Special Joint Board Meeting to order at 5:00 p.m. A quorum was present.

Item No. 2. Introductions. City Manager Mark Watson welcomed and introduced City Council Members, Planning Board Members, Facilitator Michelle Lancaster as well as City Staff.

City Manager Watson advised that since the adoption and implementation of the UDO, he had heard a very strong desire to engage in discussions about some of the issues with the UDO. He advised that City Council Members and Planning Board Members were requested and had submitted broad topics that were relevant to the UDO that they felt needed to be reviewed, looked at, discussed or edited. City Manager Watson advised that Facilitator Michelle Lancaster would

review the submitted topics and work to compile a short list of priorities that everyone could focus on together and move forward on together. He advised that this information would provide a guide that would allow Staff to work with the Planning Board to make any revisions or edits and bring the changes to City Council for approval.

City Manager Watson advised that one of the purposes of the Joint Meeting was for everyone to work together on some of the issues, pull in the same direction, understand the direction everyone was headed in and get on the same page so that this document would benefit the entire community.

Item No. 3. Overview of Adoption, Recent Amendments and Upcoming Amendments to Unified Development Ordinance. Senior Planner Doug Britt reviewed the following Zoning Map timeline which provided an overview of the adoption, recent amendments as well as upcoming proposed amendments to UDO:

Date	Action
July 2015	CodeWright Planners was selected as the consulting firm in the amount of \$196,000 to assist with the rewrite to the UDO and Zoning Map update.
September 2015	CodeWright Planners conducted stakeholder interviews.
February 2016	Planning Staff and CodeWright Planners provided a project introduction presentation to City Council on the new UDO and Zoning Map.
December 2018	City ended its Professional Service Agreement with CodeWright Planners in order to engage a new partner to ensure the rewrite of the UDO would get back on track.
January 2019	City hired national planning and engineering firm Kimley-Horn and Associates, to assist with completing the rewrite to the UDO and Zoning Map update with the remaining project funds of \$183,000.
June 2019	Joint Planning Board and City Council Workshop #1. Planning Staff and Kimley-Horn and Associates presented the following: general status update to the rewrite of the UDO; reviewed the existing UDO code analysis and current Zoning Districts; and, introduce proposed new Zoning Districts and draft code sections such as the Traditional Districts, Parking Requirements, Landscaping and Buffering and Signage, and Definitions and Standards.
September 2019	Joint Planning Board and City Council Workshop #2. Planning Staff and Kimley-Horn and Associates presented the following: detailed overview of the new Mixed-Use Districts; and, development standards (six new Mixed-Use Districts) being introduced in the UDO.
January 2020	Planning Staff hired Poyner Spruill, LLP to assist with contract legal review services for the rewrite to the UDO in the amount of \$36,000.
February 2020	Joint Planning Board and City Council Workshop #3.

Date	Action
	Planning Staff and Kimley-Horn and Associates reviewed the following: permissible uses within the Traditional and Mixed-Use Zoning Districts; and, draft Design Standards for the UDO.
March 2021	Joint Planning Board and City Council Workshop #4. Planning Staff and Kimley-Horn and Associates reviewed and discussed the following: specific draft Ordinance Sections such as fences and walls, subdivisions, open space requirements; and, again reviewed Design Standards, Landscaping and Buffering Sections. The meeting also served to initiate the public review of the UDO and kick-off the update to the Zoning Map.
June 2021	Planning Staff and Kimley-Horn and Associates held four open house drop-in community workshops on June 11, 12, 16 and 17 at the Monroe Country Club, South Piedmont Community College, the Old Armory Community Center and Benton Heights Presbyterian Church. Each property owner within the City-limits and Extra-Territorial Jurisdiction (ETJ) was mailed a post card that stated the project, workshop dates, locations and provided a link to the project website and contact information for questions. A half page block ad was also placed in <i>The Enquirer-Journal</i> .
August 2021	Joint Planning Board and City Council Workshop #5. Presentation of the zoning map and text amendment request to rezoning properties located within the City Limits of Monroe and ETJ and establish the new UDO. Planning Board provided a unanimous recommendation to City Council to approve the new UDO and Zoning Map update.
September 14, 2021	City Council public hearing was scheduled for the new UDO and Zoning Map update; however, the Meeting was cancelled.
October 12, 2021	City Council public hearing was scheduled for the new UDO and Zoning Map update. The new UDO and Zoning Map update was tabled until the City Council Meeting of March 8, 2022 in order to provide additional modifications to the UDO. Planning Staff requested tabling the item with further advertising to the April 12, 2022 City Council Meeting to allow additional time.
February 17, 2022	Kimley-Horn and Associates and Planning Staff held a webinar with newly elected Mayor Pro Tem and City Council Members to discuss new and significant aspect of the new draft UDO.
April 12, 2022	City Council public hearing scheduled for the new UDO and Zoning Map update.
Planning Consulting Services, Legal Review Services and Legal Public Advertisement Costs	Legal public notifications were required for all three public hearings with a total cost of \$25,413.25. Included letters being mailed to all properties within the City Limits of Monroe and ETJ and adjoining properties within a 150 ft. distance for all three public hearings.

Date	Action
	The rewrite to the UDO and Zoning Map update project began in April 2015 and total project cost to include planning consulting services, legal review services and public advertisement is \$257,413.25.
October 18, 2022	Joint Planning Board and City Council Workshop #6 scheduled at the request of City Council. Through working with the new UDO for approximately six months, it was brought to Planning staff's attention that a zoning text amendment was required to provide clarifications, include missing language or slightly modify various sections. Zoning text amendments were reviewed and recommended by Planning Board: Section 3.3.3-Board of Adjustment-included ETJ member; Section 3.3.4-Planning Board-included ETJ member; Section 3.4.20-Zoning Permit-added change of uses/occupancy for business and additions to structures including residential, commercial and industrial; Section 5.9-Mixed-Use Zoning District Parking Standards-parking requirements for mixed-use district refer to parking and loading section; Section 6.1.1-Floodplain and Floodway Districts-removed section and adopted in Engineering Standards; Section 7-Permissible Uses and Standards-revised table to allow by right upper story residential and personal services (barber shops, nail salons, animal grooming) in Office-Medical; Section 7.2.4-Residential Uses- added minimum lot width for townhomes of 24-ft. wide; Section 7.2.6-Commercial Uses-all electronic gaming operations must be approved as CD rezoning; Section 7.5-Accessory Uses and Structures-removed language for similar and compatible appearance with principal structure and no accessory building can extend in front of rear line of dwelling; Section 8.1.5-Performance Bonds-removed requirement for maintenance bonds and added language for bond reductions; Section 8.1.7-Subdivisions-added language regarding private access easement (minimum of 18 ft. and 12 ft. paved); Section 8.2-Signs-included changeable copy signs to be allowed in GI and included monument/community signs to be allowed in residential; Section 8.3-Landscaping, Buffering, Fences and Walls-1) street yard buffers (revised street yard buffer from type 2 buffer of 20 ft. to type 1 buffer of 100 ft.); and, 2) revised perimeter buffer type to include fence, wall or berm, revised required perimeter buffer type table by district; Section 8.4.2-Parking Requirements-removed reference for Mixed-Use District Parking Standards; Section 10-Nonconformities-revised from 365 to 180 days for abandon and discontinued use; and, Section 11-Definition of Terms. A total of 16 Sections modified which included one requested by City Council and Planning Board.

Date	Action
November 8, 2022	Zoning Text amendments approved by City Council: Section 3.3.3-Board of Adjustment-included ETJ member; Section 3.3.4-Planning Board-included ETJ member; Section 3.4.20-Zoning Permit-added change of uses/occupancy for business and additions to structures including residential, commercial and industrial; Section 5.9-Mixed-Use Zoning District Parking Standards-parking requirements for mixed-use district refer to parking and loading section; Section 6.1.1-Floodplain and Floodway Districts-removed section and adopted in Engineering Standards; Section 7-Permissible Uses and Standards-revised table to allow by right upper story residential and personal services (barber shops, nail salons, animal grooming) in Office-Medical; Section 7.2.4-Residential Uses- added minimum lot width for townhomes of 24-ft. wide; Section 7.2.6-Commercial Uses-all electronic gaming operations must be approved as CD rezoning; Section 7.5-Accessory Uses and Structures-removed language for similar and compatible appearance with principal structure and no accessory building can extend in front of rear line of dwelling; Section 8.1.5-Performance Bonds-removed requirement for maintenance bonds and added language for bond reductions; Section 8.1.7-Subdivisions-added language regarding private access easement (minimum of 18 ft. and 12 ft. paved); Section 8.2-Signs-included changeable copy signs to be allowed in GI and included monument/community signs to be allowed in residential; Section 8.3-Landscaping, Buffering, Fences and Walls-1) street yard buffers (revised street yard buffer from type 2 buffer of 20 ft. to type 1 buffer of 100 ft.); and, 2) revised perimeter buffer type to include fence, wall or berm, revised required perimeter buffer type table by district; Section 8.4.2-Parking Requirements-removed reference for Mixed-Use District Parking Standards; Section 10-Nonconformities-revised from 365 to 180 days for abandon and discontinued use; and, Section 11-Definition of Terms.
December 7, 2022	Zoning Text amendments recommended by Planning Board: Section 3.4.7-Planned Developments-revised minor and major modifications; Section 4.5.2-Planned Unit Development-revised maximum building height from 4 to 3 stories; Section 4.2.3-RMD-Residential Medium Density-revised cluster subdivision to require a CD rezoning; Section 8.1.9-Conservation Subdivision-revised conservation subdivision to require a CD rezoning. A total of four Sections were modified at the request of City Council and Planning Board.
January 10, 2023	Zoning Text amendments approved by City Council: Section 3.4.7-Planned Developments-revised minor and major modifications; Section 4.5.2-Planned Unit Development-revised

Date	Action
	maximum building height from 4 to 3 stories; Section 4.2.3-RMD-Residential Medium Density-revised cluster subdivision to require a CD rezoning; Section 8.1.9-Conservation Subdivision-revised conservation subdivision to require a CD rezoning. A total of four Sections were modified at the request of City Council and Planning Board.
April 5, 2023	Zoning Text amendments recommended by Planning Board: Section 4.5-Planned Development Districts-remove density cap of six units from Planned Developments; Section 5.1.B-Mixed-Use Zoning Districts-revise maximum setbacks; Section 5.5-Community Corridor Mixed-Use 1 District-revise maximum setbacks; Section 5.6-Community Corridor Mixed-Use 2 District-revise maximum setbacks; Section 5.7-Regional Corridor Mixed-Use District- revise maximum setbacks; Section 7.4-Home Occupation-remove commercial vehicle from being allowed with Home Occupation business; Section 7.1-Table of Permissible Uses-remove multifamily from an allowed use in General Business District; Section 8.7-Design Standards-require any non-residential structure to comply with design standards; Section 8.10.1.B-Density and Intensity-modify how residential density is calculated from gross acreage to net acreage; and, Section 11-Definitions.. A total of ten Sections were modified with two being at the request of City Council and Planning Board.
May 9, 2023	Zoning Text amendments approved by City Council: Section 4.5-Planned Development Districts-remove density cap of six units from Planned Developments; Section 5.1.B-Mixed-Use Zoning Districts-revise maximum setbacks; Section 5.5-Community Corridor Mixed-Use 1 District-revise maximum setbacks; Section 5.6-Community Corridor Mixed-Use 2 District- revise maximum setbacks; Section 5.7-Regional Corridor Mixed-Use District-revise maximum setbacks; Section 7.4-Home Occupation-remove commercial vehicle from being allowed with Home Occupation business; Section 7.1-Table of Permissible Uses-remove multifamily from an allowed use in General Business District; Section 8.7-Design Standards-require any non-residential structure to comply with design standards; Section 8.10.1.B-Density and Intensity-modify how residential density is calculated from gross acreage to net acreage; and, Section 11-Definitions.. A total of ten Sections were modified with two being at the request of City Council and Planning Board.
June 7, 2023	Proposed Zoning Text amendments being presented to the Planning Board for recommendation to City Council for approval (pending Legal Staff's review): Section 4.2-Traditional

Date	Action
	Districts-requesting to require SF residential subdivisions with lot counts between 50 and 99 be required to have a CD rezoning approval. Requesting to require SF residential subdivisions with lot counts greater than 100 be required to have a Planning Development rezoning approval; Section 1.1.9-Permit Choice and Vested Rights-revise permit choice to allow a development applicant to choose either the current Ordinance language or the revised Ordinance language. Establishes vested rights for development plans and includes expirations for site-specific vesting development plans; Section 3.4.8-Vested Rights Certificate-establishes a Vested Rights Certificate for approved development projects to request to extend vested rights for up to two years; Section 5.10-Mixed-Use District Incentives-includes additional mixed-use district incentives; and, Section 8.8.3-Open Space Standards-revises open space percentage requirements, what environmental features can be included as open space and what constitutes an active open space type. A total of five Sections were modified with three being at the request of City Council and Planning Board.
July 11, 2023	Proposed Zoning Text amendments being presented to City Council for approval (pending Legal Staff's review): Section 4.2-Traditional Districts-requesting to require SF residential subdivisions with lot counts between 50 and 99 be required to have a CD rezoning approval. Requesting to require SF residential subdivisions with lot counts greater than 100 be required to have a Planning Development rezoning approval; Section 1.1.9-Permit Choice and Vested Rights-revise permit choice to allow a development applicant to choose either the current Ordinance language or the revised Ordinance language. Establishes vested rights for development plans and includes expirations for site-specific vesting development plans; Section 3.4.8-Vested Rights Certificate-establishes a Vested Rights Certificate for approved development projects to request to extend vested rights for up to two years; Section 5.10-Mixed-Use District Incentives-includes additional mixed-use district incentives; and, Section 8.8.3-Open Space Standards-revises open space percentage requirements, what environmental features can be included as open space and what constitutes an active open space type. A total of five Sections were modified with three being at the request of City Council and Planning Board.
July/August 2023	Proposed Zoning Text amendment being presented to the Planning Board for recommendation to City Council for approval (pending Legal Staff's review): Section 8.3.3-Landscaping,

Date	Action
	Buffering, Fences and Walls-revises the entire tree preservation, tree mitigation and penalties for violations.
August/September 2023	Proposed Zoning Text amendment being presented to City Council for approval (pending Legal Staff's review): Section 8.3.3-Landscaping, Buffering, Fences and Walls-revises the entire tree preservation, tree mitigation and penalties for violations.

Item No. 4. Moderator Facilitated Discussion of Unified Development Ordinance.

A. Submitted Items of Interest within Unified Development Ordinance. Ms. Lancaster reviewed the feedback received from City Council Members and Planning Board Members: minimum tree size standards – requirement for landscape plan submittal with each project; amenities distance to residences; non-performing site plans and rezonings (two years older or more) – legal review/options and vested rights; density – inclusion of stream buffers/wetlands; open space – including stormwater and minimum requirement for residential zoning; policies, guidance and term definitions for all Boards covered in the UDO; incentives for increasing density allowances; by-right provisions in the UDO; permitting timelines, limitations, enforcement and site inspections; and, Planning Board Staff Report improvements and additional data needed.

Ms. Lancaster inquired if there were any items to be added to the list.

Council Member Thompson inquired if there was a section in the UDO that addressed the exclusion of certain materials for an addition to an existing structure.

Ms. Lancaster advised that she did not see this in the UDO. She advised that the feedback did include three very specific questions on this matter that Staff would be working on. She inquired if Council Member Thompson would like this to be added to the list for adding to Section 8.7.4.4 titled Materials.

Council Member Thompson confirmed she would like to have commercial or business added to the Prohibited Exterior Building Materials. She inquired if a prefabricated metal building could be added to a campus/property that already had an existing prefabricated metal building. Council Member Thompson advised that the additional metal building would have accents and match the existing building. She inquired if an existing building with a split face block finish updated a side entrance, did the existing front facade of that building have to be updated under the new UDO and, if so, what would be the steps.

Council Member Thompson inquired what parking requirement applied to a campus that was multi-faceted.

Ms. Lancaster advised that where these very specific questions would end up going to Staff to provide answers.

With regard to the Downtown Business District, Council Member Kerr inquired if there was a particular section for redevelopment and infill development in the UDO. He advised that it did not appear to him that there was survey of all of the properties that were in the Commercial District that were also historic properties or could be designated historic properties. Council Member Kerr advised that people were interested in buying these historic commercial buildings in Downtown and were wanting to renovate, change the uses and facades. He inquired if this could be added or referred to in the UDO.

Senior Planner Keri Mendler advised that she felt that this would fall more under the lines of a Historic Survey rather than an added section in the UDO. She advised that this would ultimately entail the hiring of a consultant to perform a National Historic District Survey. Ms. Mendler advised that when the Historic District was established there was a survey of each property that listed whether they were contributing or not as well as some of those architectural features of the structure. She advised that there was a portion of the Downtown that was listed in the National Register and it had been surveyed but there was also a fairly large area of the Downtown that did not have the survey.

Ms. Mendler advised that this was not something that was really a part of the UDO for development and would ultimately be a separate architectural survey. She advised that if it was adopted as a Historic District as a Local District then Section 6 would come into play as far as Certificates of Appropriateness if its adopted as a Local District.

Council Member Kerr advised that his concern would be that not having such protection to support studies that buildings that could be contributing. He advised that to him, it appeared that 60% of the Downtown Business District was not surveyed and was not designated historic on any level. Council Member Kerr advised that the joy of having people interested was wonderful but at the same time, he would like to have some type of balance so there could be some protections because with the current UDO, one would be abiding by that if they were redeveloping something in the Downtown Business District.

Ms. Mendler advised that there would be two separate things. She advised that when you have the Historic District, you had the Development Standards but you also have the Historic District Overlay which added the Historic District design standards which applied to the exterior unless you were locally designated. Ms. Mendler advised that these were two different kinds of aspects and two different development requirements if one fell within both of those. She advised that a National Survey for the Historic Preservation would be something totally separate that would be an actual survey and would have to be adopted as a District to fall in the Historic District Overlay and the development standards.

Ms. Lancaster inquired if there were any other items to be added. There were no additional items added.

B. Development of Prioritization of Items to be Addressed in Unified Development Ordinance. Ms. Lancaster advised that there were submissions that were mentioned more than others; therefore, she felt that this meant there were more people who had an interest and felt that

these would be on top of the priority list and Staff would move forward with working on these issues. She advised that these included vested rights and density.

Ms. Lancaster inquired if there was anything that the Boards would like to see Staff work on immediately.

Council Member Keziah advised that his main concern was the by-right provision and that was addressed at the May 9, 2023 City Council Regular Meeting.

As Planning Staff was already working on proposed changes for vested rights, Planning Board Member Dodson recommended that vested rights be a priority. He inquired if the proposed expectations or additions would be.

Planning Board Member Dotson felt that the non-performing site plans and rezonings (two years older or more) was important should be priority.

Planning Board Member Morgan advised that he would like to add strengthening (more teeth) of Code Enforcement. For example, he advised that a tagged tree could be taken down and all the violator had to do was plant another tree in its place. Planning Board Member Morgan advised that there were no repercussions for someone removing a tagged tree other than a slap on the wrist and this just was not right.

Mr. Kerr advised that there was a Tree Survey proposed for budgeting in the next Fiscal Year to update the tagged tree program.

Ms. Lancaster recommended allowing Staff time to work on a plan to address the priorities and issues mentioned and present the plan as to how Staff planned to address the issues to both Boards in the future.

Planning Board Chair Yercheck inquired if Staff would like to review the information with the Planning Director and send information to the Boards.

Council Member Thompson inquired of Staff what timeframe would work best for them to address some the issues shared.

Mr. Britt advised that Staff would work with whatever timeframe Council and the Planning Board desired. He advised that Staff already had some proposed changes drafted concerning some of the issues discussed and would bring these recommendations forward at the upcoming Meetings. Mr. Britt advised that he felt that the density issue had already been taken care of.

Planning Board Member Deal advised that he submitted the density issue. He advised that he felt that the density had and had not been addressed. Planning Board Member Deal advised that when the Planning Board voted to update the density definition, he was not prepared when there was a pushback on the word “streams” being added. He advised that at the Meeting, he did not have a dictionary on hand or the ability to look up how the State and other statutes handled streams and

stream buffers. Planning Board Member Deal advised that wetlands came up as a new project that started to be looked at and they had not even addressed that.

Planning Board Member Deal advised that when discussing density and changing the definition from gross acreage to net acreage, part of what was behind the reason to go to net acreage was when you started subtracting buffers, landscaped buffers, setbacks, lot sizes and entrance ways, a piece of property was scaled down significantly.

Planning Board Member Deal advised that if you could not build on a piece of property and it could not really be used for streets and roadways because it was protected or it was regulated into buffers to make them individually neighborhoods, the density definition needed to be changed so that the houses built on the remaining land could still comply with the frontage minimum lots sizes and setbacks. He advised that the reality was that they did not so the developers who were coming in from out of town wanted to walk away with money at the end of the day.

Planning Board Member Deal advised that prior to the current UDO, the developers pursued Conditional District (CD) rezonings. He advised that developers were now doing Planned Urban Development (PUD) sites so that they could come in and ask for the moon. Planning Board Member Deal advised that on top of that, a lot of the developers were requesting that the land they wanted to build on be annexed into the City of Monroe. He advised that being annexed required a lot more City resources to support building developments outside of the City limits.

Planning Board Member Deal advised that every plan came to Monroe was not totally borne by the developer. He advised that the plan was borne by the City in which its accepting and onboard. Planning Board Member Deal advised that the way to control keeping houses from being one right on top of the other and hold the line on lot sizes and frontage. He advised that if this was done in the overall regulations for the medium density, high density and rural density, hopefully the City would get some of the builders to come in and build nice homes on nice sized lots because the density was holding them there. Planning Board Member Deal advised that was the way the builder could develop it. He advised that a lot of the City's land was landlocked.

Planning Board Member Deal advised that the City was much better off not; however, he felt that the definition of a stream was once side to the other and the definition of a stream buffer was from the stream 30 ft. to 35 ft. out from that. He advised that technically, when doing the math on density, the way it was currently written in the UDO, you could count the mass that the stream was taking up and you could count the mass that the wetland had taken up towards the density which just meant more houses on less land at the end of the day. Planning Board Member Deal advised that the citizens were upset about all of the houses being packed in when everyone around them was medium density and the City was telling them that a development was medium density and it was nowhere near medium density in reality.

Ms. Lancaster advised that she gathered from these comments that even though there had been discussion on density and some of the issues had been resolved, there was still a desire to hold additional discussion.

Council Member Kerr inquired of Planning Board Member Deal if the recent amendment to move net acreage did not satisfy his concerns.

Planning Board Member Deal advised that at the Planning Board Meeting, Staff brought up that they did not want to include the word “streams” in the density definition. He advised that he was not prepared for that pushback because everything that he had read stated streams and stream buffers. Planning Board Member Deal advised that he did not understand why the word “stream” could not be included. He advised that the Planning Board was confused as well. Planning Board Member Deal advised that following the Meeting, some of the Planning Board Members looked at the definition of streams and stream buffers. He advised that Staff had advised that this would make it difficult to compute but frankly, the developer was required to compute that on the survey on the plan when it was submitted. Planning Board Member Deal advised that depending on the property, that could be a significant amount of land that could be counted towards density and then that person was going to want to build to that density if they were building within code.

Planning Board Member Dodson inquired if there was a way to add “stream” to the language.

For clarification, Mr. Britt advised that when there was a stream buffer, the stream was inside a stream buffer.

Planning Board Member Deal advised that it was not. He advised that stream buffer was specifically defined as the area from the natural edge of the stream outward. Planning Board Member Deal advised that the stream itself was bank to bank. He advised that Staff might be applying it that way or considering it that way but if someone challenged it, they were going to come back.

Planning Board Member Morgan advised that it was important to get a handle on the density. He advised that there were currently between 7,000 to 8,000 homes that had yet to be built. Planning Board Member Morgan advised that people were clamoring now about how they did not like the current development.

Ms. Lancaster confirmed that this was a priority and Staff would get clarification on the stream buffer.

Planning Board Member Deal advised that at the Joint Meeting of August 10, 2021 before the new UDO was adopted, the presentation was very broad based and went forward to Council. He advised that Council tabled the item because there was a lot of pushback from people in attendance at the Meeting and Council wanted to provide additional time to work on the document. Planning Board Member Deal advised that what the real issue was what was presented to the citizens and what actually came up for a final vote went through a lot of backdoor changes. He advised that Boards covered in the UDO had their membership numbers slashed, there were requirements added, alternate members were taken out and at the end of the day, someone came up with a Board membership number of seven.

Planning Board Member Deal advised that all of our Boards started falling apart due to term limits. He advised that he knew a lot of the Boards had built up since then. However, Planning Board

Member Deal advised that the Board of Adjustment was still struggling and only had three members with one of them being removed because the member did not reapply properly. He advised that the member had been brought back under the article that the member could continue to serve until a successor had been appointed. Planning Board Member Deal advised that this Board of Adjustment member was technically not on a term.

Planning Board Member Deal advised that appointments to Boards and Committees were made by the Mayor and Council. He advised that the Boards had people ready to go when they had alternates in the audience when you lost someone off a Board. Planning Board Member Deal advised that option was not available anymore. He questioned why partial term appointments were allowed and recommended that there be no more partial term appointments. With regard to the Planning Board, Planning Board Member Deal advised that the UDO advised that any vacancy in membership should be filled for the unexpired term. He advised that this was after they had already set a term of four years.

Planning Board Member Deal advised that if there were citizens volunteering to serve a vacant seat, they should be assigned for a four-year term instead of a partial term. He advised that this provided the staggered terms which was the intent and this would allow the Board to always have a quorum. Planning Board Member Deal advised that he felt that the Planning Board should have seven City of Monroe citizens and one ETJ member appointed by Union County.

Planning Board Member Desio advised that the City used to have a Tree Board Committee. She advised that the City had a rash of people cutting historic trees in Monroe. Planning Board Member Desio advised that she had been looking for a niche for Monroe. She advised that Monroe had a beautiful historic area and that could be built up to put Monroe out there; however, the trees needed to be protected, tagged and tree violations enforced.

Planning Board Member Morgan advised that the City of Monroe had lost its designation as a Tree City.

City Manager Watson advised that some of these topics were very wave topics and had impacts both now and into the future. He applauded the Boards for engaging and wanting to tackle the issue and make it right now so that in the future, issues did not have to be ironed out one at a time and things could be more consistent going forward.

With regard to stream buffers, City Manager Watson advised that he knew that there were very specific definitions for streams (what made up the stream, width of the stream, bank to bank). He advised that where the center line of the stream became very important to a lot of property limits. City Manager Watson advised that there were setbacks for a number of different reasons. He advised that Monroe needed to ensure that a stream was defined so that the Staff understood it, it was what the Planning Board wanted and Council approved it. City Manager Watson advised that a number of communities handled it this way. He advised that each municipality within Union County had its own distinct culture and had to do what was right for them. City Manager Watson advised that Monroe had to think about what was right for Monroe. He advised that as he saw it, as an appointed Board, as advisors to Council, this group of people had to decide what was right for the City of Monroe.

Item No. 5. Closing Comments.

A. City Council. Council Members expressed appreciation to Staff and Ms. Lancaster for the professional Joint Meeting and the progress made. Council also thanked the Planning Board for their time in serving the citizens of Monroe by being a member of the Planning Board. Council Members felt that with all parties working together, the UDO would become a successful product.

B. Planning Board. Planning Board Members echoed the words of appreciation expressed by Council Members. Planning Board Members thanked Council for the opportunity to bring issues and concerns forward and hold discussions on the UDO to ultimately make the City of Monroe a better place to live, provided quality homes, promoted families and established long-term citizenship.

Following a brief discussion on a future Joint Meeting, consensus of both Boards was to look at possibly scheduling another Joint Meeting at the end of July 2023.

Mayor Holloway recommended that the location for the next Joint Meeting be in City Hall.

City Manager Watson advised that Union County Cooperative Extension Office had an Urban Forester that was funded by a number of municipalities. He encouraged Staff and/or the Boards to utilize his expertise, if needed.

City Manager Watson advised that at the May 9, 2023 City Council Regular Meeting, Council adopted a Resolution (R-2023-33) establishing a Code of Ethics and Attendance Policy for members of Advisory Boards, Commissions and Committees of the City of Monroe. He shared that this documentation would be distributed to all citizens on the Advisory Boards, Commissions and Committees in the near future. City Manager Watson advised that it was being requested that each member receiving the document execute the Acknowledgment form and return it to the City for housing in the office of the City Clerk.

Item 6. Adjournment.

A. City Council. Council Member Kerr moved to adjourn the City Council Special Joint Meeting with the Planning Board of May 11, 2023 at 6:23 p.m. Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Gordon, Kerr, Keziah, Thompson, Mayor Pro Tem Anderson and Mayor Holloway
NAYS:	None

B. Planning Board. Planning Board Member Dodson moved to adjourn the City Council Special Joint Meeting with City Council of May 11, 2023 at 6:23 p.m. Planning Board Member Morgan seconded the motion, which passed unanimously with the following votes:

City Council Special Joint Meeting with Planning Board
May 11, 2023

AYES: Planning Board Members Deal, Desio, Dotson and Morgan
and Chair Richard Yercheck
NAYS: None

Marion L. Holloway, Jr., Mayor

Attest:

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

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

PREPARED BY: Katie Millican, Engineering Technician II

SUBJECT: Ordinance to Amend Traffic Code – Chapter 75 – Traffic Schedules –
Schedule II: Through Streets

SUMMARY STATEMENT

City Council is requested to consider an amendment to the City of Monroe Traffic Code – Chapter 75 - Schedule II: Through Streets with the addition of several streets and the deletion of two.

REVIEW

Since 2017, the City of Monroe has accepted maintenance of a number of streets constructed in accordance with the City of Monroe Standard Specifications and Detail Manual. A portion of the streets within the Glendalough neighborhood were accepted along with the streets from Dogwood Forest. Lexie Lane off of Secrest Shortcut and Shining Light Church Road off of Old Charlotte Highway were also accepted. A portion of Lomax Street was renamed to Help Street and Enterprise Street was renamed to Willis Way. Allen Street, located off Miller Street, was also abandoned due to the construction of the new Community Shelter of Union County. All of these changes are reflected in the attached Ordinance Amendment O-2023-20 amending the Traffic Schedules – Schedule II: Through Streets.

The above was presented at the Public Safety Committee meeting on June 5, 2023 and recommended for approval.

RECOMMENDATION

The Public Safety Committee and Staff recommend approval of the attached Ordinance Amendment (O-2023-20) amending Chapter 75 Traffic Schedules - Schedule II. Through Streets.

Attachment:
Ordinance (O-2023-20)

ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE VII: TRAFFIC CODE
CHAPTER 75: TRAFFIC SCHEDULES
O-2023-20

BE IT ORDAINED by the City of Monroe Council that Title VII: Traffic Code, Chapter 75 – Traffic Schedules, of the City of Monroe Code of Ordinances be amended as follows:

Section 1. Amend **SCHEDULE II. THROUGH STREETS** to add:

<i>THROUGH STREETS</i>	
<i>Through Street</i>	<i>Stop Streets</i>
Balting Glass Drive	Marlay Park
Balting Glass Drive	Innisfree Court
Bivens Road	Willis Way
Charlotte Avenue AKA Old Charlotte Road and Old Charlotte Highway	Shining Light Church Road
Concord Avenue	Help Street
Dalton Cove Road	Haleys Avenue
John Moore Road	Dalton Cove Road
Knocktree Drive	Balting Glass Drive
Knocktree Drive	Marlay Park
O'Connell Street	Knocktree Drive
O'Connell Street	Balting Glass Drive
Secrest Shortcut Road	Help Street
Secrest Shortcut Road	Lexie Lane

Section 2. Amend **SCHEDULE II. THROUGH STREETS** to delete:

<i>THROUGH STREETS</i>	
<i>Through Street</i>	<i>Stop Streets</i>
Bivens Road	Enterprise Street
Miller Street	Allen Street

Adopted this 13th day of June, 2023.

Attest:

Marion L. Holloway Jr., Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Lisa Strickland, Finance Director

PREPARED BY: Monica Bulos, Purchasing Assistant

SUBJECT: Ratify Annual Service Contracts over \$100,000

SUMMARY STATEMENT

City Council approval is necessary for renewal of reoccurring service contracts for fiscal year 2024. Details are outlined below.

REVIEW

Chapter 34 of the Monroe Code of Ordinances dictates that it is necessary to seek City Council approval on purchases in excess of \$100,000. They are as follows:

FY2024 Services Exceeding \$100,000			
Company Name	FY2023 Expenditures	FY2024 Expenditures	Synopsis
Data Prose	\$ 167,484	\$ 170,348	Bill printing services for cycle bills (128,800) late notices (29,449) and tax statements (9235) Postage is included
Green's Commercial Cleaning	\$ 441,857	\$ 455,113	Cleaning of city facilities. 3% increase from last year.
Lewis Tree Service Inc. (Formerly Carolina Tree Care)	\$ 438,520	\$ 438,520	Tree trimming services for electric right of ways.

FY2024 Services Exceeding \$100,000			
Company Name	FY2023 Expenditures	FY2024 Expenditures	Synopsis
Hinson Services	\$ 120,000	\$ 120,000	For maintenance, repair, and replacement of city HVAC systems. Amount may increase or decrease based upon the need of repairs and replacements.
Interlocal Risk Financing Fund of NC	\$ 607,000	\$ 807,310	The Property and Liability premium for all City Departments for FY2023 was \$607,000. The amount indicated is the amount budgeted for FY2024 and will not be exceeded.
Dawn Development	\$2,659,660	\$2,925,626	Construction services for electric and natural gas line installation. Cost increase due to services to growth and new subdivisions. With inflation and the rising cost of energy an increase near 10% is expected.
Tyler Technologies	\$ 220,000	\$ 225,000	City new software maintenance fees.
Underground Solutions	\$ 119,800	\$ 160,000	The water main pipe bursting strategic initiative was implemented by the Water Resource Department in April 2014 and was designed to help close the infrastructure replacement gap for water mains. The trenchless pipe bursting technology requires fusible pipe materials. Currently, there is only one manufacturer of fusible PVC pipe (FPVC), Underground Solutions Inc., and the Water Resources Department is working with them as a sole source provider of the needed pipe materials. Pricing has been stable since April 2014. Quantities of the 6-inch and 8-inch pipe may vary slightly due to field condition encountered. Purchases will be made based on unit prices provided, and will not exceed available budgeted funds without additional approvals.

The contracts listed above are annual service contracts that reoccur each year. Funds for these contracts are included in the recommended fiscal year 2024 budget.

This item was presented at the June 1, 2023 General Services Committee meeting.

RECOMMENDATION

General Service Committee and staff recommend City Council approval of the proposed service contracts and authorize the manager to execute necessary contracts for fiscal year 2024.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Rob Miller, Energy Services Director

PREPARED BY: Rob Miller, Energy Services Director

SUBJECT: Resolution for Natural Gas Hedging Transactions

SUMMARY STATEMENT

City Council is requested to consider approval of Resolution R-2023-39 for natural gas hedging transactions.

REVIEW

The Resolution details that City Council authorizes staff personnel (City Manager, Finance Director, Energy Services Director) to execute natural gas hedging transactions.

This matter was presented to the Public Enterprise Committee on June 6, 2023.

RECOMMENDATION

The Public Enterprise Committee and Staff recommend that City Council adopt a Resolution designating individuals authorized to perform natural gas future purchase transactions.

Attachment: Resolution R-2023-39

**RESOLUTION DESIGNATING INDIVIDUALS AUTHORIZED TO
PERFORM NATURAL GAS FUTURE PURCHASE TRANSACTIONS
ON BEHALF OF CITY OF MONROE
R-2023-39**

WHEREAS, the City of Monroe has a contract with Symmetry Energy, LLC. (formerly Centerpoint Energy Services, Inc.) for the sale and purchase of natural gas dated August 1, 2017 (hereinafter “the Contract”);

WHEREAS, said Contract provided in pertinent part as follows:

“7. Subject to prior credit approval by Seller, Buyer may elect to lock in the price for up to seventy-five percent (75%) of the Contract Quantity. The locked price and the quantity of Gas subject thereof must be mutually agreed upon by the parties and any such agreement will be set forth in a separate fixed price transaction confirmation. Unless otherwise specifically provided in the fixed price transaction confirmation, quantities subject of a fixed price will also be subject to all transport charges, fuel, or other fees or charges provided in this Transaction Confirmation. If, at the end of the Delivery Period or any extension thereof, there remain in effect any fixed price transactions for any Months thereafter, the parties will mutually agree upon one of the following options with respect to any such fixed price transactions: (i) such transactions will be liquidated by Seller in accordance with the early termination provisions of the Base Contract; (ii) such transactions will be novated by Seller to Buyer’s designated replacement supplier, or (iii) Seller will continue to sell and deliver Gas to buyer at the prices, quantities and for the remaining term of such transactions, but the Delivery Point with respect thereto will be at the applicable market area pools at which Buyer possesses contractual pipeline transportation receipt points, and it will be the responsibility of buyer for transporting such quantities away from the market area pools to Buyer’s ultimate delivery point(s).”

WHEREAS, in order to lock in the price of gas the City, through Symmetry (or other contractors in the future), plans to enter into a futures natural gas purchase agreement which will hedge against fluctuations in price;

WHEREAS, natural gas is a commodity for which weather and supply cause prices to be volatile;

WHEREAS, the purchase of natural gas futures is an industry best practice which provides stable rates;

WHEREAS, the City of Monroe believes that natural gas futures purchases can reduce the risks inherent in the natural gas market and help provide stable rates for customers.

NOW, THEREFORE, BE IT RESOLVED that, subject to the terms of the contract, or other future contracts containing similar provisions, the following individuals are jointly authorized by the City Council to enter into natural gas futures agreements on behalf of the City of Monroe:

William Mark Watson, City Manager
Lisa A. Strickland, Finance Director
Robert Miller, Energy Services Director

Adopted this 13th day of June, 2023.

Attest:

Marion L. Holloway Jr., Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Lisa Strickland, Finance Director

PREPARED BY: Lisa Strickland, Finance Director

SUBJECT: Reimbursement Resolution for Equipment Purchases in FY 2023-2024

SUMMARY STATEMENT

A replacement fire truck and leaf collection truck are scheduled to be purchased in the fiscal year 2024 budget and were identified as having a funding source of installment financing. A reimbursement resolution is necessary to allow for the reimbursement of expenditures for purchases prior to the closing of the installment financing.

The reimbursement resolution allows the City to purchase a fire truck (rescue unit) and a leaf collection truck, as indicated in the Fiscal Year 2024 budget, prior to the execution by the City of installment purchase contracts. In order to be eligible for reimbursement of the expenditures, the City will enter into installment purchase contracts within one year from the purchase of the fire truck and leaf collection truck. The City will borrow only funds necessary to cover the actual cost of the fire truck and accessories in an amount not to exceed \$1,670,000.

This matter was presented to the General Services Committee on June 1, 2023.

RECOMMENDATION

General Services Committee and Staff recommend City Council adopt a reimbursement resolution with regard to installment financing for Fiscal Year 2023-2024.

Attachment: Resolution R-2023-32

**REIMBURSEMENT RESOLUTION
WITH REGARD TO INSTALLMENT FINANCING
R-2023-32**

AUTHORIZING CITY OF MONROE, NORTH CAROLINA TO UNDERTAKE CERTAIN EXPENDITURES IN FISCAL YEAR 2023-2024 WITH RESPECT TO PURCHASE OF A FIRE TRUCK AND A LEAF COLLECTION TRUCK PRIOR TO THE ISSUANCE OF INSTALLMENT FINANCING DEBT THE CITY FOR SUCH PURPOSES IN AN AMOUNT NOT TO EXCEED \$1,670,000.

WHEREAS, the City of Monroe, North Carolina (“City”) intends to finance the costs of purchase of a Fire Truck and a Leaf Collection Truck (the “*Equipment*”);

WHEREAS, the City presently intends, at one time or from time to time, to finance all or a portion of the costs of the Equipment with proceeds of installment financing and reasonably expects to execute and deliver its installment financing obligations (the “*Obligations*”) to finance, or to reimburse itself for, all or a portion of the costs of the Equipment; and

WHEREAS, the City desires to proceed with the Equipment purchase and will incur and pay certain expenditures in fiscal year 2023-2024 in connection with the purchase prior to the date of execution and delivery of the Obligations (the “*Original Expenditures*”), such Original Expenditures to be paid for originally from a source other than the proceeds of the Obligations, and the City intends, and reasonably expects, to be reimbursed for such Original Expenditures from a portion of the proceeds of the Obligations to be executed and delivered at a date occurring after the dates of such Original Expenditures;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Monroe as follows:

Section 1. ***Official Declaration of Intent.*** The City presently intends, and reasonably expects, to reimburse itself for the Original Expenditures incurred and paid by the City during fiscal year 2023-2024 from a portion of the proceeds of the Obligations. The City reasonably expects to execute and deliver the Obligations to finance all or a portion of the costs of the purchase and the maximum principal amount of Obligations expected to be executed and delivered by the City to pay for all or a portion of the costs of the Equipment is \$1,670,000.

Section 2. ***Compliance with Regulations.*** The City adopts this Resolution as a declaration of official intent under Section 1.150-2 of the Treasury Regulations promulgated under Section 103 of the Internal Revenue Code of 1986, as amended, to evidence the City’s intent to reimburse itself for the Original Expenditures from proceeds of the Obligations.

Section 3. ***Itemization of Capital Expenditures.*** The City’s Finance Officer, with advice from the City’s bond counsel, is hereby authorized, directed and designated to act on behalf of the City in determining and itemizing all of the Original Expenditures incurred and paid by the City in connection with the Equipment purchase during the period commencing on July 1, 2023 and ending on the date of execution and delivery of the Obligations. The reimbursement allocation must be made not later than 18 months after the later of the date the Original Expenditure is paid

or the date the equipment is either placed in service; provided, however in no event may the reimbursement allocation be made more than 3 years after the date the Original Expenditure is paid.

Section 4. ***Effective Date.*** This Resolution is effective immediately on the date of its adoption.

Adopted this 13th day of June, 2023.

Attest:

Marion L. Holloway, Jr., Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

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

PREPARED BY: Sarah McAllister, P.E., Engineering Director

SUBJECT: Rocky River Business Park Request for Variance

SUMMARY STATEMENT

Phillip Hines, PE, with Eagle Engineering, Inc. has submitted a variance request from the sidewalk requirement along Rocky River Road for the Rocky River Business Park. The variance request is allowed in accordance with Section 02.02.10 *Exemptions for Required Street Improvements* from the City of Monroe Standard Specifications and Detail Manual.

REVIEW

The City of Monroe *Standard Specifications and Detail Manual*, Section 02.02.06 Sidewalk Requirements, requires sidewalk to be provided along existing arterial and collector streets as a development requirement based on a list of streets identified in section 02.02.06 B. Development Requirements of the Manual. Therefore, an eight-foot wide sidewalk is required along Rocky River Road as part of the Rocky River Business Park's site development. Phillip Hines, PE, with Eagle Engineering, Inc. has submitted a request for an exemption from the sidewalk requirement. He has submitted the following reasons for the request:

- The portion of sidewalk fronting the property along N Rocky River Road is entirely in the flood plain and they would like to propose the least amount of new impervious surface possible.
- The sidewalk would be very difficult to install over Dry Fork culvert crossing. There is very limited space on the downstream side of N Rocky River Road.
- They are not proposing sidewalks on their site.
- There is no sidewalk on N Rocky River Road within miles north and south of this site.

The overall site plan and email requesting the variance are attached for reference. Engineering Staff is not opposed to the sidewalk variance request. No other deviation is proposed from the City of Monroe Standard Specifications and Detail Manual.

This matter was presented to the Public Enterprise Committee on June 6, 2023 and recommended for approval.

RECOMMENDATION

The Public Enterprise Committee recommends City Council approve the sidewalk variance request for Rocky River Business Park.

Attachments:

Variance Request from Phillip Hines, PE
Rocky River Business Park Site Plan

Sarah McAllister

From: phillip.hines@eagleonline.net
Sent: Wednesday, February 8, 2023 4:00 PM
To: Sarah McAllister
Cc: MKirchner@eagleonline.net; jroberts@eagleonline.net; 'Steven Prophet'; 'Brice Dimitruk'; 'Alan Hyde'; kayle.schmidt@eagleonline.net; Doug Britt
Subject: RE: PREN202201358 - Rocky River Business Park (7430) - 8' Sidewalk Comment
Attachments: ESC Disapproval Letter 120921.pdf

Good afternoon Sarah,

I do hope this email finds you well and that you are having a good week.

The attached ESC Disapproval letter has comments 'in addition to the comments from the erosion control plan review' that does not have the information of the person issuing them. This letter goes back a bit, as we have been working on the flood plain requirements with FEMA.

The last comment (#7) in the attached disapproval states that an 8-foot-wide-sidewalk is required along the property fronting N. Rocky River Rd. I hoping we can be exempt from this stipulation on the following grounds:

1. This portion of sidewalk fronting the property along N. Rocky River Road is entirely in the flood plain and we'd like to propose the least amount of new impervious as possible.
2. The sidewalk would be very difficult to install over Dry Fork Culvert crossing. There is very limited space on the downstream side of N. Rocky River Road.
3. We are not proposing Sidewalks on our site.
4. There is no sidewalk on N. Rocky River Road within miles North and South of our site.

7. An 8-foot-wide sidewalk is required along the property frontage on N. Rocky R
add note on site plan referring to the 8' sidewalk. Show roadside ditch typical s

Please let me know your thoughts. If you are not the correct person to direct this question to, please let me know who that would be.

Thank you in advance for your assistance.

Sincerely,

D. Phillip Hines, P.E.
Project Manager | Civil Division
Eagle Engineering, Inc.

2013 Van Buren Avenue, Indian Trail, NC 28079
Direct: [704.234.6559](tel:704.234.6559)
Main: [704.882.4222](tel:704.882.4222)
Cell: [980.213.0496](tel:980.213.0496)
Fax: [866.775.0329](tel:866.775.0329)

THE CONTRACTOR SHALL VERIFY LOCATION AND ELEVATION OF ALL UNDERGROUND UTILITIES. THE LOCATION OF ALL EXISTING UTILITIES ARE NOT NECESSARILY SHOWN ON THE PLANS AND WHERE SHOWN ARE ONLY APPROXIMATE. THE CONTRACTOR SHALL ON HIS INITIATIVE AND AT NO EXTRA COSTS HAVE LOCATED ALL UNDERGROUND LINES AND STRUCTURES AS NECESSARY, NO CLAIMS FOR DAMAGES OR COSTS SHALL BE AVOIDABLE. THE CONTRACTOR FROM THE PRESENCE OF SUCH PIPE, OTHER OBSTRUCTIONS OR FROM ANY DELAY DUE TO REMOVAL OR REARRANGEMENT OF THE SAME. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO UNDERGROUND STRUCTURES. THE CONTRACTOR IS RESPONSIBLE FOR CALLING FOR ALL NEARBY BURIED UTILITIES. THE CONTRACTOR SHALL CONTACT NORTH CAROLINA ONE CALL AT 1-800-633-4363 OR 811 FOR ASSISTANCE IN LOCATING EXISTING UTILITIES. CALL AT LEAST 48 HOURS PRIOR TO ANY DIGGING.

THE LOCATIONS OF ALL UTILITIES SHOWN ON THESE PLANS ARE BASED ON THE AVAILABLE INFORMATION. THE CONTRACTOR SHALL VERIFY THE EXACT LOCATION OF UTILITIES WITH THE UTILITY OWNERS PRIOR TO COMMENCEMENT OF CONSTRUCTION.

PRIOR TO STARTING CONSTRUCTION, THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE TO VERIFY THAT ALL REQUIRED PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR FABRICATION OF ANY ITEM SHALL BEGIN UNTIL THE CONTRACTOR HAS RECEIVED ALL PLANS AND ANY OTHER DOCUMENTATION FROM ALL OF THE PERMITTING AND ANY OTHER REGULATORY AGENCIES. FAILURE OF THE CONTRACTOR TO FOLLOW THIS PROCEDURE SHALL CAUSE THE CONTRACTOR TO BE RESPONSIBLE FOR ANY RESPECIFICATION OF THE WORK. MANAGED BY ANY REGULATORY AUTHORITY ALL CONSTRUCTION TO BE IN ACCORDANCE WITH PERMITS ISSUED AND APPLICABLE STATE, COUNTY AND LOCAL CODES.

THE GENERAL CONTRACTOR SHALL CONTACT ALL OWNERS OF EASEMENTS, UTILITIES AND RIGHT-OF-WAYS, PUBLIC OR PRIVATE, PRIOR TO WORKING IN THESE AREAS. ACCESS SHALL BE LIMITED UNTIL PERMISSION IS GRANTED.

CONTRACTOR SHALL MAINTAIN THE SITE IN A MANNER SO THAT WORKMEN AND PUBLIC SHALL BE PROTECTED FROM INJURY, AND ADJOINING PROPERTY PROTECTED FROM DAMAGE.

THE CONTRACTOR IS RESPONSIBLE FOR DAMAGE TO ANY EXISTING ITEM AND/OR MATERIAL INSIDE OR OUTSIDE CONTRACT LIMITS DUE TO CONSTRUCTION OPERATIONS.

ALL SITE DIMENSIONS ARE TO THE BACK OF CURB, UNLESS OTHERWISE NOTED.

THE GENERAL CONTRACTOR SHALL KEEP THE AREA OUTSIDE THE "CONSTRUCTION LIMITS" BROOM CLEAN AT ALL TIMES AND REMOVE ALL TRASH AND DEBRIS FROM THE SITE UPON COMPLETION OF THE PROJECT AND AT LEAST ONCE A WEEK DURING CONSTRUCTION.

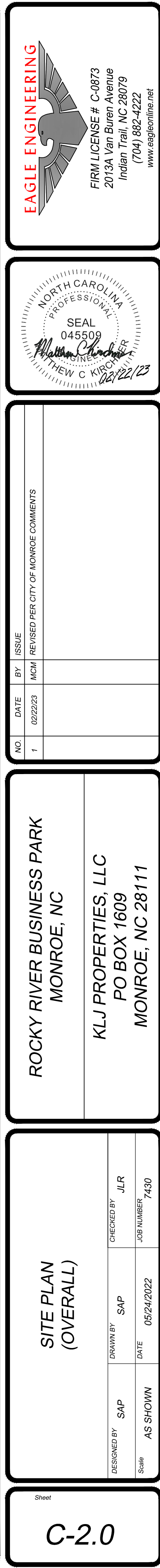
BEFORE COMMENCEMENT OF WORK, THE CONTRACTOR SHALL REVIEW ALL PLANS AND SPECIFICATIONS AND THE JOB SITE. THE CONTRACTOR SHALL NOTIFY THE OWNER AND THE ENGINEER WHO PREPARED THE PLANS OF ANY DISCREPANCIES THAT MAY REQUIRE MODIFICATIONS TO THESE PLANS OR OF ANY FIELD CORRECTIONS.

ALL PERMITS RELATIVE TO THE PROJECT SHALL BE OBTAINED, PRIOR TO CONSTRUCTION. ALL CONSTRUCTION TO BE IN ACCORDANCE WITH PERMITS ISSUED AND APPLICABLE STATE, COUNTY AND LOCAL CODES.

ALL WORK IN RIGHT-OF-WAY SHALL BE PERFORMED IN ACCORDANCE WITH THE CURRENT EDITION OF THE STATE DEPARTMENT OF TRANSPORTATION CONSTRUCTION AND MATERIALS SPECIFICATIONS.

CONTRACTOR AGREES THAT IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, CONTRACTOR WILL BE REQUIRED TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THE PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY. THIS REQUIREMENT SHALL BE MADE TO APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS. CONTRACTOR FURTHER AGREES TO DEFEND, INDEMNIFY, AND HOLD THE OWNER AND DESIGN PROFESSIONAL, HARMLESS OF ANY AND ALL LIABILITY, REAL OR ALLEGED IN CONNECTION WITH THE PERFORMANCE OF THIS PROJECT, INCLUDING ANY LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE OWNER AND DESIGN PROFESSIONAL.

SUBJECT PROPERTY IS LOCATED WITHIN A SPECIAL FLOOD HAZARD ZONE. IT IS LOCATED IN ZONE "AE" AS DEFINED BY NFIP F.I.R.M. MAP NUMBER 3705401600I, EFFECTIVE DATE: OCTOBER 16, 2008.





STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Lisa Strickland, Finance Director

PREPARED BY: Bethany Hawver, Revenue Manager

SUBJECT: Tax Releases for April 2023

SUMMARY STATEMENT

City Council is requested to consider approval of tax releases.

REVIEW

Pursuant to North Carolina General Statute 105-381, refunds and releases are being reported to City Council. The total releases for April equal \$10,092.13. Of this total, \$5,649.10 is released per appeal to & approval from the Property Tax Commission. The remaining releases were created by a change or reduction in value for the City of Monroe by the Union County Tax Assessor. Union County Commissioners have previously approved these releases; they are now before City Council for their approval as well.

RECOMMENDATION

City Council is requested to approve the tax releases for the month of April 2023, in the amount of \$10,092.13.

Attachment(s): Unpaid Tax Listing
Tax Adjustment Listing

UNPAID TAXES AS OF APRIL 2023

	2022	2021	2020
Beginning Balance	\$471,450.99	\$89,442.81	\$46,473.89
Releases	(\$6,944.95)	(\$2,979.18)	(\$48.17)
Adjustments	\$2,151.16	\$0.00	\$0.00
Advertising Cost	\$0.00	\$0.00	\$0.00
Discoveries	\$8,580.70	\$0.00	\$0.00
Payments	(\$166,256.13)	(\$7,391.13)	(\$2,050.96)
Ending Balance	\$308,981.77	\$79,072.50	\$44,374.76
Outstanding Liens	\$23,505.89	\$23,120.00	\$14,712.00
Outstanding Account Total	\$332,487.66	\$102,192.50	\$59,086.76
	2019	2018	2017
Beginning Balance	\$35,367.18	\$31,435.67	\$36,655.36
Releases	\$0.00	\$0.00	\$0.00
Adjustments	\$0.00	\$0.00	\$0.00
Discoveries	\$0.00	\$0.00	\$0.00
Payments	(\$679.09)	(\$387.18)	(\$429.55)
Ending Balance	\$34,688.09	\$31,048.49	\$36,225.81
Outstanding Liens	\$12,836.00	\$17,892.83	\$24,477.00
Outstanding Account Total	\$47,524.09	\$48,941.32	\$60,702.81
	2016	2015	2014
Beginning Balance	\$22,040.39	\$22,152.41	\$28,263.54
Releases	(\$12.69)	\$0.00	\$0.00
Adjustments	\$0.00	\$0.00	\$0.00
Discoveries	\$0.00	\$0.00	\$0.00
Payments	(\$777.48)	(\$429.55)	(\$89.03)
Ending Balance	\$21,250.22	\$21,852.52	\$28,174.51
Outstanding Liens	\$48,124.00	\$15,798.00	\$28,319.70
Outstanding Account Total	\$69,374.22	\$37,650.52	\$56,494.21
	2013	2012	Total
Beginning Balance	\$47,066.51	\$21,054.72	\$851,403.47
Releases	\$0.00	\$0.00	(\$9,984.99)
Adjustments	\$0.00	(\$21,054.72)	(\$18,903.56)
Discoveries	\$0.00	\$0.00	\$8,580.70
Payments	\$0.00	\$0.00	(\$178,490.10)
Ending Balance	\$47,066.51	\$0.00	\$652,735.18
Outstanding Liens	\$56,327.20	\$0.00	\$265,112.62
Outstanding Account Total	\$102,200.88	\$0.00	\$916,654.97
GAP Billing	2022	2021	2020
Beginning Balance	\$46,367.33	\$0.00	\$0.00
Releases	(\$107.14)	\$0.00	\$0.00
Adjustments	\$0.00	\$0.00	\$0.00
Discoveries	\$0.00	\$0.00	\$0.00
Payments	(\$270.40)	\$0.00	\$0.00
Ending Balance	\$45,989.79	\$0.00	\$0.00
Cumulative Citywide Total			
	2019		Total w/ GAP
Beginning Balance	\$11,528.11		\$897,770.80
Releases	\$0.00		(\$10,092.13)
Adjustments	\$0.00		(\$18,903.56)
Discoveries	\$0.00		\$8,580.70
Payments	\$0.00		(\$178,760.50)
Ending Balance	\$11,528.11		\$710,253.08
Outstanding Liens			\$265,112.62
Cumulative Citywide Total			\$974,172.87

TRANS DATE OWNER NAME	ACCT ID	YR	RL	P	ENT	CBC	TRANS AMOUNT	TAXABLE AMT DELQ	TRAN CODE DATE ADJ	ADJUSTMENT ADJUSTMENT DESCRIPTION	COMMENT	USER REF NBR	SRC REF
4/04/23 PLYLER DEWEY ALAN	9042849	22	PP	1	15LL	PERS C	7.64- 28112 375339		- BASE RLS	ASSET IN WINGATE NOT COM RELEASE 0000000		BEDWARDS 87892	
4/04/23 PLYLER DEWEY ALAN	9042849	22	PP	1	15P	C	76.47- 28112 375339		- BASE RLS	ASSET IN WINGATE NOT COM RELEASE 0000000		BEDWARDS 87893	
4/04/23 CROWDER REALTY GROUP LLC	9043492	22	PP	1	15LL	PERS C	2.56- 28112 408936		- BASE RLS	NOT IN BUS SINCE 2017 RELEASE 0000000		BEDWARDS 87900	
4/04/23 CROWDER REALTY GROUP LLC	9043492	22	PP	1	15P	C	25.63- 28112 408936		- BASE RLS	NOT IN BUS SINCE 2017 RELEASE 0000000		BEDWARDS 87901	
4/04/23 CROWDER REALTY GROUP LLC	9043492	21	PP	1	15LL	C	2.56- 28112 408936		- BASE RLS	NOT IN BUS SINCE 2017 RELEASE 0000000		BEDWARDS 87902	
4/04/23 CROWDER REALTY GROUP LLC	9043492	21	PP	1	15P	C	25.63- 28112 408936		- BASE RLS	NOT IN BUS SINCE 2017 RELEASE 0000000		BEDWARDS 87903	
4/04/23 DOWCO POWER TRANSMISSION	9043575	22	PP	1	15LL	PERS C	21.97- 28110 409372		- BASE RLS	ASSETS DUP LISTED 624605 RELEASE 0000000		BEDWARDS 87896	
4/04/23 DOWCO POWER TRANSMISSION	9043575	22	PP	1	15P	C	219.72- 28110 409372		- BASE RLS	ASSETS DUP LISTED 624605 RELEASE 0000000		BEDWARDS 87897	
4/04/23 PRICE CHARLES FLOYD	9048879	22	PP	1	15LL	PERS C	6.93- 28112 376788		- BASE RLS	NO LONGER OWNED ASSET RELEASE 0000000		BEDWARDS 87904	
4/04/23 PRICE CHARLES FLOYD	9048879	22	PP	1	15P	C	69.40- 28112 376788		- BASE RLS	NO LONGER OWNED ASSET RELEASE 0000000		BEDWARDS 87905	
4/04/23 KEFI WINERY INC	9048908	22	PP	1	15LL	PERS C	63.91- 28112 599878		- BASE RLS	ADDRSS ERROR NOT IN COM RELEASE 0000000		BEDWARDS 87894	
4/04/23 KEFI WINERY INC	9048908	22	PP	1	15P	C	639.13- 28112 599878		- BASE RLS	ADDRSS ERROR NOT IN COM RELEASE 0000000		BEDWARDS 87895	
4/04/23 CLARK ALICIA LORRAINE	9050558	22	GB	1	20GB KIA MP 2007	GBMV MP	40.80- 000000000000000000		- BASE RLS	MV REGISTRED IN SC NO GAP RELEASE 0000000		BEDWARDS 87898	
4/04/23 POSADA ANA	9050599	22	GB	1	20GB DODG 4S 2012 4S	GBMV 4S	66.34- 000000000000000000		- BASE RLS	MV REGISTRED IN FL NO GAP RELEASE 0000000		BEDWARDS 87899	
4/12/23 BOGGS PROPERTIES LLC	5762	22	RL	1	16R 09-225-040	REAL	78.39		TRANS FRM RLS	ADJ PER PTC DECISION RELEASE		BEDWARDS 88291	
FR: TO:		22	RL	1	16R		78.39	CR RECEIPT:	0111692	TAX RECEIPT: 0111692			
		22	RL	1	16R		78.39-	CR RECEIPT:	0111692	TAX RECEIPT: 0111692			
4/12/23 BOGGS PROPERTIES LLC	5762	22	RL	1	16R 09-225-040		78.39-		- BASE RLS	ADJ PER PTC DECISION RELEASE 0000000		BEDWARDS 88292	
4/12/23 BOGGS PROPERTIES LLC	5762	21	RL	1	16R 09-225-040		78.39		TRANS FRM RLS	ADJ PER PTC DECISION RELEASE		BEDWARDS 88293	

PREPARED 5/25/23, 12:09:19
 PROGRAM TX420L
 City of Monroe, North Carolina

TAX ADJUSTMENT LISTING
 4/01/23 - 4/30/23
 BY TRANSACTION DATE

All account types
 All roll codes
 ADJ CODE: RLS

PAGE 2

TRANS DATE OWNER NAME	ACCT ID	YR	RL	P	ENT	CBC	TRANS AMOUNT	TAXABLE AMT DELQ	TRAN CODE DATE ADJ	ADJUSTMENT ADJUSTMENT	COMMENT DESCRIPTION	USER REF NBR	SRC REF
FR:		21	RL	1	16R		78.39	CR RECEIPT:	0109628	TAX RECEIPT:	0109628		
TO:		21	RL	1	16R		78.39-	CR RECEIPT:	0109628	TAX RECEIPT:	0109628		
4/12/23 BOGGS PROPERTIES LLC	5762	21	RL	1	16R		78.39-		- BASE RLS	ADJ PER PTC RELEASE	DECISION 0000000	BEDWARDS 88294	
4/12/23 ROLAND DRIVE INVESTMENTS LLC	14508	22	RL	1	16R	REAL	689.43		TRANS FRM RLS	ADJ PER PTC RELEASE	DECISION	BEDWARDS 88295	
FR:		22	RL	1	16R		689.43	CR RECEIPT:	0119852	TAX RECEIPT:	0119852		
TO:		22	RL	1	16R		689.43-	CR RECEIPT:	0119852	TAX RECEIPT:	0119852		
4/12/23 ROLAND DRIVE INVESTMENTS LLC	14508	22	RL	1	16R		689.43-		- BASE RLS	ADJ PER PTC RELEASE	DECISION 0000000	BEDWARDS 88296	
4/12/23 ROLAND DRIVE INVESTMENTS LLC	14508	21	RL	1	16R		689.43		TRANS FRM RLS	ADJ PER PTC RELEASE	DECISION	BEDWARDS 88297	
FR:		21	RL	1	16R		689.43	CR RECEIPT:	0109625	TAX RECEIPT:	0109625		
TO:		21	RL	1	16R		689.43-	CR RECEIPT:	0109625	TAX RECEIPT:	0109625		
4/12/23 ROLAND DRIVE INVESTMENTS LLC	14508	21	RL	1	16R		689.43-		- BASE RLS	ADJ PER PTC RELEASE	DECISION 0000000	BEDWARDS 88298	
4/12/23 601 BYPASS LAND LLC C/O	1006728	22	RL	1	16R	REAL	1,649.71		TRANS FRM RLS	ADJ PER PTC RELEASE	DECISION	BEDWARDS 88283	
FR:		22	RL	1	16R		1,649.71	CR RECEIPT:	0111688	TAX RECEIPT:	0111688		
TO:		22	RL	1	16R		1,649.71-	CR RECEIPT:	0111688	TAX RECEIPT:	0111688		
4/12/23 601 BYPASS LAND LLC C/O	1006728	22	RL	1	16R		1,649.71-		- BASE RLS	ADJ PER PTC RELEASE	DECISION 0000000	BEDWARDS 88284	
4/12/23 601 BYPASS LAND LLC C/O	1006728	21	RL	1	16R		1,649.71		TRANS FRM RLS	ADJ PER PTC RELEASE	DECISION	BEDWARDS 88285	
FR:		21	RL	1	16R		1,649.71	CR RECEIPT:	0109640	TAX RECEIPT:	0109640		
TO:		21	RL	1	16R		1,649.71-	CR RECEIPT:	0109640	TAX RECEIPT:	0109640		
4/12/23 601 BYPASS LAND LLC C/O	1006728	21	RL	1	16R		1,649.71-		- BASE RLS	ADJ PER PTC RELEASE	DECISION 0000000	BEDWARDS 88286	
4/12/23 601 BYPASS LAND LLC C/O	1006852	22	RL	1	16R	REAL	149.74		TRANS FRM RLS	ADJ PER PTC RELEASE	DECISION	BEDWARDS 88287	
FR:		22	RL	1	16R		149.74	CR RECEIPT:	0111688	TAX RECEIPT:	0111688		
TO:		22	RL	1	16R		149.74-	CR RECEIPT:	0111688	TAX RECEIPT:	0111688		
4/12/23 601 BYPASS LAND LLC C/O	1006852	22	RL	1	16R		149.74-		- BASE RLS	ADJ PER PTC RELEASE	DECISION 0000000	BEDWARDS 88288	
4/12/23 601 BYPASS LAND LLC C/O	1006852	21	RL	1	16R		149.74		TRANS FRM RLS	ADJ PER PTC RELEASE	DECISION	BEDWARDS 88289	
FR:		21	RL	1	16R		149.74	CR RECEIPT:	0109472	TAX RECEIPT:	0109472		
TO:		21	RL	1	16R		149.74-	CR RECEIPT:	0109472	TAX RECEIPT:	0109472		
4/12/23 601 BYPASS LAND LLC C/O	1006852	21	RL	1	16R		149.74-		- BASE RLS	ADJ PER PTC RELEASE	DECISION 0000000	BEDWARDS 88290	

TRANS DATE OWNER NAME	ACCT ID	YR	RL	P	ENT	CBC	TRANS AMOUNT	TAXABLE AMT DELQ	TRAN CODE DATE ADJ	ADJUSTMENT ADJUSTMENT DESCRIPTION	COMMENT ADJUSTMENT DESCRIPTION	USER REF NBR	SRC REF
4/12/23 CONSTRUCTION FR: TO:	9009998 FINANCIAL SERVICE 09-177-001	22 22 22	RL RL RL	1 1 1	16R 16R 16R	REAL	257.28 257.28 257.28-		TRANS FRM RLS 0111691 0111691	ADJ PER PTC RELEASE TAX RECEIPT: TAX RECEIPT:	DECISION 0111691 0111691	BEDWARDS 88299	
4/12/23 CONSTRUCTION	9009998 FINANCIAL SERVICE 09-177-001	22	RL	1	16R		257.28-		- BASE RLS	ADJ PER PTC RELEASE	DECISION 0000000	BEDWARDS 88300	
4/12/23 CONSTRUCTION FR: TO:	9009998 FINANCIAL SERVICE 09-177-001	21 21 21	RL RL RL	1 1 1	16R 16R 16R		257.28 257.28 257.28-	CR RECEIPT: CR RECEIPT:	TRANS FRM RLS 0109634 0109634	ADJ PER PTC RELEASE TAX RECEIPT: TAX RECEIPT:	DECISION 0109634 0109634	BEDWARDS 88301	
4/12/23 CONSTRUCTION	9009998 FINANCIAL SERVICE 09-177-001	21	RL	1	16R		257.28-		- BASE RLS	ADJ PER PTC RELEASE	DECISION 0000000	BEDWARDS 88302	
4/14/23 BENS INSULATION & DRYWALL INC	9043247	22	PP	1	15LL	PERS C 28110	.86- 407611		- BASE RLS	FORCED ASSESD RELEASE	BUT NOT COM 0000000	BEDWARDS 88828	
4/14/23 BENS INSULATION & DRYWALL INC	9043247	22	PP	1	15P	C 28110	8.67- 407611		- BASE RLS	FORCED ASSESD RELEASE	BUT NOT COM 0000000	BEDWARDS 88829	
4/14/23 BENS INSULATION & DRYWALL INC	9043247	21	PP	1	15LL	C 28110	.87- 407611		- BASE RLS	FORCED ASSESD RELEASE	BUT NOT COM 0000000	BEDWARDS 88830	
4/14/23 BENS INSULATION & DRYWALL INC	9043247	21	PP	1	15P	C 28110	8.67- 407611		- BASE RLS	FORCED ASSESD RELEASE	BUT NOT COM 0000000	BEDWARDS 88831	
4/14/23 BENS INSULATION & DRYWALL INC	9043247	20	PP	1	15LL	C 28110	1.06- 407611		- BASE RLS	FORCED ASSESD RELEASE	BUT NOT COM 0000000	BEDWARDS 88832	
4/14/23 BENS INSULATION & DRYWALL INC	9043247	20	PP	1	15P	C 28110	10.63- 407611		- BASE RLS	FORCED ASSESD RELEASE	BUT NOT COM 0000000	BEDWARDS 88833	
4/14/23 SOUTHEAST GEOMATICS GROUP INC	9044688	22	PP	1	15P	PERS C 28079	399.57- 414575		- BASE RLS	TAX CODE S/B RELEASE	826 NOT 200 0000000	BEDWARDS 88827	
4/20/23 TYSON WESLEY MICHAEL	9040397	16	PP	1	15P	PERS C 28112	12.69- 2229329		- BASE RLS	HAD MOVED OUT OF RELEASE	COM 0000000	BEDWARDS 88838	
4/24/23 P & A LOGISTICS LLC	9042129	22	PP	1	15LL	PERS C 28110	7.65- 2783820		- BASE RLS	BUS MOVED TO FL RELEASE	0000000	BEDWARDS 88847	
4/24/23 P & A LOGISTICS LLC	9042129	22	PP	1	15P	C 28110	76.52- 2783820		- BASE RLS	BUS MOVED TO FL RELEASE	0000000	BEDWARDS 88848	
4/24/23 P & A LOGISTICS LLC	9042129	21	PP	1	15LL	C 28110	7.65- 2783820		- BASE RLS	BUS MOVED TO FL RELEASE	0000000	BEDWARDS 88849	
4/24/23 P & A LOGISTICS LLC	9042129	21	PP	1	15P	C 28110	76.52- 2783820		- BASE RLS	BUS MOVED TO FL RELEASE	0000000	BEDWARDS 88850	

TRANS DATE OWNER NAME	ACCT ID	YR	RL	P	ENT	CBC	TRANS AMOUNT	TAXABLE AMT DELQ	TRAN CODE DATE ADJ	ADJUSTMENT ADJUSTMENT DESCRIPTION	COMMENT	USER REF NBR	SRC REF
4/24/23 R JACK HILTON INC	9044507	22	PP	1	15LL	PERS C 28112	2.97- 413715		- BASE RLS	BUS SOLD IN 2019 RELEASE	0000000	BEDWARDS 88842	
4/24/23 R JACK HILTON INC	9044507	22	PP	1	15P	C 28112	29.75- 413715		- BASE RLS	BUS SOLD IN 2019 RELEASE	0000000	BEDWARDS 88843	
4/24/23 R JACK HILTON INC	9044507	21	PP	1	15LL	C 28112	2.98- 413715		- BASE RLS	BUS SOLD IN 2019 RELEASE	0000000	BEDWARDS 88844	
4/24/23 R JACK HILTON INC	9044507	21	PP	1	15P	C 28112	29.75- 413715		- BASE RLS	BUS SOLD IN 2019 RELEASE	0000000	BEDWARDS 88845	
4/24/23 R JACK HILTON INC	9044507	20	PP	1	15P	C 28112	36.48- 413715		- BASE RLS	BUS SOLD IN 2019 RELEASE	0000000	BEDWARDS 88846	
4/24/23 STMK GROUP INC	9044739	22	PP	1	15LL	PERS C 28270	5.02- 414815		- BASE RLS	BUS MOVED TO MECK RELEASE	CO 0000000	BEDWARDS 88855	
4/24/23 STMK GROUP INC	9044739	22	PP	1	15P	C 28270	50.25- 414815		- BASE RLS	BUS MOVED TO MECK RELEASE	CO 0000000	BEDWARDS 88856	
4/24/23 LEE JAMES ALLEN III	9046115	22	PP	1	15LL	PERS C 28112	.70- 596122		- BASE RLS	NO LONGER IN CITY RELEASE	LIMITS 0000000	BEDWARDS 88857	
4/24/23 LEE JAMES ALLEN III	9046115	22	PP	1	15P	C 28112	7.02- 596122		- BASE RLS	NO LONGER IN CITY RELEASE	LIMITS 0000000	BEDWARDS 88858	
4/24/23 RODRIGUEZ DAWANA ANGELINA	9049048	22	PP	1	15LL	PERS C 28110	21.52- 621580		- BASE RLS	SITUS IS CATAWBA RELEASE	COUNTY 0000000	BEDWARDS 88840	
4/24/23 RODRIGUEZ DAWANA ANGELINA	9049048	22	PP	1	15P	C 28110	215.29- 621580		- BASE RLS	SITUS IS CATAWBA RELEASE	COUNTY 0000000	BEDWARDS 88841	
4/24/23 85TR LLC	9049109	22	PP	1	15LL	PERS C 28027	20.60- 622205		- BASE RLS	SOLD AIRPLANE IN RELEASE	2021 0000000	BEDWARDS 88853	
4/24/23 85TR LLC	9049109	22	PP	1	15P	C 28027	206.03- 622205		- BASE RLS	SOLD AIRPLANE IN RELEASE	2021 0000000	BEDWARDS 88854	
4/24/23 ALBATROSS AVIATION LLC	9049125	22	PP	1	15LL	PERS C 06801	175.87- 622224		- BASE RLS	AIRCRAFT BASED IN RELEASE	TN 0000000	BEDWARDS 88851	
4/24/23 ALBATROSS AVIATION LLC	9049125	22	PP	1	15P	C 06801	1,758.75- 622224		- BASE RLS	AIRCRAFT BASED IN RELEASE	TN 0000000	BEDWARDS 88852	

PREPARED 5/25/23, 12:09:19
 PROGRAM TX420L
 City of Monroe, North Carolina

TAX ADJUSTMENT LISTING
 4/01/23 - 4/30/23
 BY TRANSACTION DATE
 RECAP TOTALS BY YEAR/ROLL/PERIOD

All account types
 All roll codes
 ADJ CODE: RLS

PAGE 5

YR/ROLL/PD	+ BASE	PAYMT REF	PYMT VOID	- BASE	CR REF	+/-TX DUE	TRANS FRM	TRANS TO
16 PP 1	.00	.00	.00	12.69-	.00	.00	.00	.00
16 TOTALS	.00	.00	.00	12.69-	.00	.00	.00	.00
20 PP 1	.00	.00	.00	48.17-	.00	.00	.00	.00
20 TOTALS	.00	.00	.00	48.17-	.00	.00	.00	.00
21 PP 1	.00	.00	.00	154.63-	.00	.00	.00	.00
21 RL 1	.00	.00	.00	2824.55-	.00	.00	2824.55	2824.55-
21 TOTALS	.00	.00	.00	2979.18-	.00	.00	2824.55	2824.55-
22 GB 1	.00	.00	.00	107.14-	.00	.00	.00	.00
22 PP 1	.00	.00	.00	4120.40-	.00	.00	.00	.00
22 RL 1	.00	.00	.00	2824.55-	.00	.00	2824.55	2824.55-
22 TOTALS	.00	.00	.00	7052.09-	.00	.00	2824.55	2824.55-
TOTALS	.00	.00	.00	10092.13-	.00	.00	5649.10	5649.10-

PREPARED 5/25/23, 12:09:19
 PROGRAM TX420L
 City of Monroe, North Carolina

TAX ADJUSTMENT LISTING
 4/01/23 - 4/30/23
 BY TRANSACTION DATE
 RECAP TOTALS BY COMBINED BILL CODE/YEAR

All account types
 All roll codes
 ADJ CODE: RLS

PAGE 9

COMB	BILL	CDE/YR	+	BASE	PAYMT	REF	PYMT	VOID	-	BASE	CR	REF	+/-TX	DUE	TRANS	FRM	TRANS	TO
GBMV	22			.00		.00		.00		107.14-		.00		.00		.00		.00
GBMV	TOTALS			.00		.00		.00		107.14-		.00		.00		.00		.00
PERS	16			.00		.00		.00		12.69-		.00		.00		.00		.00
PERS	20			.00		.00		.00		48.17-		.00		.00		.00		.00
PERS	21			.00		.00		.00		154.63-		.00		.00		.00		.00
PERS	22			.00		.00		.00		4120.40-		.00		.00		.00		.00
PERS	TOTALS			.00		.00		.00		4335.89-		.00		.00		.00		.00
REAL	21			.00		.00		.00		2824.55-		.00		.00		2824.55		2824.55-
REAL	22			.00		.00		.00		2824.55-		.00		.00		2824.55		2824.55-
REAL	TOTALS			.00		.00		.00		5649.10-		.00		.00		5649.10		5649.10-
	TOTALS			.00		.00		.00		10092.13-		.00		.00		5649.10		5649.10-

PREPARED 5/25/23, 12:09:19
 PROGRAM TX420L
 City of Monroe, North Carolina

TAX ADJUSTMENT LISTING
 4/01/23 - 4/30/23
 BY TRANSACTION DATE
 RECAP TOTALS BY ADJUSTMENT CODE

All account types
 All roll codes
 ADJ CODE: RLS

PAGE 11

ADJ CODE	+ BASE	PAYMT REF	PYMT VOID	- BASE	CR REF	+/-TX DUE	TRANS FRM	TRANS TO
RLS	.00	.00	.00	10092.13-	.00	.00	5649.10	5649.10-
TOTALS	.00	.00	.00	10092.13-	.00	.00	5649.10	5649.10-

**CITY OF MONROE
CITIZENS APPOINTMENT COMMITTEE
SPECIAL MEETING
March 13, 2023
3:30 p.m.**

Present: Council Member Freddie Gordon and Council Member Julie Thompson.

Absent: Mayor Pro Tem/Chair Gary Anderson.

Staff Present: Assistant City Attorney Ashley Britt and Deputy City Clerk Sherry Hicks.

Visitors: Bob Yanascek.

The Citizens Appointment Committee met in the City Hall Conference Room at 3:30 p.m. on March 13, 2023. Council Member Thompson presided in Chair Anderson's absence.

Item No. 1. Minutes of Citizens Appointment Committee Meeting of December 5, 2022.

Council Member Gordon moved to approve the minutes of the Citizens Appointment Committee Meeting of December 5, 2022. Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon and Thompson
NAYS: None

Item No. 2. Consideration of Appointments and Reappointments.

A. Historic District Commission. Council Member Thompson advised that there were five vacancies on the Historic District Commission. She advised that five applications were received for consideration of appointment to the Historic District Commission: Matthew Klaren, Anna Dowdy, Gladys Kerr, Jennifer Loria, and Allen Watson.

Council Member Gordon advised that he was pleasantly surprised that with five openings at the quality of applicants that were received and was quite shocked. He was happy that five people wanted to serve and he would suggest that all five of them be appointed.

Council Member Thompson advised that for clarification purposes, on Mr. Klaren's resume that was submitted on Sunday, December 11, 2022 with the listing of meetings to attend November 14 and December 12 which was customary when filing applications. She advised that Staff gathered the information, verified that everything was complete and that all the requirements have been met before the names were put on the staff report.

Assistant City Attorney Britt advised that was correct as Staff confirmed their attendance.

Council Member Thompson advised that there would not be a "yes" beside their name if the applicant had not met the requirements.

Assistant City Attorney Britt advised that was correct.

Council Member Thompson advised that she wanted to state for the record that she wanted to commend the Clerk's office for doing such a good job.

1. **Matthew Klaren.** Council Member Gordon moved to recommend appointment of Matthew Klaren to a Partial Term on the Historic District Commission with an effective date of January 1, 2023 and term expiration date of December 31, 2023 to replace James Kerr. Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon and Thompson
NAYS: None

2. **Anna Dowdy.** Council Member Gordon moved to recommend appointment of Anna Dowdy to a Full Term on the Historic District Commission with an effective date of January 1, 2023 and term expiration date of December 31, 2026 to replace Megan Woazeah. Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon and Thompson
NAYS: None

3. **Gladys Kerr.** Council Member Gordon moved to recommend appointment of Gladys Kerr to a Full Term on the Historic District Commission with an effective date of January 1, 2023 and term expiration date of December 31, 2026 to replace Susan Sganga. Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon and Thompson
NAYS: None

4. **Jennifer Loria.** Council Member Gordon moved to recommend appointment of Jennifer Loria to a Partial Term on the Historic District Commission with an effective date of January 1, 2023 and term expiration date of December 31, 2023 to replace Rich Ali. Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon and Thompson
NAYS: None

5. **Allen Watson.** Council Member Gordon moved to recommend appointment of Allen Watson to a Full Term on the Historic District Commission with an effective date of January 1, 2023 and term expiration date of December 31, 2026. Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES: Council Members Gordon and Thompson
NAYS: None

B. Monroe-Union County Economic Development Board of Advisors. Council Member Thompson advised that there were two vacancies and one eligible applicant for consideration of

re-appointment to the Monroe-Union County Economic Development Board of Advisors: Jonathan Edwards.

Council Member Gordon advised that Mr. Edwards has previously served and came from an agricultural background and felt that the Board needed someone like that.

Council Member Gordon moved to recommend re-appointment of Jonathan Edwards to a Full Term on the Monroe-Union County Economic Development Board of Advisors with an effective date of January 1, 2023 and term expiration date of December 31, 2025. Council Member Thompson seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Gordon and Thompson
NAYS:	None

C. Public Safety Committee. Council Member Thompson advised that there was one vacancy for the Public Safety Committee and two applications were received: David Beckwith and Bob Yanacsek.

Council Member Thompson advised that for clarification purposes, she was filling the chairman's role because the chairman was not here as she was not the chairman of this committee. She advised that she did not schedule, reschedule or cancel these meetings as that was not in her authority. Council Member Thompson inquired of Assistant City Attorney Britt if that was correct as she did not have that authority.

Assistant City Attorney Britt advised that was correct.

Council Member Thompson advised that she did not have any direct influence over an applicant's process to fulfill all they need to fulfill that goes through the Clerk's office. She inquired if that was correct.

Assistant City Attorney Britt advised that was correct.

Council Member Thompson inquired if the Public Safety Committee meeting for January was cancelled. She advised that one of the main reasons to try to have these because we meet quarterly and there were applicants waiting to move forward as expeditiously as possible as the next meeting was not until June.

Staff confirmed that January's Public Safety Committee meeting was cancelled.

Council Member Thompson advised that there was not an opportunity for anyone interested in applying during this session of Citizens Appointment Committee to go to the January meeting because there was not one.

Council Member Gordon advised that Mr. Beckwith's application noted he attended two meetings in February and March.

Council Member Thompson advised that was correct.

Mr. Bob Yanascek inquired if he could speak.

Council Member Thompson advised that he could but then she had something to say.

Assistant City Attorney Britt advised that because it was a special meeting, they could not have any citizen comment as that was not on the notice and they had to adhere to what was on the notice and there could only be discussion and appointment amongst the committee members.

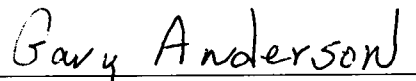
Council Member Thompson advised that was fine.

1. David Beckwith. Council Member Thompson moved to recommend appointment of David Beckwith to a Full Term to the Public Safety Committee with an effective date of January 1, 2023 and term expiration date of December 31, 2024. Council Member Gordon seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Gordon and Thompson
NAYS:	None

Council Member Thompson moved to adjourn the Citizens Appointment Committee Special Meeting of March 13, 2023 at 3:40 p.m. Council Member Gordon seconded the motion, which passed unanimously with the following votes:

AYES:	Council Members Gordon and Thompson
NAYS:	None



Gary Anderson, Chairperson

03-13-2023

**Diversity, Equity, and Inclusion Committee
Meeting Minutes
April 13, 2023 – 6:30 P.M.**

The Diversity, Equity, and Inclusion Committee met on Thursday, March 9, 2023, at 6:30 p.m. at Mt. Calvary AME Zion Church in Monroe.

Staff Present: Debra Chestnut Reed, Human Resources Director, Liaison, and Sheila Couick, Minute Taker

Members Present: Chairperson Surluta Anthony, Councilman Freddie Gordon, Cress Barnes, Cynthia Baez, Melissa McKeown, Michael Hall, Swindell Edwards, Tamara Williams

Members Absent: Althea Richardson-Tucker, Benita Sanders, Lanny Lancaster, Melvin Tate (Co-Chairperson), Selina Campbell, and Tiffany Wilson

Guest: Jessica Eason, City of Monroe Human Resources Manager

Chairperson Anthony open the meeting at 6:40 p.m. by welcoming everyone to the meeting.

Chairperson Anthony stated since there was a quorum the minutes from March 9, 2023 minutes needed to be reviewed and accepted.

Approval of Minutes:

Chairperson Anthony provide time for the members to review the March 9, 2023 minutes and asked for a motion for approval. Melissa McKeown made the motion to approve the March 9, 2023 minutes as presented. Cress Barnes second the motion. Chairperson Anthony asked for a show of hands for the approval of the minutes.

Ayes: All in attendance

Nayes: None

The minutes from the March 9, 2023 were approved and accepted by all in attendance.

Old Business:

Chairperson Anthony stated that we are working in collaboration with the Union County Chamber on the Job Fair which is May 17, 2023 and that our major responsibility is to get the information out to the communities and get people to attend. Chairperson Anthony stated that she had offered to assist the Union County Chamber at the job fair, however Pat Kahle has not responded back.

Chairperson Anthony stated that a listing of churches was distributed to all members by email and that several members had volunteered to reach out to the churches.

Chairperson Anthony stated that she had received job fair flyers from the Union County Chamber and would be distributing them at the end of the meeting.

Chairperson Anthony stated that Benita Sanders has already distributed 75 flyers.

Chairperson Anthony stated that she had posted a flyer at Marshville Park and other places in Marshville. She also stated that she had given some flyers to Frank Deese and he was going to place them in some businesses. Chairperson Anthony also commented that she had placed flyers in businesses in Wingate and Monroe. Chairperson Anthony stated that we may need to hand out the information closer to the job fair date so that the information is not forgotten. Chairperson Anthony stated that flyers needed to be posted wherever people go and gather such as barber shops, beauty salons, laundromats, etc.

Cynthia Baez asked what the time was for the job fair. Chairperson Anthony stated that the time for the job fair was 9:30 am – 1:00 p.m. Cynthia Baez asked if there was a script for everyone to read so that everyone would be providing the same information. Chairperson Anthony stated that there was no script and members needed to provide the date, time and location as indicated on the flyer.

Chairperson Anthony stated that if we can get fourteen people interested in attending the training for job fair, South Piedmont Community College would provide this training. South Piedmont Community College will send someone out to a location to train on resumes, how to dress, questions to ask, and how to interview. Chairperson Anthony stated that there would be interviews on site at the job fair. This job fair is offering a career not a job. These jobs will have additional training by the employer if a person is hired. We cannot guarantee a job from the job fair.

Edward Swindell asked if citizens with criminal backgrounds would be hired. Chairperson Anthony stated that it was against the law to ask that question on an application. Chairperson Anthony stated if a citizen is asked that question, they should answer it and not lie. Cynthia Baez stated that a person cannot be asked that on an application, however they can be asked if they have been sentenced so they should answer appropriately.

Councilman Freddie Gordon stated that we needed to get fourteen people to the South Piedmont Community College training and we need to get a specific time for training? It is important to get people to the training before the job fair. Chairperson Anthony stated that we could schedule a class and then get the fourteen people. The suggestion was made to do the training the week before so that people could have a resume prepared. Councilman Freddie Gordon stated that if we could get fourteen people to the job fair that would be somewhat successful for the Chamber. Councilman Freddie Gordon stated that this training would need to be conducted in a convenient location for everyone to attend. Chairperson Anthony stated that we had several recreation centers that could be used for the training. Chairperson Anthony stated that she could contact a recreation center and schedule a date and time and then contact South Piedmont Community College with that date and time. The Old Armory was suggested as being used for a training location. Chairperson Anthony stated that a location, date and time needed to be suggested for the training. Cress Barnes asked if information could be placed on social media. Chairperson Anthony stated that was okay.

Chairperson Anthony asked for a motion for the location and date and time for the training. The library was also suggested as location for the training. Councilman Freddie Gordon asked who we would need to contact in reference to the Old Armory. Chairperson Anthony stated that we could contact Hope Tanner. Chairperson Anthony stated that the Old Armory would be the location for the training from South Piedmont Community College and that she needed a date and time for the training. Swindell Edwards made the motion for the training to be on May 2, 2023 at 10:00 a.m. at the Old Armory. Cress Barnes stated that maybe the time needed to be in the evening. Swindell Edwards amended his motion to have the South Piedmont Community College training on May 2, 2023 at 6:00 p.m. at the Old Armory on Johnson Street. Tamera Williams second the motion. Chairperson Anthony asked for vote on the motion.

Ayes: All in attendance

Nays: None

Chairperson Anthony stated that the training would be on May 2 at 6:00 p.m. at the Old Armory and she would contact Hope Tanner at the Old Armory in reference to reserving the room and South Piedmont Community College. If we don't get fourteen people then we can cancel with South Piedmont Community College.

Cress Barnes asked if there was a place in Monroe that residents could purchase professional attire and if so, maybe we could get some information from them to hand out at the training. Cynthia Baez stated there is a place called Dress for Success for females and another place for men. Melissa McKeown stated that Good Stewart Ministry and Turning Point also sells professional attire. Melissa McKeown commented that she would check with Good Stewart Ministry and Turning Point about clothing vouchers for citizens. Chairperson Anthony commented that people needed to be clean, neat and dressed appropriately for the job fair.

Cynthia Baez asked when should everyone have visited the churches and handed out information. Chairperson Anthony stated within the next two weeks or by April 30, 2023. Swindell Edwards asked if there was a contact number in case people have questions. Chairperson Anthony stated that there was not a contact number, however if someone was interested in attending the training by South Piedmont Community College that you should get their name, address and telephone number. Councilman Freddie Gordon stated that we should get names and contact information from anyone wanting to attend the training by South Piedmont Community College or attend the job fair by April 30.

Debra C. Reed commented that once we get the fourteen names, the committee needs to make sure that these individuals can be identified as participants we contacted and that they attended the job fair. Chairperson Anthony stated that we needed to be able to track these citizens.

Cress Barnes asked if computers and printers will be provided at the South Piedmont Community College training. Chairperson Anthony stated that she would ask that question.

Chairperson Anthony stated that Pat Kahle, Union County Chamber, had not responded back if the DEI Committee members could be onsite and assist at the job fair. Chairperson Anthony stated that she would share that information with the committee by email once received from Pat. If anyone is interested you will be working between 9:00 a.m. and 1:00 p.m. as maybe a greeter or at a table.

Chairperson Anthony stated that Tiffany Wilson was not here tonight but had to change vendors for the shirts. There was supposed to be some sample shirts at the meeting tonight. Sports to You was not able to do the shirts, however they provided other vendors to reach out to. The new vendor has a turn around time of three days for the shirts. Chairperson Anthony asked if she could have the authority to select the shirt style. Cress Barnes made the motion for Chairperson Anthony to select the shirt style. Swindell Edwards second the motion. The motion carried by all in attendance. Polo shirt with slacks, no jeans, should be worn to the job fair and training.

New Business:

Councilman Freddie Gordon commented that the committee will again in May before the job fair. It is important for people to attend the training class that need jobs. Chairperson Anthony stated that we needed committee members to attend the training class to be there as greeters.

Chairperson Anthony asked if there was any other business to discuss.

Chairperson Anthony commented that Swindell Edwards' wife had placed the job fair information on WDEX radio station.

Cress Barnes asked if there was a QR code on the flyer. Chairperson Anthony stated that there was no QR code on the flyer.

A flyer will be created in reference to the training by South Piedmont Community College to hand out also.

Cynthia Baez asked about receiving information on the South Piedmont Community College class. Chairperson Anthony will send out information on class date and time. Chairperson Anthony stated that she would need help in setting up the tables at the Old Armory on May 2 and anyone who could help should be there at 5:30 p.m. We can provide water at the training for participants.

Other Business:

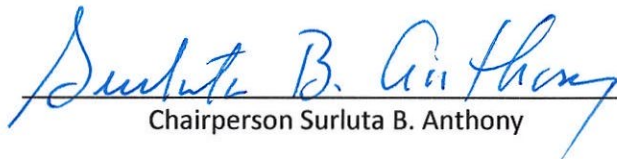
Debra C. Reed introduced Jessica Eason, City of Monroe Human Resources Manager, to the committee.

Chairperson Anthony thanked everyone for their attendance at the meeting and asked everyone to read aloud the mission statement.

Suggestion was made that we needed to take photos at the training and needed to get a release signed by the participants for use of the photo.

With no other business to discuss Chairperson Anthony adjourned the meeting at 7:20 pm.

Minutes respectfully submitted by Sheila Couick.


Chairperson Surluta B. Anthony

City of Monroe
Downtown Monroe Advisory Board
300 W Crowell Street, Monroe, NC 28112
City Hall Conference Room
5:30 p.m.

Tuesday, February 28, 2023
Meeting Minutes

DAB Members: Chair: Joyce Rentschler, Heather Reagor, Kay Klaren, Caroline Brown, Jason Walle

Staff Present: Matthew Black, Downtown Director

Visitors Present: Sheila Crunkleton

Member(s) Absent: Marie Starnes

The Downtown Monroe Advisory Board met on February 28, 2023 at 5:30 pm.

Item 1: Call to order

Joyce Rentschler called the Tuesday, **February 28, 2023** Downtown Advisory Board meeting to order at 5:30 pm.

Item 2: Roll Call

Roll was conducted with a sign- sheet of the members that were present.

Item 3: Approval/Acceptance of Minutes (Action Required)

Joyce Rentschler submitted the Minutes of the Downtown Monroe Advisory Board Regular Meeting on **October 25, 2022** and requested a motion to approve minutes.

Motion: Jason Walle made a motion to accept the **October 25, 2022** Downtown Advisory Board meeting minutes as submitted.

Second: Caroline Brown

Action: The motion to accept the **October 25, 2022** Downtown Advisory Board meeting minutes as submitted passed unanimously.

Item 4: Revisions to the Residential Incentive Grant

Joyce Rentschler introduced this item.

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

This program is designed to provide financial assistance to property owners and developers who wish to create upper floor residential units in the Central Business District. 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.

City Staff recommends the Downtown Advisory Board make a recommendation of approval to General Services and City Council

Heather Reagor makes a motion to recommend revisions of the Residential Incentive Grant to General Services and City Council.

Second: Kay Klaren

Action: The motion to recommend the revision of the Residential Incentive Grant was approved unanimously.

Item 5: Façade Incentive Grant for 208 N. Main Street

Joyce Rentschler introduced this item.

Owner Mark Ashcraft, has submitted a Facade Incentive Grant for 208 N. Main Street.

The following items outlined included:

1. Repaint the façade of 208 N. Main Street with a dove gray (518-5) and thin ice (518-3).
2. Repair and replace boards along the exterior door and window trim.

Total project eligible for funding is estimated at approximately \$6,775.00, with matching grant funds reimbursable up to \$3,387.50. Failure to comply with guidelines, conditions and City permitting requirements will forfeit funding.

Motion: Jason Walle made a motion to approve the Façade Incentive Grant for 208 N. Main Street as submitted.

Second: Kay Klaren

Action: The motion to approve the façade incentive grant for 208 N. Main Street was approved unanimously.

Item 6: Economic Development Incentive Grants for High Octane

Joyce Rentschler introduced this item.

The Downtown Advisory Board is requested to consider recommendation of the Downtown economic development incentives to City Council for High Octane, 114 Lancaster Ave.

High Octane has signed a 5-year lease for 114 Lancaster Ave. and looking to open a new business in Downtown Monroe. The new business project totals 1,300 sq. ft. and is located within Downtown Monroe's Central Business District.

Based on stipulations of the Economic development incentive grants the Downtown Advisory Board must consider the following:

1. Grant funds for the PRONTO is to not exceed \$6,500.00 (50/50 matching) payable over a calendar quarter based on rent paid that quarter.
2. Grant funds for the Meet Me Downtown, marketing grant, is not to exceed \$5,000.00 (50/50 matching), upon proof of executed invoices each quarter.
3. City will not advance grant funds until proof of rent or marketing payment has been completed each quarter. Once the applicant has submitted required documents as proposed; funds will be made available.

Motion: Heather Reagor made a motion to recommend the economic development incentives for High Octane to City Council.

Second: Caroline Brown

Action: The motion to recommend the economic development incentives for High Octane to City Council passed unanimously.

Item 7: Dog Park Review and Recommendation

Joyce Rentschler introduced this item.

The Downtown Director presented an updated schematic for the dog park, which is proposed to go by the science center. The City of Monroe has worked with Stewart Inc. to devise the drawings and if City Council has no further questions, we hope to go out for bid in the new few months.

The Downtown Advisory Board is requested to make a motion of approval for the project and the item will also go to the tourism board for consideration.

Motion: Heather Reagar has made a motion to recommend approval of the downtown dog park.

Second: Kay Klaren

Item 8: Adjourn (Action Required)

Joyce Rentschler introduced this item.

Motion: Carley Englander

Second: Kay Klaren

The meeting adjourned at 6:20 p.m.



**CITY OF MONROE
GENERAL SERVICES COMMITTEE MEETING**

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

MINUTES

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

Absent: None

Staff: Mark Watson, City Manager; Richard Long, City Attorney; Lisa Strickland, Finance Director; Pete Hovanec, Director of Communications and Tourism; Rob Miller, Director of Energy Services; Ashley Ivey, Assistant Finance Director; Matt Black, Director of Downtown; Scott Clark, Director of Water Resources; Ryan Jones, Director of Parks & Recreation; Angela Duncan, Senior Budget Analyst; Camden Baucom, Budget Analyst; Lisa Kerner, Grants Administrator

Visitor(s): Lachlan Hunter & Calvin of Waterworth via Zoom

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

Item 1. General Services Committee Meeting Minutes from April 6, 2023.

The minutes from the April 6, 2023 General Services Committee meeting were presented for the Committee's approval.

Committee Member Mayor Pro Tem Anderson moved to approve the minutes of the General Services Committee Meeting of April 6, 2023.

Committee Member Thompson seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Committee Member Thompson, Committee Member Mayor Pro Tem Anderson

NAYS: None

Item 2. Waterworth Utility Management Software Presentation.

Lisa Strickland, Director of Finance, introduced a short presentation from Waterworth that provided information on a new software that will be utilized to manage our utility rate finance models (water & sewer, electric & gas).

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 maintaining 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.

Waterworth presented information using PowerPoint via Zoom.

Committee members, along with City Manager Watson and Lisa Strickland, discussed with Charlie the software's usefulness in the context of the City's needs. Watson emphasized his favorability of the visual interface of the software to see scenarios play out side-by-side, which would result in better decision-making. Lisa Strickland mentioned the ease of the departments' ability to interpret the data as well. Council Member Mayor Pro Tem Anderson asked which departments would be using the software, to which Lisa Strickland listed energy services, water resources, the Monroe Aquatics and Fitness Center, stormwater, solid waste, the Science Center, Monroe Country Club, airport, sewer, and that a model was in development for the Dowd Center Theater.

Lachlan Hunter reiterated that the cost would be \$27,000 annually for the purposes of the City, which would be to model out 7-8 services or more. The next steps would be an internal discussion after which Waterworth would reach out to Lisa Strickland, and, if favorable, input the business model data and proceed.

The presentation was for informational purposes only and funds are identified in the City's current budget to purchase the software.

Item 3. Revisions to the Residential Incentives Grant

Matt Black, Downtown Director, presented information on behalf of the downtown office proposing changes to the existing Residential Incentive Grant program.

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.

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

Black gave further detail, stating the proposed change would be from current assessed value before renovations begin to the newly assessed value once project is completed, thus providing increased incentive to develop. The grant applications would flow through the usual processes: general services committee, city council approval, and a public hearing. This is the first update to the grant since 2008, with only three applications since that time and two expected after the revision.

City Manager Watson emphasized the importance of the assessed value being after project completion, not prior.

Committee Member Thompson moved to approve the revisions to the Residential Incentives Grant.

Committee Member Mayor Pro Tem Anderson seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Committee Member Thompson, Mayor Pro Tem Anderson

NAYS: None

Item 4. NC Main Street Annual Agreement

Matt Black, Downtown Director, also presented information regarding the signing of an annual agreement from Elizabeth Parham, Director, NC Main Street & Rural Planning Center, NC Department of Commerce, Rural Economic Development Division for designated Main Street and Small Town Main Street Communities.

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 the State's 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.

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.

Committee Member Mayor Pro Tem Anderson motioned to approve.

Committee Member Thompson seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Committee Member Thompson, Mayor Pro Tem Anderson

NAYS: None

Item 5. Resolution to Approve Fiscal Year 2023 Equipment Installment Financing

Ashley Ivey, Assistant Finance Director, presented information providing a recommendation for the award of a \$825,000 installment financing contract for the qualifying capital equipment purchased during Fiscal Year 2023.

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.

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.

The Financing would be for a fire enforcer pumper truck stationed at Fire Station 6. The rate would be 4% for 10 years and is typical financing for the service life of the truck. Financing is set to close next week pending City Council's approval.

In response to Committee Member Thompson's question, Ashley Ivey clarified that payments would start in fiscal year 2024.

Committee Member Thompson motioned to approve.

Committee Member Mayor Pro Tem Anderson seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Committee Member Thompson, Mayor Pro Tem Anderson

NAYS: None

Item 6. Parks and Recreation Athletics and Special Event Sponsorship Package

Ryan Jones, Director of Parks and Recreation, presented information on a staff-created sponsorship package in an effort to offset costs associated with youth and adult athletic programs and community wide special events.

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.

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

City Manager Watson inquired about expected projected revenue. Jones responded that, 6-7 years ago, the youth baseball program was completely sponsored by a local pharmacy. If the department was diligent in soliciting local businesses, they could cover all of their fees. He mentioned that several businesses were currently interested in sponsorship, but they have not solicited much in the past after their last sponsorship left. Jones stated that, without sponsorship, 55-65% of athletic events' primary costs are covered as they currently maintain low fees. As participation increases, the cost of equipment increases and sponsorship allows adding bells and whistles and more events. Sponsorships would cover goals and add value to programs themselves.

Committee Member Mayor Pro Tem Anderson sought clarification on the presentation of sponsorships' location on jerseys and what a contribution would entail for any particular business. Jones replied that it depended on the level of sponsorship. It could be a shirt or banner depending on fee and that there were tiered levels to fit business' contribution abilities.

City Attorney Long asked if there were criteria for sponsorship with reasoning that if there is none, anybody could be a sponsor, which could lead to issues and needs to be considered. Anderson, in response, expounded with a hypothetical situation to which Jones said sponsorship would be at the City's discretion. Jones added that, in the past, there were program-specific categories of sponsorships that could be associated with the City and/or its services. Committee Member Thompson asked if there were criteria currently in this particular package. Jones responded saying, as it stands, there is no criteria, but the department is interested in adding criteria i.e. no beer sponsorships for youth programs.

Committee Member Mayor Pro Tem Anderson supports the sponsorship package, but thinks there should be criteria to be reviewed by City Attorney and needs to be kept professional. Long added the problem in developing criteria is that it would create issues one way or other, but is necessary.

City Manager Watson asked Jones if he had reviewed sponsorship policies or guidelines from any other municipality. Jones replied saying his team put the presented package together from research on programs in Concord, Hickory and other surrounding cities.

Watson also asked if activities like these sponsorships offset costs for children or youth not able to afford registration but want to participate. Jones stated they currently have a sponsorship policy that currently provides eligibility for a discount to essentially every child if they attend a title 1 school.

The item was for informational and discussion purposes only.

Item 7. Authorization to Dispose of 2001 Ford Bucket Truck

Lisa Strickland, Director of Finance, presented information on behalf of staff concerning the consideration of disposal of a 2001 Ford Bucket Truck.

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.

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.

Committee Member Mayor Pro Tem Anderson motioned to approve.

Committee Member Thompson seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Committee Member Thompson, Mayor Pro Tem Anderson

NAYS: None

Item 8. Resolution to Approve the Sale of The Tinker Belle to a Military Aviation Museum

Pete Hovanec, Director of Tourism, shared a report providing 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.

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 501(c)(3) 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.

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 to the Tourism Development Authority Capital Fund since the original purchase was made out of that account.

Committee Member Mayor Pro Tem Anderson inquired if it has flown within the last year. Hovanec responded that it has not. He explained that, currently, maintenance employees cannot fully care for it, with manpower and the specific, necessary skillset for the aircraft being the biggest challenges.

City Manager Watson asked what the current lease payment with the airport is. Hovanec replied, stating it is at \$1,764 per month, which is roughly market value for the space. Hovanec wants to keep the hangar for air show purposes for at least one year. He added that they also partner with a local non-profit to allow use and would need substantial time to vacate if necessary. Committee Member Mayor Pro Tem Anderson added that they would request to keep the hangar with the Department of Tourism.

Hovanec expressed his concerns with work still needing to be done on the aircraft before sale. He also stated they are logistically coordinating with the group for delivery from Tourism to the Museum, employing a qualified pilot currently associated with the aircraft, and requests leeway in delivery time after city council approval.

Hovanec added that visits from Tinker for upcoming airshows at no charge would be part of the agreement with the Military Aviation Museum.

Committee Member Mayor Pro Tem Anderson motioned to forward to City Council with the provision that the aircraft is given adequate time to fly for delivery.

Committee Member Thompson seconded the motion, which unanimously passed with the following votes:

AYES: Chairman Keziah, Committee Member Thompson, Mayor Pro Tem Anderson

NAYS: None

Other: Item 9. Parklet Shading Discussion was tabled.

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

Committee Chairman, Lynn Keziah

**PUBLIC SAFETY COMMITTEE
MEETING MINUTES
April 3, 2023**

The Public Safety Committee met on April 3, 2023, at 4:15 p.m. in the City Hall Large Conference Room.

Members Present: Chairman Gary Anderson, Committee Member Charles Perry, Council Member Freddie Gordon, Council Member James Kerr, Committee Member David Beckwith

Absent: Committee Member Hayden Desio-Munn, Committee Member Chip Wardwell

Staff Present: City Manager Mark Watson, Assistant City Attorney Ashley Britt, Fire Chief Ron Fowler, Engineering Director Sarah McAllister, Fire Administrative Assistant Alice Withers, Police Captain TJ Goforth, Finance Director Lisa Strickland, Fire Deputy Chief Greg Collins, Grant Administrator Lisa Kerner

Guests: Richard Long, Jr.

Chairman Gary Anderson called the meeting to order at 4:19 p.m.

Item 1. Staff Notes of March 6, 2023 Meeting

This was for informational purposes only and did not require approval.

Item 2. Ordinance for Special Events – July 4th, Halloween Happenings, Patriots’ Day, & 2023 Christmas Tree Lighting

Engineer Director Sarah McAllister presented to the Committee a request for consider an ordinance to temporarily close certain state-maintained roads for three City of Monroe special events. Committee Member Perry made a motion to approve the Ordinance for special events and forward to City Council for approval. Council Member Gordon seconded the motion and the motion passed unanimously.

Item 3. Budget Amendment for Synthomer Grant

Fire Chief Ron Fowler presented to the Committee a request to accept a grant from Synthomer (formerly Omnova Solutions) in the amount of \$3,000 to be designated for Fire Camp 1872 and recommend City Council accept the grant and approve the budget amendment to appropriate the funds to the Fire Department expenditure accounts. Council Member Kerr made a motion to recommend Council to approve the budget amendment and appropriate the funds to the Fire Department expenditure accounts. Committee Member Perry seconded the motion and the motion passed unanimously.

Other

Committee Chairman Anderson requested that Monroe Police Department provide an update on the changes for July 4th events with regards to safety at the next Public Safety Meeting.

Committee Chairman Anderson also requested that Fire Chief Ron Fowler send an email listing the dates and times of the Fire Camp 1872 to all Public Safety Committee members so that they may be able to attend.

Adjournment

There being no further business, Council Member Gordon made a motion to adjourn the meeting. Committee Member Perry seconded the motion which passed unanimously, and the meeting was adjourned at 4:26 p.m.

Respectfully submitted,

Alice Withers – Committee Secretary



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Bridgette H. Robinson, City Clerk

PREPARED BY: Bridgette H. Robinson, City Clerk

SUBJECT: Disbursement of Fiscal Year 2022-2023 City Council Discretionary Funds
by Council Member Freddie Gordon

SUMMARY STATEMENT

Notification of request for disbursements of City Council Discretionary Funds.

REVIEW

Staff has received requests from Council Member Gordon for disbursement of City Council Discretionary Funds to Turning Point in the amount of \$1,000; A Few Good Men in the amount of \$500; and, New Covenant Community Development Center in the amount of \$500. Disbursements for Council Member Gordon to date are as follows:

Date	Recipient	Public Purpose	Fiscal Impact	
			Amount	Balance
07/01/2022	Discretionary Allocation Fiscal Year 2022-2023			\$3,000
11/21/2022	New Covenant Community Development Center	Educational support	\$500	\$2,500
03/23/2023	Union County Community Arts Council	Support of cultural programs	\$250	\$2,250

05/03/2023	Turning Point	Domestic Violence Shelter for women and children	\$1,000	\$1,250
05/03/2023	A Few Good Men	Support of fundraisers for scholarships/youth activities	\$500	\$750
05/15/2023	New Covenant Community Development Center	Educational support	\$500	\$250

RECOMMENDATION

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



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Bridgette H. Robinson, City Clerk

PREPARED BY: Bridgette H. Robinson, City Clerk

SUBJECT: Disbursement of Fiscal Year 2022-2023 City Council Discretionary Funds by Mayor Pro Tem Gary Anderson

SUMMARY STATEMENT

Notification of request for disbursements of City Council Discretionary Funds.

REVIEW

Staff has received a request from Mayor Pro Tem Gary Anderson for disbursement of City Council Discretionary Funds to the Community Shelter of Union County in the amount of \$150. Disbursements for Mayor Pro Tem Anderson to date are as follows:

Date	Recipient	Public Purpose	Fiscal Impact	
			Amount	Balance
07/01/2022	Discretionary Allocation Fiscal Year 2022-2023			\$3,000
08/09/2022	Monroe High School Athletic Foundation	Support of high school athletics	\$250	\$2,750
08/23/2022	Monroe Civitan Club	Community development	\$100	\$2,650
10/17/2022	Union County Crisis Assistance Ministry	Support families in crisis meet essential life needs and become self-sufficient in	\$200	\$2,450

Date	Recipient	Public Purpose	Fiscal Impact	
			Amount	Balance
		support of community development		
11/21/2022	Humane Society of Union County	Animal protection and control	\$500	\$1,950
11/29/2022	Council on Aging in Union County	Support of assistance and care programs for senior citizens	\$300	\$1,650
02/28/2023	Council on Aging in Union County	Support of assistance and care programs for senior citizens	\$500	\$1,150
02/28/2023	Police Athletic League (PAL)	Recreational opportunities	\$500	\$650
04/19/2023	American Red Cross	Provides emergency assistance, disaster relief and disaster preparedness education	\$500	\$150
05/30/2023	Community Shelter of Union County	Community development	\$150	\$0

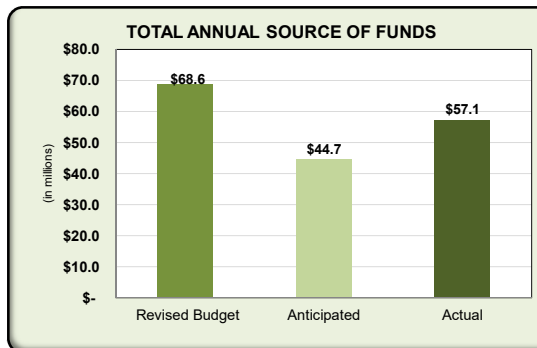
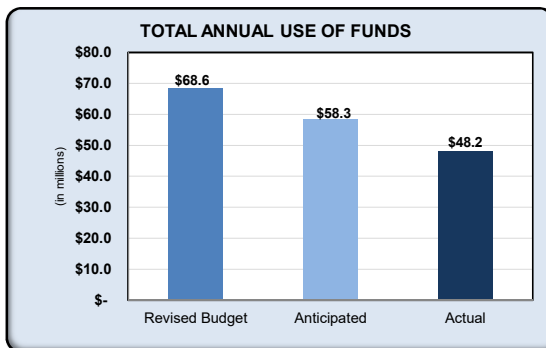
RECOMMENDATION

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

**CITY OF MONROE
GENERAL FUND
FINANCIAL SUMMARY REPORT
FISCAL YEAR 2022-2023
(As of April 30, 2023)**



	Actual FY22	Original Budget FY23	Revised Budget FY23	Actual to Date FY23	YTD % Anticipated	YTD % Realized
Revenues						
Ad Valorem Property Taxes	\$ 22,401,486	\$ 22,647,900	\$ 22,647,900	\$ 23,658,535	99.5%	104.46%
Vehicle Property Taxes	1,863,934	1,896,000	1,896,000	1,495,474	94.0%	78.9%
Prior Year Taxes	144,957	100,160	100,160	137,050	83.6%	136.8%
Penalties and Interest	99,918	110,220	110,220	87,806	85.3%	79.7%
Other Taxes & Licenses	135,700	112,347	112,347	135,141	83.1%	120.3%
Additional City Vehicle Tax	870,125	864,500	864,500	671,010	80.8%	77.6%
Intergovernmental	488,844	403,811	403,811	51,500	39.5%	12.8%
Grants	1,795,357	1,586,572	1,652,031	1,576,407	92.0%	95.4%
Sales Tax ⁽¹⁾	10,624,120	10,669,348	10,669,348	6,339,652	56.8%	59.4%
Electric Sales Tax ⁽¹⁾	2,722,288	2,793,635	2,793,635	1,470,854	51.3%	52.7%
Telecom Sales Tax ⁽¹⁾	173,341	220,000	220,000	90,330	57.1%	41.1%
Cable Sales Tax ⁽¹⁾	183,387	173,696	173,696	88,729	49.8%	51.1%
Sales Tx Piped Nat Gas ⁽¹⁾	202,098	167,325	167,325	129,591	38.4%	77.4%
Permits and Fees	920,154	738,740	738,740	761,820	79.0%	103.1%
Building Permits / Tech Fees	1,741,010	680,568	680,568	1,017,833	74.8%	149.6%
Sales and Services	593,339	526,695	526,695	404,009	82.0%	76.7%
Investment Earnings ⁽²⁾	891,124	400,000	741,781	1,411,613	-42.4%	190.3%
Miscellaneous	279,050	383,097	403,440	316,061	98.4%	78.3%
Other Sources	5,934,615	1,449,000	10,841,223	10,499,570	16.2%	96.8%
Total	\$ 52,064,848	\$ 45,923,614	\$ 55,743,420	\$50,342,984		
Reimbursements from Other Funds	\$ 7,208,180	\$ 7,960,232	\$ 7,960,232	\$ 6,777,094	83.3%	85.1%
Total Revenues and Reimbursements	\$ 59,273,029	\$ 53,883,846	\$ 63,703,652	\$ 57,120,079		
Expenditures						
General Government	\$ 13,299,764	\$ 15,176,481	\$ 16,177,667	\$ 10,361,341	83.3%	64.0%
Outside Agency	358,790	310,150	319,672	204,768	83.3%	64.1%
Transportation	2,331,232	4,700,827	7,301,460	2,037,250	83.3%	27.9%
Police	11,941,624	14,130,268	15,290,739	11,410,857	83.3%	74.6%
Fire	9,449,356	11,773,783	12,449,859	9,240,228	83.3%	74.2%
Building Standards	970,438	1,526,115	1,555,871	1,191,718	83.3%	76.6%
Cultural and Recreational	3,271,350	3,718,007	3,789,191	2,607,398	83.3%	68.8%
Debt Service	2,886,790	2,732,096	2,732,534	2,006,952	83.3%	73.4%
Total	\$ 44,509,343	\$ 54,067,727	\$ 59,616,993	\$ 39,060,513		
Contributions to Other Functions						
Airport	\$ 1,080,615	\$ 1,251,526	\$ 1,289,851	\$ 1,081,263	83.3%	83.8%
Downtown	(80,177)	210,863	216,708	181,564	83.3%	83.8%
Dowd Theatre	334,624	237,544	237,730	198,139	83.3%	83.3%
Golf Course	8,213	194,327	199,471	167,083	83.3%	83.8%
Economic Development	318,000	318,000	-	466,345	NA	NA
Capital Projects (GF)	12,994,183	1,555,564	7,000,390	7,002,297	100.0%	100.0%
Capital Projects (Airport)	43,976	-	-	-	NA	NA
Self-Insurance Funds	-	-	50,000	50,000	100.0%	100.0%
Total	\$ 14,699,435	\$ 3,767,824	\$ 8,994,150	\$ 9,146,692		
Total Expenditures and Contributions	\$ 59,208,777	\$ 57,835,551	\$ 68,611,143	\$ 48,207,205		
Net Change in Fund Balance	\$ 64,251	\$ (3,951,705)	\$ (4,907,491)	\$ 8,912,873	100.0%	



Notes:

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

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

CITY OF MONROE BUDGET NET OPERATING PROFIT/(LOSS) ENTERPRISE FUND OPERATIONS				
	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023
Monroe Country Club				
Golf Course				
Revenues	\$ 1,122,662	\$ 1,002,145	\$ 1,002,145	\$ 951,462
Expenditures	916,685	1,090,075	1,110,855	824,996
Net Operating Profit/(Loss)	\$ 205,977	\$ (87,930)	\$ (108,710)	\$ 126,466
Ballroom				
Revenues	\$ 51,295	\$ 30,300	\$ 30,300	\$ 41,040
Expenditures	70,715	91,147	93,724	52,341
Net Operating Profit/(Loss)	\$ (19,420)	\$ (60,847)	\$ (63,424)	\$ (11,301)
Total Monroe Country Club Net Operating Profit/(Loss)	\$ 186,556	\$ (148,777)	\$ (172,134)	\$ 115,165
Center Theatre				
Revenues	\$ 400,514	\$ 678,506	\$ 679,058	\$ 134,332
Expenditures	400,871	798,140	818,322	404,669
Net Operating Profit/(Loss)	\$ (358)	\$ (119,634)	\$ (139,264)	\$ (270,337)
Monroe Aquatics & Fitness Center				
Revenues	\$ 2,959,331	\$ 3,038,756	\$ 3,038,756	\$ 2,929,228
Expenditures	2,998,476	3,674,837	3,701,429	2,744,931
Net Operating Profit/(Loss)	\$ (39,145)	\$ (636,081)	\$ (662,673)	\$ 184,298
Stormwater				
Revenues	\$ 2,767,930	\$ 2,829,636	\$ 2,829,636	\$ 2,266,593
Expenditures	2,135,519	2,362,132	2,565,562	1,733,989
Net Operating Profit/(Loss)	\$ 632,411	\$ 467,504	\$ 264,074	\$ 532,604
Water Resources				
Revenues	\$ 23,132,535	\$ 22,197,305	\$ 22,197,305	\$ 21,378,769
Expenditures	12,287,611	14,131,436	15,324,415	10,752,689
Net Operating Profit/(Loss)	\$ 10,844,924	\$ 8,065,869	\$ 6,872,890	\$ 10,626,080
Electric				
Revenues	\$ 63,243,642	\$ 68,781,235	\$ 68,781,235	\$ 49,327,212
Expenditures	54,980,571	59,732,800	59,947,682	39,586,850
Net Operating Profit/(Loss)	\$ 8,263,071	\$ 9,048,435	\$ 8,833,553	\$ 9,740,362
Natural Gas				
Revenues	\$ 20,516,161	\$ 24,136,700	\$ 24,136,700	\$ 21,383,681
Expenditures	13,942,245	14,454,267	14,499,171	14,213,013
Net Operating Profit/(Loss)	\$ 6,573,915	\$ 9,682,433	\$ 9,637,529	\$ 7,170,668
Airport				
Operations				
Revenues	\$ 2,992,835	\$ 2,766,632	\$ 2,766,632	\$ 2,527,585
Expenditures	3,013,208	2,900,582	2,950,138	2,346,728
Net Operating Profit/(Loss)	\$ (20,372)	\$ (133,950)	\$ (183,506)	\$ 180,857
U.S. Customs Service				
Revenues	1,806	3,920	3,920	1,430
Expenditures	37,067	37,944	38,150	19,166
Net Operating Profit/(Loss)	\$ (35,261)	\$ (34,024)	\$ (34,230)	\$ (17,735)
Total Airport Net Operating Profit/(Loss)	\$ (55,633)	\$ (167,974)	\$ (217,736)	\$ 163,121
Solid Waste				
Operations				
Revenues	\$ 2,906,704	\$ 2,888,341	\$ 2,888,341	\$ 2,427,188
Expenditures	2,984,664	3,189,934	3,192,134	2,372,367
Net Operating Profit/(Loss)	\$ (77,960)	\$ (301,593)	\$ (303,793)	\$ 54,821

Notes:

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

CITY OF MONROE BUDGET GENERAL FUND BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 37,565,387	\$ 37,629,638	\$ 37,629,638	\$ 37,629,638	NA
Revenues					
Taxes	\$ 24,510,295	\$ 24,754,280	\$ 24,754,280	\$ 25,378,866	102.52%
Other Taxes and Licenses	1,005,825	976,847	976,847	806,151	82.53%
Intergovernmental Revenues Unrestricted	14,394,078	14,427,815	14,427,815	8,170,656	56.63%
Intergovernmental Revenues Restricted	1,795,357	1,586,572	1,652,031	1,576,407	95.42%
Permits and Fees	2,661,164	1,419,308	1,419,308	1,779,653	125.39%
Sales and Services	593,339	526,695	526,695	404,009	76.71%
Investment Earnings	891,124	400,000	741,781	1,411,613	190.30%
Miscellaneous	279,050	383,097	403,440	316,061	78.34%
Sub Total	\$ 46,130,233	\$ 44,474,614	\$ 44,902,197	\$ 39,843,414	88.73%
Other Financing Sources					
Transfer From Other Funds	\$ 5,680,026	\$ 624,000	\$ 10,016,223	\$ 10,499,570	104.83%
Proceeds From Limited Obligation Bonds	254,589	-	-	-	NA
Proceeds From LT Debt / Installment Pur.	-	825,000	825,000	-	0.00%
Inception Capital Lease	-	-	-	-	NA
Advance To/From Other Funds	-	-	-	-	NA
Sub Total	\$ 5,934,615	\$ 1,449,000	\$ 10,841,223	\$ 10,499,570	96.85%
Reimbursements from Other Funds					
Cost Allocations	\$ 7,208,180	\$ 7,960,232	\$ 7,960,232	\$ 6,777,094	85.14%
Sub Total	\$ 7,208,180	\$ 7,960,232	\$ 7,960,232	\$ 6,777,094	85.14%
Annual Sources of Funds	\$ 59,273,029	\$ 53,883,846	\$ 63,703,652	\$ 57,120,079	89.67%
Total Sources of Funds	\$ 96,838,416	\$ 91,513,484	\$ 101,333,290	\$ 94,749,717	93.50%
<i>Uses of Funds</i>					
Expenditures					
General Government	\$ 13,658,553	\$ 15,486,631	\$ 16,497,339	\$ 10,566,109	64.05%
Transportation	2,331,232	4,700,827	7,301,460	2,037,250	27.90%
Public Safety					
Building Standards	970,438	1,526,115	1,555,871	1,191,718	76.59%
Police	11,941,624	14,130,268	15,290,739	11,410,857	74.63%
Fire	9,449,356	11,773,783	12,449,859	9,240,228	74.22%
Culture & Recreation	3,271,350	3,718,007	3,789,191	2,607,398	68.81%
Debt Service	2,886,790	2,732,096	2,732,534	2,006,952	73.45%
Sub Total	\$ 44,509,343	\$ 54,067,727	\$ 59,616,993	\$ 39,060,513	65.52%
Other Financing Uses					
Transfers to Other Funds	\$ 14,699,435	\$ 3,767,824	\$ 8,994,150	\$ 9,146,692	101.70%
Sub Total	\$ 14,699,435	\$ 3,767,824	\$ 8,994,150	\$ 9,146,692	101.70%
Total Uses of Funds	\$ 59,208,777	\$ 57,835,551	\$ 68,611,143	\$ 48,207,205	70.26%
Ending Balance	\$ 37,629,638	\$ 33,677,933	\$ 32,722,147	\$ 46,542,512	

CITY OF MONROE BUDGET GENERAL FUND REVENUES					
Revenue Sources	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Taxes					
Ad Valorem Property Taxes	\$ 22,401,486	\$ 22,647,900	\$ 22,647,900	\$ 23,658,535	104.46%
Vehicle Property Taxes	1,863,934	1,886,000	1,886,000	1,487,499	78.87%
Current Year Tax Gap Bills	-	10,000	10,000	7,975	79.75%
Prior Year Taxes	144,764	100,000	100,000	136,987	136.99%
Prior Yr Gap Bills	193	160	160	63	39.66%
Penalties and Interest	99,918	110,220	110,220	87,806	79.66%
Total Taxes	\$ 24,510,295	\$ 24,754,280	\$ 24,754,280	\$ 25,378,866	102.52%
Other Taxes and Licenses					
Privilege License	\$ 2,149	\$ 2,300	\$ 2,300	\$ 152	6.59%
Priv License Penalties	25	25	25	10	40.00%
Rental of Motor Vehicle	74,333	63,700	63,700	73,559	115.48%
Add'l City Vehicle Tax	870,125	864,500	864,500	671,010	77.62%
Heavy Duty Rental Equip	59,194	46,322	46,322	61,420	132.59%
Total Other Taxes and Licenses	\$ 1,005,825	\$ 976,847	\$ 976,847	\$ 806,151	82.53%
Unrestricted Intergovernmental					
Beer and Wine Tax	\$ 137,777	\$ 151,360	\$ 151,360	\$ -	0.00%
State Fire Fees	2,527	2,656	2,656	-	0.00%
ABC Profit Distribution	348,540	249,795	249,795	51,500	20.62%
Local Option Sales Tax	10,624,120	10,669,348	10,669,348	6,339,652	59.42%
Electricity Sales Tax	2,722,288	2,793,635	2,793,635	1,470,854	52.65%
Telecom Sales Tax	173,341	220,000	220,000	90,330	41.06%
Cable Sales Tax	183,387	173,696	173,696	88,729	51.08%
Nat Gas Sales Tax	202,098	167,325	167,325	129,591	77.45%
Total Unrestricted Intergovernmental	\$ 14,394,078	\$ 14,427,815	\$ 14,427,815	\$ 8,170,656	56.63%
Restricted Intergovernmental					
Reimbursements FEMA	\$ -	\$ -	\$ -	\$ 18,181	NA
FEMA Covid-19 Claim	-	-	-	-	NA
CARES Funds	-	-	-	-	NA
Federal Grants Police Dept	201	-	25,459	-	0.00%
Police Grant 2020-DJ-BX-0266	16,553	-	-	-	NA
Federal Grants Fire Dept	-	-	-	-	NA
State Grants Econ Dev	-	-	-	-	NA
DEA Funds - Local	-	-	-	-	NA
DEA Funds - State	15,416	-	-	6,678	NA
Powell Bill State Allocation	1,051,654	1,039,002	1,039,002	1,040,393	100.13%
NCDPS Mutual Aid Assist	50,711	-	-	-	NA
Local Grants Planning	-	-	-	-	NA
Interlocal Agreement / Finance	-	-	-	8,730	NA
Interlocal Agreement Fire	40,000	-	40,000	40,000	100.00%
Interlocal Agreement SRO	397,381	333,650	333,650	263,199	78.88%
Interlocal Agreement SPCC LEO	137,701	134,220	134,220	128,150	95.48%
Interlocal Agreement ABC LEO	81,377	79,700	79,700	70,270	88.17%
One NC Econ Dev Grant	-	-	-	-	NA
Rural Econ Dev Center	-	-	-	-	NA
NCRPA New Initiative Grant	1,000	-	-	-	NA
Reimbursements FEMA	-	-	-	-	NA
CARES Funds	864	-	-	-	NA
OAA-Senior Center Grant	500	-	-	500	NA
USTA Grant (Tennis Assoc)	2,000	-	-	306	NA
Total Restricted Intergovernmental	\$ 1,795,357	\$ 1,586,572	\$ 1,652,031	\$ 1,576,407	95.42%
Permits and Fees					
Erosion-Sed Ctrl Permits	\$ 142,025	\$ 72,708	\$ 72,708	\$ 120,465	165.68%
Erosion-Sed Ctrl Cvl Citations	-	-	-	20,800	NA
Erosion-Sed Ctrl Inspectn Fees	-	-	-	-	NA
Construction Re-inspection Fee	500	2,000	2,000	-	0.00%
P&Z Permit Fees	42,930	35,000	35,000	48,205	137.73%
P&Z Action Fees	78,305	61,483	61,483	66,781	108.62%
P&Z Board of Adjustment Fees	3,500	3,137	3,137	3,600	114.76%
P&Z Historic District Fees	2,400	2,275	2,275	1,375	60.44%
P&Z Publication Fees	-	-	-	10	NA
P&Z Other	1,000	702	702	1,080	153.85%
P&Z Civil Citations	-	1,400	1,400	1,050	75.00%
P&Z Technology Fee	43,280	16,846	16,846	11,077	65.75%
P&Z Small Cell Wireless	-	-	-	-	NA
Police Court Fees	13,350	11,000	11,000	9,287	84.43%
Police Parking	15,600	14,550	14,550	4,410	30.31%
Police Parking Tkt Late Fees	4,515	4,096	4,096	1,825	44.56%
Police Precious Metals Permit	1,122	1,122	1,122	758	67.56%
Police Firing Range Fees	1,300	2,025	2,025	1,700	83.95%
Police Pawnbroker's License	1,080	1,080	1,080	-	0.00%

CITY OF MONROE BUDGET GENERAL FUND REVENUES					
Revenue Sources	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2,023	% Realized
Utility Misc Charge	413,357	400,000	400,000	340,770	85.19%
NSF Fees	9,284	9,780	9,780	15,920	162.78%
Building Permit Fees	-	-	-	-	NA
Bldg Interlocal Reimb Fees	-	-	-	-	NA
Bldg Homeowner Recovery Fund	749	-	-	942	NA
Code Enf Civil Citations	24,085	12,481	12,481	16,488	132.11%
Bldg Publication Fees	-	-	-	-	NA
Code Enforce Abatements	28,386	25,000	25,000	38,918	155.67%
PROP Application Fee	-	-	-	-	NA
PROP Civil Citations	-	-	-	-	NA
Technology Fee	160,293	50,000	50,000	91,628	183.26%
Inspections-Building	487,750	248,068	248,068	300,911	121.30%
Inspections-Electrical	385,281	140,000	140,000	222,630	159.02%
Inspections-Mechanical	350,414	120,000	120,000	189,855	158.21%
Inspections-Plumbing	316,860	100,000	100,000	173,186	173.19%
Inspections-Other	39,663	20,000	20,000	36,130	180.65%
Plan Review	-	2,500	2,500	2,550	102.00%
Small Cell Wireless	-	-	-	-	NA
Fire Dept Inspection Fees	76,800	43,055	43,055	42,406	98.49%
Fire Dept Plan Review	17,334	19,000	19,000	14,897	78.40%
Total Permits and Fees	\$ 2,661,164	\$ 1,419,308	\$ 1,419,308	1,779,653	125.39%
Sales and Services					
Cemetery Plot Sales	\$ 30,275	\$ 33,003	\$ 33,003	20,350	61.66%
Grave Openings	38,050	39,750	39,750	27,200	68.43%
Recording Fees	1,050	1,225	1,225	780	63.67%
Cremorial Niche	-	250	250	-	0.00%
Sale of Land	-	-	-	-	NA
Sale of Fixed Assets	235,959	118,630	118,630	115,892	97.69%
Rent Misc Buildings	5	-	-	5	NA
Rent Old City Hall	15,000	-	-	10,500	NA
Street Signs	-	2,000	2,000	-	0.00%
Monroe History Books	-	-	-	-	NA
Resident Address Plates	157	167	167	273	163.21%
Misc Sales Other	11,309	9,080	9,080	7,052	77.67%
Merchandise for Sale	2,800	2,300	2,300	400	17.39%
Ceramics Winchester	352	500	500	30	6.00%
Ceramics Senior Center	1,516	2,700	2,700	1,981	73.38%
Pottery Senior Center	390	500	500	354	70.78%
Computer Senior Center	-	500	500	-	0.00%
Youth Basketball	10,331	9,500	9,500	13,180	138.73%
Adult Softball	900	1,200	1,200	-	0.00%
Adult Basketball	-	1,000	1,000	-	0.00%
Youth Baseball	4,556	3,400	3,400	4,190	123.24%
Youth Softball	(15)	500	500	1,685	337.00%
Youth Tackle Football	-	-	-	-	NA
Youth Flag Football	4,576	1,500	1,500	295	19.67%
Adult Flag Football	-	-	-	-	NA
Pickleball	1,299	550	550	835	151.82%
Youth Kickball	-	-	-	-	NA
Adult Dodgeball	-	-	-	-	NA
Camps & Clinics	390	1,000	1,000	793	79.32%
Youth Soccer	6,064	6,500	6,500	7,633	117.43%
Track Program	2,525	3,500	3,500	2,140	61.14%
Bocce	-	350	350	-	0.00%
Cornhole	-	240	240	-	0.00%
Adult Trips	12,842	20,000	20,000	4,466	22.33%
Yearly Facility Maint Fee	11,515	30,000	30,000	4,020	13.40%
Instructional Programs	-	1,200	1,200	707	58.92%
Special Event Fees	3,250	4,000	4,000	5,728	143.20%
After School	152,665	150,000	150,000	130,054	86.70%
Swimming Lessons	-	-	-	-	NA
Winchester Pool Fees	1,392	1,900	1,900	538	28.30%
Daily Fees	2,557	3,000	3,000	2,312	77.07%
Rental Discounts	-	-	-	-	NA
Rent Dickerson Ctr	2,518	1,400	1,400	1,488	106.25%
Rent Senior Center	-	13,500	13,500	-	0.00%
Rent Sutton Park	4,250	4,500	4,500	7,245	161.00%
Rent Shute Center	3,876	4,500	4,500	3,649	81.08%
Rent Winchester Center	1,370	1,300	1,300	2,290	176.15%

CITY OF MONROE BUDGET GENERAL FUND REVENUES					
Revenue Sources	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2,023	% Realized
Rent Parks	2,695	6,000	6,000	5,708	95.13%
Rent Parks Williams Athl Cmplx	14,841	23,450	23,450	7,260	30.96%
Rent Youth Soccer Complex	-	-	-	-	NA
Rent Old Armory	10,742	11,900	11,900	9,576	80.47%
Rent Baseball Fields	360	2,000	2,000	1,425	71.25%
Carowinds Tickets	-	7,000	7,000	1,900	27.14%
Misc Sales Other	-	-	-	-	NA
Total Sales and Services	\$ 593,339	\$ 526,695	\$ 526,695	404,009	76.71%
Investment Earnings					
Investment Earnings	\$ 891,046	\$ 400,000	\$ 741,781	1,410,039	190.09%
Interest Earned Trustee	78	-	-	1,574	NA
Total Investment Earnings	\$ 891,124	\$ 400,000	\$ 741,781	1,411,613	190.30%
Miscellaneous					
Federal Bureau of Invest.	\$ -	\$ -	\$ -	-	NA
Reimb US Mashal Srv	16,122	-	-	14,186	NA
Reimb DEA/OT Justice Dept	9,725	-	-	2,520	NA
Third Party	-	-	-	-	NA
Miscellaneous Reimbursements	5,682	34,803	34,803	1,665	4.78%
Hazmat Materials-Fire	-	-	-	-	NA
Occupancy Tax Collections	17,409	18,510	18,510	15,107	81.61%
Police Private	-	-	-	-	NA
Police Explorers	500	-	250	-	0.00%
Fire Donations/Sponsorships	825	-	-	4,000	NA
Fire Youth Group	-	-	-	-	NA
Fire Fighter Camp	1,280	-	4,500	4,500	100.00%
Donations Air Show	148,851	190,000	190,000	213,714	112.48%
PILT Monroe Housing Auth	37,497	21,200	21,200	15,272	72.04%
Miscellaneous Other	2,890	72,525	72,525	1,475	2.03%
Cash Discounts	-	-	-	-	NA
Purchasing Rebate	18,426	20,000	20,000	21,704	108.52%
Misc St. James Assoc	6,326	6,325	6,325	6,326	100.01%
Highway 74 Upkeep	9,412	11,734	11,734	-	0.00%
Miscellaneous Reimbursements	-	-	-	-	NA
P&R Donations/Sponsorships	4,105	8,000	23,593	15,593	66.09%
Dedications / Bench and Trees	-	-	-	-	NA
Miscellaneous Other	-	-	-	-	NA
Cash Discounts	-	-	-	-	NA
Total Miscellaneous	\$ 279,050	\$ 383,097	\$ 403,440	316,061	78.34%
Other Financing Sources					
Transfers from other funds					
TF From Downtown Monroe	\$ -	\$ -	\$ -	-	NA
Transfer From MUCED	-	-	-	466,345	NA
TF From ARPA	4,976,860	-	4,288,872	4,335,371	101.08%
TF From Gov Capital Project	71,295	-	5,102,780	5,102,766	100.00%
TF From Electric Fund	444,696	450,000	450,000	419,309	93.18%
TF From Natural Gas	168,240	174,000	174,000	175,207	100.69%
TF From Airport	-	-	571	571	100.03%
TF From Airport Capital Proj	-	-	-	-	NA
TF from Prop & Liab	18,936	-	-	-	NA
TF From General Fund	3,773,495	3,729,591	3,761,281	3,139,683	83.47%
Sub Total Transfers from Other Funds	\$ 9,453,521	\$ 4,353,591	\$ 13,777,504	13,639,252	578.46%
Proceeds Limited Obligation Bd	\$ 254,589	\$ -	\$ -	-	NA
Proceeds Installment Purchase	-	825,000	825,000	-	0.00%
Appropriation Of Fund Bal	-	3,951,705	4,883,590	-	0.00%
Appropriation Of Fund Bal	-	-	23,901	-	0.00%
Oth Fin Inception of Lease	-	-	-	-	NA
Oth Fin Inception of Lease	-	-	-	-	NA
Advance From Electric Fund	-	-	-	-	NA
Total Other Financing Sources	\$ 9,708,110	\$ 9,130,296	\$ 19,509,995	13,639,252	69.91%
Total General Fund Revenues	\$ 55,838,343	\$ 53,604,910	\$ 64,412,192	53,482,667	83.03%

Notes:

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

CITY OF MONROE BUDGET GENERAL FUND EXPENDITURES					
Function/Activity	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
General Government					
Legislative					
Legislative - City Council	\$ 322,564	\$ 319,381	\$ 333,381	\$ 214,286	64.28%
Special Appropriations (Outside Agencies-1015)	358,790	310,150	319,672	204,768	64.06%
Planning Board (1022)	6,005	10,920	11,920	2,424	20.34%
Board of Adjustments (1023)	1,458	3,755	3,955	1,720	43.49%
Airport Commission (1025)	1,615	4,306	4,306	1,077	25.00%
Historic District Commission (1027)	3,865	8,960	8,960	2,026	22.61%
Downtown Monroe Board (1028)	727	3,768	3,768	-	0.00%
Sub Total Legislative	\$ 695,023	\$ 661,240	\$ 685,962	\$ 426,301	62.15%
Administration					
City Manager	\$ 1,089,641	\$ 1,160,333	\$ 1,197,073	\$ 801,367	66.94%
City Attorney	797,082	458,784	459,784	436,726	94.98%
Economic Development	1,071,106	1,325,424	1,820,424	521,644	28.66%
Public Information	336,368	373,410	373,410	334,846	89.67%
Sub Total Administration	\$ 3,294,197	\$ 3,317,951	\$ 3,850,691	\$ 2,094,583	54.39%
Facilities Maintenance					
Facilities Maintenance	\$ 1,323,654	\$ 1,827,529	\$ 1,962,792	\$ 1,161,347	59.17%
Sub Total Facilities Maintenance	\$ 1,323,654	\$ 1,827,529	\$ 1,962,792	\$ 1,161,347	59.17%
Finance					
Accounting	\$ 591,517	611,346	606,146	503,029	82.99%
Finance Administration	412,943	629,500	671,671	377,662	56.23%
Billing	846,436	897,896	907,891	640,195	70.51%
Payment Center	537,118	585,791	585,791	451,588	77.09%
Customer Service	522,029	591,549	595,696	442,401	74.27%
Purchasing	204,623	277,705	281,465	209,865	74.56%
Fleet (Garage)	336,225	377,188	377,188	236,409	62.68%
Warehouse	309,291	376,746	377,241	227,259	60.24%
Sub Total Finance	\$ 3,760,183	\$ 4,347,721	\$ 4,403,089	\$ 3,088,407	70.14%
Human Resources					
Human Resources	\$ 656,360	\$ 867,884	\$ 884,387	\$ 606,862	68.62%
Safety & Health	158,416	197,738	197,738	158,644	80.23%
Sub Total Human Resources	\$ 814,777	\$ 1,065,622	\$ 1,082,125	\$ 765,506	70.74%
Engineering					
Engineering	\$ 966,769	\$ 1,150,213	\$ 1,150,213	\$ 934,550	81.25%
Sub Total Engineering	\$ 966,769	\$ 1,150,213	\$ 1,150,213	\$ 934,550	81.25%
Planning and Development					
Planning	\$ 946,761	\$ 1,034,380	\$ 1,035,460	\$ 786,768	75.98%
Community Redevelopment	243,795	282,382	345,042	123,658	35.84%
Community Maintenance	-	131,829	131,829	101,249	76.80%
Sub Total Planning and Development	\$ 1,190,556	\$ 1,448,591	\$ 1,512,331	\$ 1,011,675	66.90%
Information Technology					
Information Technology	\$ 1,478,399	\$ 1,435,114	\$ 1,603,937	\$ 993,186	61.92%
GIS	134,997	232,650	246,200	90,554	36.78%
Sub Total Information Technology	\$ 1,613,395	\$ 1,667,764	\$ 1,850,137	\$ 1,083,741	58.58%
Total General Government	\$ 13,658,553	\$ 15,486,631	\$ 16,497,339	\$ 10,566,109	64.05%
Transportation					
Engineering					
Street Dept	\$ 1,965,876	\$ 3,753,067	\$ 5,586,767	\$ 1,805,606	32.32%
Powell Bill	365,356	947,760	1,714,693	231,644	13.51%
Sub Total Engineering	\$ 2,331,232	\$ 4,700,827	\$ 7,301,460	\$ 2,037,250	27.90%
Total Transportation	\$ 2,331,232	\$ 4,700,827	\$ 7,301,460	\$ 2,037,250	27.90%
Public Safety					
Building Standards					
Code Enforcement	\$ 291,961	\$ 578,673	\$ 581,723	\$ 463,966	79.76%
Building Standards	678,477	947,442	974,148	727,752	74.71%
Sub Total Building Standards	\$ 970,438	\$ 1,526,115	\$ 1,555,871	\$ 1,191,718	76.59%
Police	\$ 11,941,624	\$ 14,130,268	\$ 15,290,739	\$ 11,410,857	74.63%
Fire	9,449,356	11,773,783	12,449,859	9,240,228	74.22%
Total Public Safety	\$ 22,361,418	\$ 27,430,166	\$ 29,296,469	\$ 21,842,803	74.56%

CITY OF MONROE BUDGET GENERAL FUND EXPENDITURES					
Function/Activity	Actual 2022	Original Budget 2023	Final Budget 2023	YTD Actual 2023	% Realized
Cultural and Recreational					
Administration	\$ 272,260	\$ 255,569	\$ 253,769	\$ 195,186	76.91%
Recreation	1,458,533	1,814,030	1,843,044	1,276,031	69.23%
Parks Maintenance	1,540,557	1,648,408	1,692,378	1,136,181	67.14%
Total Cultural and Recreational	\$ 3,271,350	\$ 3,718,007	\$ 3,789,191	\$ 2,607,398	68.81%
Sub Total Expenditures	\$ 41,622,553	\$ 51,335,631	\$ 56,884,459	\$ 37,053,561	65.14%
Reimbursements from Other Funds					
Administration	\$ (3,038,618)	\$ (3,698,433)	\$ (3,698,433)	\$ (3,082,028)	83.33%
Utility Billing	(863,129)	(948,379)	(948,379)	(790,316)	83.33%
Customer Service/Collections	(1,067,569)	(1,152,961)	(1,152,961)	(960,801)	83.33%
Engineering	(372,428)	(362,368)	(362,368)	(301,973)	83.33%
Street	(663,466)	(373,955)	(373,955)	(639,638)	171.05%
Administrative Services (Purchasing)	(116,314)	(122,403)	(122,403)	(102,003)	83.33%
Fleet (Garage)	(181,279)	(275,233)	(275,233)	(44,920)	16.32%
Warehouse	(437,779)	(471,882)	(471,882)	(393,235)	83.33%
Parks Maintenance	(15,314)	(15,521)	(15,521)	(12,934)	83.33%
Facilities Maintenance	(162,332)	(188,730)	(188,730)	(157,275)	83.33%
Manual Adjs Allocations	(289,952)	(350,367)	(350,367)	(291,972)	83.33%
Total Reimbursements from Other Funds	\$ (7,208,180)	\$ (7,960,232)	\$ (7,960,232)	\$ (6,777,094)	85.14%
Transfers Out to Other Funds⁽¹⁾					
Dowd Theatre	\$ 334,624	\$ 237,544	\$ 237,730	\$ 198,139	83.35%
Parks & Rec Fund	3,773,495	3,729,591	3,761,281	3,139,683	83.47%
Golf Course	8,213	194,327	199,471	167,083	83.76%
Downtown Monroe	(80,177)	210,863	216,708	181,564	83.78%
Monroe-Union Co Econ Dev	318,000	318,000	-	466,345	NA
Capital Projects General Gov	12,994,183	1,555,564	7,000,390	7,002,297	100.03%
Capital Projects P&R	-	-	-	-	NA
Airport	1,080,615	1,251,526	1,289,851	1,081,263	83.83%
Airport - Capital Projects	43,976	-	-	-	NA
Govn Capital Reserve	-	-	-	-	NA
SIF - Property Casualty	-	-	50,000	50,000	100.00%
Transfers Out to Other Funds	\$ 18,472,930	\$ 7,497,415	\$ 12,755,431	\$ 12,286,375	96.32%
Debt Service					
General Fund	\$ 2,402,390	\$ 2,240,182	\$ 2,240,620	\$ 1,635,447	72.99%
Parks & Recreation Fund	484,400	491,914	491,914	371,505	75.52%
Total Debt Service	\$ 2,886,790	\$ 2,732,096	\$ 2,732,534	\$ 2,006,952	73.45%
Unreserved					
General Fund	\$ -	\$ -	\$ -	\$ -	NA
Parks & Recreation Fund	-	-	-	-	NA
Golf Course Fund	-	-	-	-	NA
Total Unreserved	\$ -	\$ -	\$ -	\$ -	NA
Total General Fund Expenditures	\$ 55,774,092	\$ 53,604,910	\$ 64,412,192	\$ 44,569,793	69.19%

NOTES:

⁽¹⁾ General Fund Debt Service :

15 Fire Station # 4
17 Three Fire Trucks
17 ATI Specialty Materials
18 Fire Trucks
18 LOBs (demolition/paving)
19 Fire Truck
20 ERP System (Munis)
20 Fire BlazeUnit
21 LOBs New Police Department Building

	2023 Payment	Prin. Bal. @ 6/30/2022	Payoff Yr
\$ 460,790	\$ 1,100,000		2025
200,240	940,000		2027
87,649	687,566		2031
189,222	1,025,000		2028
49,778	493,425		2039
73,659	462,000		2029
128,606	1,853,000		2030
94,877	697,000		2030
920,226	9,638,200		2041
\$ 2,205,047	\$ 16,896,191		
Parks & Recreation Fund Debt Service :			
09 Facilities Construction-32 (Winchester Ctr/J Ray Shute Gym)	\$ 166,898	\$ 318,896	2024
21 LOBs (Senior Center) Estimate	320,974	3,361,800	2041
\$ 487,872	\$ 3,680,696		

CITY OF MONROE BUDGET POLICE ASSET FORFEITURE FUND					
Sources and Uses of Funds	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 366,366	\$ 445,366	\$ 445,366	\$ 445,366	NA
Restricted Revenues					
DEA Funds - Justice Dept	\$ 174,339	\$ -	\$ -	\$ 139,576	NA
DEA Funds - Treasury Dept	-	-	-	-	NA
Investment Earnings	(1,145)	-	-	7,218	NA
Sub Total	\$ 173,194	\$ -	\$ -	\$ 146,794	NA
Other Financing Sources					
Appropriation Of Fund Bal	\$ -	\$ 213,000	\$ 449,515	\$ -	0.00%
Sub Total	\$ -	\$ 213,000	\$ 449,515	\$ -	0.00%
Annual Sources of Funds	\$ 173,194	\$ 213,000	\$ 449,515	\$ 146,794	32.66%
Total Sources of Funds	\$ 539,560	\$ 658,366	\$ 894,881	\$ 592,160	66.17%
<i>Uses of Funds</i>					
Expenditures					
US Justice Drugs	\$ 94,193	\$ 106,000	\$ 341,533	\$ 97,562	28.57%
US Treasury Drugs	-	107,000	107,982	21,250	19.68%
Sub Total	\$ 94,193	\$ 213,000	\$ 449,515	\$ 118,811	26.43%
Total Uses of Funds	\$ 94,193	\$ 213,000	\$ 449,515	\$ 118,811	26.43%
		-	-	-	
Ending Balance	\$ 445,366	\$ 445,366	\$ 445,366	\$ 473,349	

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

CITY OF MONROE BUDGET CHARLOTTE-MONROE EXECUTIVE AIRPORT FUND BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 9,177	\$ 35,590	\$ 35,590	\$ 35,590	NA
Revenues					
Restricted Intergovernmental	\$ 82,000	\$ -	\$ -	\$ -	NA
Sales and Services	2,869,122	2,636,210	2,636,210	2,528,970	95.93%
Investment Earnings	8	-	-	77	NA
Miscellaneous ⁽¹⁾	125,513	134,342	134,342	(32)	-0.02%
Sub Total	\$ 3,076,642	\$ 2,770,552	\$ 2,770,552	\$ 2,529,015	91.28%
Other Financing Sources					
Transfer From Other Funds	\$ 1,080,615	\$ 1,251,526	\$ 1,289,851	\$ 1,081,263	83.83%
Proceeds From Revenue Bonds	-	-	-	-	NA
Proceeds From LT Debt / Installment Pur.	-	-	-	-	NA
Inception of Lease	-	-	-	-	NA
Sub Total	\$ 1,080,615	\$ 1,251,526	\$ 1,289,851	\$ 1,081,263	83.83%
Annual Sources of Funds	\$ 4,157,257	\$ 4,022,078	\$ 4,060,403	\$ 3,610,278	88.91%
Total Sources of Funds	\$ 4,166,434	\$ 4,057,668	\$ 4,095,993	\$ 3,645,868	89.01%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 682,047	\$ 817,016	\$ 817,016	\$ 565,539	69.22%
Capital	-	41,000	30,000	26,168	87.23%
Operating	2,069,739	1,785,513	1,835,069	1,532,811	83.53%
Customs	37,067	37,944	38,150	19,166	50.24%
Airport Debt Service	1,080,569	1,042,552	1,042,690	981,969	94.18%
Sub Total	\$ 3,869,422	\$ 3,724,025	\$ 3,762,925	\$ 3,125,653	83.06%
Reimbursements to other funds					
Cost Allocations	\$ 261,422	\$ 298,053	\$ 298,053	\$ 248,377	83.33%
Sub Total	\$ 261,422	\$ 298,053	\$ 298,053	\$ 248,377	83.33%
Other Financing Uses					
Other Financing Uses - Transfers to Other Funds	\$ -	\$ -	\$ -	\$ -	NA
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Total Uses of Funds	\$ 4,130,844	\$ 4,022,078	\$ 4,060,978	\$ 3,374,030	83.08%
Ending Balance	\$ 35,590	\$ 35,590	\$ 35,015	\$ 271,838	NA

Notes:

CITY OF MONROE BUDGET CHARLOTTE-MONROE EXECUTIVE AIRPORT FUND REVENUES					
Revenue Sources	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Restricted Revenues					
CARES Funds	\$ 82,000	\$ -	\$ -	\$ -	NA
Total Restricted Revenues	\$ 82,000	\$ -	\$ -	\$ -	NA
Sales and Services					
Merchandise for Sale	\$ 431	\$ 440	\$ 440	\$ 113	25.78%
Sale of Land	-	-	-	-	NA
Sale of Fixed Assets	-	-	-	-	NA
Rent Terminal Office Spac	-	-	-	-	NA
Land Lease	(1,470)	419	419	10,824	2583.27%
Flowage Fee	-	-	-	-	NA
Tie-down Lease	58,359	72,024	72,024	57,952	80.46%
Hangar Lease	295,801	291,097	291,097	306,050	105.14%
Office Lease	16,727	29,834	29,834	24,494	82.10%
T-hangar Lease	89,879	94,188	94,188	74,310	78.89%
Towing	2,400	4,800	4,800	1,800	37.50%
Pumping Fee	99,465	91,289	91,289	115,833	126.89%
Catering	-	451	451	-	0.00%
Overnight Tie-down/Hangar	15,116	14,180	14,180	25,590	180.47%
Charges for Service-Misc	16,650	6,349	6,349	13,752	216.61%
Maintenance Hangar Lease	-	42,390	42,390	11,940	28.17%
Operation Fees	7,774	276	276	15,948	5778.29%
Fuel Storage Fee	-	-	-	-	NA
Aircraft Ramp Fee	17,300	16,521	16,521	19,600	118.64%
Customs User Fees	4,200	3,150	3,150	6,825	216.67%
Customs Regulated Garbage	800	1,200	1,200	-	0.00%
Call Out Fee	1,500	2,364	2,364	1,700	71.91%
Aircraft Washes	-	-	-	10	NA
Ground Handling Fee	-	-	-	326	NA
Delinquent Penalty	931	500	500	2,321	464.21%
Account Reinstatement Fee	-	-	-	-	NA
Rental Commission	-	-	-	2,877	NA
Publications	1,588	2,163	2,163	1,277	59.03%
Pilot Supplies	218	1,757	1,757	153	8.73%
Oil Sales	4,802	2,389	2,389	2,632	110.17%
Aviation Fuel Sales	2,236,651	1,958,429	1,958,429	1,832,644	93.58%
Military Fuel Sales	-	-	-	-	NA
Misc Sales Other	-	-	-	-	NA
Total Sales and Services	\$ 2,869,122	\$ 2,636,210	\$ 2,636,210	\$ 2,528,970	95.93%
Investment Earnings					
Investment Earnings	\$ 0	\$ -	\$ -	\$ -	NA
Interest Earned Trustee	\$ 7	\$ -	\$ -	\$ 77	NA
Total Investment Earnings	\$ 8	\$ -	\$ -	\$ 77	NA
Miscellaneous					
Miscellaneous Reimbursements	\$ 170	\$ -	\$ -	\$ -	NA
Miscellaneous Other	-	-	-	-	NA
Cash Discounts	-	-	-	-	NA
Lease Revenue	122,597	128,210	128,210	-	0.00%
Lease Interest Income	2,745	6,132	6,132	(32)	-0.53%
Total Miscellaneous	\$ 125,513	\$ 134,342	\$ 134,342	\$ (32)	-0.02%
Other Financing Sources					
Transfers from other funds (to subsidize operations)					
TF From General Fund	\$ 1,080,615	\$ 1,251,526	\$ 1,289,851	\$ 1,081,263	83.83%
TF From Airport Capital Proj	-	-	-	-	NA
Sub Total Interfund Transfers	\$ 1,080,615	\$ 1,251,526	\$ 1,289,851	\$ 1,081,263	83.83%
Proceeds Revenue Bonds	\$ -	\$ -	\$ -	\$ -	NA
Proceeds Installment Purchase	-	-	-	-	NA
Appropriation Of Fund Bal	-	-	575	-	0.00%
Oth Fin Inception of Lease	-	-	-	-	NA
Total Other Financing Sources	\$ 1,080,615	\$ 1,251,526	\$ 1,290,426	\$ 1,081,263	83.79%
Total Airport Fund Revenues	\$ 4,157,257	\$ 4,022,078	\$ 4,060,978	\$ 3,610,278	88.90%

Notes:

CITY OF MONROE BUDGET CHARLOTTE-MONROE EXECUTIVE AIRPORT FUND EXPENDITURES					
Function/Activity	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Airport Operations					
Personnel					
Salary	\$ 411,635	\$ 515,681	\$ 515,681	\$ 377,593	73.22%
Overtime	7,099	17,795	17,795	8,618	48.43%
Car Allowance	-	-	-	-	NA
Social Security Taxes	30,489	34,061	34,061	28,206	82.81%
Life Insurance	672	629	629	722	114.75%
Employer Share Insurance	85,600	158,639	158,639	87,335	55.05%
Retirement	44,403	61,571	61,571	45,543	73.97%
401(k)	16,803	22,866	22,866	12,762	55.81%
Cell Phone Allowance	1,200	1,200	1,200	950	79.17%
Workers Compensation	2,146	4,574	4,574	3,811	83.33%
Temporary Labor	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
CARES Grant Personnel	82,000	-	-	-	NA
Total Personnel	\$ 682,047	\$ 817,016	\$ 817,016	\$ 565,539	69.22%
Capital					
Capitalized Motor Vehicles	\$ -	\$ -	\$ -	\$ -	NA
Capitalized Equipment	-	41,000	30,000	26,168	87.23%
Total Capital	\$ -	\$ 41,000	\$ 30,000	\$ 26,168	87.23%
Operating					
Bank Service Charges	\$ 53,101	\$ 44,000	\$ 44,000	\$ 39,744	90.33%
Financial Management	966	1,126	1,126	1,126	100.00%
Engineering Services	650	1,500	1,500	-	0.00%
Technical Contracted Services	11,400	14,060	40,010	12,402	31.00%
FEMA Covid Exp.	-	-	-	-	NA
Repairs & Maint Equipment	38,395	36,000	47,209	29,394	62.26%
Repairs & Maint Buildings	24,593	18,190	20,879	14,234	68.17%
Repairs & Maint Grounds	82,627	86,000	98,500	83,576	84.85%
Software License & Support	11,817	10,966	13,466	8,652	64.25%
Repairs & Maint Copiers	979	1,000	1,000	761	76.10%
Repairs & Maint ERP System AMA	7,555	7,933	7,933	7,916	99.78%
Equipment Rentals	-	-	-	-	NA
Vehicle Fuel	7,648	11,214	7,214	7,912	109.68%
Vehicle Maintenance	13,826	16,000	15,000	7,550	50.34%
Unemployment Insurance	-	410	410	293	71.41%
Wellness & Clinic Cost	4,360	4,283	4,283	3,569	83.32%
Property Damages	64,528	76,354	76,354	63,629	83.33%
Telecommunications	2,462	6,636	6,636	2,656	40.02%
Marketing & Promotions	9,677	10,000	5,200	4,598	88.42%
Uniforms and Shoes	4,549	7,000	4,700	4,349	92.53%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	7,123	5,965	5,965	6,015	100.83%
Customer Fuel Rebates	2,522	2,000	-	-	NA
Titan Customer Fuel Rewards	-	-	2,000	254	12.72%
General Supplies	9,027	14,000	11,500	7,308	63.55%
Postage	-	100	100	5	4.60%
Small Equipment	73	4,960	13,268	1,931	14.56%
PC's Peripherals	1,002	1,040	1,540	1,455	94.48%
Utilities	115,576	117,249	117,249	97,456	83.12%
Items for Resale Merchandise	3,513	7,500	7,000	2,845	40.64%
Items for Resale Av Gas	1,585,061	1,272,979	1,272,979	1,114,546	87.55%
Items for Resale Oil	3,279	2,500	2,500	3,402	136.07%
Items for Resale Catering	-	1,000	1,000	-	0.00%
Organizational Dues	1,041	1,033	1,033	1,109	107.36%
Subscriptions & Publications	317	1,165	1,165	126	10.82%
Bad Debt Expense	61	-	-	1,229	NA
Other Operating Expense	2,009	1,350	2,350	2,772	117.95%
Special Events	-	-	-	-	NA
Over/Short Fuel Inventory	-	-	-	-	NA
Total Operating	\$ 2,069,739	\$ 1,785,513	\$ 1,835,069	\$ 1,532,811	83.53%

CITY OF MONROE BUDGET CHARLOTTE-MONROE EXECUTIVE AIRPORT FUND EXPENDITURES					
Function/Activity	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Reimbursements to other funds					
Allocations Administration	\$ 190,200	\$ 213,454	\$ 213,454	\$ 177,878	83.33%
Allocations Utility Billing	15,872	18,133	18,133	15,111	83.33%
Allocations Cust Srv/Pmt Ctr	14,108	14,566	14,566	12,138	83.33%
Allocations Engineering	-	-	-	-	NA
Allocations Purchasing	4,480	4,751	4,751	3,959	83.33%
Allocations Fleet	10,908	11,589	11,589	9,658	83.33%
Allocations Parks Maint	-	-	-	-	NA
Allocations Facilities Maint	22,051	25,702	25,702	21,418	83.33%
Allocations Manual Adjs	3,803	9,858	9,858	8,215	83.33%
Total Reimbursements to other funds	\$ 261,422	\$ 298,053	\$ 298,053	\$ 248,377	83.33%
Total Operations	\$ 3,013,208	\$ 2,941,582	\$ 2,980,138	\$ 2,372,896	79.62%
Customs Service	\$ 2,714	\$ 2,730	\$ 2,730	\$ 7,347	269.12%
Technical Contracted Services	-	2,546	2,546	-	0.00%
Cleaning Srv Waste Disposal	1,061	4,800	4,800	-	0.00%
Repairs & Maint Equipment	3,685	2,000	2,000	-	0.00%
Repairs & Maint Buildings	3,044	3,674	3,880	1,440	37.12%
Software License & Support	-	-	-	-	NA
Property Damages	2,767	1,704	1,704	1,695	99.48%
Telecommunications	17,011	10,307	10,307	2,929	28.42%
Training and Travel Exp	-	2,000	2,000	-	0.00%
General Supplies	-	-	-	-	NA
Small Equipment	-	1,000	1,000	-	0.00%
PC's Peripherals	-	-	-	-	NA
Utilities	6,784	7,183	7,183	5,754	80.11%
Other Operating Expense	-	-	-	-	NA
Total Customs Service	\$ 37,067	\$ 37,944	\$ 38,150	\$ 19,166	50.24%
Airport Debt Service⁽¹⁾⁽²⁾					
Installment Principal	\$ 6,796	\$ 47,644	\$ 47,644	\$ -	0.00%
Installment Interest	21,813	20,730	20,730	494	2.38%
Bonds Principal	900,840	883,300	883,300	883,300	100.00%
Bonds Interest	141,390	82,326	82,326	89,989	109.31%
Bonds Admin Fees	3,245	3,245	3,383	3,245	95.92%
Debt Issuance Cost	-	-	-	-	NA
Bonds Pmt Escrow Agent	-	-	-	-	NA
Bonds Yrly Monitoring Fee	4,348	3,331	3,331	3,469	104.14%
Capital Leases Principal	1,723	1,836	1,836	1,351	73.57%
Capital Leases Interest	413	140	140	121	86.15%
Total Debt Service	\$ 1,080,569	\$ 1,042,552	\$ 1,042,690	\$ 981,969	94.18%
Transfers to Other Funds					
TF To General Fund	\$ -	\$ -	\$ -	\$ -	NA
TF To Gov Capital Project	-	-	-	-	NA
Total Transfers out to Other Funds	\$ -	\$ -	\$ -	\$ -	NA
Total Airport Fund Expenditures	\$ 4,130,844	\$ 4,022,078	\$ 4,060,978	\$ 3,374,030	83.08%

NOTES:

⁽¹⁾ Airport Debt Service :

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

2023	Balance	Payoff Yr
\$ 60,265	\$ 688,243	2036
140,629	1,858,940	2043
8,107	59,403	2030
877,288	5,140,000	2028
\$ 1,086,289	\$ 7,746,586	

⁽²⁾ Governmental accounting standards (GASB 87) require the City to to recognize leases as a part of its debt service.

Charlotte Monroe Airport
10 Year History of Taxable Assets

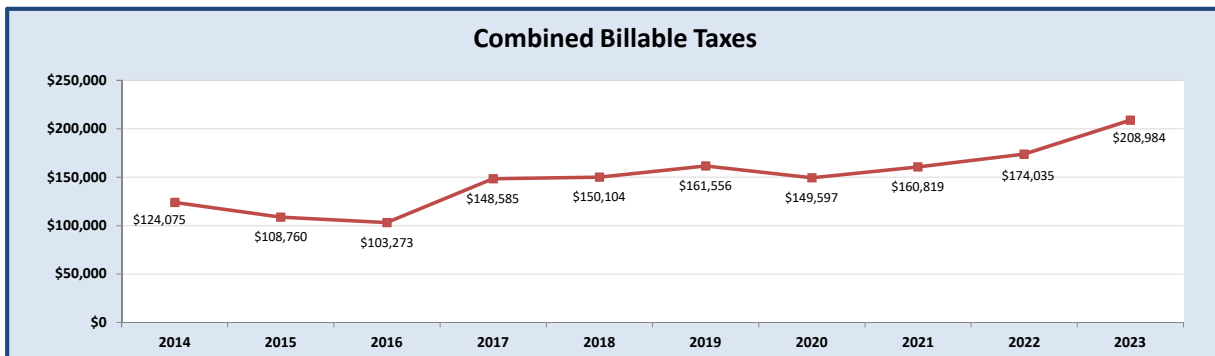
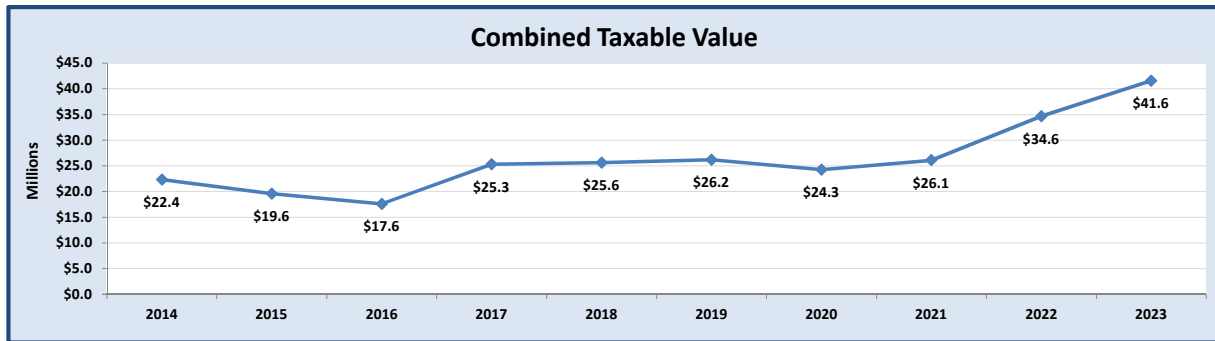
Value as of January 1	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
for tax collection Fiscal Year	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Airplanes #	103	102	82	83	115	107	99	110	112	116
(As of November Value	\$ 21,669,130	\$ 18,909,731	\$ 17,007,969	\$ 24,736,391	\$ 24,995,479	\$ 25,607,498	\$ 23,666,954	\$ 25,487,933	\$ 34,126,927	\$ 41,081,942
Tax Rate ⁽¹⁾	0.555	0.555	0.586	0.586	0.5863	0.6163	0.6163	0.6163	0.5025	0.5025
Taxes	\$ 120,264	\$ 104,949	\$ 99,718	\$ 145,029	\$ 146,548	\$ 157,819	\$ 145,859	\$ 157,082	\$ 171,488	\$ 206,437
Average Value/Planes	\$ 210,380	\$ 185,390	\$ 207,414	\$ 298,029	\$ 217,352	\$ 239,322	\$ 239,060	\$ 231,708	\$ 304,705	\$ 354,155
Hangers #	3	3	3	3	3	3	3	3	3	3
Sq.Ft.	19,674	19,674	19,044	19,044	19,044	19,044	19,044	19,044	19,044	19,044
Value	\$ 686,700	\$ 686,700	\$ 606,400	\$ 606,400	\$ 606,400	\$ 606,400	\$ 606,400	\$ 606,400	\$ 506,900	\$ 506,900
Tax Rate ⁽¹⁾	0.555	0.555	0.586	0.586	0.5863	0.6163	0.6163	0.6163	0.5025	0.5025
Taxes	\$ 3,811	\$ 3,811	\$ 3,555	\$ 3,555	\$ 3,555	\$ 3,737	\$ 3,737	\$ 3,737	\$ 2,547	\$ 2,547
Avg Value SF	\$ 34.90	\$ 34.90	\$ 31.84	\$ 31.84	\$ 31.84	\$ 31.84	\$ 31.84	\$ 31.84	\$ 26.62	\$ 26.62
Combined Taxable Value	\$ 22,355,830	\$ 19,596,431	\$ 17,614,369	\$ 25,342,791	\$ 25,601,879	\$ 26,213,898	\$ 24,273,354	\$ 26,094,333	\$ 34,633,827	\$ 41,588,842
Combined Billable Taxes	\$ 124,075	\$ 108,760	\$ 103,273	\$ 148,585	\$ 150,104	\$ 161,556	\$ 149,597	\$ 160,819	\$ 174,035	\$ 208,984

Notes:

⁽¹⁾ A revenue neutral tax rate (0.5025) was adopted in FY22.

⁽²⁾ FY22 fuel rates increased with the market avg rate; expecting FY23 fuel revenues and expenditures to level out

	FY22 Actual	FY23 Budget	Change
Operating Revenues ⁽²⁾	\$ 2,994,642	\$ 2,770,552	\$ (224,090)
Operating Expenditures ⁽²⁾	3,050,275	2,988,288	(61,987)
Net Operating Revenue / (Deficit)	\$ (55,633)	\$ (217,736)	\$ (162,103)
Combined Billable Taxes	\$ 174,035	\$ 208,984	\$ 34,949
Net Revenue / (Deficit)	\$ 118,402	\$ (8,752)	\$ (127,154)
Annual Debt Service	\$ 1,080,569	\$ 1,042,552	\$ (38,017)



CITY OF MONROE BUDGET MONROE AQUATIC & FITNESS CENTER BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 2,100,528	\$ 1,982,398	\$ 1,982,398	\$ 1,982,398	NA
Revenues					
Sales and Services	\$ 2,965,341	\$ 3,036,490	\$ 3,036,490	\$ 2,898,810	95.47%
Investment Earnings ⁽¹⁾	(6,010)	6,056	6,056	30,418	502.28%
Miscellaneous	-	-	-	-	NA
Inception of Lease	-	-	-	-	NA
Installment Purchase Cont	-	-	-	-	NA
Total Revenues	\$ 2,959,331	\$ 3,042,546	\$ 3,042,546	\$ 2,929,228	96.28%
Annual Sources of Funds	\$ 2,959,331	\$ 3,042,546	\$ 3,042,546	\$ 2,929,228	96.28%
Total Sources of Funds	\$ 5,059,859	\$ 5,024,944	\$ 5,024,944	\$ 4,911,627	97.74%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 1,832,719	\$ 2,168,530	\$ 2,168,530	\$ 1,578,240	72.78%
Capital	62,554	222,345	257,068	71,678	27.88%
Operating	899,554	1,078,936	1,105,528	810,548	73.32%
Debt Service	16,431	16,369	16,369	5,288	32.31%
Sub Total	\$ 2,811,258	\$ 3,486,180	\$ 3,547,495	\$ 2,465,754	69.51%
Reimbursements to other funds					
Cost Allocations	\$ 266,203	\$ 427,371	\$ 427,371	\$ 356,142	83.33%
Sub Total	\$ 266,203	\$ 427,371	\$ 427,371	\$ 356,142	83.33%
Transfer out to other funds					
Transfer out to other funds	\$ -	\$ -	\$ -	\$ -	NA
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Total Uses of Funds	\$ 3,077,461	\$ 3,913,551	\$ 3,974,866	\$ 2,821,897	70.99%
Ending Balance	\$ 1,982,398	\$ 1,111,393	\$ 1,050,078	\$ 2,089,730	

Notes:

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

CITY OF MONROE BUDGET MONROE AQUATIC & FITNESS CENTER REVENUES					
Revenue Sources	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Sales and Services					
Merchandise for Sale	\$ 821	\$ 800	\$ 800	\$ 1,286	160.72%
Vending Machines	6,294	6,000	6,000	3,994	66.57%
Commission MAFC Pro Shop	413	-	-	1,736	NA
Adult Trips	1,256	15,000	15,000	-	0.00%
Swimming Lessons	34,648	19,000	19,000	36,702	193.17%
Day Camp	111,607	55,000	55,000	45,480	82.69%
Nursery Fees	-	-	-	-	NA
Guest Fees	54,164	65,000	65,000	41,562	63.94%
Joining Fees	57,060	35,000	35,000	45,604	130.30%
Monthly Dues	2,581,190	2,750,000	2,750,000	2,587,222	94.08%
Special Programs	7,673	6,500	6,500	7,939	122.14%
Juice/Health Bar	76,254	55,000	55,000	91,881	167.06%
Membership Chgs Fee	3,357	4,000	4,000	3,705	92.63%
Membership Freeze Fee	5,550	6,500	6,500	6,871	105.71%
Sale of Fixed Assets	-	3,790	3,790	-	0.00%
Rent Aquatic Ctr-Facility	20,677	12,500	12,500	22,827	182.62%
Rent Aquatic Center-Pool	4,376	2,400	2,400	2,000	83.33%
Total Sales and Services	\$ 2,965,341	\$ 3,036,490	\$ 3,036,490	\$ 2,898,810	95.47%
Investment Earnings					
Investment Earnings	\$ (6,010)	\$ 6,056	\$ 6,056	\$ 30,418	502.28%
Total Investment Earnings	\$ (6,010)	\$ 6,056	\$ 6,056	\$ 30,418	502.28%
Miscellaneous					
Third Party	\$ -	\$ -	\$ -	\$ -	NA
Miscellaneous Other	-	-	-	-	NA
Cash Discounts	-	-	-	-	NA
Total Miscellaneous	\$ -	\$ -	\$ -	\$ -	NA
Other Financing Sources					
TF From Aquatics Ctr Cap Proj	\$ -	\$ -	\$ -	\$ -	NA
TF From Natural Gas	-	-	-	-	NA
Proceeds Installment Purchase	-	-	-	-	NA
Appropriation Of Fund Bal	-	871,005	932,320	-	0.00%
Oth Fin Inception of Lease	-	-	-	-	NA
Total Other Financing Sources	\$ -	\$ 871,005	\$ 932,320	\$ -	0.00%
Total MAFC Fund Revenues	\$ 2,959,331	\$ 3,913,551	\$ 3,974,866	\$ 2,929,228	73.69%

CITY OF MONROE BUDGET MONROE AQUATIC & FITNESS CENTER EXPENDITURES					
Function/Activity	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
MAFC Operations					
Personnel					
Salary	\$ 1,404,180	\$ 1,711,043	\$ 1,711,043	\$ 1,193,571	69.76%
Overtime	2,313	6,681	6,681	5,708	85.44%
Social Security Taxes	108,788	59,690	59,690	92,890	155.62%
Life Insurance	1,112	1,090	1,090	1,250	114.66%
Employer Share Insurance	188,329	205,173	205,173	133,984	65.30%
Retirement	76,129	102,183	102,183	80,286	78.57%
401(k)	29,734	39,633	39,633	27,904	70.41%
Cell Phone Allowance	3,300	3,000	3,000	2,100	70.00%
Workers Compensation	4,873	10,037	10,037	8,364	83.33%
Temporary Labor	13,962	30,000	30,000	32,183	107.28%
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 1,832,719	\$ 2,168,530	\$ 2,168,530	\$ 1,578,240	72.78%
Capital					
Capitalized Motor Vehicles	\$ -	\$ -	\$ -	\$ -	NA
Capitalized Equipment	12,694	98,845	133,568	71,678	53.66%
Capital Outlay Buildings	49,860	123,500	123,500	-	0.00%
Sub Total Capital	\$ 62,554	\$ 222,345	\$ 257,068	\$ 71,678	27.88%
Operating					
Bank Service Charges	\$ 25,657	\$ 17,960	\$ 17,960	\$ 30,912	172.12%
Financial Management	1,626	915	915	915	100.00%
Technical Contracted Services	10,202	9,750	10,000	6,816	68.16%
FEMA Covid Exp.	-	-	-	-	NA
Cleaning Srv Building	53,200	53,208	57,641	39,900	69.22%
Cleaning Srv Linen	389	3,500	139	-	0.00%
Repairs & Maint Equipment	15,709	32,000	32,164	23,228	72.22%
Repairs & Maint Buildings	53,558	91,700	122,775	90,589	73.78%
Repairs & Maint Grounds	1,992	3,500	4,695	2,415	51.45%
Software License & Support	22,434	27,704	29,623	23,546	79.49%
Repairs & Maint Copiers	6,077	3,500	3,500	4,092	116.91%
Repairs & Maint ERP System AMA	6,493	6,817	6,817	6,803	99.80%
Repairs & Maint Pools	30,079	26,000	27,749	11,032	39.76%
Repairs & Maint Generators	-	500	500	-	0.00%
Vehicle Fuel	1,515	2,220	2,220	1,340	60.38%
Vehicle Maintenance	3,225	4,000	4,000	-	0.00%
Unemployment Insurance	-	1,050	1,050	750	71.41%
Wellness & Clinic Cost	7,085	7,954	7,954	6,629	83.34%
Property Damages	43,379	34,609	34,609	28,841	83.33%
Telecommunications	8,829	8,520	8,520	8,400	98.59%
Marketing & Promotions	41,013	98,000	76,450	32,686	42.75%
Printing	7,809	12,000	12,000	11,756	97.97%
Uniforms and Shoes	5,490	7,000	7,000	5,558	79.41%
Training and Travel Exp	1,956	1,808	1,808	1,465	81.02%
Trip Costs - Adults	1,256	15,000	15,000	-	0.00%
General Supplies	5,599	10,000	11,200	12,191	108.85%
Postage	1,522	8,750	8,750	2,566	29.32%
Housekeeping	39,342	59,750	59,750	37,881	63.40%
Small Equipment	11,939	27,563	31,570	12,175	38.56%
PC's Peripherals	10,453	3,120	5,031	5,031	100.00%
Pool Chemicals	47,273	49,000	49,000	19,871	40.55%
Software	-	3,500	3,500	650	18.57%
Utilities	329,341	340,768	340,768	284,081	83.36%
Items for Resale Merchandise	(139)	1,200	1,200	245	20.39%
Organizational Dues	126	470	470	291	62.00%
Subscriptions & Publications	-	-	-	-	NA
Other Operating Expense	14,166	22,750	22,750	12,468	54.81%
Special Events	4,386	10,850	10,850	10,533	97.08%

CITY OF MONROE BUDGET MONROE AQUATIC & FITNESS CENTER EXPENDITURES					
Function/Activity	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Oth Day Camp	37,232	30,000	33,600	17,727	52.76%
Oth Juice/Health Bar	49,342	42,000	42,000	57,165	136.11%
Sub Total Operating	\$ 899,554	\$ 1,078,936	\$ 1,105,528	\$ 810,548	73.32%
Transfers Out to Other Funds					
TF To Gov Capital Project	\$ -	\$ -	\$ -	\$ -	NA
Total Transfers Out to Other Funds	-	-	-	-	0.00%
Reimbursements to other funds					
Allocations Administration	\$ 218,537	\$ 368,494	\$ 368,494	\$ 307,078	83.33%
Allocations Cust Srv/Pmt Ctr	15,647	16,129	16,129	13,441	83.33%
Allocations Purchasing	7,670	8,126	8,126	6,772	83.33%
Allocations Fleet	6,040	6,427	6,427	5,356	83.33%
Allocations Parks Maint	2,007	2,029	2,029	1,691	83.33%
Allocations Facilities Maint	9,177	10,705	10,705	8,921	83.33%
Allocations Manual Adjs	7,125	15,461	15,461	12,884	83.33%
Sub Total Reimbursements to other funds	\$ 266,203	\$ 427,371	\$ 427,371	\$ 356,142	83.33%
Unreserved	\$ -	\$ -	\$ -	\$ -	NA
Total MAFC Operations	\$ 3,061,030	\$ 3,897,182	\$ 3,958,497	\$ 2,816,609	71.15%
MAFC Debt Service⁽²⁾					
Installment Principal	\$ 8,463	\$ 8,623	\$ 8,623	\$ -	0.00%
Installment Interest	1,184	1,473	1,473	615	41.78%
Capital Leases Principal	5,472	5,830	5,830	4,290	73.58%
Capital Leases Interest	1,313	443	443	383	86.45%
Total MAFC Debt Service	\$ 16,431	\$ 16,369	\$ 16,369	\$ 5,288	32.31%
Total MAFC Fund Expenditures	\$ 3,077,461	\$ 3,913,551	\$ 3,974,866	\$ 2,821,897	70.99%

NOTES:

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

2023	Balance	Payoff Yr
10,095	73,970	2030
\$ 10,095	\$ 73,970	

CITY OF MONROE BUDGET WATER RESOURCES BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 20,072,146	\$ 24,448,245	\$ 24,448,245	\$ 24,448,245	NA
Revenues					
Restricted Intergovernmentas	\$ -	\$ -	\$ -	\$ -	NA
Sales and Services	25,906,801	21,781,076	21,781,076	20,712,983	95.10%
Investment Earnings ⁽¹⁾	(104,362)	93,319	93,319	660,902	708.22%
Miscellaneous	209,195	322,910	322,910	4,884	1.51%
Sub Total	\$ 26,011,635	\$ 22,197,305	\$ 22,197,305	\$ 21,378,769	96.31%
Other Financing Sources					
Transfers from Other Funds	\$ 851,211	\$ -	\$ 13,908	\$ 13,908	100.00%
Inception of Lease	-	-	-	-	NA
Proceeds From LT Debt/ Revenue Bonds	-	-	-	-	NA
Installment Purchase Cont	-	-	-	-	NA
Sub Total	\$ 851,211	\$ -	\$ 13,908	\$ 13,908	100.00%
Annual Sources of Funds	\$ 26,862,846	\$ 22,197,305	\$ 22,211,213	\$ 21,392,676	96.31%
Total Sources of Funds	\$ 46,934,992	\$ 46,645,550	\$ 46,659,458	\$ 45,840,922	98.25%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 5,297,900	\$ 6,105,020	\$ 6,105,020	\$ 4,246,037	69.55%
Capital & Construction	1,796,199	3,112,500	5,024,373	2,367,044	47.11%
Operating	5,030,060	5,872,666	7,065,645	4,711,860	66.69%
Debt Service	2,375,471	2,367,397	2,367,655	2,099,373	88.67%
Sub Total	\$ 14,499,630	\$ 17,457,583	\$ 20,562,693	\$ 13,424,314	65.28%
Reimbursements to other funds					
Cost Allocations	\$ 1,959,651	\$ 2,153,750	\$ 2,153,750	\$ 1,794,792	83.33%
Sub Total	\$ 1,959,651	\$ 2,153,750	\$ 2,153,750	\$ 1,794,792	83.33%
Other Financing Uses					
Transfers to Other Funds	\$ 6,027,466	\$ 5,053,830	\$ 5,153,830	\$ 5,494,209	106.60%
Sub Total	\$ 6,027,466	\$ 5,053,830	\$ 5,153,830	\$ 5,494,209	106.60%
Unreserved	\$ -	\$ -	\$ -	\$ -	NA
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Total Uses of Funds	\$ 22,486,747	\$ 24,665,163	\$ 27,870,273	\$ 20,713,315	74.32%
Ending Balance	\$ 24,448,245	\$ 21,980,387	\$ 18,789,185	\$ 25,127,607	

Notes:

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

CITY OF MONROE BUDGET WATER RESOURCES REVENUES					
Revenue Sources	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Restricted Intergovernmental					
Reimbursements FEMA	\$ -	\$ -	\$ -	\$ -	NA
FEMA Covid-19 Claim	-	-	-	-	NA
Total Restricted Intergovernmental	\$ -	\$ -	\$ -	\$ -	NA
Sales and Services					
Sale of Land	\$ 2,879,100	\$ -	\$ -	\$ -	NA
Sale of Fixed Assets	87,533	-	-	3,775	NA
Rent Antenna Space	-	-	-	-	NA
Rent Land	781	-	-	-	NA
Sales of Water	8,594,256	8,433,825	8,433,825	7,708,997	91.41%
Wastewater Treatment	9,569,706	9,341,324	9,341,324	8,427,909	90.22%
Cty Wastewater Treatment	466,468	550,000	550,000	239,944	43.63%
Water and Sewer Taps	109,600	109,718	109,718	93,670	85.37%
Grease Trap Inspection	24,650	25,580	25,580	26,279	102.73%
High Strength Wastewater	143,117	167,164	167,164	227,562	136.13%
Wastewater Civil Penalti	800	812	812	700	86.21%
Service Charges	218,645	149,005	149,005	224,252	150.50%
Lake Permits	34,321	24,682	24,682	25,306	102.53%
Septic Hauler Permits	(4)	-	-	275	NA
Industrial Use Permits	18,154	18,929	18,929	22,751	120.19%
Unauthorized Taking of WA	3,400	-	-	1,500	NA
Water Shortage Response Fees	-	-	-	-	NA
Main Extension Permits	7,272	7,874	7,874	3,389	43.04%
Other Operating Misc	1,259	-	-	12,693	NA
Water Capacity Fees	1,837,099	1,442,796	1,442,796	1,794,863	124.40%
Sewer Capacity Fees	1,910,645	1,509,367	1,509,367	1,899,118	125.82%
Misc Sales Other	-	-	-	-	NA
Total Sales and Services	\$ 25,906,801	\$ 21,781,076	\$ 21,781,076	\$ 20,712,983	95.10%
Investment Earnings					
Investment Earnings	\$ (104,362)	\$ 93,319	\$ 93,319	\$ 660,902	708.22%
Interest Earned Trustee	-	-	-	-	NA
Total Investment Earnings	\$ (104,362)	\$ 93,319	\$ 93,319	\$ 660,902	708.22%
Miscellaneous					
Third Party	\$ -	\$ -	\$ -	\$ -	NA
Miscellaneous Reimbursements	206,121	322,910	322,910	4,676	1.45%
Miscellaneous Other	3,074	-	-	207	NA
Cash Discounts	-	-	-	-	NA
Total Miscellaneous	\$ 209,195	\$ 322,910	\$ 322,910	\$ 4,884	1.51%
Other Financing Sources					
Transfers from other funds					
TF From W&S Capital Projects	\$ 851,211	\$ -	\$ 13,908	\$ 13,908	100.00%
TF From Gov Capital Project	-	-	-	-	NA
Sub Total Interfund Transfers	\$ 851,211	\$ -	\$ 13,908	\$ 13,908	100.00%
Proceeds Revenue Bonds	\$ -	\$ -	\$ -	\$ -	NA
Proceeds Installment Purchase	-	-	-	-	NA
Appropriation Of Fund Bal	-	2,495,000	5,686,202	-	0.00%
Oth Fin Inception of Lease	-	-	-	-	NA
Total Other Financing Sources	\$ 851,211	\$ 2,495,000	\$ 5,700,110	\$ 13,908	0.24%
Total Water & Sewer Fund Revenues	\$ 26,862,846	\$ 24,692,305	\$ 27,897,415	\$ 21,392,676	76.68%

Notes:

CITY OF MONROE BUDGET WATER RESOURCES EXPENDITURES					
Function/Activity	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
W&S Administration Division					
Personnel					
Salary	\$ 767,379	\$ 791,098	\$ 791,098	\$ 597,243	75.50%
Overtime	38	-	-	-	NA
Car Allowance	5,769	6,001	6,001	5,077	84.60%
Social Security Taxes	56,517	56,516	56,516	44,089	78.01%
Life Insurance	1,556	1,459	1,459	1,615	110.67%
Employer Share Insurance	119,570	141,765	141,765	106,660	75.24%
Retirement	84,505	95,524	95,524	75,780	79.33%
401(k)	37,222	39,560	39,560	30,860	78.01%
Cell Phone Allowance	2,700	2,700	2,700	2,200	81.48%
Workers Compensation	5,355	12,347	12,347	10,289	83.33%
Temporary Labor	5,924	-	-	-	NA
Sub Total Personnel	\$ 1,086,535	\$ 1,146,970	\$ 1,146,970	\$ 873,813	76.18%
Capital & Construction					
Capitalized Motor Vehicles	\$ -	\$ -	\$ 37,959	\$ 39,104	103.02%
Capitalized Equipment	12,950	-	-	-	NA
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	\$ 12,950	\$ -	\$ 37,959	\$ 39,104	103.02%
Operating					
Bank Service Charges	\$ -	\$ -	\$ -	\$ -	NA
Financial Management	10,044	10,831	10,831	10,831	100.00%
Engineering Services	6,182	75,000	86,893	4,913	5.65%
Technical Contracted Services	55,574	64,112	85,450	27,788	32.52%
FEMA Covid Exp.	-	-	-	-	NA
Repairs & Maint Equipment	3,305	8,600	6,923	3,537	51.09%
Repairs & Maint Buildings	3,348	8,786	24,978	21,729	86.99%
Software License & Support	8,578	9,934	12,011	11,114	92.53%
Repairs & Maint Copiers	3,616	3,000	3,000	2,010	67.02%
Repairs & Maint ERP System AMA	35,260	37,023	37,023	36,944	99.79%
Repairs & Maint SCADA	8,920	9,538	9,538	9,389	98.43%
Repairs/Maint City Beautificat	2,613	5,000	5,000	-	0.00%
Vehicle Fuel	4,836	4,175	4,175	6,006	143.86%
Vehicle Maintenance	1,366	1,500	1,500	1,106	73.73%
Unemployment Insurance	-	1,013	1,013	723	71.41%
Wellness & Clinic Cost	6,540	6,730	6,730	5,608	83.33%
Property Damages	64,870	109,602	109,602	91,335	83.33%
Telecommunications	5,818	9,632	9,632	3,804	39.50%
Marketing & Promotions	2,669	6,700	6,700	2,807	41.89%
Uniforms and Shoes	2,301	1,900	1,900	969	51.02%
Training and Travel Adv	-	-	-	389	NA
Training and Travel Exp	8,036	16,037	16,346	17,101	104.62%
Water Shortage Response	-	-	-	-	NA
General Supplies	9,000	10,890	11,135	8,224	73.86%
Small Equipment	310	600	600	601	100.09%
PC's Peripherals	5,803	10,530	10,530	10,107	95.98%
Software	-	-	-	-	NA
Utilities	27,582	20,384	20,384	26,397	129.50%
Organizational Dues	1,275	2,245	2,145	1,560	72.73%
Subscriptions & Publications	228	228	228	307	134.73%
Bad Debt Expense	28,166	49,864	49,864	(2,878)	-5.77%
Other Operating Expense	6,254	3,100	3,100	2,344	75.60%
Sub Total Operating	\$ 312,492	\$ 486,954	\$ 537,229	\$ 304,765	56.73%
Reimbursements to other funds					
Allocations Administration	\$ 121,090	\$ 139,274	\$ 139,274	\$ 116,062	83.33%
Allocations Utility Billing	527,402	589,424	589,424	491,187	83.33%
Allocations Cust Srv/Pmt Ctr	264,178	288,984	288,984	240,820	83.33%
Allocations Purchasing	6,929	7,230	7,230	6,025	83.33%
Allocations Fleet	782	830	830	692	83.34%
Allocations Facilities Maint	54,491	63,401	63,401	52,834	83.33%
Allocations Water Res Admin	(180,139)	(180,139)	(180,139)	(150,116)	83.33%
Allocations Manual Adjs	110,710	75,603	75,603	63,003	83.33%
Sub Total Reimbursements to other funds	\$ 905,443	\$ 984,607	\$ 984,607	\$ 820,506	83.33%
Unreserved / Balance	\$ -	\$ 27,142	\$ 27,142	\$ -	0.00%
Total W&S Administration Division	\$ 2,317,420	\$ 2,645,673	\$ 2,733,907	\$ 2,038,188	74.55%

CITY OF MONROE BUDGET WATER RESOURCES EXPENDITURES					
Function/Activity	YTD Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
W&S Maintenance Division					
Personnel					
Salary	\$ 898,985	\$ 986,848	\$ 986,848	\$ 659,056	66.78%
Overtime	29,550	44,447	44,447	40,809	91.82%
Standby	18,718	17,493	17,493	16,839	96.26%
Social Security Taxes	67,805	69,179	69,179	51,665	74.68%
Life Insurance	1,898	1,833	1,833	1,498	81.72%
Employer Share Insurance	252,431	280,334	280,334	161,543	57.63%
Retirement	104,702	122,800	122,800	90,932	74.05%
401(k)	41,919	46,631	46,631	33,173	71.14%
Cell Phone Allowance	590	840	840	680	80.95%
Workers Compensation	8,710	20,738	20,738	17,281	83.33%
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 1,425,308	\$ 1,591,143	\$ 1,591,143	\$ 1,073,476	67.47%
Capital & Construction					
Imprvmt Conctrct Material&Labor	\$ 262,576	\$ 850,000	\$ 1,928,683	\$ 387,483	20.09%
Capitalized Motor Vehicles	-	100,000	140,000	-	0.00%
Capitalized Equipment	124,768	15,500	15,500	12,475	80.48%
Capital Outlay Buildings	-	-	-	-	NA
Sub Total Capital & Construction	\$ 387,345	\$ 965,500	\$ 2,084,183	\$ 399,958	19.19%
Operating					
Engineering Services	\$ -	\$ -	\$ -	\$ -	NA
Technical Contracted Services	7,559	13,293	29,580	8,468	28.63%
Repairs & Maint Equipment	10,309	8,000	19,666	12,121	61.64%
Repairs & Maint Buildings	-	-	-	1,145	NA
Software License & Support	5,776	7,737	7,737	5,582	72%
Repairs & Maint Copiers	215	200	200	129	64.59%
Repairs & Maint Pump Stations	194,751	150,000	170,902	100,318	58.70%
Repairs & Maint Utility Lines	2,034	15,000	15,000	1,663	11.09%
Repairs STs-Dir Cost UT Cuts	184,282	120,000	120,000	98,131	81.78%
Vehicle Fuel	47,289	67,632	67,632	44,073	65.17%
Vehicle Maintenance	49,289	48,000	48,000	39,710	82.73%
Default Fleet Management	-	-	-	-	NA
Wellness & Clinic Cost	9,265	11,013	11,013	9,178	83.33%
Property Damages	26,821	25,777	25,777	21,481	83.33%
Telecommunications	6,277	6,672	6,672	6,509	97.56%
Uniforms and Shoes	12,439	15,700	15,700	8,924	56.84%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	5,649	13,765	18,005	16,408	91.13%
Permits	-	1,400	1,400	1,310	93.57%
Compliance Fines	-	5,000	5,000	-	0.00%
General Supplies	23,922	15,300	18,300	12,563	68.65%
Materials	203,298	245,000	285,252	283,373	99.34%
I & I Materials	28,896	35,000	23,000	18,106	78.72%
Tap Crew Materials	-	-	-	145	NA
Safety	1,832	2,700	2,700	1,450	53.72%
Small Equipment	22,541	32,486	32,486	18,867	58.08%
PC's Peripherals	869	9,290	9,290	7,004	75.39%
Meter Exchanges	88,805	181,320	226,820	136,393	60.13%
Organizational Dues	4,204	7,490	7,490	3,316	44.28%
Other Operating Expense	2,280	1,000	4,100	2,246	54.77%
Sub Total Operating	\$ 938,601	\$ 1,038,775	\$ 1,171,721	\$ 858,613	73.28%
Reimbursements to Other Funds					
Allocations Administration	\$ 217,961	\$ 250,685	\$ 250,685	\$ 208,904	83.33%
Allocations Street	26,557	28,725	28,725	23,938	83.33%
Allocations Purchasing	12,748	13,303	13,303	11,086	83.33%
Allocations Fleet	34,407	36,504	36,504	30,420	83.33%
Allocations Warehouse	41,483	44,723	44,723	37,269	83.33%
Allocations Parks Maint	3,580	3,669	3,669	3,058	83.33%
Force Account Labor	(244)	(12,500)	(12,500)	-	0.00%
Allocations Water Res Admin	58,892	58,892	58,892	49,077	83.33%
Allocations Manual Adjs	-	-	-	-	NA
Allocations Credits	-	-	-	-	NA
Sub Total Reimbursements to other funds	\$ 395,384	\$ 424,001	\$ 424,001	\$ 363,751	85.79%
Total W&S Maintenance Division	\$ 3,146,638	\$ 4,019,419	\$ 5,271,048	\$ 2,695,799	51.14%

CITY OF MONROE BUDGET WATER RESOURCES EXPENDITURES					
Function/Activity	YTD Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
W&S Construction Division					
Personnel					
Salary	\$ 420,580	\$ 564,507	\$ 564,507	\$ 349,467	61.91%
Overtime	1,581	18,126	18,126	4,245	23.42%
Standby	151	6,241	6,241	950	15.23%
Social Security Taxes	30,723	40,368	40,368	25,889	64.13%
Life Insurance	900	764	764	804	105.21%
Employer Share Insurance	118,381	126,890	126,890	81,716	64.40%
Retirement	44,245	59,870	59,870	41,121	68.68%
401(k)	17,189	23,107	23,107	14,197	61.44%
Cell Phone Allowance	1,650	1,200	1,200	1,500	125.00%
Workers Compensation	4,103	7,851	7,851	6,543	83.33%
Temporary Labor	-	96,885	96,885	-	0.00%
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 639,504	\$ 945,809	\$ 945,809	\$ 526,431	55.66%
Capital & Construction					
Land Right of Way	\$ 618	\$ 10,000	\$ 10,000	\$ -	0.00%
Imprvmt Conctrct Material&Labor	402,023	650,000	992,699	602,512	60.69%
Streets-Direct Cost Infrastruc	137,668	115,000	160,000	155,931	97.46%
Capitalized Motor Vehicles	97,414	159,000	237,857	190,241	79.98%
Capitalized Equipment	-	190,000	195,500	147,913	75.66%
Capital Outlay Buildings	-	-	-	-	NA
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	\$ 637,723	\$ 1,124,000	\$ 1,596,056	\$ 1,096,597	68.71%
Operating					
Engineering Services	\$ 29,394	\$ 82,000	\$ 100,834	\$ 19,474	19.31%
Technical Contracted Services	36	6,075	6,075	3,062	50.41%
Repairs & Maint Equipment	26,395	8,000	11,638	5,604	48.16%
Repairs & Maint Buildings	-	-	-	-	NA
Software License & Support	1,222	2,182	2,754	2,754	99.98%
Repairs & Maint Copiers	39	50	50	18	36.50%
Equipment Rentals	768	2,500	2,941	140	4.76%
Vehicle Fuel	17,606	34,367	34,367	15,352	44.67%
Vehicle Maintenance	32,219	46,700	46,700	9,345	20.01%
Default Fleet Management	-	-	-	-	NA
Wellness & Clinic Cost	4,905	5,507	5,507	4,589	83.32%
Property Damages	18,588	18,256	18,256	15,213	83.33%
Telecommunications	390	2,160	2,160	581	26.88%
Uniforms and Shoes	9,709	9,890	9,890	5,774	58.39%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	7,623	14,491	14,956	7,348	49.13%
Permits	-	-	-	-	NA
General Supplies	1,586	5,300	4,728	1,926	40.73%
Materials	71,392	87,872	87,872	49,175	55.96%
Tap Crew Materials	42,250	61,564	61,564	43,643	70.89%
Safety	4,783	3,000	3,600	2,429	67.47%
Small Equipment	13,584	26,173	26,973	22,394	83.02%
PC's Peripherals	2,847	4,600	4,600	4,009	87.16%
Software	-	-	-	-	NA
Streets-Dir Cost New Taps	54,685	40,800	40,800	40,852	100.13%
Organizational Dues	480	870	870	500	57.47%
Subscriptions & Publications	-	-	-	-	NA
Other Operating Expense	2,673	1,000	1,200	1,086	90.49%
Over/Short Water Inventory	-	-	-	-	NA
Sub Total Operating	\$ 343,174	\$ 463,357	\$ 488,335	\$ 255,268	52.27%
Reimbursements to other funds					
Allocations Administration	\$ 121,091	\$ 139,274	\$ 139,274	\$ 116,062	83.33%
Allocations Engineering	-	-	-	-	NA
Allocations Purchasing	6,828	7,125	7,125	5,938	83.33%
Allocations Fleet	22,677	24,059	24,059	20,049	83.33%
Force Account Labor	(7,882)	(12,500)	(12,500)	(2,395)	19.16%
Allocations Water Res Admin	31,178	31,178	31,178	25,982	83.33%
Allocations Manual Adjs	-	-	-	-	NA
Allocations Charges	-	-	-	-	NA
Allocations Credits	-	-	-	-	NA
Sub Total Reimbursements to other funds	\$ 173,892	\$ 189,136	\$ 189,136	\$ 165,635	87.57%
Total W&S Construction Division	\$ 1,794,294	\$ 2,722,302	\$ 3,219,336	\$ 2,043,932	63.49%

CITY OF MONROE BUDGET WATER RESOURCES EXPENDITURES					
Function/Activity	YTD Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Water Treatment Plant					
Personnel					
Salary	\$ 590,383	\$ 689,208	\$ 689,208	\$ 536,181	77.80%
Overtime	15,058	8,533	8,533	11,912	139.60%
Social Security Taxes	48,018	47,412	47,412	42,046	88.68%
Life Insurance	1,227	1,205	1,205	1,203	99.83%
Employer Share Insurance	168,540	175,251	175,251	139,692	79.71%
Retirement	66,558	84,099	84,099	69,354	82.47%
401(k)	27,675	33,500	33,500	25,664	76.61%
Cell Phone Allowance	1,680	1,680	1,680	1,360	80.95%
Workers Compensation	6,384	13,314	13,314	11,095	83.33%
Temporary Labor	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 925,522	\$ 1,054,202	\$ 1,054,202	\$ 838,506	79.54%
Capital & Construction					
Capitalized Motor Vehicles	\$ -	\$ -	\$ -	\$ -	NA
Capitalized Equipment	590,837	13,000	127,592	15,848	12.42%
Capital Outlay Buildings	-	950,000	950,000	684,369	72.04%
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	\$ 590,837	\$ 963,000	\$ 1,077,592	\$ 700,216	64.98%
Operating					
Engineering Services	\$ 132,707	\$ 15,000	\$ 194,901	\$ 11,697	6.00%
Technical Contracted Services	168	2,793	2,793	2,791	99.94%
Lake Wardens	60,709	56,617	56,617	38,621	68.21%
Cleaning Srv Waste Disposal	43,088	54,500	54,756	8,513	15.55%
Repairs & Maint Equipment	202,365	213,000	328,485	196,357	59.78%
Repairs & Maint Buildings	2,656	2,350	10,650	10,465	98.26%
Software License & Support	3,055	4,411	4,411	3,131	70.98%
Repairs & Maint Copiers	147	150	150	112	74.74%
Repairs & Maint Generators	15,992	15,000	15,915	10,883	68.38%
Repairs & Maint Tanks	99,061	103,061	109,281	910	0.83%
Repairs & Maint Dams	4,158	68,000	72,810	48,001	65.93%
Repairs & Maint SCADA	-	5,000	5,000	-	0.00%
Vehicle Fuel	2,488	4,478	4,478	3,189	71.22%
Vehicle Maintenance	10,352	4,800	5,180	1,534	29.62%
Default Fleet Management	-	-	-	-	NA
Wellness & Clinic Cost	6,540	7,342	7,342	6,119	83.34%
Property Damages	28,521	32,446	32,446	27,039	83.33%
Telecommunications	5,472	7,304	7,304	4,630	63.38%
Marketing & Promotions	8,437	11,000	12,160	2,097	17.25%
Uniforms and Shoes	7,512	9,200	9,200	8,173	88.84%
Training and Travel Adv	-	-	-	375	NA
Training and Travel Exp	512	7,830	7,830	7,038	89.88%
Permits	4,955	5,785	5,785	5,785	100.00%
Compliance Monitoring	31,738	32,300	35,554	23,737	66.76%
Process & System Testing	41,929	46,300	47,535	19,565	41.16%
Lead/Copper Compliance	1,912	2,250	1,365	-	0.00%
General Supplies	6,225	8,225	9,725	11,011	113.22%
Materials	3,173	4,050	4,050	3,780	93.33%
Safety	131	1,000	2,000	1,909	95.44%
Small Equipment	8,898	12,200	10,400	470	4.52%
PC's Peripherals	1,737	4,250	4,250	3,759	88.45%
Treatment Chemicals	894,140	1,260,000	1,638,016	1,411,935	86.20%
Laboratory Supplies	21,609	19,000	19,000	20,383	107.28%
Utilities	321,962	343,674	328,674	283,190	86.16%
Organizational Dues	11,930	6,200	11,200	10,900	97.32%
Subscriptions & Publications	-	500	-	266	NA
Other Operating Expense	2,177	1,000	1,000	358	35.84%
Union County	167,424	96,000	106,000	98,118	92.56%
Sub Total Operating	\$ 2,153,879	\$ 2,467,016	\$ 3,166,262	\$ 2,286,840	72.23%
Reimbursements to other funds					
Allocations Administration	\$ 145,306	\$ 167,124	\$ 167,124	\$ 139,270	83.33%
Allocations Purchasing	8,194	8,550	8,550	7,125	83.33%
Allocations Fleet	7,038	7,467	7,467	6,223	83.33%
Allocations Water Res Admin	38,106	38,106	38,106	31,755	83.33%
Allocations Manual Adjs	-	-	-	-	NA
Sub Total Reimbursements to other funds	\$ 198,644	\$ 221,247	\$ 221,247	\$ 184,373	83.33%
Total Water Treatment Plant	\$ 3,868,882	\$ 4,705,465	\$ 5,519,303	\$ 4,009,935	72.65%

CITY OF MONROE BUDGET WATER RESOURCES EXPENDITURES					
Function/Activity	YTD Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Waste Treatment Plant					
Personnel					
Salary	\$ 814,028	\$ 907,961	\$ 907,961	\$ 623,580	68.68%
Overtime	2,295	13,055	13,055	1,401	10.73%
Social Security Taxes	60,467	66,311	66,311	46,554	70.21%
Life Insurance	1,643	1,655	1,655	1,354	81.84%
Employer Share Insurance	206,077	205,444	205,444	135,681	66.04%
Retirement	90,370	111,458	111,458	79,137	71.00%
401(k)	36,524	43,248	43,248	31,339	72.46%
Cell Phone Allowance	1,465	1,500	1,500	1,210	80.67%
Workers Compensation	8,162	16,264	16,264	13,554	83.34%
Temporary Labor	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 1,221,030	\$ 1,366,896	\$ 1,366,896	\$ 933,810	68.32%
Capital & Construction					
Capitalized Motor Vehicles	\$ -	\$ -	\$ 102,695	\$ 68,598	66.80%
Capitalized Equipment	167,344	60,000	125,888	49,374	39.22%
Capital Outlay Buildings	-	-	-	13,197	NA
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	\$ 167,344	\$ 60,000	\$ 228,583	\$ 131,168	57.38%
Operating					
Engineering Services	\$ 85,895	\$ 10,000	\$ 28,527	\$ 1,794	6.29%
Technical Contracted Services	-	2,793	2,793	2,791	99.94%
FEMA Covid Exp.	-	-	-	-	NA
Cleaning Srv Waste Disposal	65,350	136,681	147,789	36,179	24.48%
Repairs & Maint Equipment	157,406	107,081	148,656	59,582	40.08%
Repairs & Maint Buildings	13,876	9,250	9,250	4,577	49.48%
Software License & Support	4,456	5,705	5,705	4,383	76.83%
Repairs & Maint Copiers	588	500	500	443	88.51%
Repairs & Maint Generators	42,074	50,000	50,515	27,420	54.28%
Repairs & Maint SCADA	-	5,000	5,000	-	0.00%
Vehicle Fuel	8,734	11,471	11,471	7,531	65.65%
Vehicle Maintenance	10,896	8,549	8,549	10,815	126.50%
Default Fleet Management	-	-	-	-	NA
Wellness & Clinic Cost	8,720	9,178	9,178	7,649	83.34%
Property Damages	41,906	46,217	46,217	38,515	83.33%
Telecommunications	2,449	2,880	2,880	2,445	84.90%
Uniforms and Shoes	9,495	12,620	12,620	7,203	57.07%
Training and Travel Adv	-	-	-	682	NA
Training and Travel Exp	1,515	7,340	7,340	5,805	79.09%
Permits	6,160	6,160	6,160	1,410	22.89%
Compliance Fines	-	5,000	5,000	1,310	26.20%
Compliance Monitoring	29,198	42,000	58,732	14,848	25.28%
General Supplies	9,021	9,300	9,300	8,763	94.23%
Materials	-	40,000	40,000	39	0.10%
Safety	5,118	6,475	6,475	3,133	48.39%
Small Equipment	7,166	3,675	3,675	-	0.00%
PC's Peripherals	2,706	5,200	5,200	4,475	86.06%
Treatment Chemicals	130,185	101,500	294,500	158,571	53.84%
Pre-Treatment Chemicals	145,174	240,000	240,000	139,360	58.07%
Laboratory Supplies	25,343	35,911	39,988	32,287	80.74%
Software	-	-	-	-	NA
Utilities	449,448	475,076	475,076	404,547	85.15%
Organizational Dues	18,487	18,730	18,730	19,129	102.13%
Subscriptions & Publications	-	-	-	-	NA
Other Operating Expense	551	2,272	2,272	690	30.37%
Sub Total Operating	\$ 1,281,914	\$ 1,416,564	\$ 1,702,098	\$ 1,006,373	59.13%
Reimbursements to other funds					
Allocations Administration	\$ 201,816	\$ 232,121	\$ 232,121	\$ 193,434	83.33%
Allocations Purchasing	11,088	11,570	11,570	9,642	83.33%
Allocations Fleet	13,295	14,105	14,105	11,754	83.33%
Force Account Labor	8,125	25,000	25,000	2,395	9.58%
Allocations Water Res Admin	51,963	51,963	51,963	43,303	83.33%
Allocations Manual Adjs	-	-	-	-	NA
Allocations Charges	-	-	-	-	NA
Sub Total Reimbursements to other funds	\$ 286,287	\$ 334,759	\$ 334,759	\$ 260,528	77.83%
Total Waste Treatment Plant	\$ 2,956,576	\$ 3,178,219	\$ 3,632,336	\$ 2,331,879	64.20%

CITY OF MONROE BUDGET WATER RESOURCES EXPENDITURES					
Function/Activity	YTD Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
W&S Debt Service					
Installment Purchase Agreements & State Revolving Loans					
Installment Principal	\$ 25,650	\$ 26,135	\$ 26,135	\$ -	0.00%
Installment Interest	4,502	4,464	4,464	1,866	41.80%
Revenue Bonds					
Bonds Principal	1,230,976	1,278,834	1,278,834	1,278,833	100.00%
Bonds Interest	674,287	616,475	616,475	448,870	72.81%
Bonds Admin Fees	6,433	6,433	6,691	6,433	96.14%
Debt Issuance Cost	-	-	-	-	NA
Bonds Pmt Escrow Agent	-	-	-	-	NA
Bonds Yrly Monitoring Fee	4,329	6,179	6,179	6,436	104.15%
Union Co Water Agreement	423,696	423,700	423,700	353,080	83.33%
Capital Leases⁽¹⁾					
Capital Leases Principal	4,515	4,811	4,811	3,540	73.58%
Capital Leases Interest	1,083	366	366	316	86.35%
Total W&S Debt Service	\$ 2,375,471	\$ 2,367,397	\$ 2,367,655	\$ 2,099,373	88.67%
Transfers to Other Funds					
TF To Gov Capital Project	\$ 24,166	\$ 26,667	\$ 26,667	\$ 26,667	100.00%
TF To W&S Capital Reserve	3,747,744	2,952,163	2,952,163	3,292,542	111.53%
TF To W&S Capital Projects	2,255,556	2,075,000	2,075,000	2,075,000	100.00%
TF To Electric Capital Proj	-	-	100,000	100,000	100.00%
Total Transfers out to Other Funds	\$ 6,027,466	\$ 5,053,830	\$ 5,153,830	\$ 5,494,209	106.60%
Total W&S	\$ 22,486,747	\$ 24,692,305	\$ 27,897,415	\$ 20,713,315	74.25%

NOTES:

⁽¹⁾ Governmental accounting standards (GASB 87) require the City to recognize leases as a part of its debt service.

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

State Revolving Loans:

Revenue Bonds:

	2023	Balance	Payoff Yr
16 Refunding Rev	326,512	2,770,622	2033
17 Revenue Bonds	716,865	9,476,060	2043
20 A Refunding Bonds	302,760	302,760	2023
20 B Refunding Bonds	584,074	5,791,000	2034

Other Debt

19 Union County Agreement	232,059	3,469,183	2042
07 Union County Agreement	191,640	750,590	2026
2020 New ERP System (share)	30,598	224,197	2030
	<u>\$ 2,384,508</u>	<u>\$ 22,784,412</u>	

CITY OF MONROE BUDGET ELECTRIC FUND BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 50,420,385	\$ 59,100,822	\$ 59,100,822	\$ 59,100,822	NA
Revenues					
Restricted Intergovernmentas	\$ -	\$ -	\$ 5,000	\$ -	0.00%
Sales and Services	68,300,374	68,551,304	68,551,304	48,212,568	70.33%
Investment Earnings ⁽¹⁾	(200,701)	204,931	204,931	1,063,479	518.94%
Miscellaneous	64,845	25,000	25,000	51,165	204.66%
Sub Total	\$ 68,164,519	\$ 68,781,235	\$ 68,786,235	\$ 49,327,212	71.71%
Other Financing Sources					
Transfers from Other Funds	\$ 20,000	\$ -	\$ -	\$ -	NA
Proceeds From LT Debt	-	-	-	-	NA
Inception of Lease	-	-	-	-	NA
Repayment of Advances	46,758	68,347	68,347	-	0.00%
Sub Total	\$ 66,758	\$ 68,347	\$ 68,347	\$ -	0.00%
Annual Sources of Funds	\$ 68,231,276	\$ 68,849,582	\$ 68,854,582	\$ 49,327,212	71.64%
Total Sources of Funds	\$ 118,651,661	\$ 127,950,404	\$ 127,955,404	\$ 108,428,034	84.74%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 4,154,324	\$ 5,771,844	\$ 5,751,844	\$ 3,829,130	66.57%
Capital & Construction	1,585,816	2,762,000	4,077,254	2,121,308	52.03%
Operating	49,615,645	52,407,076	52,641,958	34,462,820	65.47%
Debt Service	1,395,558	1,396,425	1,396,715	1,212,804	86.83%
Sub Total	\$ 56,751,343	\$ 62,337,345	\$ 63,867,771	\$ 41,626,063	65.18%
Reimbursements to other funds					
Cost Allocations	\$ 1,210,602	\$ 1,553,880	\$ 1,553,880	\$ 1,294,900	83.33%
Sub Total	\$ 1,210,602	\$ 1,553,880	\$ 1,553,880	\$ 1,294,900	83.33%
Other Financing Uses					
Transfers to Other Funds	\$ 1,588,894	\$ 3,801,666	\$ 4,151,666	\$ 4,120,975	99.26%
Advances to/from Other Funds	-	-	-	-	NA
Sub Total	\$ 1,588,894	\$ 3,801,666	\$ 4,151,666	\$ 4,120,975	99.26%
Total Uses of Funds	\$ 59,550,839	\$ 67,692,891	\$ 69,573,317	\$ 47,041,937	67.61%
Ending Balance	\$ 59,100,822	\$ 60,257,513	\$ 58,382,087	\$ 61,386,097	

Notes:

⁽¹⁾ Investment Earnings - Distributed quarterly among funds

CITY OF MONROE BUDGET ELECTRIC FUND REVENUES					
Revenue Sources	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Restricted Intergovernmental					
Reimbursements FEMA	\$ -	\$ -	\$ -	\$ -	NA
FEMA Covid-19 Claim	-	-	-	-	NA
Electricities Grant	-	-	5,000	-	0.00%
Total Restricted Intergovernmental	\$ -	\$ -	\$ 5,000	\$ -	0.00%
Sales and Services					
Sale of Land	\$ 2,088,073	\$ -	\$ -	\$ -	NA
Sale of Fixed Assets	4,920,876	-	-	-	NA
Sales of Power	58,241,950	65,380,540	65,380,540	45,620,197	69.78%
Tax On Sales Of Power	2,405,482	2,731,644	2,731,644	2,003,787	73.35%
REPS Charges	253,903	267,120	267,120	229,842	86.04%
Service Charges	130	-	-	16,305	NA
Facilities Charges	-	-	-	-	NA
Rebates	1,750	10,000	10,000	2,450	24.50%
Pole Attachments	-	90,000	90,000	187,614	208.46%
Telecomm-Fiber Optic Att	5,771	32,000	32,000	5,090	15.91%
Dark Fiber Use	45,920	40,000	40,000	41,712	104.28%
Interconnection Agreement	-	-	-	600	NA
Misc Sales Other	336,519	-	-	104,971	NA
Total Sales and Services	\$ 68,300,374	\$ 68,551,304	\$ 68,551,304	\$ 48,212,568	70.33%
Investment Earnings					
Investment Earnings	\$ (200,701)	\$ 204,931	\$ 204,931	\$ 1,063,479	518.94%
Total Investment Earnings	\$ (200,701)	\$ 204,931	\$ 204,931	\$ 1,063,479	518.94%
Miscellaneous					
Third Party	\$ -	\$ -	\$ -	\$ -	NA
Miscellaneous Reimbursements	59,390	25,000	25,000	48,465	\$ 2
Power Agency Funding	-	-	-	-	NA
Power AgencyTier #2	-	-	-	-	NA
Miscellaneous Other	5,455	-	-	2,700	NA
Cash Discounts	-	-	-	-	NA
Total Miscellaneous	\$ 64,845	\$ 25,000	\$ 25,000	\$ 51,165	204.66%
Other Financing Sources					
Transfers from other funds					
TF From General Fund	\$ -	\$ -	\$ -	\$ -	NA
TF From Gov Capital Project	-	-	-	-	NA
TF From Water & Sewer	-	-	-	-	NA
TF From Electric Capital Proj	20,000	-	-	-	NA
TF From N Gas Capital Proj	-	-	-	-	NA
TF From Airport	-	-	-	-	NA
Sub Total Interfund Transfers	\$ 20,000	\$ -	\$ -	\$ -	NA
Proceeds Revenue Bonds	\$ -	\$ -	\$ -	\$ -	NA
Proceeds Installment Purchase	-	-	-	-	NA
Sub Total Proceeds from Financing	\$ -	\$ -	\$ -	\$ -	NA
Appropriation Of Fund Bal	\$ -	\$ -	\$ 1,875,426	\$ -	0.00%
Oth Fin Inception of Lease	-	-	-	-	NA
Gen Fund Repayment of Advance	26,087	44,486	44,486	-	-
Airport Repayment of Advance	20,671	23,861	23,861	-	0.00%
Total Other Financing Sources	\$ 66,758	\$ 68,347	\$ 1,943,773	\$ -	0.00%
Total Electric Fund Revenues	\$ 68,231,276	\$ 68,849,582	\$ 70,730,008	\$ 49,327,212	69.74%

CITY OF MONROE BUDGET ELECTRIC FUND EXPENDITURES					
Function/Activity	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Electric Administration Division					
Personnel					
Salary	\$ 1,169,550	\$ 1,653,569	\$ 1,653,569	\$ 968,737	58.58%
Overtime	19,447	23,226	23,226	14,613	62.91%
Car Allowance	4,615	6,001	6,001	5,077	84.60%
Social Security Taxes	87,247	111,443	111,443	72,858	65.38%
Life Insurance	2,418	2,557	2,557	2,434	95.20%
Employer Share Insurance	214,847	282,234	282,234	160,181	56.75%
Retirement	131,403	189,114	189,114	123,530	65.32%
401(k)	56,272	77,005	77,005	44,674	58.01%
Cell Phone Allowance	2,955	4,440	4,440	2,485	55.97%
Workers Compensation	7,346	19,774	19,774	16,479	83.34%
Temporary Labor	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 1,696,100	\$ 2,369,363	\$ 2,369,363	\$ 1,411,067	59.55%
Capital & Construction					
Land	\$ -	\$ -	\$ -	\$ -	NA
Capitalized Motor Vehicles	-	-	-	-	NA
Capitalized Equipment	-	-	-	-	NA
Sub Total Capital & Construction	\$ -	\$ -	\$ -	\$ -	NA
Operating					
Legal Services	\$ 11,335	\$ 25,000	\$ 74,148	\$ 6,237	8.41%
Financial Management	32,710	31,520	31,520	31,520	100.00%
Engineering Services	81,148	105,000	160,899	77,922	48.43%
Technical Contracted Services	127,256	132,032	196,541	104,415	53.13%
FEMA Covid Exp.	-	-	-	-	NA
Repairs & Maint Equipment	1,859	1,700	1,700	157	9.25%
Repairs & Maint Buildings	15,598	21,040	22,540	16,053	71.22%
Software License & Support	39,993	39,810	63,720	39,463	61.93%
Repairs & Maint Copiers	5,206	5,000	5,000	4,248	84.97%
Repairs & Maint ERP System AMA	27,182	28,541	28,541	28,480	99.79%
Copier Rental	670	-	-	271	NA
Vehicle Fuel	571	1,011	1,011	422	41.75%
Vehicle Maintenance	681	2,245	2,245	697	31.03%
Default Fleet Management	-	-	-	-	NA
Unemployment Insurance	-	3,365	3,365	2,403	71.41%
Wellness & Clinic Cost	7,630	9,178	9,178	7,649	83.34%
Property Damages	15,967	12,069	12,069	10,058	83.33%
Telecommunications	8,656	5,929	8,929	9,406	105.35%
Marketing & Promotions	11,120	11,829	11,829	11,615	98.19%
Helping Hands	5,584	16,000	16,000	3,480	21.75%
Uniforms and Shoes	1,709	2,785	6,785	6,194	91.29%
Training and Travel Adv	-	-	-	430	NA
Training and Travel Exp	27,842	63,070	59,220	28,163	47.56%
General Supplies	14,211	7,500	12,771	11,948	93.55%
Small Equipment	1,176	3,400	9,575	5,388	56.27%
PC's Peripherals	21,791	19,240	19,240	17,513	91.02%
Software	431	1,000	-	-	NA
Utilities	70,394	70,421	70,421	59,650	84.70%
Organizational Dues	-	3,610	3,610	-	0.00%
Subscriptions & Publications	-	164	164	1,030	628.34%
Other Operating Expense	3,324	3,150	8,130	6,329	77.85%
Sub Total Operating	\$ 534,045	\$ 625,609	\$ 839,150	\$ 491,141	58.53%
Reimbursements to other funds					
Allocations Administration	\$ 902,309	\$ 1,081,966	\$ 1,081,966	\$ 901,638	83.33%
Allocations Utility Billing	57,233	58,971	58,971	49,143	83.33%
Allocations Cust Srv/Pmt Ctr	449,905	480,149	480,149	400,124	83.33%
Allocations Street	2,162	2,360	2,360	1,967	83.33%
Allocations Purchasing	43,282	45,734	45,734	38,112	83.33%
Allocations Fleet	41,678	44,233	44,233	36,861	83.33%
Allocations Facilities Maint	70,766	82,436	82,436	68,697	83.33%
Allocation Electric Admin	(790,000)	(790,000)	(790,000)	(658,333)	83.33%
Allocations Manual Adjs	59,230	148,270	148,270	123,558	83.33%
Sub Total Reimbursements to other funds	\$ 836,565	\$ 1,154,119	\$ 1,154,119	\$ 961,766	83.33%
Total Electric Administration Division	\$ 3,066,710	\$ 4,149,091	\$ 4,362,632	\$ 2,863,975	65.65%

CITY OF MONROE BUDGET ELECTRIC FUND EXPENDITURES					
Function/Activity	YTD Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Maintenance/Construction Division					
Personnel					
Salary	\$ 1,676,308	\$ 2,322,466	\$ 2,322,466	\$ 1,626,919	70.05%
Overtime	59,089	63,408	63,408	68,427	107.91%
Standby	32,024	70,365	70,365	27,476	39.05%
Social Security Taxes	130,250	163,713	163,713	126,884	77.50%
Life Insurance	3,517	3,505	3,505	3,614	103.10%
Employer Share Insurance	273,649	374,256	374,256	250,565	66.95%
Retirement	194,230	278,899	278,899	216,701	77.70%
401(k)	76,672	105,543	85,543	80,539	94.15%
Cell Phone Allowance	210	-	-	-	NA
Workers Compensation	12,274	20,326	20,326	16,939	83.34%
Temporary Labor	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 2,458,224	\$ 3,402,481	\$ 3,382,481	\$ 2,418,063	71.49%
Capital & Construction					
Land	\$ -	\$ -	\$ -	\$ -	NA
Capitalized Motor Vehicles	288,436	1,160,000	1,937,774	160,418	8.28%
Capitalized Equipment	181,188	132,000	473,485	119,986	25.34%
Sub Total Capital & Construction	\$ 469,625	\$ 1,292,000	\$ 2,411,259	\$ 280,404	11.63%
Operating					
Bank Service Charges	\$ -	\$ -	\$ -	\$ -	NA
Technical Meter Repairs	22,252	30,000	30,000	20,066	66.89%
Technical Contracted Services	138,187	380,000	277,402	79,681	28.72%
Tree Trimming	290,963	393,520	412,469	262,853	63.73%
FEMA Covid Exp.	-	-	-	-	NA
Repairs & Maint Equipment	9,154	10,000	15,000	2,756	18.37%
Software License & Support	43,261	50,220	52,220	45,090	86.35%
Repairs & Maint Copiers	3	10	10	5	53.30%
Repairs & Maint Transformers	187	10,400	10,400	1,194	11.48%
Repairs & Maint Poles	-	52,000	72,000	44,374	61.63%
Repairs & Maint SCADA	23,414	40,744	45,244	15,099	33.37%
Repairs & Maint Substations	146,490	155,000	167,361	117,901	70.45%
Repairs & Maint Distrib Lines	98,818	95,000	95,000	75,669	79.65%
Repairs/Maint City Beautificat	-	5,000	5,000	-	0.00%
Vehicle Fuel	48,831	74,883	74,883	53,061	70.86%
Vehicle Maintenance	58,944	85,000	85,000	63,062	74.19%
Default Fleet Management	-	-	-	-	NA
Wellness & Clinic Cost	10,900	12,237	12,237	10,198	83.33%
Property Damages	90,284	99,034	99,034	82,529	83.33%
Telecommunications	11,518	17,596	17,596	9,871	56.10%
Uniforms and Shoes	23,326	38,100	43,100	37,119	86.12%
Training and Travel Adv	-	-	-	2,208	NA
Training and Travel Exp	44,628	54,750	56,045	42,690	76.17%
Energy Incentive Programs	2,050	10,000	10,000	2,650	26.50%
EDR1 Econ Dev Rate Rider	45,513	601,578	505,368	43,761	8.66%
General Supplies	10,114	10,000	20,000	14,222	71.11%
Materials	36	-	-	-	NA
Small Equipment	82,626	65,000	124,834	99,365	79.60%
PC's/Peripherals	3,814	9,260	9,260	6,838	73.84%
Software	-	-	-	-	NA
Organizational Dues	39,249	45,000	61,210	61,210	100.00%
Subscriptions & Publications	-	-	-	-	NA
Bad Debt Expense	47,471	596,484	596,484	(11,390)	-1.91%
Other Operating Expense	49,141	50,000	115,000	89,578	77.89%
Over/Short Electric Inventory	-	-	-	-	NA
Electric Purchases	45,335,019	46,059,007	46,059,007	30,663,279	66.57%
Sales Tax Power Purchase	2,405,410	2,731,644	2,731,644	2,036,741	74.56%
Sub Total Operating	\$ 49,081,601	\$ 51,781,467	\$ 51,802,808	\$ 33,971,679	65.58%
Reimbursements to other funds					
Allocations Administration	\$ -	\$ -	\$ -	\$ -	NA
Allocations Warehouse	361,913	390,085	390,085	325,071	83.33%
Allocations Parks Maint	9,590	9,676	9,676	8,063	83.33%
Force Account Labor	-	-	-	-	NA
Allocations Manual Adjs	2,534	-	-	-	NA
Sub Total Reimbursements to other funds	\$ 374,037	\$ 399,761	\$ 399,761	\$ 333,134	83.33%
Unreserved / Balance	\$ -	\$ 1,156,691	\$ 1,156,691	\$ -	0.00%
Total Maintenance/Construction Division	\$ 52,383,486	\$ 58,032,400	\$ 59,153,000	\$ 37,003,279	62.56%

CITY OF MONROE BUDGET ELECTRIC FUND EXPENDITURES					
Function/Activity	YTD Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Electrical System Improvements Division					
Capital & Construction					
Imprvmt Construction	\$ 789,842	\$ 850,000	\$ 850,000	\$ 1,471,295	173.09%
Imprvmt Engineering	18,506	50,000	50,000	13,416	26.83%
Imprvmt Contrct/Frc Acct Labor	307,844	570,000	765,995	356,194	46.50%
Sub Total Capital & Construction	\$ 1,116,191	\$ 1,470,000	\$ 1,665,995	\$ 1,840,904	110.50%
Total Electrical System Improvements Division	\$ 1,116,191	\$ 1,470,000	\$ 1,665,995	\$ 1,840,904	110.50%
Electric Debt Service					
Installment Purchase Agreements					
Installment Principal	\$ 22,692	\$ 23,121	\$ 23,121	\$ -	0.00%
Installment Interest	4,123	3,949	3,949	1,650	41.80%
Revenue Bonds					
Bonds Principal	818,438	857,581	857,581	857,581	100.00%
Bonds Interest	541,477	503,892	503,892	343,680	68.20%
Bonds Admin Fees	2,847	2,847	2,936	2,847	96.96%
Debt Issuance Cost	-	-	-	-	NA
Bonds Pmt Escrow Agent	-	-	-	-	NA
Bonds Yrly Monitoring Fee	2,847	2,136	2,136	2,224	104.12%
Capital Leases⁽¹⁾					
Capital Leases Principal	2,528	2,694	2,895	4,646	160.48%
Capital Leases Interest	607	205	205	177	86.33%
Total Electric Debt Service	\$ 1,395,558	\$ 1,396,425	\$ 1,396,715	\$ 1,212,804	86.83%
Transfers to Other Funds					
TF To General Fund	\$ 444,696	\$ 450,000	\$ 450,000	\$ 419,309	93.18%
TF To Gov Capital Project	24,167	26,666	26,666	26,666	100.00%
TF To Electric Capital Proj	1,120,031	3,325,000	3,675,000	3,675,000	100.00%
TF To Airport Capital Proj	-	-	-	-	NA
Total Transfers out to Other Funds	\$ 1,588,894	\$ 3,801,666	\$ 4,151,666	\$ 4,120,975	99.26%
Advances to Other Funds					
0	\$ -	\$ -	\$ -	\$ -	NA
Total Advances to Other Funds	\$ -	\$ -	\$ -	\$ -	NA
Total Electric	\$ 59,550,839	\$ 68,849,582	\$ 70,730,008	\$ 47,041,937	66.51%

NOTES:

⁽¹⁾ Governmental accounting standards (GASB 87) require the City to recognize leases as a part of its debt service.

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

Revenue Bonds:

16 Refunding Rev

2023	Balance	Payoff Yr
\$ 1,371,702	\$ 11,639,615	2033

Other Debt

2020 New ERP System (share)

27,069	198,342	2030
<u>\$ 1,398,771</u>	<u>\$ 11,837,957</u>	

CITY OF MONROE BUDGET NATURAL GAS FUND BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 30,538,698	\$ 30,912,602	\$ 30,912,602	\$ 30,912,602	NA
Revenues					
Intergovernmental Restricted	\$ -	\$ -	\$ -	\$ -	NA
Sales and Services	20,443,272	24,038,091	24,038,091	20,657,226	85.94%
Investment Earnings ⁽¹⁾	(98,126)	98,609	98,609	526,628	534.06%
Miscellaneous	199,421	-	-	199,827	NA
Sub Total	\$ 20,544,567	\$ 24,136,700	\$ 24,136,700	\$ 21,383,681	88.59%
Other Financing Sources					
Proceeds From LT Debt	\$ -	\$ -	\$ -	\$ -	NA
Inception of Lease	-	-	-	-	NA
Transfers from other funds	-	-	524,978	524,977	100.00%
Advance from other funds	-	-	-	-	NA
Sub Total	\$ -	\$ -	\$ 524,978	\$ 524,977	100.00%
Annual Sources of Funds	\$ 20,544,567	\$ 24,136,700	\$ 24,661,678	\$ 21,908,658	88.84%
Total Sources of Funds	\$ 51,083,265	\$ 55,049,302	\$ 55,574,280	\$ 52,821,260	95.05%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 1,541,701	\$ 2,834,896	\$ 2,834,896	\$ 1,506,384	53.14%
Capital & Construction	655,127	755,000	1,600,525	612,171	38.25%
Operating	10,607,144	9,721,956	9,766,860	11,125,450	113.91%
Debt Service	2,745,051	2,748,221	2,748,236	2,289,628	83.31%
Sub Total	\$ 15,549,024	\$ 16,060,073	\$ 16,950,517	\$ 15,533,632	91.64%
Reimbursements to other funds					
Cost Allocations	\$ 1,793,400	\$ 1,897,415	\$ 1,897,415	\$ 1,581,179	83.33%
Sub Total	\$ 1,793,400	\$ 1,897,415	\$ 1,897,415	\$ 1,581,179	83.33%
Other Financing Uses					
Transfers to Other Funds	\$ 2,828,240	\$ 4,309,000	\$ 4,659,000	\$ 4,660,207	100.03%
Sub Total	\$ 2,828,240	\$ 4,309,000	\$ 4,659,000	\$ 4,660,207	100.03%
Total Uses of Funds	\$ 20,170,663	\$ 22,266,488	\$ 23,506,932	\$ 21,775,019	92.63%
Ending Balance	\$ 30,912,602	\$ 32,782,814	\$ 32,067,347	\$ 31,046,241	

Notes:

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

CITY OF MONROE BUDGET NATURAL GAS FUND REVENUES					
Revenue Sources	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Restricted Intergovernmental					
Reimbursements FEMA	\$ -	\$ -	\$ -	\$ -	NA
FEMA Covid-19 Claim	-	-	-	-	NA
Total Restricted Intergovernmental	\$ -	\$ -	\$ -	\$ -	NA
Sales and Services					
Sale of Fixed Assets	\$ 28,406	\$ -	\$ -	\$ -	NA
Sales Of Natural Gas	19,455,411	22,782,932	22,782,932	19,728,693	86.59%
Tax on Sales of N Gas	957,307	1,255,159	1,255,159	925,782	73.76%
Service Charges	2,149	-	-	2,750	NA
PSNC Capacity Charge	-	-	-	-	NA
Misc Sales Other	-	-	-	-	NA
Total Sales and Services	\$ 20,443,272	\$ 24,038,091	\$ 24,038,091	\$ 20,657,226	85.94%
Investment Earnings					
Investment Earnings	\$ (98,127)	\$ 98,609	\$ 98,609	\$ 526,628	534.1%
Interest Earned Trustee	1	-	-	-	NA
Interest Earned Wells Far	-	-	-	-	NA
Total Investment Earnings	\$ (98,126)	\$ 98,609	\$ 98,609	\$ 526,628	534.06%
Miscellaneous					
Third Party	\$ -	\$ -	\$ -	\$ -	NA
Miscellaneous Reimbursements	167,065	-	-	181,512	NA
Pipeline O&M Reimbursemt	31,364	-	-	18,315	NA
Miscellaneous Other	991	-	-	-	NA
Cash Discounts	-	-	-	-	NA
Total Miscellaneous	\$ 199,421	\$ -	\$ -	\$ 199,827	NA
Other Financing Sources					
Transfers from other funds					
TF From General Fund	\$ -	\$ -	\$ -	\$ -	NA
TF From Gov Capital Project	-	-	-	-	NA
TF From Aquatics Ctr	-	-	-	-	NA
TF From Electric Capital Proj	-	-	-	-	NA
TF From N Gas Capital Proj	-	-	524,978	524,977	100.00%
Sub Total Interfund Transfers	-	-	524,978	524,977	100.00%
Proceeds from Financing					
Proceeds Revenue Bonds	\$ -	\$ -	\$ -	\$ -	NA
Proceeds Limited Obligation Bd	-	-	-	-	NA
Proceeds Installment Purchase	-	-	-	-	NA
Sub Total Proceeds from Financing	-	-	-	-	NA
Appropriation Of Fund Bal	-	-	715,466	-	0.00%
Oth Fin Inception of Lease	-	-	-	-	NA
Advance From Electric Fund	-	-	-	-	NA
Total Other Financing Sources	\$ -	\$ -	\$ 1,240,444	\$ 524,977	42.32%
Total Natural Gas Fund Revenues	\$ 20,544,567	\$ 24,136,700	\$ 25,377,144	\$ 21,908,658	86.33%

NOTES:

CITY OF MONROE BUDGET NATURAL GAS FUND EXPENDITURES					
Function/Activity	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Maintenance/Construction Division					
Personnel					
Salary	\$ 984,948	\$ 1,926,644	\$ 1,926,644	\$ 990,966	51.43%
Overtime	25,620	57,173	57,173	19,834	34.69%
Standby	20,712	27,674	27,674	17,274	62.42%
Social Security Taxes	75,422	116,835	116,835	75,193	64.36%
Life Insurance	2,080	2,054	2,054	2,204	107.31%
Employer Share Insurance	262,705	391,138	391,138	208,696	53.36%
Retirement	113,476	203,887	203,887	129,195	63.37%
401(k)	47,903	81,972	81,972	48,709	59.42%
Cell Phone Allowance	-	420	420	-	0.00%
Workers Compensation	8,834	17,177	17,177	14,314	83.33%
Temporary Labor	-	9,922	9,922	-	0.00%
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 1,541,701	\$ 2,834,896	\$ 2,834,896	\$ 1,506,384	53.14%
Capital & Construction					
Land	\$ -	\$ -	\$ -	\$ -	NA
Capitalized Motor Vehicles	-	265,000	1,054,481	95,940	9.10%
Capitalized Equipment	112,405	55,000	56,044	13,572	24.22%
Sub Total Capital & Construction	\$ 112,405	\$ 320,000	\$ 1,110,525	\$ 109,512	9.86%
Operating					
Legal Services	\$ -	\$ 15,000	\$ 15,000	\$ -	0.00%
Financial Management	8,089	9,153	9,153	9,153	100.00%
Engineering Services	-	30,000	10,000	-	0.00%
Midland	-	237,386	237,386	237,386	100.00%
Mooreville	-	55,000	56,650	56,650	100.00%
Technical Meter Repairs	53,181	45,000	45,000	60,020	133.38%
Technical Contracted Services	44,280	95,000	77,000	44,506	57.80%
FEMA Covid Exp.	-	-	-	-	NA
Repairs & Maint Equipment	4,629	13,500	13,500	3,599	26.66%
Software License & Support	1,316	5,580	5,580	2,877	51.56%
Repairs & Maint Copiers	0	50	50	0	0.10%
Repairs & Maint ERP System AMA	16,385	17,204	17,204	17,168	99.79%
Repairs & Maint SCADA	26,570	33,360	38,360	19,175	49.99%
Repairs & Maint Utility Lines	4,862	32,000	17,000	2,679	15.76%
Repairs & Maint LNG Facility	25,532	91,000	114,257	35,721	31.26%
Repairs & Maint Trans Pipeline	73,783	85,000	75,000	46,338	61.78%
Repairs/Maint City Beautificat	2,613	5,000	5,000	-	0.00%
Equipment Rentals	-	3,000	3,000	-	0.00%
Vehicle Fuel	42,272	80,338	80,338	50,115	62.38%
Vehicle Maintenance	37,975	47,500	47,500	20,603	43.38%
Wellness & Clinic Cost	11,445	12,849	12,849	10,708	83.33%
Property Damages	18,066	29,741	29,741	24,785	83.33%
Telecommunications	13,829	20,680	20,680	13,357	64.59%
Marketing & Promotions	1,508	7,500	7,500	5,694	75.92%
Public Information	15,219	26,000	28,383	12,036	42.41%
Special Assistance Progra	16,000	16,000	16,000	16,000	100.00%
Uniforms and Shoes	25,250	34,580	34,580	20,701	59.86%
Training and Travel Adv	-	-	-	480	NA
Training and Travel Exp	35,422	64,970	111,970	51,482	45.98%
Energy Incentive Programs	800	40,000	16,350	400	2.45%
General Supplies	1,351	4,250	4,582	802	17.51%
Materials	247	-	-	47	NA
Small Equipment	65,692	80,500	92,623	67,122	72.47%
PC's Peripherals	1,087	14,440	14,440	12,361	85.60%
Software	-	-	-	-	NA
Utilities	17,282	12,774	12,774	15,166	118.73%
Organizational Dues	15,401	27,000	38,092	25,521	67.00%
Subscriptions & Publications	995	2,000	2,000	645	32.25%
Bad Debt Expense	8,723	48,107	48,107	(2,429)	-5.05%
Other Operating Expense	19,335	26,350	26,350	20,011	75.94%
Over/Short N Gas Inventory	-	-	-	-	NA
Natural Gas Purchases	8,912,699	6,834,880	6,834,880	9,108,387	133.26%
LNG Purchases	127,979	250,000	278,718	78,266	28.08%
Sales Tax Natural Gas	957,329	1,269,264	1,269,264	1,037,919	81.77%
Sub Total Operating	\$ 10,607,144	\$ 9,721,956	\$ 9,766,860	\$ 11,125,450	113.91%
Reimbursements to other funds					
Allocations Administration	\$ 425,741	\$ 496,330	\$ 496,330	\$ 413,608	83.33%
Allocations Utility Billing	188,075	208,680	208,680	173,900	83.33%

CITY OF MONROE BUDGET NATURAL GAS FUND EXPENDITURES					
Function/Activity	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Allocations Cust Srv/Pmt Ctr	275,069	300,189	300,189	250,158	83.33%
Allocations Street	2,162	2,360	2,360	1,967	83.33%
Allocations Purchasing	7,232	7,659	7,659	6,383	83.33%
Allocations Fleet	20,760	22,043	22,043	18,369	83.33%
Allocations Warehouse	34,383	37,074	37,074	30,895	83.33%
Allocation Electric Admin	790,000	790,000	790,000	658,333	83.33%
Allocations Manual Adjs	49,978	33,080	33,080	27,567	83.33%
Allocations Credits	-	-	-	-	NA
Sub Total Reimbursements to other funds	\$ 1,793,400	\$ 1,897,415	\$ 1,897,415	\$ 1,581,179	83.33%
Unreserved / Balance	\$ -	\$ 1,870,212	\$ 1,870,212	\$ -	0.00%
Total Maintenance/Construction Division	\$ 14,054,651	\$ 16,644,479	\$ 17,479,908	\$ 14,322,525	81.94%
N Gas System Improvements Division					
Capital & Construction					
Land	\$ -	\$ -	\$ -	\$ -	NA
Imprvmt Construction	379,076	305,000	285,000	329,492	115.61%
Imprvmt Conctrct/Frc Acct Labor	139,822	100,000	175,000	159,096	90.91%
Repairs STs-Dir Cost UT Cuts	23,824	30,000	30,000	14,070	46.90%
Total NG System Improvements Division	\$ 542,722	\$ 435,000	\$ 490,000	\$ 502,658	102.58%
N Gas Debt Service					
Installment Purchase Agreements					
Installment Principal	\$ 1,175,256	\$ 1,230,545	\$ 1,230,545	\$ 1,215,000	98.74%
Installment Interest	1,335,324	1,283,085	1,283,085	866,864	67.56%
Revenue Bonds					
Bonds Principal	136,746	143,286	143,286	143,286	100.00%
Bonds Interest	90,471	84,192	84,192	57,422	68.20%
Bonds Admin Fees	6,476	6,476	6,491	6,476	99.76%
Debt Issuance Cost	-	-	-	-	NA
Bonds Pmt Escrow Agent	-	-	-	-	NA
Bonds Yrly Monitoring Fee	476	357	357	372	104.09%
Capital Leases⁽¹⁾					
Capital Leases Principal	244	260	260	191	73.59%
Capital Leases Interest	59	20	20	17	85.50%
Total N Gas Debt Service	\$ 2,745,051	\$ 2,748,221	\$ 2,748,236	\$ 2,289,628	83.31%
Transfers to Other Funds					
TF To General Fund	\$ 168,240	\$ 174,000	\$ 174,000	\$ 175,207	100.69%
TF to Gov Capital Project	-	-	-	-	NA
TF To Electric Capital Proj	-	-	350,000	350,000	100.00%
TF To N Gas Capital Proj	2,660,000	4,135,000	4,135,000	4,135,000	100.00%
Total Transfers out to Other Funds	\$ 2,828,240	\$ 4,309,000	\$ 4,659,000	\$ 4,660,207	100.03%
Total N Gas	\$ 20,170,663	\$ 24,136,700	\$ 25,377,144	\$ 21,775,019	85.81%

NOTES:

⁽¹⁾ Governmental accounting standards (GASB 87) require the City to recognize leases as a part of its debt service.

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

Revenue Bonds:

16 Refunding (2008 Combined Enterprise Bonds)

Other:

16 Limited Obligation Bonds (LOBs) (Refunding)

18 New Limited Obligation Bonds (LOBS)

2020 New ERP System (share)

	2023	Balance	Payoff Yr
\$	229,186	\$ 1,944,763	2033
	2,002,100	24,040,000	2039
	508,013	7,450,000	2043
	18,199	133,348	2030
\$	2,757,498	\$ 33,568,111	

CITY OF MONROE BUDGET STORMWATER UTILITY FUND BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 2,182,837	\$ 1,862,563	\$ 1,862,563	\$ 1,862,563	NA
Revenues					
Intergovernmental Restricted	\$ -	\$ -	\$ -	\$ -	NA
Sales and Services	2,774,972	2,822,943	2,822,943	2,228,797	78.95%
Investment Earnings ⁽¹⁾	(7,043)	6,693	6,693	37,545	560.96%
Miscellaneous	-	-	-	251	NA
Sub Total	\$ 2,767,930	\$ 2,829,636	\$ 2,829,636	\$ 2,266,593	80.10%
Other Financing Sources					
Proceeds From LT Debt	\$ -	\$ -	\$ -	\$ -	NA
Oth Fin Inception of Lease	-	-	-	-	NA
Transfers from other funds	-	-	-	-	NA
Advances from other funds	-	-	-	-	NA
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Annual Sources of Funds	\$ 2,767,930	\$ 2,829,636	\$ 2,829,636	\$ 2,266,593	80.10%
Total Sources of Funds	\$ 4,950,767	\$ 4,692,199	\$ 4,692,199	\$ 4,129,156	88.00%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 974,671	\$ 1,063,490	\$ 1,033,490	\$ 678,208	65.62%
Capital & Construction	146,371	73,000	82,804	82,774	99.96%
Operating	441,631	545,547	778,977	428,202	54.97%
Debt Service	121,314	121,385	121,385	1,732	1.43%
Sub Total	\$ 1,683,987	\$ 1,803,422	\$ 2,016,656	\$ 1,190,916	59.05%
Reimbursements to other funds					
Cost Allocations	\$ 719,217	\$ 753,095	\$ 753,095	\$ 627,579	83.33%
Sub Total	\$ 719,217	\$ 753,095	\$ 753,095	\$ 627,579	83.33%
Other Financing Uses					
Transfers to Other Funds	\$ 685,000	\$ 200,000	\$ 200,000	\$ 200,000	100.00%
Sub Total	\$ 685,000	\$ 200,000	\$ 200,000	\$ 200,000	100.00%
Total Uses of Funds	\$ 3,088,204	\$ 2,756,517	\$ 2,969,751	\$ 2,018,495	67.97%
Ending Balance	\$ 1,862,563	\$ 1,935,682	\$ 1,722,448	\$ 2,110,661	

Notes:

⁽¹⁾ Investment Earnings distributed quarterly among funds

CITY OF MONROE BUDGET STORMWATER UTILITY FUND REVENUES					
Revenue Sources	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Restricted Intergovernmental					
Reimbursements FEMA	\$ -	\$ -	\$ -	\$ -	NA
FEMA Covid-19 Claim	-	-	-	-	NA
Total Restricted Intergovernmental	\$ -	\$ -	\$ -	\$ -	NA
Sales and Services					
Storm Wtr Permits	\$ 53,325	\$ 15,000	\$ 15,000	\$ 54,750	365.00%
Storm Wtr BMP Annual Inspectn	17,135	14,850	14,850	11,550	77.78%
Storm Wtr Civil Citation	-	-	-	-	NA
Sale of Fixed Assets	-	-	-	-	NA
Stormwater Receipts	2,704,512	2,793,093	2,793,093	2,162,497	77.42%
Total Sales and Services	\$ 2,774,972	\$ 2,822,943	\$ 2,822,943	\$ 2,228,797	78.95%
Investment Earnings					
Investment Earnings	\$ (7,043)	\$ 6,693	\$ 6,693	\$ 37,545	560.96%
Total Investment Earnings	\$ (7,043)	\$ 6,693	\$ 6,693	\$ 37,545	560.96%
Miscellaneous					
Miscellaneous Reimbursements	\$ -	\$ -	\$ -	\$ 251	NA
Cash Discounts	-	-	-	-	NA
Total Miscellaneous	\$ -	\$ -	\$ -	\$ 251	NA
Other Financing Sources					
Transfers from other Funds	\$ -	\$ -	\$ -	\$ -	NA
TF From General Fund	\$ -	\$ -	\$ -	\$ -	NA
TF From Gov Capital Project	-	-	-	-	NA
TF From Stormwtr Capital Proj	-	-	-	-	NA
Sub Total Interfund Transfers	\$ -	\$ -	\$ -	\$ -	NA
Proceeds Installment Purchase	-	-	-	-	NA
Appropriation Of Fund Bal	-	-	213,234	-	0.00%
Oth Fin Inception of Lease	-	-	-	-	NA
Advance From Electric Fund	-	-	-	-	NA
Total Other Financing Sources	\$ -	\$ -	\$ 213,234	\$ -	0.00%
Total Stormwater Utility Fund Revenues	\$ 2,767,930	\$ 2,829,636	\$ 3,042,870	\$ 2,266,593	74.49%

CITY OF MONROE BUDGET STORMWATER UTILITY FUND EXPENDITURES					
Function/Activity	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Maintenance Division					
Personnel					
Salary	\$ 623,564	\$ 702,291	\$ 672,291	\$ 455,770	67.79%
Overtime	3,174	4,192	4,192	1,442	34.40%
Standby	4,085	5,197	5,197	3,631	69.87%
Social Security Taxes	45,836	49,159	49,159	33,682	68.52%
Life Insurance	1,301	1,203	1,203	1,095	91.04%
Employer Share Insurance	186,971	159,179	159,179	89,036	55.93%
Retirement	70,656	85,689	85,689	57,841	67.50%
401(k)	27,315	33,847	33,847	16,661	49.22%
Cell Phone Allowance	1,230	1,020	1,020	955	93.63%
Workers Compensation	10,540	21,713	21,713	18,094	83.33%
Temporary Labor	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 974,671	\$ 1,063,490	\$ 1,033,490	\$ 678,208	65.62%
Capital & Construction					
Imprvmt Construction	\$ 102,996	\$ -	\$ 8,804	\$ 8,804	100.00%
Imprvmt Conctrct Material&Labor	-	-	-	-	NA
Imprvmt Contingencies	-	-	-	-	NA
Capitalized Motor Vehicles	43,375	-	-	-	NA
Capitalized Equipment	-	73,000	74,000	73,971	
Capital Outlay Buildings	-	-	-	-	NA
Sub Total Capital & Construction	\$ 146,371	\$ 73,000	\$ 82,804	\$ 82,774	99.96%
Operating					
Bank Service Charges	\$ -	\$ -	\$ -	\$ -	NA
Management Services	-	-	-	-	NA
Financial Management	1,232	1,410	1,410	1,410	100.00%
Engineering Services	55,675	125,000	276,498	92,185	33.34%
Technical Contracted Services	30,654	47,318	51,707	8,902	17.22%
FEMA Covid Exp.	-	-	-	-	NA
Cleaning Srv Waste Disposal	22,233	40,000	39,396	12,275	31.16%
Repairs & Maint Equipment	7,612	6,000	6,000	2,344	39.07%
Software License & Support	5,357	3,925	5,125	5,118	99.87%
Repairs & Maint ERP System AMA	8,193	8,603	8,603	8,584	99.78%
Repairs/Maint City Beautificat	1,145	5,000	5,000	-	0.00%
Vehicle Fuel	33,916	43,021	43,021	35,205	81.83%
Vehicle Maintenance	40,600	34,020	34,020	28,616	84.12%
Default Fleet Management	-	-	-	161	NA
Unemployment Insurance	-	146	146	104	71.41%
Wellness & Clinic Cost	7,085	9,178	9,178	7,649	83.34%
Property Damages	11,032	15,989	15,989	13,325	83.34%
Telecommunications	5,136	10,480	10,480	5,476	52.25%
Marketing & Promotions	-	-	-	-	NA
Uniforms and Shoes	5,642	6,614	6,614	3,846	58.15%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	10,373	8,000	8,000	6,336	79.20%
General Supplies	7,880	11,000	11,000	616	5.60%
Materials	173,423	140,000	216,947	182,243	84.00%
Small Equipment	1,311	5,950	5,950	-	0.00%
PC's Peripherals	2,744	4,430	4,430	4,117	92.93%
Software	366	-	-	-	NA
Organizational Dues	5,760	6,675	6,675	5,905	88.46%
Subscriptions & Publications	-	-	-	-	NA
Bad Debt Expense	1,604	4,625	4,625	(172)	-3.72%
Other Operating Expense	2,658	8,163	8,163	3,957	48.47%
Sub Total Operating	\$ 441,631	\$ 545,547	\$ 778,977	\$ 428,202	54.97%
Reimbursements to other funds					
Allocations Administration	\$ 127,098	\$ 145,795	\$ 145,795	\$ 121,496	83.33%
Allocations Utility Billing	40,358	39,545	39,545	32,954	83.33%
Allocations Cust Srv/Pmt Ctr	13,820	14,735	14,735	12,279	83.33%
Allocations Engineering	323,472	312,592	312,592	260,493	83.33%
Allocations Street	178,938	185,510	185,510	154,592	83.33%
Allocations Purchasing	5,682	6,034	6,034	5,028	83.33%
Allocations Fleet	20,045	21,288	21,288	17,740	83.33%
Allocations Parks Maint	119	127	127	106	83.31%
Allocations Facilities Maint	5,037	5,583	5,583	4,653	83.33%
Allocations Manual Adjs	4,648	21,886	21,886	18,238	83.33%
Sub Total Reimbursements to other funds	\$ 719,217	\$ 753,095	\$ 753,095	\$ 627,579	83.33%
Total Maintenance Division	\$ 2,281,890	\$ 2,435,132	\$ 2,648,366	\$ 1,816,763	68.60%

CITY OF MONROE BUDGET STORMWATER UTILITY FUND EXPENDITURES					
Function/Activity	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Stormwater Debt Service					
Installment Purchase Agreements					
Installment Principal	\$ 113,685	\$ 116,849	\$ 116,849	\$ -	0.00%
Installment Interest	7,629	4,536	4,536	1,732	38.18%
Capital Leases⁽¹⁾					
Capital Leases Principal	-	-	-	-	NA
Capital Leases Interest	-	-	-	-	NA
Total Stormwater Debt Service	\$ 121,314	\$ 121,385	\$ 121,385	\$ 1,732	1.43%
Transfers to other funds					
TF To Gov Capital Project	\$ -	\$ -	\$ -	\$ -	NA
TF To Stormwtr Capital Proj	685,000	200,000	200,000	200,000	100.00%
Total Transfers Out to Other Funds	\$ 685,000	\$ 200,000	\$ 200,000	\$ 200,000	100.00%
Unreserved / Balance	\$ -	\$ 73,119	\$ 73,119	\$ -	0.00%
Total Stormwater Utility Fund Expenditures	\$ 3,088,204	\$ 2,829,636	\$ 3,042,870	\$ 2,018,495	66.34%

Notes:

⁽¹⁾ Governmental accounting standards (GASB 87) require the City to recognize leases as a part of its debt service.

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

Other:

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

2023	Balance	Payoff Yr
111,290	111,290	2023
10,360	75,912	2030
\$ 121,650	\$ 187,202	

CITY OF MONROE BUDGET SOLID WASTE FUND BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 725,666	\$ 639,713	\$ 639,713	\$ 639,713	NA
Revenues					
Intergovernmental Restricted	\$ 25,619	\$ 23,000	\$ 23,000	\$ 14,950	65.00%
Sales and Services	2,882,626	2,863,747	2,863,747	2,404,973	83.98%
Investment Earnings ⁽¹⁾	(1,541)	1,594	1,594	7,265	455.75%
Miscellaneous	-	-	-	-	NA
Sub Total	\$ 2,906,704	\$ 2,888,341	\$ 2,888,341	\$ 2,427,188	84.03%
Other Financing Sources					
Installment Purchase Proceeds	\$ -	\$ -	\$ -	\$ -	0.00%
TF From General Fund	-	-	-	-	
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Annual Sources of Funds	\$ 2,906,704	\$ 2,888,341	\$ 2,888,341	\$ 2,427,188	84.03%
Total Sources of Funds	\$ 3,632,370	\$ 3,528,054	\$ 3,528,054	\$ 3,066,902	86.93%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 262,406	\$ 222,053	\$ 222,053	\$ 153,244	69.01%
Capital/Construction	-	-	-	-	NA
Operating	2,541,609	2,771,179	2,773,379	2,055,204	74.10%
Debt Service	7,993	7,997	7,997	487	6.09%
Sub Total	\$ 2,812,008	\$ 3,001,229	\$ 3,003,429	\$ 2,208,936	73.55%
Reimbursements to other funds					
Cost Allocations	\$ 180,649	\$ 196,702	\$ 196,702	\$ 163,918	83.33%
Other Financing Uses					
Transfers to Other Funds	\$ -	\$ -	\$ -	\$ -	NA
Sub Total	\$ 180,649	\$ 196,702	\$ 196,702	\$ 163,918	83.33%
Total Uses of Funds	\$ 2,992,657	\$ 3,197,931	\$ 3,200,131	\$ 2,372,854	74.15%
Ending Balance	\$ 639,713	\$ 330,123	\$ 327,923	\$ 694,047	

Notes:

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

CITY OF MONROE BUDGET SOLID WASTE FUND REVENUES					
Revenue Sources	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Intergovernmental Revenues Restricted					
DOR Disposal Tax Distrib	\$ 25,619	\$ 23,000	\$ 23,000	\$ 14,950	65.00%
Total Intergovernmental Revenues Restricted	\$ 25,619	\$ 23,000	\$ 23,000	\$ 14,950	65.00%
Sales and Services					
Solid Waste Violations	\$ 2,075	\$ 2,000	\$ 2,000	\$ 3,550	177.50%
Refuse Collection Fees	2,880,551	2,861,747	2,861,747	2,401,423	83.91%
Sale of Fixed Assets	-	-	-	-	NA
Recycling Materials	-	-	-	-	NA
Total Sales and Services	\$ 2,882,626	\$ 2,863,747	\$ 2,863,747	\$ 2,404,973	83.98%
Investment Earnings					
Investment Earnings	\$ (1,541)	\$ 1,594	\$ 1,594	\$ 7,265	455.75%
Total Investment Earnings	\$ (1,541)	\$ 1,594	\$ 1,594	\$ 7,265	455.75%
Miscellaneous					
Cash Discounts	\$ -	\$ -	\$ -	\$ -	NA
Total Miscellaneous	\$ -	\$ -	\$ -	\$ -	NA
Other Financing Sources					
Proceeds Installment Purchase	\$ -	\$ -	\$ -	\$ -	NA
Appropriation Of Fund Bal	-	309,590	311,790	-	0.00%
TF From General Fund	-	-	-	-	NA
Total Other Financing Sources	\$ -	\$ 309,590	\$ 311,790	\$ -	0.00%
Total Solid Waste Fund Revenues	\$ 2,906,704	\$ 3,197,931	\$ 3,200,131	\$ 2,427,188	75.85%

CITY OF MONROE BUDGET SOLID WASTE UTILITY FUND EXPENDITURES					
Function/Activity	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Operating Personnel					
Salary	\$ 107,102	\$ 148,688	\$ 148,688	\$ 103,805	69.81%
Overtime	-	-	-	-	NA
Social Security Taxes	7,745	9,905	9,905	7,583	76.56%
Life Insurance	229	203	203	239	117.65%
Employer Share Insurance	33,531	36,139	36,139	22,887	63.33%
Retirement	11,985	17,713	17,713	12,922	72.95%
401(k)	5,348	7,505	7,505	4,225	56.29%
Cell Phone Allowance	600	600	600	500	83.33%
Workers Compensation	933	1,300	1,300	1,084	83.36%
Temporary Labor	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 167,472	\$ 222,053	\$ 222,053	\$ 153,244	69.01%
Capital & Construction					
Capitalized Motor Vehicles	\$ -	\$ -	\$ -	\$ -	NA
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	\$ -	\$ -	\$ -	\$ -	NA
Operating					
Collection Fees	\$ -	\$ 250	\$ 250	\$ -	0.00%
Bank Service Charges	-	-	-	-	NA
Financial Management	1,383	1,512	1,512	1,511	99.93%
Technical Contracted Services	-	689	689	687	99.72%
Refuse Collection	2,323,955	2,554,584	2,554,584	1,917,938	75.08%
Roadside Trash Pickup	26,400	26,400	28,600	19,800	69.23%
Software License & Support	-	8,600	8,600	-	0.00%
Repairs & Maint ERP System AMA	4,959	5,207	5,207	5,196	99.78%
Repairs/Maint City Beautificat	2,613	5,000	5,000	-	0.00%
Vehicle Fuel	345	273	273	1,017	372.42%
Vehicle Maintenance	506	500	500	-	0.00%
Default Fleet Management	-	-	-	-	NA
Unemployment Insurance	-	618	618	441	71.41%
Wellness & Clinic Cost	1,090	1,224	1,224	1,020	83.33%
Property Damages	190	189	189	158	83.33%
Telecommunications	482	684	684	214	31.22%
Uniforms and Shoes	-	200	200	348	173.78%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	246	3,500	3,500	1,916	54.75%
General Supplies	81	-	-	178	NA
Small Equipment	136,366	126,050	126,050	102,467	81.29%
PC's Peripherals	869	-	-	-	NA
Bad Debt Expense	5,936	13,199	13,199	(204)	-1.54%
Other Operating Expense	1,162	2,500	2,500	195	7.80%
Solid Waste Education	26,019	20,000	20,000	2,323	11.61%
Sub Total Operating	\$ 2,532,601	\$ 2,771,179	\$ 2,773,379	\$ 2,055,204	74.10%
Reimbursements to other funds					
Allocations Administration	\$ 56,096	\$ 65,042	\$ 65,042	\$ 54,202	83.33%
Allocations Utility Billing	34,189	33,626	33,626	28,022	83.33%
Allocations Cust Srv/Pmt Ctr	34,842	38,209	38,209	31,841	83.33%
Allocations Engineering	48,956	49,776	49,776	41,480	83.33%
Allocations Planning	-	-	-	-	NA
Allocations Purchasing	845	899	899	749	83.34%
Allocations Fleet	1,579	1,688	1,688	1,407	83.34%
Allocations Parks Maint	18	20	20	17	83.50%
Allocations Facilities Maint	810	903	903	753	83.33%
Allocations Manual Adjts	3,314	6,539	6,539	5,449	83.33%
Sub Total Reimbursements to other funds	\$ 180,649	\$ 196,702	\$ 196,702	\$ 163,918	83.33%
Total Administration Division	\$ 2,880,722	\$ 3,189,934	\$ 3,192,134	\$ 2,372,367	74.32%

CITY OF MONROE BUDGET SOLID WASTE UTILITY FUND EXPENDITURES					
Function/Activity	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Community Maintenance					
Personnel					
Salary	\$ 59,678	\$ -	\$ -	\$ -	NA
Overtime	-	-	-	-	NA
Social Security Taxes	4,436	-	-	-	NA
Life Insurance	132	-	-	-	NA
Employer Share Insurance	21,304	-	-	-	NA
Retirement	6,540	-	-	-	NA
401(k)	2,261	-	-	-	NA
Workers Compensation	582	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 94,934	\$ -	\$ -	\$ -	NA
Capital & Construction					
Capitalized Motor Vehicles	\$ -	\$ -	\$ -	\$ -	NA
Sub Total Capital & Construction	\$ -	\$ -	\$ -	\$ -	NA
Operating					
Software License & Support	\$ 87	\$ -	\$ -	\$ -	NA
Vehicle Fuel	4,218	-	-	-	NA
Vehicle Maintenance	854	-	-	-	NA
Default Fleet Management	-	-	-	-	NA
Wellness & Clinic Cost	1,090	-	-	-	NA
Property Damages	538	-	-	-	NA
Telecommunications	993	-	-	-	NA
Uniforms and Shoes	150	-	-	-	NA
General Supplies	831	-	-	-	NA
Small Equipment	68	-	-	-	NA
PC's Peripherals	-	-	-	-	NA
Software	-	-	-	-	NA
Other Operating Expense	179	-	-	-	NA
Sub Total Operating	\$ 9,008	\$ -	\$ -	\$ -	NA
Total Maintenance Division	\$ 103,942	\$ -	\$ -	\$ -	NA
Solid Waste Debt Service					
Installment Purchase Agreements					
Installment Principal	\$ 6,703	\$ 6,830	\$ 6,830	\$ -	0.00%
Installment Interest	1,289	1,167	1,167	487	41.75%
Capital Leases⁽¹⁾					
Capital Leases Principal	-	-	-	-	NA
Capital Leases Interest	-	-	-	-	NA
Total Solid Waste Debt Service	\$ 7,993	\$ 7,997	\$ 7,997	\$ 487	6.09%
Transfers to other funds					
TF To General Fund	\$ -	\$ -	\$ -	\$ -	NA
TF To Gov Capital Project	-	-	-	-	NA
Total Transfers Out to Other Funds	\$ -	\$ -	\$ -	\$ -	NA
Unreserved / Balance	-	-	-	-	NA
Total Solid Waste Fund Expenditures	\$ 2,992,657	\$ 3,197,931	\$ 3,200,131	\$ 2,372,854	74.15%

NOTES:

⁽¹⁾ Governmental accounting standards (GASB 87) require the City to recognize leases as a part of its debt service.

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

Other:

2020 New ERP System (share)

2023	Balance	Payoff Yr
\$ 7,997	\$ 58,592	2030
\$ 7,997	\$ 58,592	

CITY OF MONROE BUDGET DOWNTOWN MONROE BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 547,593	\$ 258,746	\$ 258,746	\$ 258,746	NA
Revenues					
Taxes	\$ 61,893	\$ 64,997	\$ 64,997	\$ 68,163	104.87%
Miscellaneous ⁽¹⁾	355,464	-	-	-	NA
Sub Total	\$ 417,357	\$ 64,997	\$ 64,997	\$ 68,163	104.87%
Other Financing Sources					
Transfers from other funds	\$ (80,177)	\$ 210,863	\$ 216,708	\$ 181,564	83.78%
Proceeds from Financing	-	-	-	-	NA
Inception of Lease	-	-	-	-	NA
Sub Total	\$ (80,177)	\$ 210,863	\$ 216,708	\$ 181,564	83.78%
Annual Sources of Funds	\$ 337,180	\$ 275,860	\$ 281,705	\$ 249,727	88.65%
Total Sources of Funds	\$ 884,773	\$ 534,606	\$ 540,451	\$ 508,472	94.08%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 123,239	\$ 137,272	\$ 137,272	\$ 119,428	87.00%
Capital	-	-	-	-	NA
Operating ⁽²⁾	500,180	135,978	387,623	235,557	60.77%
Debt Service	2,609	2,610	2,610	404	15.48%
Sub Total	\$ 626,027	\$ 275,860	\$ 527,505	\$ 355,389	67.37%
Other Financing Uses					
Transfers to Other Funds	\$ -	\$ -	\$ -	\$ -	NA
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Total Uses of Funds	\$ 626,027	\$ 275,860	\$ 527,505	\$ 355,389	67.37%
Ending Balance	\$ 258,746	\$ 258,746	\$ 12,946	\$ 153,083	

Notes:

⁽¹⁾ Includes Downtown Pioneers loan payments.

⁽²⁾ Operating expenditures include Downtown Incentive for the Buggy Factory, \$400K.

CITY OF MONROE BUDGET DOWNTOWN MONROE FUND REVENUES					
Revenue Sources	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Taxes					
MSD Taxes	\$ 59,046	\$ 62,746	\$ 62,746	\$ 64,287	102.46%
Vehicle Property Taxes	2,594	1,981	1,981	2,543	128.38%
Prior Year Taxes	43	120	120	1,038	864.76%
Penalties and Interest	210	150	150	295	196.66%
Total Taxes	\$ 61,893	\$ 64,997	\$ 64,997	\$ 68,163	104.87%
Miscellaneous					
Misc Sales Other	\$ -	\$ -	\$ -	\$ -	NA
DM Donations-Sponsorships	\$ -	\$ -	\$ -	\$ -	NA
Cash Discounts	-	-	-	-	NA
Misc Downtown Pioneers	355,464	-	-	-	NA
Total Miscellaneous	\$ 355,464	\$ -	\$ -	\$ -	NA
Other Financing Sources					
Proceeds Installment Purchase	\$ -	\$ -	\$ -	\$ -	NA
Appropriation Of Fund Bal	-	-	245,800	-	0.00%
Oth Fin Inception of Lease	-	-	-	-	NA
TF From General Fund	(80,177)	210,863	216,708	181,564	83.78%
Total Other Financing Sources	\$ (80,177)	\$ 210,863	\$ 462,508	\$ 181,564	39.26%
Total Downtown Monroe Revenues	\$ 337,180	\$ 275,860	\$ 527,505	\$ 249,727	47.34%

Notes:

CITY OF MONROE BUDGET DOWNTOWN MONROE EXPENDITURES					
Function/Activity	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Personnel					
Salary	\$ 85,564	\$ 93,571	\$ 93,571	\$ 81,706	87.32%
Overtime	-	-	-	-	NA
Car Allowance	4,615	6,001	6,001	5,077	84.60%
Social Security Taxes	6,840	7,541	7,541	6,572	87.15%
Life Insurance	183	185	185	185	99.94%
Employer Share Insurance	10,652	10,670	10,670	8,595	80.55%
Retirement	9,383	11,360	11,360	10,253	90.26%
401(k)	4,192	4,679	4,679	4,320	92.33%
Cell Phone Allowance	1,320	1,500	1,500	1,250	83.33%
Workers Compensation	488	1,765	1,765	1,471	83.35%
Sub Total Personnel	\$ 123,239	\$ 137,272	\$ 137,272	\$ 119,428	87.00%
Capital & Construction					
Land	\$ -	\$ -	\$ -	\$ -	NA
Capitalized Motor Vehicles	-	-	-	-	NA
Capital Outlay Buildings	-	-	-	-	NA
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	\$ -	\$ -	\$ -	\$ -	NA
Operating					
Collection Fees	\$ 84	\$ -	\$ -	\$ 76	NA
Technical Contracted Services	23,695	16,800	193,768	130,299	67.24%
Software License & Support	1,061	1,000	1,000	-	0.00%
Repairs & Maint Copiers	102	150	150	57	37.96%
Repairs & Maint ERP System AMA	1,420	1,491	1,491	1,488	99.80%
Copier Rental	-	-	-	-	NA
Vehicle Fuel	(3)	-	-	-	NA
Unemployment Insurance	-	94	94	67	71.41%
Wellness & Clinic Cost	545	612	612	510	83.33%
Property Damages	-	5,475	5,475	4,563	83.33%
Telecommunications	988	-	-	760	NA
Public Information	25,240	27,390	30,065	25,562	85.02%
Facade Grants	8,250	20,000	64,980	14,315	22.03%
Downtown Incentive Prog	402,787	-	25,022	4,634	18.52%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	4,544	4,700	4,700	4,252	90.48%
General Supplies	2,177	2,500	2,500	165	6.60%
Promotional Materials	12,626	13,500	13,500	13,410	99.34%
Small Equipment	6,673	30,250	32,250	29,815	92.45%
PC's Peripherals	-	1,130	1,130	1,074	95.04%
Software	-	-	-	-	NA
Utilities	5,376	6,156	6,156	3,704	60.18%
Organizational Dues	925	950	950	560	58.95%
Subscriptions & Publications	51	380	380	51	13.45%
Bad Debt Expense	3	-	-	-	NA
Other Operating Expense	3,637	3,400	3,400	195	5.75%
Sub Total Operating	\$ 500,180	\$ 135,978	\$ 387,623	\$ 235,557	60.77%
Downtown Debt Service⁽¹⁾⁽²⁾					
Installment Principal	\$ 1,887	\$ 1,923	\$ 1,923	\$ -	0.00%
Installment Interest	333	329	329	137	41.69%
Capital Leases Principal	312	333	333	245	73.55%
Capital Leases Interest	76	25	25	22	87.44%
Total Debt Service	\$ 2,609	\$ 2,610	\$ 2,610	\$ 404	15.48%
Transfers to Other Funds					
TF To General Fund	\$ -	\$ -	\$ -	\$ -	NA
TF To Gov Capital Project	-	-	-	-	NA
Total Transfers out to Other Funds	\$ -	\$ -	\$ -	\$ -	NA
Total Downtown Monroe Expenditures	\$ 626,027	\$ 275,860	\$ 527,505	\$ 355,389	67.37%

Notes:

⁽¹⁾2020 New ERP System (share)

⁽²⁾ Governmental accounting standards (GASB 87) require the City to to recognize leases as a part of its debt service.

Downtown Incentive for the Buggy Factory, \$400K.

	2023	Balance	Payoff Year
\$	2,251	\$ 16,491	2030
\$	2,251	\$ 16,491	

CITY OF MONROE FINANCIAL PLAN SIF HEALTH & DENTAL FINANCIAL PLAN SUMMARY					
Sources and Uses of Funds	Actual 2022	Financial Plan 2023	Revised Plan 2023	YTD Actual 2023	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 1,658,181	\$ 2,377,911	\$ 2,377,911	\$ 2,377,911	NA
Revenues					
Contributions	\$ 9,230,074	\$ 9,398,193	\$ 9,398,193	\$ 7,080,192	75.34%
Investment Earnings ⁽¹⁾	(5,031)	5,674	5,674	26,584	468.52%
Miscellaneous	1,357,911	1,514,510	1,514,510	828,378	54.70%
Sub Total	\$ 10,582,954	\$ 10,918,377	\$ 10,918,377	\$ 7,935,154	72.68%
Other Financing Sources					
Transfer From Other Funds					
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Annual Sources of Funds	\$ 10,582,954	\$ 10,918,377	\$ 10,918,377	\$ 7,935,154	72.68%
Total Sources of Funds	\$ 12,241,135	\$ 13,296,288	\$ 13,296,288	\$ 10,313,065	77.56%
<i>Uses of Funds</i>					
Expenditures					
Operating	\$ 9,737,742	\$ 10,767,389	\$ 10,779,426	\$ 9,753,342	90.48%
Sub Total	\$ 9,737,742	\$ 10,767,389	\$ 10,779,426	\$ 9,753,342	90.48%
Reimbursements to other funds					
Cost Allocations	\$ 125,482	\$ 150,988	\$ 150,988	\$ 125,823	83.33%
Sub Total	\$ 125,482	\$ 150,988	\$ 150,988	\$ 125,823	83.33%
Other Financing Uses					
Transfers to Other Funds	\$ -	\$ -	\$ -	\$ -	NA
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Total Uses of Funds	\$ 9,863,224	\$ 10,918,377	\$ 10,930,414	\$ 9,879,165	90.38%
Ending Balance	\$ 2,377,911	\$ 2,377,911	\$ 2,365,875	\$ 433,900	18.34%

Notes:

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

CITY OF MONROE FINANCIAL PLAN SIF HEALTH & DENTAL REVENUES					
Revenue Sources	Actual 2022	Financial Plan 2023	Revised Plan 2023	YTD Actual 2023	% Realized
Contributions					
Health Contrib-Employer	\$ 6,019,769	7,087,837	\$ 7,087,837	\$ 4,948,512	69.82%
Health Contrib-Employee	901,742	1,087,358	1,087,358	746,715	68.67%
Retire Health-Emp/Retire	728,539	183,820	183,820	680,959	370.45%
Cobra Payments	573	20,000	20,000	25	0.13%
Dental Contrib-City/Retir	31,203	23,975	23,975	33,971	141.69%
Dental Contrib-Employer	115,474	254,967	254,967	108,991	42.75%
Dental Contrib-Employee	359,086	420,236	420,236	293,945	69.95%
H&D Wellness Contrib-Depts	1,073,689	320,000	320,000	264,625	82.70%
H&D Wellness Contrib-MUCEDC	-	-	-	2,450	NA
Total Contributions	\$ 9,230,074	\$ 9,398,193	\$ 9,398,193	\$ 7,080,192	75.34%
Investment Earnings					
Interest Earned on SIF	\$ (5,031)	\$ 5,674	\$ 5,674	\$ 26,584	468.52%
Total Investment Earnings	\$ (5,031)	\$ 5,674	\$ 5,674	\$ 26,584	468.52%
Miscellaneous					
Third Party	\$ -	\$ -	\$ -	\$ -	NA
Stop-Loss Reimbursements	898,405	1,314,510	1,314,510	270,281	20.56%
Caremark Rebate	454,235	200,000	200,000	558,097	279.05%
Miscellaneous Reimbursements	-	-	-	-	NA
Miscellaneous Other	5,271	-	-	-	NA
Total Miscellaneous	\$ 1,357,911	\$ 1,514,510	\$ 1,514,510	\$ 828,378	54.70%
Other Financing Sources					
Appropriation Of Fund Bal	\$ -	\$ -	\$ 12,037	\$ -	0.00%
Total Other Financing Sources	\$ -	\$ -	\$ 12,037	\$ -	0.00%
Total Health & Dental Revenues	\$ 10,582,954	\$ 10,918,377	\$ 10,930,414	\$ 7,935,154	72.60%

CITY OF MONROE FINANCIAL PLAN SIF HEALTH & DENTAL EXPENDITURES					
Function/Activity	Actual 2022	Financial Plan 2023	Revised Plan 2023	YTD Actual 2023	% Realized
Operating					
Social Security Taxes	\$ 5,173	\$ -	\$ -	\$ 5,160	NA
Life Insurance	293	-	-	291	NA
Employer Share Insurance	14,337	-	-	13,025	NA
Healthcare Clinic	126,443	126,443	136,255	83,386	61.20%
Healthcare Clinic X-Rays	1,540	25,000	25,000	1,980	7.92%
Technical Contracted Services	-	-	-	-	NA
Repairs & Maint ERP System AMA	1,085	1,139	1,139	1,137	99.80%
Stop Loss Premium	1,719,948	1,946,364	1,946,364	1,562,938	80.30%
Retirees' Medicare Supple	274,696	285,000	285,000	243,512	85.44%
Disability Claims	-	5,000	5,000	-	0.00%
Health Claims	3,604,507	5,387,499	5,387,499	3,952,130	73.36%
Dental Claims	348,760	307,710	307,710	285,428	92.76%
Flex Admin Fees	7,921	10,509	10,509	5,763	54.84%
Retiree Health Claims	1,004,228	500,000	500,000	975,853	195.17%
Retirees' Life Insurance	515	720	720	673	93.48%
Retiree Dental Claims	38,274	25,000	25,000	35,835	143.34%
Retire Health City Portio	498,162	389,382	389,382	453,499	116.47%
Retire Dental City Portio	25,351	21,844	21,844	22,987	105.23%
Retiree Vision Claims	1,920	276	276	55	19.93%
Prescription Claims	1,633,366	1,265,413	1,265,413	1,713,453	135.41%
Wellness Program	19,346	31,000	33,225	18,468	55.58%
Wellness-Risk Assessment	50,041	55,000	55,000	50,970	92.67%
Vision Claims	1,442	2,000	2,000	876	43.78%
Claim Processing Fees	21,662	55,000	55,000	25,740	46.80%
Retiree Claim Processing	5,599	3,500	3,500	1,202	34.35%
Wellness Health Coaching	1,590	5,000	5,000	3,055	61.10%
Health and Dental Admin	204,745	195,000	195,000	183,302	94.00%
Insurance Broker	16,667	17,500	17,500	14,421	82.40%
PCORI FEES	2,218	2,000	2,000	-	0.00%
Transitional Reinsurance	-	-	-	-	NA
HSA Employer Contribution	20,438	23,750	23,750	20,188	85.00%
HRA Retiree Hearing Aids	10,800	-	-	3,017	NA
Wellness Incentives-Cash	76,000	78,250	78,250	75,000	95.85%
Bad Debt Expense	673	-	-	-	NA
Other Operating Expense	-	2,090	2,090	-	0.00%
Sub Total Operating	\$ 9,737,742	\$ 10,767,389	\$ 10,779,426	\$ 9,753,342	90.48%
Reimbursements to other funds					
Allocations Administration	\$ 106,628	\$ 144,901	\$ 144,901	\$ 120,751	83.33%
Allocations Purchasing	-	-	-	-	NA
Allocations Manual Adjs	18,854	6,087	6,087	5,073	83.33%
Sub Total Reimbursements to other funds	\$ 125,482	\$ 150,988	\$ 150,988	\$ 125,823	83.33%
Other Financing Uses					
TF To Gov Capital Project	\$ -	\$ -	\$ -	\$ -	NA
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Unreserved / Balance	\$ -	\$ -	\$ -	\$ -	NA
Total Health & Dental Expenditures	\$ 9,863,224	\$ 10,918,377	\$ 10,930,414	\$ 9,879,165	90.38%

CITY OF MONROE FINANCIAL PLAN SIF PROPERTY & CASUALTY FINANCIAL PLAN SUMMARY					
Sources and Uses of Funds	Actual 2022	Financial Plan 2023	Revised Plan 2023	YTD Actual 2023	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 1,003,177	\$ 966,537	\$ 966,537	\$ 966,537	NA
Revenues					
Contributions	\$ 813,417	\$ 860,250	\$ 860,250	\$ 715,210	83.14%
Investment Earnings ⁽¹⁾	(2,254)	1,913	1,913	9,682	506.13%
Miscellaneous	54,168	20,003	20,003	136,681	683.30%
Sub Total	\$ 865,330	\$ 882,166	\$ 882,166	\$ 861,573	97.67%
Annual Sources of Funds	\$ 865,330	\$ 882,166	\$ 882,166	\$ 861,573	97.67%
Total Sources of Funds	\$ 1,868,507	\$ 1,848,703	\$ 1,848,703	\$ 1,828,110	98.89%
<i>Uses of Funds</i>					
Expenditures					
Operating	\$ 781,022	\$ 751,163	\$ 807,711	\$ 818,161	101.29%
Sub Total	\$ 781,022	\$ 751,163	\$ 807,711	\$ 818,161	101.29%
Reimbursements to other funds					
Cost Allocations	\$ 102,012	\$ 126,022	\$ 126,022	\$ 105,018	83.33%
Sub Total	\$ 102,012	\$ 126,022	\$ 126,022	\$ 105,018	83.33%
Other Financing Uses					
Transfers to Other Funds	\$ 18,936	\$ -	\$ -	\$ -	NA
Sub Total	\$ 18,936	\$ -	\$ -	\$ -	NA
Total Uses of Funds	\$ 901,970	\$ 877,185	\$ 933,733	\$ 923,180	98.87%
Ending Balance	\$ 966,537	\$ 971,518	\$ 914,970	\$ 904,931	

Notes:

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

CITY OF MONROE FINANCIAL PLAN SIF PROPERTY & CASUALTY REVENUES					
Revenue Sources	Actual 2022	Financial Plan 2023	Revised Plan 2023	YTD Actual 2023	% Realized
Sales and Services					
P&L Contributions-Departments	\$ 813,417	\$ 860,250	\$ 860,250	\$ 715,210	83.14%
Total Sales and Services	\$ 813,417	\$ 860,250	\$ 860,250	\$ 715,210	83.14%
Investment Earnings					
Interest Earned on SIF	\$ (2,254)	\$ 1,913	\$ 1,913	\$ 9,682	506.13%
Total Investment Earnings	\$ (2,254)	\$ 1,913	\$ 1,913	\$ 9,682	506.13%
Miscellaneous					
Third Party	\$ 53,084	\$ 20,003	\$ 20,003	\$ 136,681	683.30%
Miscellaneous Reimbursements	1,083	-	-	-	NA
Total Miscellaneous	\$ 54,168	\$ 20,003	\$ 20,003	\$ 136,681	683.30%
Other Financing Sources					
Transfers In from other funds (other)					
TF From General Fund	\$ -	\$ -	\$ 50,000	\$ 50,000	100.00%
Sub Total Transfers from Other Funds	\$ -	\$ -	\$ 50,000	\$ 50,000	100.00%
Appropriation Of Fund Bal	\$ -	\$ 16,557	\$ 23,105	\$ -	0.00%
Total Other Financing Sources	\$ -	\$ 16,557	\$ 73,105	\$ 50,000	68.39%
Total Property & Casualty Revenues	\$ 865,330	\$ 898,723	\$ 955,271	\$ 911,573	95.43%

CITY OF MONROE FINANCIAL PLAN SIF PROPERTY & CASUALTY EXPENDITURES					
Function/Activity	Actual 2022	Financial Plan 2023	Revised Plan 2023	YTD Actual 2023	% Realized
Operating					
Repairs & Maint ERP System AMA	\$ 798	\$ 838	\$ 838	\$ 836	99.77%
Stop Loss Premium	-	-	-	-	NA
Property/Casualty Insuran	569,312	547,151	547,151	612,042	111.86%
Property Damages	210,912	200,674	207,222	153,284	73.97%
General Liability	-	2,500	52,500	52,000	99.05%
Bad Debt Expense	-	-	-	-	NA
Sub Total Operating	\$ 781,022	\$ 751,163	\$ 807,711	\$ 818,161	101.29%
Reimbursements to other funds					
Allocations Administration	\$ 91,118	\$ 112,425	\$ 112,425	\$ 93,688	83.33%
Allocations Purchasing	-	-	-	-	NA
Allocations Manual Adjs	10,894	13,597	13,597	11,331	83.33%
Sub Total Reimbursements to other funds	\$ 102,012	\$ 126,022	\$ 126,022	\$ 105,018	83.33%
Other Financing Uses					
TF To General Fund	\$ 18,936	\$ -	\$ -	\$ -	NA
TF To Gov Capital Project	-	-	-	-	NA
Sub Total	\$ 18,936	\$ -	\$ -	\$ -	NA
Unreserved / Balance	\$ -	\$ 21,538	\$ 21,538	\$ -	0.00%
Total Property & Casualty Expenditures	\$ 901,970	\$ 898,723	\$ 955,271	\$ 923,180	96.64%

CITY OF MONROE FINANCIAL PLAN SIF WORKERS' COMPENSATION SUMMARY					
Sources and Uses of Funds	Actual 2022	Financial Plan 2023	Revised Plan 2023	YTD Actual 2023	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 1,035,544	\$ 745,897	\$ 745,897	\$ 745,897	NA
Revenues					
Contributions-Employer	\$ 298,892	\$ 450,000	\$ 450,000	\$ 494,951	109.99%
Investment Earnings ⁽¹⁾	(2,291)	2,741	2,741	12,317	449.36%
Miscellaneous	4,253	-	-	-	NA
Sub Total	\$ 300,854	\$ 452,741	\$ 452,741	\$ 507,268	112.04%
Other Financing Sources					
Transfer From Other Funds	\$ -	\$ -	\$ -	\$ -	NA
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Annual Sources of Funds	\$ 300,854	\$ 452,741	\$ 452,741	\$ 507,268	112.04%
Total Sources of Funds	\$ 1,336,398	\$ 1,198,638	\$ 1,198,638	\$ 1,253,166	104.55%
<i>Uses of Funds</i>					
Expenditures					
Operating	\$ 473,058	\$ 307,969	\$ 293,969	\$ 164,171	55.85%
Sub Total	\$ 473,058	\$ 307,969	\$ 293,969	\$ 164,171	55.85%
Reimbursements to other funds					
Cost Allocations	\$ 117,443	\$ 144,772	\$ 144,772	\$ 120,643	83.33%
Sub Total	\$ 117,443	\$ 144,772	\$ 144,772	\$ 120,643	83.33%
Other Financing Uses					
Transfers to Other Funds	\$ -	\$ -	\$ -	\$ -	NA
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Total Uses of Funds	\$ 590,501	\$ 452,741	\$ 438,741	\$ 284,814	64.92%
Ending Balance	\$ 745,897	\$ 745,897	\$ 759,897	\$ 968,352	

Notes:

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

CITY OF MONROE FINANCIAL PLAN SIF WORKERS' COMPENSATION REVENUES					
Revenue Sources	Actual 2022	Financial Plan 2023	Revised Plan 2023	YTD Actual 2023	% Realized
Contributions					
WC Contributions-Employer	\$ 298,892	\$ 450,000	\$ 450,000	\$ 494,951	109.99%
Total Sales and Services	\$ 298,892	\$ 450,000	\$ 450,000	\$ 494,951	109.99%
Investment Earnings					
Interest Earned on SIF	\$ (2,291)	\$ 2,741	\$ 2,741	\$ 12,317	449.36%
Total Investment Earnings	\$ (2,291)	\$ 2,741	\$ 2,741	\$ 12,317	449.36%
Miscellaneous					
Third Party	\$ 4,253	\$ -	\$ -	\$ -	NA
Miscellaneous Reimbursements	-	-	-	-	NA
Total Miscellaneous	\$ 4,253	\$ -	\$ -	\$ -	NA
Other Financing Sources					
Transfers from other funds					
TF From General Fund	\$ -	\$ -	\$ -	\$ -	NA
Sub Total Transfers from Other Funds	\$ -	\$ -	\$ -	\$ -	NA
Appropriation Of Fund Bal	-	-	(14,000)	-	0.00%
Total Other Financing Sources	\$ -	\$ -	\$ (14,000)	\$ -	0.00%
Total Workers' Comp Revenues	\$ 300,854	\$ 452,741	\$ 438,741	\$ 507,268	115.62%

CITY OF MONROE FINANCIAL PLAN SIF WORKERS' COMPENSATION EXPENDITURES					
Function/Activity	Actual 2022	Financial Plan 2023	Revised Plan 2023	YTD Actual 2023	% Realized
Operating					
Repairs & Maint ERP System AMA	\$ 522	\$ 548	\$ 548	\$ 547	99.78%
Stop Loss Premium	-	-	-	-	NA
Insurance Consultant Expenses	13,950	14,000	-	-	NA
Workers Comp Ins Premiums	89,728	73,000	73,000	81,819	112.08%
Disability Claims	-	-	-	-	NA
Worker Compensation Claim	368,858	220,421	220,421	81,805	37.11%
Sub Total Operating	\$ 473,058	\$ 307,969	\$ 293,969	\$ 164,171	55.85%
Reimbursements to other funds					
Allocations Administration	\$ 103,934	\$ 130,503	\$ 130,503	\$ 108,753	83.33%
Allocations Purchasing	-	-	-	-	NA
Allocations Manual Adjs	13,509	14,269	14,269	11,891	83.33%
Sub Total Reimbursements to other funds	\$ 117,443	\$ 144,772	\$ 144,772	\$ 120,643	83.33%
Other Financing Uses					
TF To Gov Capital Project	\$ -	\$ -	\$ -	\$ -	NA
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Unreserved / Balance	\$ -	\$ -	\$ -	\$ -	NA
Total Workers' Comp Expenditures	\$ 590,501	\$ 452,741	\$ 438,741	\$ 284,814	64.92%

CITY OF MONROE BUDGET OCCUPANCY TAX FUND					
Sources and Uses of Funds	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 260,565	\$ 246,589	\$ 246,589	\$ 246,589	NA
Revenues					
Restricted Intergovernmental	\$ 241,174	\$ 199,497	\$ 199,497	\$ 200,603	100.55%
Investment Earnings	(800)	829	829	4,542	547.95%
Miscellaneous	-	-	-	-	NA
Sub Total	\$ 240,374	\$ 200,326	\$ 200,326	\$ 205,145	102.41%
Other Financing Sources					
Proceeds from LT Debt	\$ -	\$ -	\$ -	\$ -	NA
Transfers from Other Funds	-	-	-	-	NA
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Annual Sources of Funds	\$ 240,374	\$ 200,326	\$ 200,326	\$ 205,145	102.41%
Total Sources of Funds	\$ 500,939	\$ 446,915	\$ 446,915	\$ 451,734	101.08%
<i>Uses of Funds</i>					
Expenditures					
Operating	\$ -	\$ -	\$ -	\$ -	NA
Debt Service	254,351	258,343	258,519	227,955	88.18%
Transfers out	-	-	-	-	NA
Sub Total	\$ 254,351	\$ 258,343	\$ 258,519	\$ 227,955	88.18%
Total Uses of Funds	\$ 254,351	\$ 258,343	\$ 258,519	\$ 227,955	88.18%
Ending Balance	\$ 246,589	\$ 188,572	\$ 188,396	\$ 223,780	118.78%

CITY OF MONROE BUDGET OCCUPANCY TAX FUND					
Revenue Sources	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Restricted Intergovernmental					
Monroe Tourism and Develo	\$ 241,174	\$ 199,497	\$ 199,497	\$ 200,603	100.55%
Total Restricted Revenue	\$ 241,174	\$ 199,497	\$ 199,497	\$ 200,603	100.55%
Investment Earnings					
Investment Earnings	\$ (801)	\$ 829	\$ 829	\$ 4,542	547.95%
Interest Earned Trustee	1	-	-	-	NA
Total Investment Earnings	\$ (800)	\$ 829	\$ 829	\$ 4,542	547.95%
Miscellaneous					
Tourism Donations-Sponsorships	\$ -	\$ -	\$ -	\$ -	NA
Cash Discounts	-	-	-	-	NA
Total Misc.	\$ -	\$ -	\$ -	\$ -	NA
Other Financing Sources					
Proceeds from Financing					
Proceeds Limited Obligation Bd	\$ -	\$ -	\$ -	\$ -	NA
Proceeds Installment Purchase	-	-	-	-	NA
Sub Total Proceeds from Financing	\$ -	\$ -	\$ -	\$ -	NA
Appropriation Of Fund Bal	-	58,017	58,193	-	0.00%
Transfers from Other Funds					
TF From General Fund	-	-	-	-	NA
TF From Occup Tax Proj Fund	-	-	-	-	NA
Sub Total Transfers from Other Funds	\$ -	\$ -	\$ -	\$ -	NA
Total Other Financing Sources	\$ -	\$ 58,017	\$ 58,193	\$ -	0.00%
Total Occupancy Tax Project Fund Revenues	\$ 240,374	\$ 258,343	\$ 258,519	\$ 205,145	79.35%

CITY OF MONROE BUDGET OCCUPANCY TAX FUND					
Function/Activity	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Operating					
Technical Contracted Services	\$ -	\$ -	\$ -	\$ -	NA
Other Operating Expense	-	-	-	-	NA
Total Operating	\$ -	\$ -	\$ -	\$ -	NA
Debt Service					
Installment Principal	\$ 120,000	\$ 130,000	\$ 130,000	\$ 130,000	100.00%
Installment Interest	133,471	127,463	127,463	96,899	76.02%
Bonds Principal	-	-	-	-	NA
Bonds Interest	-	-	-	-	NA
Bonds Admin Fees	880	880	1,056	1,056	100.00%
Debt Issuance Cost	-	-	-	-	NA
Capital Leases Principal	-	-	-	-	NA
Capital Leases Interest	-	-	-	-	NA
Total Debt Service	\$ 254,351	\$ 258,343	\$ 258,519	\$ 227,955	88.18%
Other Financing Uses					
TF To General Fund	\$ -	\$ -	\$ -	\$ -	NA
TF To Gov Capital Project	-	-	-	-	NA
TF To Occup Tax Proj Fund	-	-	-	-	NA
Sub Total Transfers to other Funds	-	-	-	-	NA
Total Other Financing Uses	\$ -	\$ -	\$ -	\$ -	NA
Unreserved / Balance	\$ -	\$ -	\$ -	\$ -	NA
Total Occupancy Tax Project Fund Expenditures	\$ 254,351	\$ 258,343	\$ 258,519	\$ 227,955	88.18%

Notes:

(1) Monroe Science Center :
18 LOBs

2023	Balance	Payoff Yr
\$ 258,963	\$ 3,125,000	2039

CITY OF MONROE BUDGET MONROE COUNTRY CLUB BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 146,434	\$ 161,947	\$ 161,947	\$ 161,947	NA
Revenues					
Intergovernmental Restricted	\$ -	\$ -	\$ -	\$ -	NA
Sales and Services	1,173,957	1,032,445	1,032,445	992,502	96.13%
Miscellaneous	-	-	-	-	NA
Sub Total	\$ 1,173,957	\$ 1,032,445	\$ 1,032,445	\$ 992,502	96.13%
Other Financing Sources					
Transfer From Other Funds	\$ 8,213	\$ 194,327	\$ 199,471	\$ 167,083	83.76%
Proceeds From LT Debt / Installment Pur.	-	-	-	-	NA
Inception of Lease	-	-	-	-	NA
Sub Total	\$ 8,213	\$ 194,327	\$ 199,471	\$ 167,083	83.76%
Annual Sources of Funds	\$ 1,182,170	\$ 1,226,772	\$ 1,231,916	\$ 1,159,585	94.13%
Total Sources of Funds	\$ 1,328,604	\$ 1,388,719	\$ 1,393,863	\$ 1,321,532	94.81%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 550,267	\$ 703,058	\$ 703,058	\$ 494,747	70.37%
Capital	171,711	146,000	136,000	27,074	19.91%
Operating	437,133	478,164	501,521	382,590	76.29%
Debt Service	7,545	7,550	7,550	705	9.34%
Sub Total	\$ 1,166,657	\$ 1,334,772	\$ 1,348,129	\$ 905,116	67.14%
Total Uses of Funds	\$ 1,166,657	\$ 1,334,772	\$ 1,348,129	\$ 905,116	67.14%
Ending Balance	\$ 161,947	\$ 53,947	\$ 45,734	\$ 416,416	

Notes:

CITY OF MONROE BUDGET MONROE COUNTRY CLUB REVENUES					
Revenue Sources	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Restricted Intergovernmental					
Reimbursements FEMA	\$ -	\$ -	\$ -	\$ -	NA
Total Restricted Intergovernmental	\$ -	\$ -	\$ -	\$ -	NA
Sales and Services					
Merchandise for Sale	\$ 52,176	\$ 46,300	\$ 46,300	\$ 46,333	100.07%
Snack Bar	70,836	52,675	52,675	55,660	105.67%
Concessions Tournaments	3,960	6,000	6,000	-	0.00%
Cart Fees	264,935	248,930	248,930	236,980	95.20%
Green Fees	496,851	420,000	420,000	394,278	93.88%
Membership Dues	225,508	220,000	220,000	212,744	96.70%
Golf Lessons	-	1,400	1,400	-	0.00%
Handicap Fees	445	900	900	310	34.44%
Range Fees	7,950	5,940	5,940	5,156	86.80%
Sale of Fixed Assets	-	-	-	-	NA
Rental Discounts	-	(16,450)	(16,450)	-	0.00%
Rentals Country Club	51,295	46,750	46,750	41,040	87.79%
Rent Driving Range Bldg	-	-	-	-	NA
Total Sales and Services	\$ 1,173,957	\$ 1,032,445	\$ 1,032,445	\$ 992,502	22.12%
Miscellaneous					
MCC Sponsorships	\$ -	\$ -	\$ -	\$ -	NA
Miscellaneous Other	-	-	-	-	NA
Cash Discounts	-	-	-	-	NA
Total Miscellaneous	\$ -	\$ -	\$ -	\$ -	NA
Other Financing Sources					
TF From General Fund	\$ 8,213	\$ 194,327	\$ 199,471	\$ 167,083	83.76%
Proceeds Installment Purchase	-	-	-	-	NA
Appropriation Of Fund Bal	-	108,000	116,213	-	0.00%
Oth Fin Inception of Lease	-	-	-	-	NA
Total Other Financing Sources	\$ 8,213	\$ 302,327	\$ 315,684	\$ 167,083	52.93%
Total MCC Revenues	\$ 1,182,170	\$ 1,334,772	\$ 1,348,129	\$ 1,159,585	86.01%

CITY OF MONROE BUDGET MONROE COUNTRY CLUB EXPENDITURES					
Function/Activity	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Golf Course					
Personnel					
Salary	\$ 375,578	\$ 482,839	\$ 482,839	\$ 333,829	69.14%
Overtime	263	593	593	631	106.42%
Social Security Taxes	27,775	24,264	24,264	24,783	102.14%
Life Insurance	510	453	453	577	127.40%
Employer Share Insurance	66,088	88,116	88,116	60,190	68.31%
Retirement	30,851	36,673	36,673	35,732	97.43%
401(k)	11,356	16,443	16,443	11,751	71.47%
Cell Phone Allowance	1,785	3,100	3,100	1,800	58.06%
Workers Compensation	3,384	5,245	5,245	4,371	83.34%
Temporary Labor	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 517,591	\$ 657,726	\$ 657,726	\$ 473,664	72.02%
Capital & Construction					
Land	\$ -	\$ -	\$ -	\$ -	NA
Capitalized Motor Vehicles	-	-	-	-	NA
Capitalized Equipment	171,711	146,000	136,000	27,074	19.91%
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	\$ 171,711	\$ 146,000	\$ 136,000	\$ 27,074	19.91%
Operating					
Bank Service Charges	\$ 19,948	\$ 26,000	\$ 26,000	\$ 21,245	81.71%
Financial Management	-	-	-	-	NA
Technical Contracted Services	41,740	12,772	31,512	15,523	49.26%
Repairs & Maint Equipment	24,337	20,000	30,000	25,176	83.92%
Repairs & Maint Buildings	8,375	8,300	10,100	9,335	92.43%
Repairs & Maint Grounds	22,594	35,000	24,800	9,287	37.45%
Software License & Support	2,544	7,755	8,255	8,245	99.88%
Repairs & Maint Copiers	86	120	120	47	39.56%
Repairs & Maint ERP System AMA	4,568	4,796	4,796	4,786	99.80%
Repairs & Maint Golf Course	20,869	34,200	44,400	27,550	62.05%
Repairs & Maint Golf Carts	1,684	7,000	7,000	3,750	53.57%
Copier Rental	-	-	-	-	NA
Vehicle Fuel	25,544	26,218	26,218	23,689	90.36%
Vehicle Maintenance	240	3,300	3,300	87	2.65%
Default Fleet Management	-	-	-	-	NA
Unemployment Insurance	-	1,000	1,000	714	71.41%
Wellness & Clinic Cost	3,270	3,671	3,671	3,059	83.32%
Property Damages	12,852	13,440	13,440	11,200	83.33%
Telecommunications	587	2,600	1,600	448	28.02%
Marketing & Promotions	-	-	-	-	NA
Public Information	650	5,000	-	-	NA
Store Credits	-	5,000	700	650	92.86%
Uniforms and Shoes	3,639	3,550	4,550	4,225	92.86%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	100	2,250	2,250	1,393	61.91%
General Supplies	2,343	2,325	2,825	3,176	112.44%
Small Equipment	8,615	4,659	7,976	4,610	57.80%
PC's Peripherals	869	-	-	-	NA
Chemicals & Fertilizers	70,097	69,272	69,272	66,659	96.23%
Software	-	-	-	-	NA
Utilities	43,567	42,816	42,816	33,240	77.64%
Items for Resale Merchandise	36,545	40,000	49,669	39,803	80.14%
Items for Resale Snack Bar	32,988	30,000	27,000	26,040	96.44%
Organizational Dues	1,798	1,815	1,815	793	43.71%
Subscriptions & Publications	40	-	-	-	NA
Bad Debt Expense	3	-	-	-	NA
Other Operating Expense	5,200	8,230	3,980	2,936	73.78%
Special Events	-	7,500	-	-	NA
Golf Handicap Srv	3,402	3,760	4,064	3,662	90.11%
Sub Total Operating	\$ 399,094	\$ 432,349	\$ 453,129	\$ 351,332	77.53%
Total Golf Course Division	\$ 1,088,396	\$ 1,236,075	\$ 1,246,855	\$ 852,070	68.34%

CITY OF MONROE BUDGET MONROE COUNTRY CLUB EXPENDITURES					
Function/Activity	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Ballroom					
Personnel					
Salary	\$ 27,641	\$ 36,589	\$ 36,589	\$ 17,109	46.76%
Overtime	-	549	549	-	0.00%
Social Security Taxes	2,269	2,818	2,818	912	32.36%
Employer Share Insurance	515	-	-	1,145	NA
Retirement	1,613	3,739	3,739	1,097	29.35%
401(k)	465	1,167	1,167	428	36.69%
Workers Compensation	174	470	470	391	83.26%
Temporary Labor	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 32,677	\$ 45,332	\$ 45,332	\$ 21,083	46.51%
Capital & Construction					
Capitalized Motor Vehicles	-	-	-	-	NA
Sub Total Capital & Construction	\$ -	\$ -	\$ -	\$ -	NA
Operating					
Bank Service Charges	\$ 2,632	\$ 2,600	\$ 2,600	\$ 2,534	97.44%
Repairs & Maint Equipment	66	2,000	2,010	229	11.42%
Repairs & Maint Buildings	9,561	10,450	6,450	-	0.00%
Repairs & Maint Grounds	-	4,209	4,209	1,500	35.64%
Wellness & Clinic Cost	-	-	-	-	NA
Property Damages	3,250	4,011	4,011	3,343	83.33%
Telecommunications	290	315	315	241	76.52%
Uniforms and Shoes	-	-	-	-	NA
General Supplies	116	-	-	40	NA
Small Equipment	256	2,200	8,767	6,397	72.97%
PC's Peripherals	-	-	-	-	NA
Utilities	19,460	17,830	17,830	15,005	84.16%
Subscriptions & Publications	-	-	-	-	NA
Other Operating Expense	2,408	2,200	2,200	1,969	89.50%
Sub Total Operating	\$ 38,039	\$ 45,815	\$ 48,392	\$ 31,258	64.59%
Total Ballroom Division	\$ 70,715	\$ 91,147	\$ 93,724	\$ 52,341	55.85%
Debt Service					
Installment Purchase Agreements					
Installment Principal	\$ 6,028	\$ 6,142	\$ 6,142	\$ -	0.00%
Installment Interest	1,129	1,050	1,050	438	41.76%
Capital Leases Principal	312	333	333	245	73.55%
Capital Leases Interest	76	25	25	22	87.44%
Total MCC Debt Service	\$ 7,545	\$ 7,550	\$ 7,550	\$ 705	9.34%
Total MCC Fund Expenditures	\$ 1,166,657	\$ 1,334,772	\$ 1,348,129	\$ 905,116	67.14%

NOTES:

Other:

2020 New ERP System (share)

2023	Balance	Payoff Year
\$ 7,190	\$ 52,684	2030
\$ 7,190	\$ 52,684	

CITY OF MONROE BUDGET MONROE-UNION COUNTY ECONOMIC DEVELOPMENT					
Sources and Uses of Funds	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 472,545	\$ 460,928	\$ 460,928	\$ 460,928	NA
Revenues					
Restricted Revenues	\$ 424,000	\$ 990,000	\$ 990,000	\$ 990,000	100.00%
Investment Earnings ⁽¹⁾	(1,653)	-	-	7,401	NA
Miscellaneous	-	-	-	7,700	NA
Sub Total	\$ 422,347	\$ 990,000	\$ 990,000	\$ 1,005,101	101.53%
Other Financing Sources					
Transfer From Other Funds	\$ 318,000	\$ 318,000	\$ -	\$ 466,345	NA
Installment Purchase Contract	-	-	-	-	NA
Inception of Lease	-	-	-	-	NA
Sub Total	\$ 318,000	\$ 318,000	\$ -	\$ 466,345	NA
Annual Sources of Funds	\$ 740,347	\$ 1,308,000	\$ 990,000	\$ 1,471,446	148.63%
Total Sources of Funds	\$ 1,212,892	\$ 1,768,928	\$ 1,450,928	\$ 1,932,374	133.18%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 434,577	\$ 646,003	\$ 646,003	\$ 543,889	84.19%
Capital	-	318,000	-	-	NA
Operating	313,268	698,114	706,742	319,543	45.21%
Debt Service ⁽²⁾	4,120	-	-	141	NA
Transfers out	-	-	-	-	NA
Sub Total	\$ 751,964	\$ 1,662,117	\$ 1,352,745	\$ 863,574	63.84%
Total Uses of Funds	\$ 751,964	\$ 1,662,117	\$ 1,352,745	\$ 863,574	63.84%
Ending Balance	\$ 460,928	\$ 106,811	\$ 98,183	\$ 1,068,800	

Notes:

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

CITY OF MONROE BUDGET MONROE-UNION COUNTY ECONOMIC DEVELOPMENT					
Revenue Sources	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Restricted Revenues					
Interlocal Agreement Econ Dev	\$ 424,000	\$ 990,000	\$ 990,000	\$ 990,000	100.00%
Total Restricted Revenues	\$ 424,000	\$ 990,000	\$ 990,000	\$ 990,000	100.00%
Investment Earnings					
Investment Earnings	\$ (1,653)	\$ -	\$ -	\$ 7,401	NA
Total Investment Earnings	\$ (1,653)	\$ -	\$ -	\$ 7,401	NA
Miscellaneous					
Management Services	\$ -	\$ -	\$ -	\$ 7,700	
Miscellaneous Reimbursements	-	-	-	-	NA
EconDev Donations-Sponsorships	-	-	-	-	NA
Total Miscellaneous	\$ -	\$ -	\$ -	\$ 7,700	NA
Other Financing Sources					
TF From General Fund	\$ 318,000	\$ 318,000	\$ -	\$ 466,345	NA
Proceeds Installment Purchase	-	-	-	-	NA
Appropriation Of Fund Bal	-	354,117	362,745	-	0.00%
Oth Fin Inception of Lease	-	-	-	-	NA
Total Other Financing Sources	\$ 318,000	\$ 672,117	\$ 362,745	\$ 466,345	128.56%
Total MUCED Revenues	\$ 740,347	\$ 1,662,117	\$ 1,352,745	\$ 1,471,446	108.77%

TABLE 15C
CITY OF MONROE BUDGET
MONROE-UNION COUNTY ECONOMIC DEVELOPMENT

Function/Activity	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Personnel					
Salary	\$ 300,645	\$ 477,500	\$ 477,500	\$ 378,353	79.24%
Overtime	\$ 69	\$ -	\$ -	\$ -	NA
Car Allowance	6,000	6,000	6,000	5,077	84.62%
Social Security Taxes	21,490	36,529	36,529	27,279	74.68%
Life Insurance	618	1,836	1,836	2,564	139.64%
Employer Share Insurance	59,691	42,294	42,294	61,049	144.34%
Retirement	31,673	57,969	57,969	49,226	84.92%
401(k)	11,569	23,875	23,875	20,342	85.20%
Cell Phone Allowance	-	-	-	-	NA
Workers Compensation	2,822	-	-	-	NA
Temporary Labor	-	-	-	-	NA
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 434,577	\$ 646,003	\$ 646,003	\$ 543,889	84.19%
Capital & Construction					
Capitalized Motor Vehicles	\$ -	\$ -	\$ -	\$ -	NA
Capitalized Equipment	-	318,000	-	-	NA
Capital Lease	-	-	-	-	NA
Sub Total Capital & Construction	\$ -	\$ 318,000	\$ -	\$ -	NA
Operating					
Management Services	\$ 37,688	\$ 15,000	\$ 15,000	\$ 7,700	51.33%
Legal Services	-	40,000	40,000	11,733	29.33%
Financial Management	-	-	15,730	8,730	55.50%
Technical Contracted Services	38,890	15,000	23,628	6,200	26.24%
Software License & Support	682	11,500	11,500	-	0.00%
Repairs & Maint Copiers	1,308	-	-	-	NA
Repairs & Maint ERP System AMA	1,604	-	-	-	NA
Copier Rental	-	4,800	4,800	4,237	88.27%
Land & Building Rental	36,600	240,000	240,000	18,300	7.63%
Vehicle Fuel	1,477	7,000	7,000	930	13.28%
Vehicle Maintenance	421	5,462	5,462	111	2.03%
Default Fleet Management	-	-	-	-	NA
Workers Comp Ins Premiums	-	3,578	3,578	3,577	99.98%
Unemployment Insurance	-	-	-	2,773	NA
Wellness & Clinic Cost	2,180	2,450	2,450	2,450	100.00%
Property Damages	880	3,873	3,873	3,873	99.99%
Telecommunications	2,360	12,600	12,600	4,912	38.98%
Marketing & Promotions	123,300	102,500	86,500	68,004	78.62%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	19,009	87,500	53,500	29,384	54.92%
General Supplies	2,506	5,000	5,000	261	5.22%
Small Equipment	374	8,439	8,439	1,494	17.71%
PC's/Peripherals	20,558	-	-	3,341	NA
Utilities	-	6,000	6,000	-	0.00%
Organizational Dues	4,300	5,000	5,000	3,275	65.50%
Subscriptions & Publications	1,571	1,000	1,000	725	72.55%
Bad Debt Expense	14	-	-	-	NA
Other Operating Expense	17,546	72,412	106,682	88,532	82.99%
Special Events	-	49,000	49,000	49,000	100.00%
Sub Total Operating	\$ 313,268	\$ 698,114	\$ 706,742	\$ 319,543	45.21%
MUCED Debt Service					
Installment Principal	\$ 2,030	\$ -	\$ -	\$ -	NA
Installment Interest	250	-	-	-	NA
Capital Leases Principal	1,479	-	-	131	NA
Capital Leases Interest	361	-	-	10	NA
Total Debt Service	\$ 4,120	\$ -	\$ -	\$ 141	NA
Other Financing Uses					
TF To General Fund	\$ -	\$ -	\$ -	\$ 466,345	NA
TF To Gov Capital Project	-	-	-	-	NA
Sub Total	\$ -	\$ -	\$ -	\$ 466,345	NA
Unreserved / Balance	\$ -	\$ -	\$ -	\$ -	NA
Total MUCED	\$ 751,964	\$ 1,662,117	\$ 1,352,745	\$ 1,329,919	98.31%

CITY OF MONROE BUDGET COMMUNITY DEVELOPMENT BUDGET SUMMARY					
Sources and Uses of Funds	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 56,562	\$ 56,562	\$ 56,562	\$ 56,562	NA
Revenues					
Miscellaneous ⁽¹⁾	\$ -	\$ -	\$ -	\$ -	NA
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Annual Sources of Funds	\$ -	\$ -	\$ -	\$ -	NA
Total Sources of Funds	\$ 56,562	\$ 56,562	\$ 56,562	\$ 56,562	100.00%
<i>Uses of Funds</i>					
Expenditures					
Operating	\$ -	\$ -	\$ -	\$ -	NA
Sub Total	\$ -	\$ -	\$ -	\$ -	NA
Total Uses of Funds	\$ -	\$ -	\$ -	\$ -	NA
Ending Balance	\$ 56,562	\$ 56,562	\$ 56,562	\$ 56,562	100.00%

⁽¹⁾ Winchester loan repayments

TABLE 17B CITY OF MONROE BUDGET GOVERNMENTAL CAPITAL RESERVE REVENUES					
Revenue Sources	Reserve To Date		Revised Budget 2023	YTD Actual 2023	% Realized
	Actual 2022	Budget 2022			
Investment Earnings					
Investment Earnings	\$ 608	\$ -	\$ -	\$ 3,136	NA
Total Investment Earnings	\$ 608	\$ -	\$ -	\$ 3,136	NA
Other Financing Sources					
Transfers from Other Funds					
Transfer from Parks & Recreation	\$ -	\$ -	\$ -	\$ -	NA
Sub Total Transfers from Other Funds	\$ -	\$ -	\$ -	\$ -	NA
Appropriation Of Fund Bal	\$ -	\$ -	\$ -	\$ -	NA
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ -	NA
Total Governmental Capital Reserve Revenues	\$ 608	\$ -	\$ -	\$ 3,136	NA

(0)

TABLE 17C CITY OF MONROE BUDGET GOVERNMENTAL CAPITAL RESERVE FOR FUTURE EXPENDITURES					
Function/Activity	Reserve To Date		Revised Budget 2023	YTD Actual 2023	% Realized
	Actual 2022	Budget 2022			
Transfer to Gen Fund Capital Project Fund	\$ -	\$ -	\$ -	\$ -	NA
Fund Balance Designations - Reserved	-	-	-	-	NA
Total Governmental Capital Reserve for future expenditures	\$ -	\$ -	\$ -	\$ -	NA

CITY OF MONROE BUDGET CENTER THEATRE					
Sources and Uses of Funds	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
<i>Sources of Funds</i>					
Beginning Balance	\$ 1,105,553	\$ 1,112,677	\$ 1,112,677	\$ 1,112,677	NA
Revenues					
Sales and Services	\$ 124,975	\$ 411,918	\$ 411,918	\$ 123,408	29.96%
Investment Earnings ⁽¹⁾	1	-	-	280	NA
Miscellaneous	275,538	266,588	267,140	10,643	3.98%
Sub Total	\$ 400,514	\$ 678,506	\$ 679,058	\$ 134,332	19.78%
Other Financing Sources					
Transfer From Other Funds	\$ 334,624	\$ 237,544	\$ 237,730	\$ 198,139	83.35%
Proceeds from Debt	-	-	-	-	NA
Inception of Lease	-	-	-	-	
Sub Total	\$ 334,624	\$ 237,544	\$ 237,730	\$ 198,139	83.35%
Annual Sources of Funds	\$ 735,138	\$ 916,050	\$ 916,788	\$ 332,471	36.26%
Total Sources of Funds	\$ 1,840,691	\$ 2,028,727	\$ 2,029,465	\$ 1,445,148	71.21%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 230,352	\$ 301,285	\$ 301,285	\$ 189,418	62.87%
Capital	-	-	-	-	NA
Operating	170,519	496,855	517,037	215,250	41.63%
Debt Service	327,142	317,910	318,096	287,266	90.31%
Sub Total	\$ 728,014	\$ 1,116,050	\$ 1,136,418	\$ 691,935	60.89%
Total Uses of Funds	\$ 728,014	\$ 1,116,050	\$ 1,136,418	\$ 691,935	60.89%
Ending Balance	\$ 1,112,677	\$ 912,677	\$ 893,047	\$ 753,213	

Notes:

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

CITY OF MONROE BUDGET CENTER THEATRE REVENUES					
Revenue Sources	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Sales and Services					
Merchandise for Sale	\$ -	\$ 30,000	\$ 30,000	\$ 911	3.04%
Theatre Ticket Sales	84,775	95,013	95,013	68,588	72.19%
User Fees/Technical Labor	1,500	70,584	70,584	500	0.71%
User Fees/Equip Rentals	1,050	35,292	35,292	-	0.00%
User Fees/Event Staff	-	42,350	42,350	-	0.00%
User Fees/Event Cleaning	1,500	21,175	21,175	2,550	12.04%
Rent Center Theatre Facil	36,150	117,504	117,504	50,860	43.28%
Total Sales and Services	\$ 124,975	\$ 411,918	\$ 411,918	\$ 123,408	29.96%
Investment Earnings					
Investment Earnings	\$ 0	\$ -	\$ -	\$ 280	NA
Interest Earned Trustee	1	-	-	-	NA
Total Investment Earnings	\$ 1	\$ -	\$ -	\$ 280	NA
Miscellaneous					
Miscellaneous Reimbursements	\$ -	\$ -	\$ -	\$ -	NA
Theatre Donations/Sponsorships	277,094	146,875	147,427	200	0.14%
Theatre Foundation Grants	-	-	-	5,000	NA
Miscellaneous Other	1	-	-	-	NA
Cash Discounts	(10,088)	-	-	(2,772)	NA
Misc Ticketing Fees	6,578	53,189	53,189	6,722	12.64%
Misc Annual Membership	-	10,710	10,710	-	0.00%
Misc Program Advertising	-	2,625	2,625	-	0.00%
Misc Facility Fees	1,953	53,189	53,189	1,493	2.81%
Total Miscellaneous	\$ 275,538	\$ 266,588	\$ 267,140	\$ 10,643	3.98%
Other Financing Sources					
Transfers from other funds					
TF From General Fund	\$ 334,624	\$ 237,544	\$ 237,730	\$ 198,139	83.35%
Sub Total Interfund Transfers	\$ 334,624	\$ 237,544	\$ 237,730	\$ 198,139	83.35%
Proceeds From LT Debt / Installment Purchase Cont					
Proceeds Limited Obligation Bd	\$ -	\$ -	\$ -	\$ -	NA
Proceeds Installment Purchase	-	-	-	-	NA
Sub Total Proceeds from Debt	\$ -	\$ -	\$ -	\$ -	NA
Appropriation Of Fund Bal	\$ -	\$ 200,000	\$ 219,630	\$ -	0.00%
Oth Fin Inception of Lease	\$ -	\$ -	\$ -	\$ -	NA
Total Other Financing Sources	\$ 334,624	\$ 437,544	\$ 457,360	\$ 198,139	43.32%
Total Center Theatre Revenues	\$ 735,138	\$ 1,116,050	\$ 1,136,418	\$ 332,471	29.26%

Notes:

CITY OF MONROE BUDGET CENTER THEATRE EXPENDITURES					
Function/Activity	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Center Theatre Operations					
Personnel					
Salary	\$ 166,526	\$ 203,885	\$ 203,885	\$ 137,490	67.44%
Overtime	-	-	-	-	NA
PT Staffing (Pool)	-	30,971	30,971	-	0.00%
Social Security Taxes	12,723	15,439	15,439	10,525	68.17%
Life Insurance	349	349	349	300	85.96%
Employer Share Insurance	27,324	21,340	21,340	17,138	80.31%
Retirement	17,867	20,745	20,745	16,869	81.32%
401(k)	3,992	6,175	6,175	5,112	82.79%
Cell Phone Allowance	845	1,020	1,020	850	83.33%
Workers Compensation	726	1,361	1,361	1,134	83.31%
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 230,352	\$ 301,285	\$ 301,285	\$ 189,418	62.87%
Capital					
Capitalized Motor Vehicles	\$ -	\$ -	\$ -	\$ -	NA
Capitalized Equipment	-	-	-	-	NA
Capital Outlay Buildings	-	-	-	-	NA
Capital Lease	-	-	-	-	NA
Sub Total Capital	\$ -	\$ -	\$ -	\$ -	NA
Operating					
Bank Service Charges	\$ 6,594	\$ 3,150	\$ 3,150	\$ 6,625	210.30%
Technical Contracted Services	9,467	5,729	6,193	6,560	105.93%
Repairs & Maint Equipment	-	5,100	5,100	15	0.30%
Repairs & Maint Buildings	4,839	10,710	13,811	9,781	70.82%
Repairs & Maint Grounds	-	-	-	-	NA
Software License & Support	3,134	5,319	5,319	-	0.00%
Repairs & Maint Copiers	62	100	100	43	43.38%
Equipment Rentals	-	-	-	-	NA
Copier Rental	-	-	-	-	NA
Wellness & Clinic Cost	1,635	1,836	1,836	1,530	83.33%
Property Damages	1,743	2,488	2,488	2,074	83.35%
Telecommunications	1,170	5,000	5,000	1,248	24.96%
Marketing & Promotions	9,332	20,000	22,300	6,731	30.18%
Printing	-	15,000	15,000	-	0.00%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	5	9,000	9,000	-	0.00%
General Supplies	4,969	5,000	5,000	738	14.76%
Postage	-	10,000	10,000	45	0.45%
Small Equipment	216	10,145	13,990	206	1.47%
PC's Peripherals	1,611	1,040	1,040	895	86.06%
Utilities	23,380	24,488	24,488	35,464	144.82%
Items for Resale Merchandise	-	25,000	25,000	-	0.00%
Organizational Dues	-	5,000	5,000	-	0.00%
Subscriptions & Publications	70	4,200	4,200	27	0.63%
Bad Debt Expense	3	-	-	300	NA
Other Operating Expense	291	1,000	1,000	-	0.00%
Special Events	1,306	2,550	2,550	-	0.00%
Fund Raising	446	25,000	26,490	-	0.00%
Programming Events & Film	100,248	300,000	308,983	142,970	46.27%
Sub Total Operating	\$ 170,519	\$ 496,855	\$ 517,037	\$ 215,250	41.63%
Total Center Theatre Operations	\$ 400,871	\$ 798,140	\$ 818,322	\$ 404,669	49.45%

CITY OF MONROE BUDGET CENTER THEATRE					
Function/Activity	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Debt Service					
Installment Principal	\$ 185,975	\$ 185,975	\$ 185,975	\$ 185,975	100.00%
Installment Interest	139,851	130,649	130,649	99,911	76.47%
Bonds Principal	-	-	-	-	NA
Bonds Interest	-	-	-	-	NA
Bonds Admin Fees	928	928	1,114	1,114	99.96%
Debt Issuance Cost	-	-	-	-	NA
Capital Leases Principal	312	333	333	245	73.55%
Capital Leases Interest	76	25	25	22	87.44%
Total Center Theatre Debt Service	\$ 327,142	\$ 317,910	\$ 318,096	\$ 287,266	90.31%
Total Center Theatre Expenditures	\$ 728,014	\$ 1,116,050	\$ 1,136,418	\$ 691,935	60.89%

NOTES:

Center Theatre Debt Service :
18 LOBs (Center Theatre)

2023	Balance	Payoff Yr
\$ 318,947	\$ 3,161,575	2039

MONROE TOURISM AND DEVELOPMENT BUDGET TO ACTUAL SUMMARY					
Sources and Uses of Funds	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
<i>Sources of Funds</i>					
Beginning Fund Balance	\$ 907,460	\$ 936,824	\$ 936,824	\$ 936,824	NA
Revenues					
Occupancy Tax	\$ 723,523	\$ 598,490	\$ 598,490	\$ 601,809	100.55%
Sales and Services	2,103	632,000	632,000	72,392	11.45%
Investment Earnings ⁽¹⁾	(1,383)	1,403	1,403	7,164	510.62%
Miscellaneous	6,001	12,050	12,050	29	0.24%
Annual Sources of Funds	\$ 730,244	\$ 1,243,943	\$ 1,243,943	\$ 681,395	54.78%
Total Sources of Funds	\$ 1,637,704	\$ 2,180,767	\$ 2,180,767	\$ 1,618,219	74.20%
<i>Uses of Funds</i>					
Expenditures					
Personnel	\$ 243,128	\$ 474,965	\$ 705,474	\$ 301,801	42.78%
Operating	455,632	538,469	565,624	413,787	73.16%
MTDA Debt Service	2,119	-	-	(8)	NA
Total Uses of Funds	\$ 700,879	\$ 1,013,434	\$ 1,271,098	\$ 715,580	56.30%
Ending Fund Balance	\$ 936,824	\$ 1,167,333	\$ 909,670	\$ 902,639	99%

Notes:

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

MONROE TOURISM AND DEVELOPMENT AUTHORITY MTDA REVENUES					
Revenue Sources	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Other Taxes and Licenses					
Occupancy Tax	\$ 723,523	\$ 598,490	\$ 598,490	\$ 601,809	100.55%
Occ Tx Penalties & Interest	-	-	-	-	NA
Total Occupancy Taxes	\$ 723,523	\$ 598,490	\$ 598,490	\$ 601,809	100.55%
Sales and Services					
Merchandise for Sale	\$ -	\$ 12,000	\$ 12,000	\$ -	0.00%
Gift Shop Sales	-	-	-	10,407	NA
Rent Misc Buildings	1	-	-	-	NA
Rent Science Ctr Facility	500	12,000	12,000	160	1.33%
Birthday Party Packages	-	28,000	28,000	-	0.00%
Admission Fees	-	550,000	550,000	56,690	10.31%
Show Appearance Fees	-	20,000	20,000	-	0.00%
Tinker Belle Walk-Thru Sales	1,602	10,000	10,000	5,135	51.35%
Misc Sales Other	-	-	-	-	NA
Total Sales and Services	\$ 2,103	\$ 632,000	\$ 632,000	\$ 72,392	11.45%
Investment Earnings					
Investment Earnings	\$ (1,383)	\$ 1,403	\$ 1,403	\$ 7,164	510.62%
Interest Earned MTDA Acct	-	-	-	-	NA
Total Investment Earnings	\$ (1,383)	\$ 1,403	\$ 1,403	\$ 7,164	510.62%
Miscellaneous					
Miscellaneous Reimbursements	\$ -	\$ -	\$ -	\$ -	NA
Tourism Donations-Sponsorships	6,001	-	-	29	NA
Cash Discounts	-	-	-	-	NA
Misc Annual Membership	-	12,050	12,050	-	0.00%
Total Miscellaneous	\$ 6,001	\$ 12,050	\$ 12,050	\$ 29	0.24%
Other Financing Sources					
Appropriation Of Fund Bal	-	-	27,155	-	0.00%
Oth Fin Inception of Lease	-	-	-	-	NA
Total Other Financing Sources	\$ -	\$ -	\$ 27,155	\$ -	0.00%
Total MTDA Revenues	\$ 730,244	\$ 1,243,943	\$ 1,271,098	\$ 681,395	53.61%

Notes:

MONROE TOURISM AND DEVELOPMENT AUTHORITY MTDA EXPENDITURES					
Function/Activity	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Tourism Development Authority					
Personnel					
Salary	\$ 91,794	\$ 114,216	\$ 114,216	\$ 83,140	72.79%
Car Allowance	4,200	4,201	4,201	3,554	84.60%
Social Security Taxes	6,880	8,582	8,582	6,268	73.03%
Life Insurance	150	147	147	141	96.11%
Employer Share Insurance	12,453	11,402	11,402	9,184	80.55%
Retirement	10,280	13,867	13,867	10,321	74.43%
401(k)	3,897	4,910	4,910	3,677	74.89%
Internet Connect Allowanc	378	378	378	315	83.33%
Workers Compensation	11	21	21	18	83.33%
Pay Adjustments	-	-	-	-	NA
Sub Total Personnel	\$ 130,043	\$ 157,724	\$ 157,724	\$ 116,618	73.94%
Operating					
Bank Service Charges	\$ -	\$ -	\$ -	\$ -	NA
Management Services	-	-	-	-	NA
Financial Management	2,800	2,900	2,900	2,900	100.00%
Technical Contracted Services	-	-	-	-	NA
Repairs & Maint Equipment	-	-	-	935	NA
Repairs & Maint Buildings	-	-	-	-	NA
Software License & Support	43	616	616	4,009	650.86%
Repairs & Maint Copiers	72	50	50	33	65.86%
Repairs & Maint ERP System AMA	2,010	2,110	2,110	2,106	99.79%
Aircraft Fuel	-	-	-	-	NA
Unemployment Insurance	-	18	18	13	71.39%
Property/Casualty Insuran	500	-	-	600	NA
Wellness & Clinic Cost	-	-	-	-	NA
Property Damages	-	-	-	-	NA
Telecommunications	861	800	800	716	89.54%
Marketing & Promotions	20,386	25,000	33,000	33,061	100.19%
Public Information	223	600	600	243	40.55%
Printing	6,242	14,500	13,000	1,920	14.77%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	2,392	16,500	13,000	6,481	49.86%
General Supplies	1,212	1,000	1,000	142	14.16%
Postage	-	35	35	-	0.00%
Small Equipment	2,411	-	-	-	NA
PC's Peripherals	3,937	-	-	-	NA
Utilities	-	-	-	-	NA
Items for Resale Merchandise	-	-	-	-	NA
Organizational Dues	375	600	600	-	0.00%
Subscriptions & Publications	150	-	-	-	NA
Bad Debt Expense	-	-	-	2	NA
Other Operating Expense	5,227	2,000	2,000	3,326	166.29%
Special Events	18,548	30,000	27,000	6,380	23.63%
Occ Tx Cap Proj Distribution	241,174	199,497	199,497	200,603	100.55%
Allocations Administration	9,693	11,045	11,045	9,204	83.33%
Allocations Manual Adjs	5,353	5,717	5,717	4,764	83.33%
Sub Total Operating	\$ 323,609	\$ 312,988	\$ 312,988	\$ 277,438	88.64%
Unreserved / Balance	-	230,509	-	-	NA
Total Tourism Development Authority Operations	\$ 453,652	\$ 701,221	\$ 470,712	\$ 394,057	83.71%

MONROE TOURISM AND DEVELOPMENT MTDA EXPENDITURES					
Function/Activity	Actual 2022	Original Budget 2023	Revised Budget 2023	YTD Actual 2023	% Realized
Tinker Belle					
Operating					
Technical Contracted Services	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.00%
Repairs & Maint Equipment	15,937	25,000	27,005	21,913	81.15%
Land & Building Rental	19,386	19,212	19,212	15,849	82.50%
Aircraft Fuel	5,070	20,000	20,000	1,818	9.09%
Property/Casualty Insuran	14,250	12,460	12,460	7,917	63.54%
Marketing & Promotions	810	17,275	17,275	1,219	7.06%
Public Information	-	-	-	-	NA
Printing	-	2,500	2,500	-	0.00%
Training and Travel Exp	10,805	6,500	6,500	182	2.80%
Items for Resale Merchandise	-	3,000	3,000	-	0.00%
Allocations Administration	-	-	-	-	NA
Total Tinker Belle Operating Expenditures	\$ 76,259	\$ 115,947	\$ 117,952	\$ 48,898	41.46%
Monroe Science Center					
Personnel					
Salary	\$ 62,954	\$ 146,689	\$ 377,198	\$ 134,632	35.69%
Overtime	290	-	-	-	NA
PT Staffing (Pool)	-	89,832	89,832	-	0.00%
Social Security Taxes	4,610	8,959	8,959	10,059	112.28%
Life Insurance	137	135	135	249	184.59%
Employer Share Insurance	35,580	44,927	44,927	21,650	48.19%
Retirement	7,085	17,552	17,552	13,809	78.67%
401(k)	1,829	7,336	7,336	3,324	45.32%
Cell Phone Allowance	600	600	600	450	75.00%
Workers Compensation	-	1,211	1,211	1,009	83.31%
Total Personnel	\$ 113,086	\$ 317,241	\$ 547,750	\$ 185,183	33.81%
Operating					
Bank Service Charges	\$ -	\$ 2,500	\$ 2,500	\$ 2,117	84.68%
Technical Contracted Services	4,367	8,500	8,500	2,959	34.81%
Repairs & Maint Equipment	-	-	-	-	NA
Repairs & Maint Buildings	3,458	5,000	9,716	4,137	42.58%
Repairs & Maint Grounds	-	-	-	-	NA
Software License & Support	17,223	15,502	20,532	17,700	86.21%
Repairs & Maint Copiers	156	100	100	86	86.04%
Copier Rental	-	-	-	-	NA
Wellness & Clinic Cost	1,090	1,224	1,224	1,017	83.09%
Property Damages	1,023	1,937	1,937	1,614	83.34%
Telecommunications	-	250	250	-	0.00%
Marketing & Promotions	3,154	20,000	10,950	10,823	98.84%
Public Information	-	-	-	-	NA
Printing	-	5,100	4,020	416	10.35%
Training and Travel Adv	-	-	-	-	NA
Training and Travel Exp	-	-	-	-	NA
General Supplies	3,300	3,000	3,000	4,382	146.06%
Small Equipment	1,470	500	500	226	45.28%
PC's Peripherals	-	1,130	6,230	6,696	107.48%
Utilities	18,655	43,369	43,369	18,569	42.82%
Items for Resale Gift Shop	(1)	-	20,434	14,922	73.03%
Organizational Dues	-	-	-	-	NA
Subscriptions & Publications	-	-	-	336	NA
Other Operating Expense	532	-	-	264	NA
Special Events	-	-	-	-	NA
Allocations Administration	-	-	-	-	NA
Allocations Cust Srv/Pmt Ctr	-	-	-	-	NA
Allocations Purchasing	1,336	1,422	1,422	1,185	83.33%
Allocations Facilities Maint	-	-	-	-	NA
Total Operating	\$ 55,763	\$ 109,534	\$ 134,684	\$ 87,450	0.00%
Total Science Center Operations Operating Expenditures	\$ 168,849	\$ 426,775	\$ 682,434	\$ 272,633	39.95%
MTDA Debt Service⁽¹⁾					
Capital Leases Principal	1,723	-	-	-	NA
Capital Leases Interest	396	-	-	(8)	NA
Total MTDA Debt Service	\$ 2,119	\$ -	\$ -	\$ (8)	
Total MTDA Expenditures	\$ 700,879	\$ 1,243,943	\$ 1,271,098	\$ 715,580	56.30%

NOTES:

Commentary

The unassigned General Fund balance is \$ 5,571,453

Policy:

General Fund Balance

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

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

**CITY OF MONROE
GENERAL FUND BALANCE
AS OF 05/19/2023**

			NON SPENDABLE		RESTRICTED					ASSIGNED			UNASSIGNED	Total Fund Balance
			Inventories	Prepaid	Restricted by State Statute	Streets (Powell Bill)	Public Safety	Culture and Recreation	Building Permits Net Revenue	City's Fund Balance Policy ⁽¹⁾	Subsequent Year's Expenditures ⁽³⁾	Formal Assignments		
As of June 30, 2022			\$ 360,628	\$ 363,385	\$ 9,471,982	\$ 2,571,713	\$ 63,370	\$ 1,082,795	\$ 1,378,318	\$ 12,713,817	\$ 3,884,073	\$ 2,749,678	\$ 1,793,389	\$ 36,433,149 ⁽⁴⁾
FY23	Date	Description												
BO-2022-09	06/14/2022	Appropriations included in FY22 Council Adopted Budget ⁽²⁾				\$ (91,242)		\$ 200,000	\$ 266,874		\$ 3,884,073			
(waiting for soft	07/01/2022	Prior year encumbrances rolled forward			\$ 3,780,216									
BA-2022-26	08/09/2022	Fund Downtown Incentive Prog - Seaboard Pizza											\$ 5,845	
BA-2022-28	08/09/2022	Fund legal settlement											\$ 50,000	
BA-2022-29	08/09/2022	Purchase of safety equip at MCC & Cust Svc (AED units)											\$ 7,370	
BA-2022-30	08/09/2022	Correction for MUCED contract											\$ 177,000	
BA-2022-31	08/09/2022	FY22 unspent appropriations						\$ 4,495					\$ 171,549	
BO-2022-15	08/09/2022	Close completed capital projects				\$ (701,461)						\$ (571)	\$ (10,319)	
BA-2022-35	09/13/2022	Cover incr in equip costs for P&R capital replacements											\$ 27,195	
BO-2022-17	10/11/2022	Change order for add'l contr mgmt svc; Belk Tonawanda Park GB2101											\$ 25,947	
BA-2022-38	12/13/2022	Approp PB funds - shortfall for dump trucks				\$ 355,451								
BO-2022-19	12/13/2022	add funds from formally assigned to project GB1903 - Science Center parking										\$ 1,130,007		
BO-2023-01	01/10/2023	Increase in monitoring and trustee fees for bonds											\$ 624	
BA-2023-02	02/14/2023	Funding for Diversity, Equity & Inclusion											\$ 14,000	
BO-2023-02	02/14/2023	Return Station #6 funding to unassigned fund balance; project will be financed											\$ (4,285,600)	
BA-2023-06	03/14/2023	Fund agreement w/Air Boss, Inc. to provide temporary air traffic control tower & svcs											\$ 22,000	
BA-2023-10	04/11/2023	Fund unplanned capital expenditures related to airport operations											\$ 16,325	
			\$ -	\$ -	\$ 3,780,216	\$ (437,252)	\$ -	\$ 204,495	\$ 266,874	\$ -	\$ 3,884,073	\$ 1,129,436	\$ (3,778,064)	
			\$ 360,628	\$ 363,385	\$ 5,691,766	\$ 3,008,965	\$ 63,370	\$ 878,300	\$ 1,111,444	\$ 12,713,817	\$ -	\$ 1,620,242	\$ 5,571,453	

- Notes:
- (1) Per the General Fund Balance policy, the City will assign the greater of \$7.5 million or 25% of the next year's original adopted budget, net of Federal and State pass-through revenues, from the unassigned fund balance.
- (2) A new special revenue fund for Federal Police Asset Forfeiture Funds was set up in FY22. This reduces the restricted for public safety amount in the General Fund, (\$366K).

FY22 ADOPTED BUDGET			
GEN FUND EXP.	GRANTS/Reimb	NET EXP.	x 25% =
\$ 51,894,270	\$ (1,039,002)	\$ 50,855,268	\$ 12,713,817
Funds 110,130,131 & 120 per BO-2022-11			

(3)	Appropriations General Fund Balance FY23			
	Original Budget :	<u>Unassigned</u>	<u>Restricted</u>	
	Center Theatre Donations		\$	200,000
	Annual Tee Box Funding	\$	50,000	
	Annual Greenway Funding		100,000	
	1520 Economic Incentive Grants	1,275,940		
	1620 Replace 1-ton Dump Truck #02459	75,000		
	1620 Roof Replacement - Senior Center	162,000		
	1620 Roof Replacement Customer Service	68,000		
	1620 Replacement Single Pane Glass For Old	10,000		
	2030 Repl '09 Prius	35,000		
	2032 Repl '98 Gold Cart	5,000		
	2515 Repl '08 Honda Civic	30,000		
	2515 Purch and install AED & 1st AID kits	4,700		
	3010 Repl Ford F-150 #2489	37,500		
	3520 Repl '09 Highlander #2430	41,034		
	3520 Repl '09 Highlander #2431	44,331		
	3520 Repl '13 Highlander #2665	44,331		
	4010 Repl '10 Ford Escape #2484	33,000		
	5510 Repl '09 Ford F450 - Medic #1757	85,000		
	5510 Repl '15 Ford F250 Battalion 1 #2345	70,000		
	5510 Repl '08 Tahoe Chief 1 #2350	50,000		
	5510 Repl 800 MHz Portable radios (6/yr)	40,002		
	5510 Upgrade rescue struts	35,000		
	5510 Repl rescue lift air bag system	26,000		
	5510 Upgrade SCBA masks w/radio communications	24,030		
	5510 Repl thermal imaging cameras 4/yr	20,000		
	5510 Repl hose dryer/gear dryer (Sta 1)	12,600		
	5510 Roll-N-Rack hose rolling system	9,200		
	6010 Repl '09 Tahoe #2550	44,331		
	7011 Paint Sutton Park Comm Ctr perpainting rotation	8,000		
	Repl cabinet doors and drawers at OACC	9,000		
	7011 Repair Dickerson insulation panels	15,000		
	7011 Locate leak at Winchester pool	4,800		
	7012 Repl pickup #2267	45,000		
	7012 Repl Toro 4100D #6248	65,000		
	7012 Repl TS90 #4433	57,000		
	7012 Repl mowers #2346 & #2356	28,000		
	7012 New Kubota Utility vehicle	12,000		
	7012 Skid tank sprayer	4,855		
	210 new planters Downtown	29,750		
	350 Furnishings and equip new police station	1,098,897		
	350 Dog park	80,000		
	350 Ops ctr parking lot (on-going)	26,667		
	580 new ground power unit	41,000		
	131 Repl Toro 3100D trim mower #1972	38,000		
	131 Utility trailer	2,735		
	3530 Repl '09 Highlander #2429		44,331	use FB for Bldg Inspections
	3530 Vehicle for new bldg insp I		44,331	use FB for Bldg Inspections
	3025 Excess Powell Bill		(91,242)	
	350 Sidewalk Maint fund	200,000		
	FY23 TBD future use Public Safety (Fire Station	(441,630)		
	350 Belk Tonawanda Camera/Security project	20,000		
	Use Bldg Insp restricted fund balance to cover		178,212	
	131 Repl 2007 Toro 4700 #9153	84,000		
	131 Repl Kubota utility vehicle	24,000		
		\$ 3,884,073	\$ 375,632	4,259,705

(4) Revised to agree with ACFR

City of Monroe
General Fund Balance
Formal Assignments
Transaction History
AS OF 05/19/2023

Date	Transaction	Airport Grant Acceptance	Projects Downtown ⁽¹⁾
12/06/11	Formally Assigned	\$ 2,250,000	
10/01/19	Formally Assigned		\$ 3,000,000
05/15/12	Reverse formal assignment	-	-
06/05/12	BO-2012-06 Boggs Paving settlement	(405,281)	-
09/18/12	BA-2012-23 Security enhancement equip.-Airport Terminal Bldg.	(15,000)	-
09/18/12	BO-2012-11 Talbert & Bright change order #5 (Runway #5 ext.)	(150,000)	-
09/18/12	BO-2012-12 Talbert & Bright change order #4 (Goldmine Rd Redo)	(46,280)	-
09/18/12	BO-2012-13 Talbert & Bright change order #5 (Runway #5 ext.)	(72,616)	-
10/16/12	BO-2012-16 Extended Runway Safety Area (ERSA) Grading Ph. 1	(174,625)	-
04/02/13	Runway 5 Perimeter Sec Fencing	(317,620)	-
04/16/13	Construction International Terminal Bldg.	(98,105)	-
07/16/13	Return federal block grant NCDOT (proj # 36237.17.11.1) to formal assignment airport grant acceptance	300,000	-
7/16/13	Authorize Talbert & Bright - Customs Bldg. construction administration services	(170,481)	-
7/16/13	Authorize Talbert & Bright - design and bid service for glideslope improvements.	(215,037)	-
8/21/13	Additional funding Runway 5 perimeter fencing	(11,740)	-
10/15/13	Utility relocation and small change orders for Terminal Bldg.	(50,000)	-
01/21/14	NCDOT grant (proj #36237.17.13.2) glideslope improvements	100,267	-
04/15/14	US Customs and Border Protection' s IT equipment.	(93,804)	-
08/19/14	BO-2014-08: return funds from project AP0802 (runway strengthening) and AP1201 (runway overlay and rehab)	564,596	-
12/02/14	BO-2014-11 Rwy 5 Medium Intensity Approach Lighting Sys w/ Rwy Alignment Indicator Lights (MALSR)	(63,815)	-
01/06/15	BO-2015-02 Talbert & Bright design and bid service for Bulk Hangars	(64,780)	-
08/18/15	Close capital projects AP0901 & AP1301	147,499	-
08/16/16	Close capital projects AP0811 & AP0902 and AP1102	175,690	-
09/22/16	BO-2016-14 Corporate hangar site development	(1,000,000)	-
07/18/17	Add'l funding for Corp Hangar Construction	(400,000)	-
08/21/18	Close capital projects AP1202 & AP1401	132,147	-
11/06/18	State Aviation Grant from NCDOT	685,800	-
07/16/19	BO-2019-11 Apron Rehab Project Grant Match	(320,561)	-
07/16/19	BO-2019-10 Airport Layout Plan Grant Match	(46,602)	-
08/20/19	BO-2019-16 Corp Hangar Site Development	(550,000)	-
02/05/20	BO-2020-03 Driveway and Paving AP Corporate Hangar	(80,000)	-
07/21/20	BO-2020-08 Close Capital Projects	309,293	-
06/08/21	BO-2021-09 Airport Apron Rehabilitation project	(11,399)	-
06/08/21	BO-2021-08 Runway 5-23 Approach Obstruction Removal project	(7,151)	-
07/13/21	BO-2021-12 Charlotte Avenue Parking Lot Project		(500,000)
02/08/22	BA-2022-03 Office Space Renovations Quonset Hangar	(42,000)	-
02/08/22	BA-2022-04 Customs Telecom shortfall	(4,741)	-
03/08/22	BA-2022-09 Resolve issue with Trees on north end of the runway	(2,000)	-
06/04/22	Grant Match for Airport Apron Rehabilitation areas A, B, and half of C.	(1,976)	-
07/12/22	BO-2022-15 Close projects; return interest to Airport capital projects	571	-
12/13/22	BO-2022-19 add funds from formally assigned to project GB1903 - Science Center parking		(1,130,007)
		\$ 250,249	\$ 1,369,993
Total Assigned Fund Balance			\$ 1,620,242

Notes:

- (1) Formal assignment for Downtown projects: resurfacing the parking lot on Church St. (cost share with county), new parking lot on N Charlotte Ave. and design of one-way streets conversion.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Bridgette H. Robinson, City Clerk

PREPARED BY: Sherry K. Hicks, Deputy City Clerk

SUBJECT: Summary of Contracts Awarded, Change Orders Approved and City Manager's Settlement of Claims for May 2023

SUMMARY STATEMENT

To inform City Council of the award of contracts pursuant to Ordinance O-2001-17, Change Orders (CO) approved pursuant to Resolution R-2000-76 and Settlement Claims pursuant to Ordinance O-2018-50.

REVIEW

The following is a summary of contracts recently awarded and approved change orders for the month of May 2023.

Name	Purpose	Fiscal Impact	
		Fund	Amount
Quest Diagnostics	Pre-employment drug testing at Occ Med	Human Resources-Safety Health	*\$500.00
Dawn Development Company, Inc.	Install gas main and tie in to existing gas main	Electrical-Administration	\$50,000.00
Dawn Development Company, Inc.	Install natural gas main and tie in to existing line	Electrical-Administration	\$65,000.00
Leonard Rental	Station 6 – Rental House	Fire-Fire	\$64,800.00
Delta Star Inc.	Provide engineering, drawings, parts and	Electrical-Administration	\$75,762.00
Precision Tank Service	Annual UST Testing required by NCDENR	Finance-Purchasing	*\$3,000.00

Name	Purpose	Fiscal Impact	
		Fund	Amount
MRL Consulting LLC	Facilitate joint meeting Council/Planning Board 5/11/23	Administration-City Manager	*\$500.00
McCarter & English, LLP	Legal services	Electrical-Administration	\$50,000.00
Dawn Development Company, Inc.	Boring services	Water and Sewer-Construction	\$20,000.00
Outlook Flooring, Inc.	Replacing carpet in various Planning Department offices	Planning and Development-Planning	\$6,325.06
Automated Fire Systems, Inc.	Fire extinguisher services and testing	Airport-Operations	*\$3,000.00
Musco Sports Lighting, LLC	Belk Tonawanda Splash Pad Bathroom doors control link system	Park & Recreation-Recreational	\$26,750.00
Labella Associates, PC	East Village environmental compliance	Planning and Development-Community Development	*\$800.00
Mulch Solutions, LLC	Install mulch with blower truck	City Facilities-Maintenance	*\$3,900.00
CTR Coatings	Manhole rehabilitation	Water and Sewer-Maintenance	\$90,263.75
Al David Hernandez	Pressure washing services at various Parks and Recreation facilities	Park & Recreation-Recreational	*\$1,000.00
Connectivity, LLC	Fiber optic splicing company to assist with splicing fibers	Electrical-Maintenance/Construction	*\$4,999.00
Gregory E. Doyle, Jr.	Inflatables for Juneteenth	Park & Recreation-Recreational	*\$1,860.00
*Approved by Department Director		TOTAL	\$468,459.81

No settlement claims to report.

RECOMMENDATION

No action required – for Council Information only.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: June 13, 2023

FROM: Rob Miller, Energy Services Director

PREPARED BY: Rob Miller, Energy Services Director

SUBJECT: Closed Session pursuant to North Carolina General Statute (N.C.G.S.)
Section 143-318.11(a)(1) and Section 159B-38

SUMMARY STATEMENT

City Council is requested to approve a motion to go into Closed Session to prevent the disclosure of information that is privileged or confidential pursuant to the laws of the State of North Carolina and to preserve the attorney-client privilege between the City Council and the City's attorneys.

REVIEW

In accordance with North Carolina General Statute (N.C.G.S.) Section 143-318.11(a)(1) and Section 159B-38 City Council is permitted to hold a Closed Session to prevent the disclosure of privileged or confidential information and to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege.

RECOMMENDATION

Staff requests that City Council approves a motion to go into Closed Session pursuant to N.C.G.S. Section 143-318.11(a)(1) and Section 159B-38 to prevent the disclosure of privileged or confidential information and to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege.