

CITY COUNCIL STRATEGIC PLANNING MEETING
300 WEST CROWELL STREET
MONROE, NORTH CAROLINA 28112
JULY 18, 2023– 4:30 P.M.

AGENDA

www.monroenc.org

1. Discussion/Consideration of Request from Windsor Windows & Doors from City Council Strategic Planning Meeting of May 9, 2023 and City Council Regular Meeting of June 13, 2023
2. National League of Cities Service Line Warranty Program
 - A. Partnership Approval
 - B. City Manager to Execute Documents
3. Wastewater Treatment Plant Expansion Phase 1
 - A. Capital Project Budget Ordinance
 - B. Award of Engineering Services Contract to Hazen and Sawyer
 - C. City Manager to Execute Documents
4. Discussion/Consideration of Continued Videotaping of Planning Board Meetings
5. Good Jobs, Great Cities Academy Update

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- **Agenda** is tentative and is subject to change up to and including the time of the meeting.
 - At the discretion of City Council, **Agenda Items** listed above that are not discussed at the Strategic Planning Meeting or moved at the request of Council, may be carried forward to the City Council Regular Meeting at 6:00 p.m. to be considered.
 - **Cell Phones/Pagers:** As a courtesy, please turn off cell phones and pagers while Meeting is in progress.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: July 18, 2023

FROM: Scott Clark, Water Resources Director

PREPARED BY: Scott Clark, Water Resources Director

SUBJECT: National League of Cities Service Line Warranty Program

SUMMARY STATEMENT

The National League of Cities Senior Director of Business Development will present information on their Service Line Warranty Program at the Strategic Planning Meeting.

REVIEW

The NLC Service Line Warranty Program has partnered with over 1100 cities and/or utilities throughout the United States, including twenty-three (23) in North Carolina. They have a consistent customer satisfaction rating of 4.8 out of 5 stars. They currently serve over 4.8 million customers and have saved them over \$2 billion in repair costs over the past three (3) years.

Our customers are responsible for their service lines at the connection point on the mains. City of Monroe customers may benefit from the program in the future if approved by Council.

RECOMMENDATION

Staff request City Council take the following action:

Motion to approve the Water Resources Department to partner with The National League of Cities HomeServe Warranty Program and offer the service to our customers; authorize the City Manager to execute all documents.



NLC Service Line Warranty Program Overview: Benefits to Cities & Residents

NLC Service Line
Warranty Program by  HomeServe®

WHY CHOOSE THE NLC SERVICE LINE PROGRAM, BY HOMESERVE?



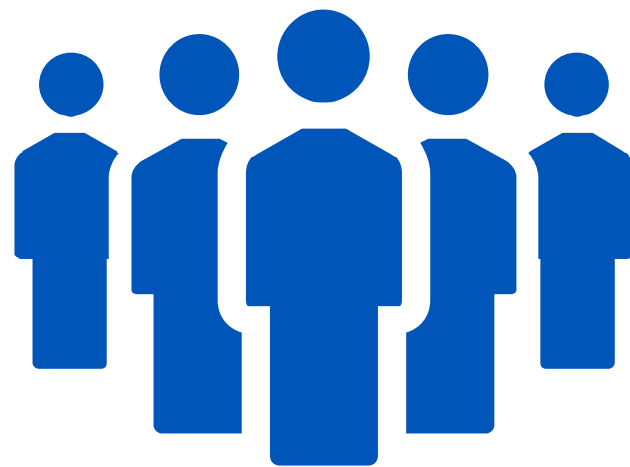
EXPERIENCE

Offering services
for over 19 years



REPUTATION

4.8 out of 5 stars
customer
satisfaction



PARTNERSHIP

Endorsed by National
League of Cities



**BBB Torch Award for
Marketplace Ethics**
Trust • Performance • Integrity
2013 Winner
Western Pennsylvania Better Business Bureau®



“The National League of Cities is proud to partner with this highly reputable and reliable program. Their exemplary record of customer service and transparency is what has driven the success of this partnership over the years.”



Clarence Anthony
Executive Director
National League of Cities

MANY HOMEOWNERS ARE UNPREPARED



78%

of homeowners surveyed believe the utility provider should educate them on repairs and preventative measures



59%

of homeowners surveyed have had a home repair emergency in the past year



40%

4 out of 10 Americans can't afford a \$400 emergency expense (and would have to sell something, take out a loan, or use credit to cover it)

NLC SERVICE LINE WARRANTY PROGRAM BENEFITS



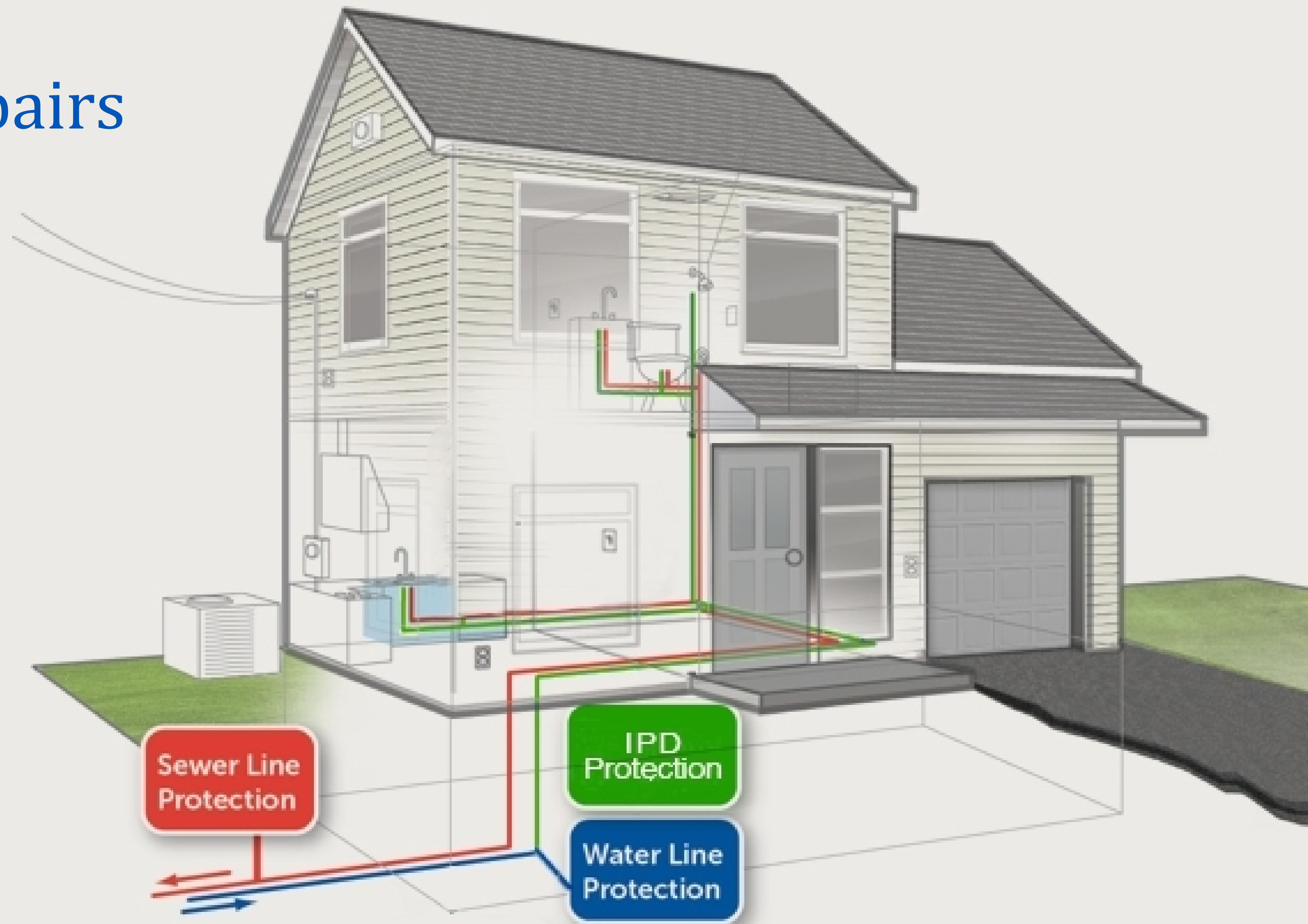
- Only service line program Endorsed by the National League of Cities
- No cost for the Municipality/Utility to participate
- Optional ongoing Revenue Stream for the Municipality/Utility
- Free Public Awareness Campaign to educate homeowners on their lateral line responsibilities
- Peace of Mind - with one toll-free call a reputable plumber is dispatched
- All repairs performed to code by local licensed contractors
- Contractors undergo rigorous vetting process to ensure quality service

NLC Service Line Repairs

NLC Service Line Warranty Program



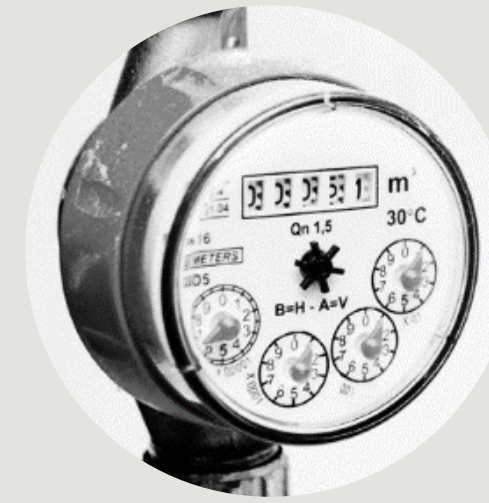
Endorsed by



External Water Line and External Sewer Line Coverage



SEWER/SEPTIC
LATERAL COVERAGE



WATER/WELL LINE
COVERAGE

Homeowner repair
protection for leaking,
clogged or broken
water/well and
sewer/septic lines from
the point of utility
connection to the home
exterior

Coverage Includes:

- Educating homeowners about their service line responsibilities
- Up to \$8,500 coverage per repair incident
- Includes coverage for thawing of frozen external water lines
- No annual or lifetime limits, deductibles, service fees, forms, or paperwork
- 24/7/365 availability
- Repairs made only by licensed, local contractors
- Affordable rates and multiple payment methods

In-home Plumbing Coverage



IN-HOME PLUMBING AND DRAINAGE COVERAGE

Homeowner repair protection for in-home water supply lines and in-home sewer lines and all drain lines connected to the main sewer stack that are broken or leaking inside the home after the point of entry

Coverage Includes:

- \$3,000 coverage per repair incident.
- Repair of clogged toilets
- Includes coverage for broken or leaking water, sewer, or drain lines under the slab or basement floor
- No annual or lifetime limits, deductibles, service fees, forms, or paperwork
- 24/7/365 availability
- Repairs made only by licensed, local contractors
- Affordable rates and multiple payment methods

Optional Additional Energy Products



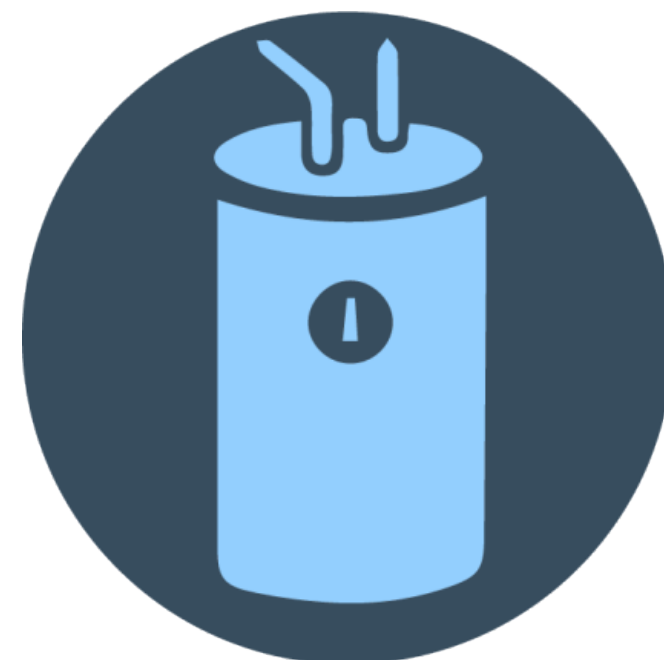
Interior
Electric

- Up to \$2,500 per call
- \$2,500 maximum annually



Gas Line

- Up to \$8,000 per call
- \$8,000 annual maximum



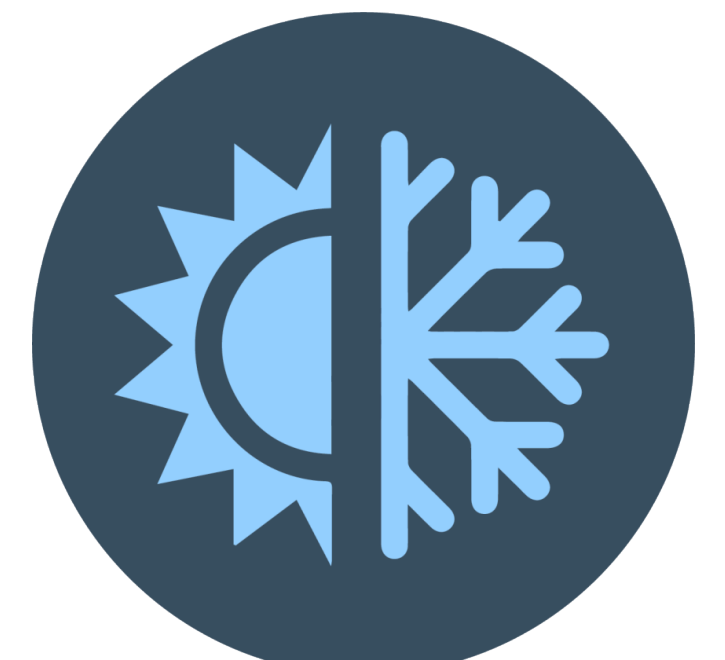
Water
Heater

- Unlimited Calls
- \$1,500 per call



Heating
System

- Up to \$1,750 per call
- \$1,750 annual maximum



Cooling

- Up to \$1,750 per call
- \$1,750 annual maximum



Revenue share and other benefits to Municipality

- Non-tax revenue
- Municipalities utilize funds for important initiatives including:
 - ✓ Infrastructure improvements
 - ✓ Low-income assistance/community charities
 - ✓ Partially offset rate increases
- Saves money for residents that can be re-invested in the local economy
- Reduces calls to the Municipalities
- Timely repairs reduce water loss from line breaks

Homeowner Education

- Simple direct mail – indicating the program is optional
- Must be approved by the municipality/utility
- No Public Funds are used in marketing, distribution, or administration of the program
- Consumers can enroll one of three ways:
 1. *Calling into our toll free number that is provided on the mailing;*
 2. *Returning the bottom of the letter to us in the self addressed stamped envelope provided*
 3. *Visiting our consumer website www.slwofa.com at any time*



SOLUTIONS FOR MUNICIPALITIES & THEIR HOMEOWNERS



- More than 1100 municipal and utility partnerships
- Currently serving over 4.8 million customers
- Saved customers over \$2 billion in repair costs over the past 3 years
- Consistent customer satisfaction rating 4.8 out of 5 stars
- 9 of every 10 customers surveyed have recommended the program to friends, family and neighbors

OVER 1100 PARTNERS, INCLUDING 23 IN NORTH CAROLINA

- *Charlotte Water*
- *Town of Sharpsburg*
- *Town of Weaverville*
- *Town of Creswell*
- *Town of Snow Hill*
- *City of Whiteville*
- *City of Hendersonville*
- *City of Sanford*
- *City of Albemarle*
- *Hoke County Public Utilities*
- *Town of Spring Lake*
- *Town of Hope Mills*
- *Town of Bethel*
- *Tyrrell County Utilities*
- *Town of Mooresville*
- *City of Shelby*
- *City of Creedmoor*
- *City of Eden*
- *Town of Fletcher*
- *Town of Hassell*
- *Cherokee Water & Sewer*
- *South Greene County Water Corporation*
- *Greene County Reg. Water*



FOR MORE INFORMATION CONTACT:

Ashley Shiwarski

Sr. Director, Business Development

724-749-1097 (office)

412-874-9454 (cell)

Ashley.Shiwarski@homeserveusa.com

Visit www.NLC.org/serviceline or www.servline.com



STAFF REPORT

TO: City Council

VIA: William M. Watson, City Manager

DATE: July 18, 2023

FROM: Scott E. Clark, Director of Water Resources

PREPARED BY: Richard Riser, Water Resources Engineering Manager

SUBJECT: Wastewater Treatment Plant Expansion Phase 1 - Engineering Services

SUMMARY STATEMENT

Council is requested to consider an engineering services contract for the Wastewater Treatment Plant Expansion Phase 1 project and consider a budget ordinance to provide additional funding for this purpose.

REVIEW

On June 14, 2022, City Council adopted the Annual Balanced Budget for Fiscal Year 2022-2023. The adopted budget included \$4,000,000 in funding for the WWTP expansion design. The design for the expansion is ready to begin. The total design, permitting and construction time frame for the WWTP expansion project is anticipated to run into the middle of 2028. Staff provided request for qualification packages to 8 consulting firms, received qualifications packages from 3 of those 8 and selected Hazen and Sawyer as the preferred qualified engineering firm.

Staff has negotiated with Hazen and Sawyer to perform the required engineering services. The total not-to-exceed cost ceiling limit has been established as \$5,870,755.00. Staff feels this is reasonable based upon the anticipated cost of the project and the complexity of the design.

Funding in the amount of \$4,000,000 for this design contract was adopted in the FY2022-2023 budget. Additional funding in the amount of \$1,870,755 is requested via budget amendment BO-2023-07 from the Water/Sewer Capital Project Reserve Fund.

The Public Enterprise Committee unanimously approved this item at their July meeting.

RECOMMENDATION

It is the recommendation of Staff that City Council take the following action:

Approve BO-2023-07 to provide adequate funding for the award of the WWTP project design contract.

Motion to approve an engineering services contract with Hazen and Sawyer to complete design, permitting and construction phase services for the WWTP Expansion for a total not-to-exceed cost ceiling limit of \$5,870,755.00.

Further to authorize the City Manager to sign all items related to the contract.

Attachments:

City of Monroe Budget Ordinance BO-2023-07
Contract for Engineering Services for the Wastewater Treatment Plant Expansion
Phase 1 – Engineering Services

Monroe Wastewater Treatment Plant

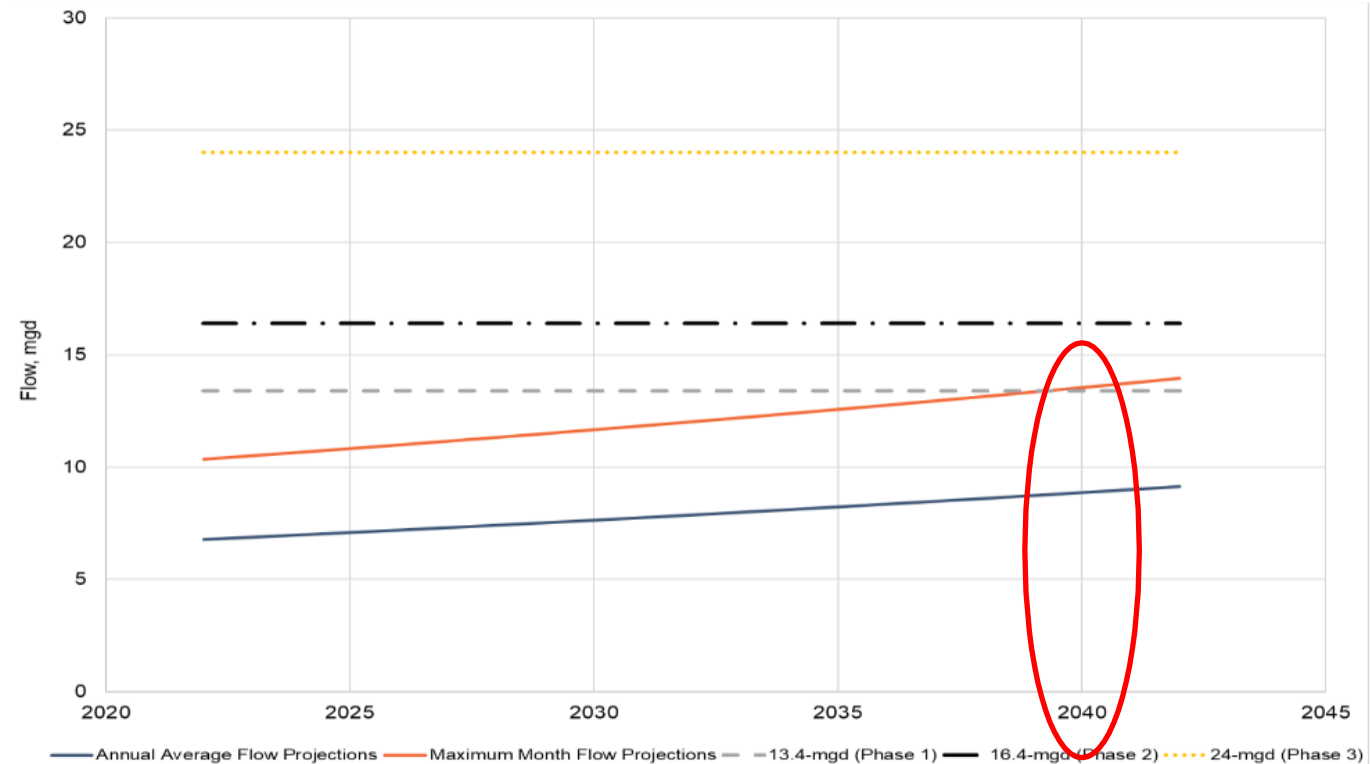


Existing Monroe WWTP



Population Considerations

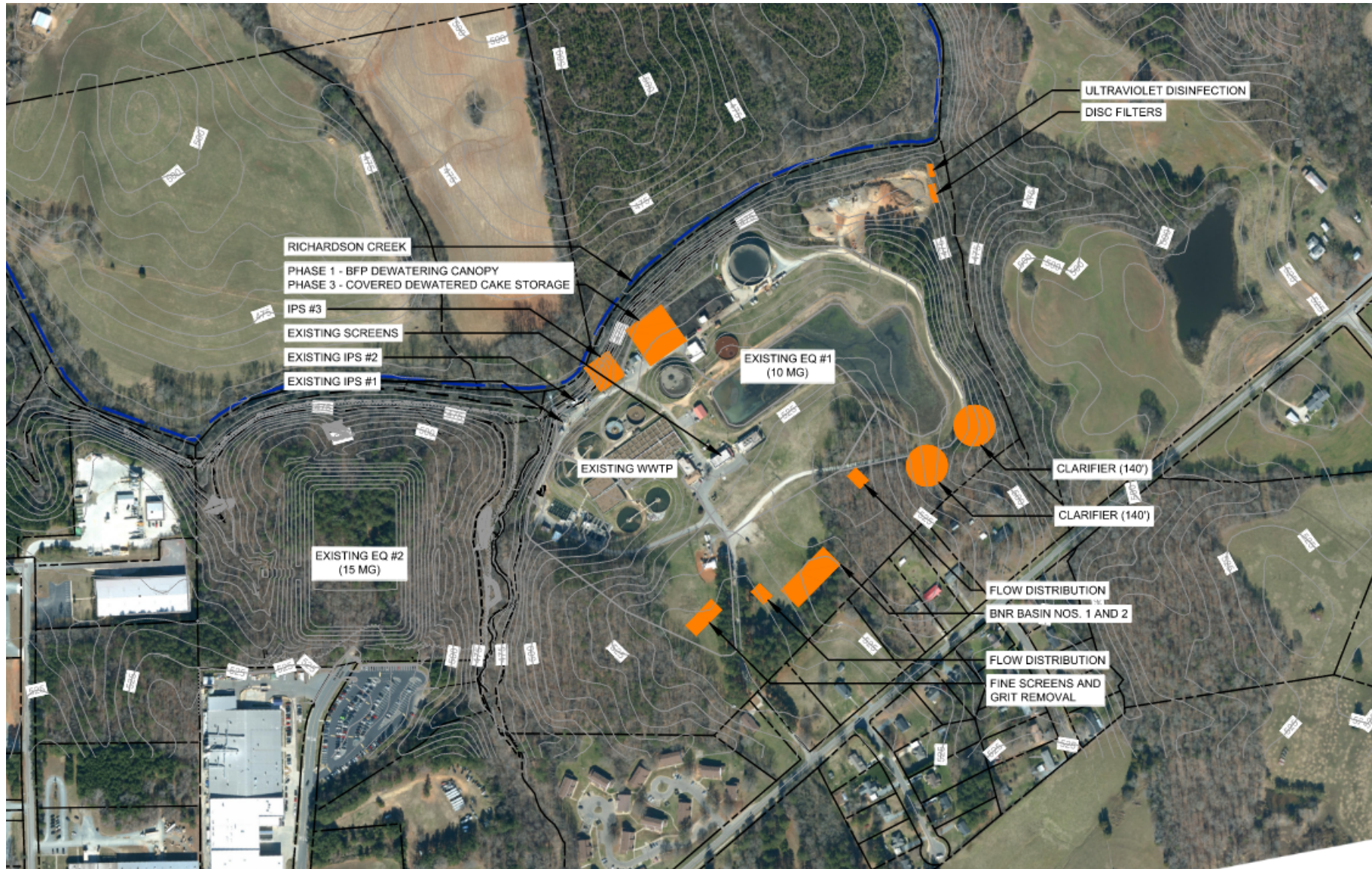
- 2000 / 2010 / 2020 Census Data:
Demonstrates ~1.5% annual growth
- Monroe WWTP also accepts flow from
Union County
- Current maximum month average flow rate
at WWTP is approximately 10 mgd
- Additional 3 mgd capacity provided with
initial expansion extends capacity to year
~2040
- 3 mgd expansion equivalent to adding
9,000 – 10,000 homes (within service area
of Monroe and Union County)



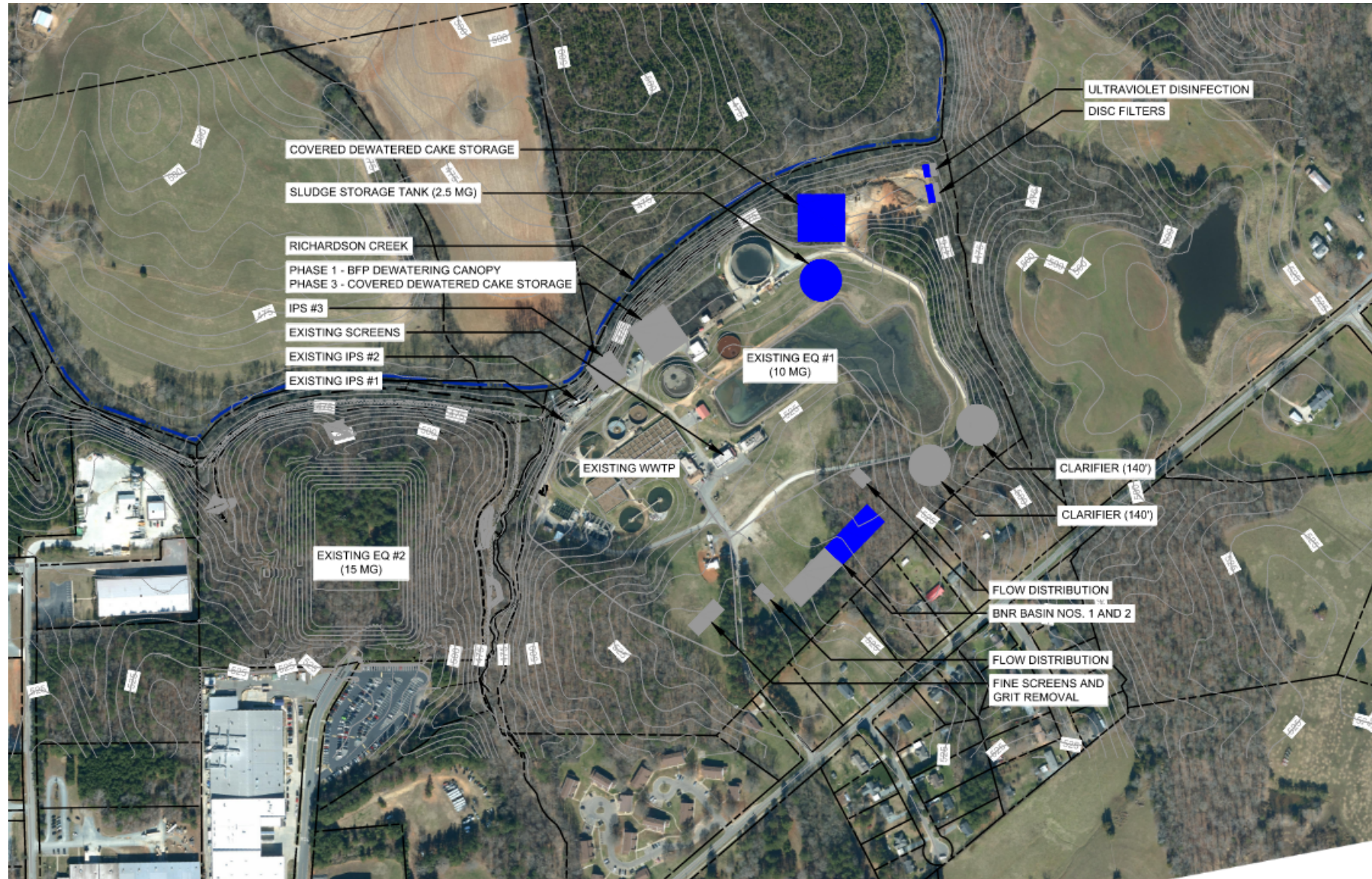
Plant Expansion – General Areas



3 mgd Expansion



6 mgd Expansion

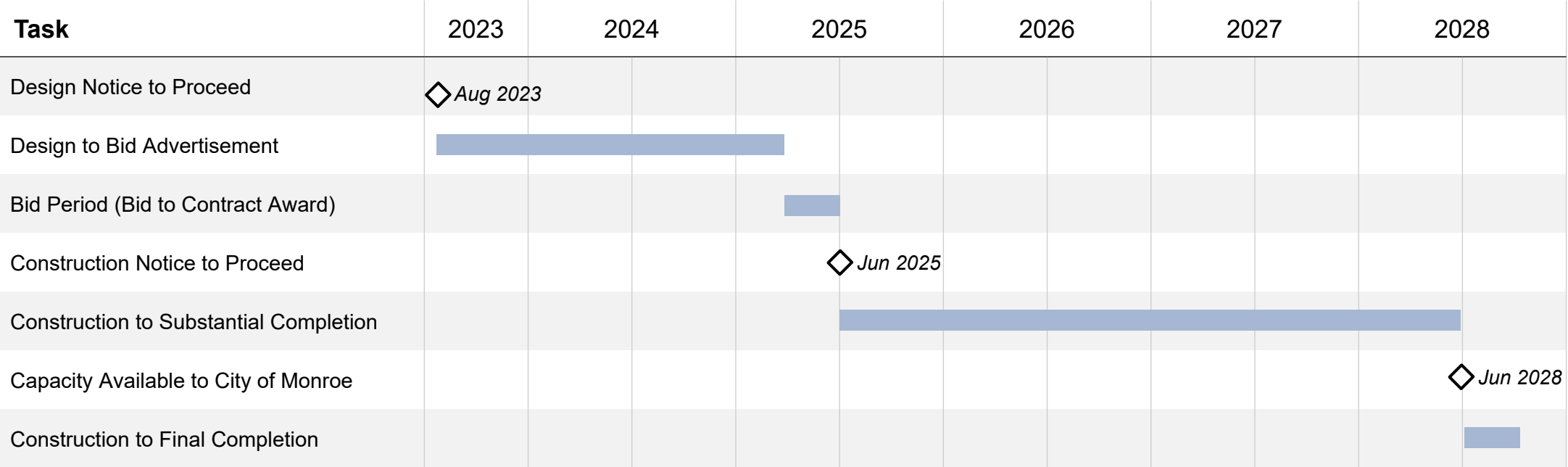


Plant Buildout (24 mgd)



Project Schedule

◆ Milestones



Cost and Schedule Considerations

- Construction market has experienced continuous price escalation since 2020
- Equipment manufacturing and delivery timelines have contributed to delays in project schedules
- Equipment delays have been most pronounced with major electrical equipment, although this now finally appears to be easing based on most recent project information
- Construction costs are not expected to decrease with any easing of inflation, i.e. previous cost escalations are expected to be 'baked in' to market
- Availability of contractors (general and electrical) needs to be monitored to understand project bid climate ahead of advertisement for bids

Cost Estimate – Initial Expansion Project

Influent Pumping Area	\$20,000,000
Preliminary Treatment Area	\$6,000,000
Secondary Treatment Area	22,100,000
Tertiary Treatment Area	\$7,300,000
Solids Handling Area	\$4,000,000
Standby Power / Main Switchgear	\$2,500,000
Site Work	\$7,500,000
Yard Piping	\$7,500,000
Electrical	\$4,700,000
Instrumentation & Controls	\$1,600,000
Contractor OH&P, Insurance, and Bonds	\$15,000,000
Total Estimated Construction Cost (Rounded)	\$99,000,000

CAPITAL PROJECT BUDGET ORDINANCE
Wastewater Treatment Plant Expansion Phase 1 – Engineering Services
BO-2023-07

WHEREAS, the City desires to provide reliable, quality wastewater service to the citizens of Monroe; and

WHEREAS, it is imperative to effectively maintain and operate the City WWTP and related regulatory compliance to support current and future economic development; and

WHEREAS, a detailed Preliminary Engineering Report has identified a need for increased capacity to the Wastewater Treatment Plant; and

WHEREAS, the estimated total project design cost is \$5,870,755; and

WHEREAS, funding in the amount of \$4,000,000 was previously budgeted; and

WHEREAS, it is recommended that \$1,870,755 in additional funding be transferred from the Capital Reserve Fund to fund this design services contract; and

NOW, THEREFORE, BE IT ORDAINED that the City Council hereby provides additional funding for the Wastewater Treatment Plant Expansion Phase 1 – Engineering Services contract (SR2301) funding as follows:

Water & Sewer Capital Reserve Fund:

Revenues:

Appropriation of Fund Balance	\$ 1,870,755
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Expenses:

Transfer to Water & Sewer Capital Project Fund	\$ 1,870,755
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Water & Sewer Capital Project Fund:

Revenues Capital Project SR2301:

Transfer from Capital Reserve Fund Proceeds	\$ 1,870,755
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Expenditures Capital Project SR2301:

Engineering Services	\$ 1,870,755
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Adopted this 18th day of July, 2023.

Marion L. Holloway Jr., Mayor

Attest:

Bridgette H. Robinson, City Clerk

**CONTRACT FOR ENGINEERING SERVICES
FOR THE
WASTEWATER TREATMENT PLANT (WWTP) EXPANSION PHASE 1 –
ENGINEERING SERVICES**

This Contract is made and entered into as of the ____ day of _____, 20____, by the City of Monroe (“City”) and Hazen and Sawyer (“Contractor”), () a corporation, () 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 _____.

Section 1. **Background and Purpose.** This agreement allows the Contractor to provide professional engineering services related to design/permitting and construction administration of a 3.0 million gallons per day treatment expansion to the City of Monroe WWTP.

Section 2. **Services and Scope to be Performed.** The Contractor shall provide personnel and equipment as required to complete the design and permitting process of the proposed WWTP expansion, perform construction administration services and aid in WWTP expansion commissioning and certification of operation as defined in Attachment A, Scope of Services.

In this contract, “Work” means the services that the Contractor is required to perform pursuant to this contract and all of the Contractor’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 Contractor 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 Contractor for the Work as follows: Total compensation shall be a not to exceed value of \$5,870,755.00. Payment shall be based upon the percent of completion of a particular task outlined in Attachment A. The City shall not be obligated to pay the Contractor any payments, fees, expenses, or compensation other than those authorized by this section.

Section 5. **Contractor's Billings to City.** The Contractor shall submit an original invoice to the Accounting Division at the City of Monroe. The Contractor can expect payment within 30 days.

Section 6. **Insurance.** Contractor 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

Contractor 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 contractor's agent in the event of cancellation, reduction or other modifications of coverage. In addition to the notice requirement above, Contractor shall provide the City with immediate written notice of cancellation, reduction, or other modification of coverage of insurance. Upon failure of the Contractor to provide such notice, Contractor 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 contractor 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 contractor fails to maintain and keep in force the insurance herein required, the City has the right to cancel and terminate the contract without notice.

Contractor 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 Contractor 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 Contractor reasonable notice of its intention. The Contractor 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: Hazen and Sawyer Proposal containing 11 pages(s).

Attachment B: Certificate of Insurance containing _____ 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):

Richard Riser, P.E.
City of Monroe
300 West Crowell Street
Monroe, NC 28112
rriser@monroenc.org
704-282-4646

(By United States Postal Service):

City of Monroe
P.O. Box 69
Monroe, NC 28111-0069

To the Contractor:

Michael Parker, P.E.
Hazen and Sawyer
9101 Southern Pine Blvd.,
Suite 250
Charlotte, NC 28273
mparker@hazenandsawyer.com
704-357-3150

- 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 first occurs.

Section 10. **Indemnification.** To the maximum extent allowed by law, unless otherwise prohibited under applicable limitations in Chapter 22B-1 of the North Carolina General Statutes, the Contractor 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 Contractor or subcontractors or anyone directly or indirectly employed by any of them or anyone 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 Contractor 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 Contractor under this contract.

Section 11. **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.

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 Contractor 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 Contractor and all assigns shall be subject to all of the City's defenses and shall be liable for all of the Contractor's duties that arise out of this contract and all of the City's claims that arise out of this contract. Without granting the Contractor the right to assign, it is agreed that the duties of the Contractor 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 Contractor 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 CONTRACTORS 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 Contractor agrees as follows:
 - (1) The Contractor 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 Contractor 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 Contractor shall post in conspicuous places available to employees and applicants for employment, notices setting forth these EEO provisions;
 - (2) The Contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, 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 Contractor 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 associations, partnerships, trusts, corporations, governmental agencies and units, and any other legal entities.
- 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.

IN WITNESS WHEREOF, the City of Monroe and the Contractor have caused this contract to be executed under seal by their respective duly authorized agents or officers.

CITY OF MONROE

CONTRACTOR:
Hazen and Sawyer

BY: _____
 () _____, Department Head
 () William Mark Watson, City Manager

BY: _____
 () President, () CEO,
 () Partner, () Owner
 () Other: _____

ATTEST:

Secretary

(CORPORATE SEAL)

This Instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Officer: _____ DATE: _____
Lisa Strickland



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: July 18, 2023

FROM: Mark Watson, City Manager

PREPARED BY: Bridgette H. Robinson, City Clerk

SUBJECT: Discussion/Consideration of Continued Videotaping of Planning Board Meetings

SUMMARY STATEMENT

Discussion/consideration of continued videotaping of Planning Board Meetings.

REVIEW

By request of Mayor Pro Tem Anderson and with Mayoral approval, City Council is requested to hold a discussion and consider continued videotaping of the Planning Board Meetings.

RECOMMENDATION

City Council is requested to hold a discussion and consider continued videotaping of the Planning Board Meetings.