

CITY OF MONROE
PUBLIC ENTERPRISE COMMITTEE
300 W. CROWELL STREET, MONROE, NC 28112
TUESDAY, NOVEMBER 7, 2023 - 4:00 PM
AGENDA
www.monroenc.org

1. Public Enterprise Committee Meeting Minutes of October 3, 2023
2. Energy Services Department Replacement Bucket Truck
3. Energy Services Department Warehouse Project Architectural Services Contract
4. Proposed Chick-fil-A Public Sidewalk Easement Abandonment
5. Water/Sewer Rate Study Discussion
6. Systems Development Fees Discussion
7. Water Shortage Response Plan
8. Water Resources Department Water Main Valve Insertion Equipment Contract
9. Capital Improvement Project Grant Funding
10. Outside City Customer Water Service Request - 3610 Olive Branch Road
11. Outside City Customer Water Service Request - 3614 Olive Branch Road
12. Outside City Customer Water Service Request - 3620 Olive Branch Road
13. Outside City Customer Water Service Request - 2906 Weddington Road
14. Outside City Customer Water Service Request - 303 Pageland Monroe Road
15. Outside City Customer Water Service Request - 802 Fowler Road
16. Closed Session pursuant to North Carolina General Statutes Sections 143-318.11(a)(1) and (a)(3)

**Public Enterprise Committee Minutes
October 3, 2023
City Hall Conference Room
4:00 p.m.**

Members Present: Council Member Freddie Gordon (Chair), Council Member Julie Thompson, Council Member James Kerr
Staff: Richard Long, Mark Watson, Lisa Hollowell, Lisa Strickland, Chad Splawn, Sila Vlachou, Sarah McAllister, Laurie Broome, Terry Sholar, Robert Miller, Cathy Nance

Council Member Freddie Gordon called the October 3, 2023 Public Enterprise Committee meeting to order at 4:00 p.m.

Item #1: Adoption of Minutes of the Meeting

Recommendation:

Council Member Freddie Gordon asked if anyone would like to make a motion that the Minutes of the September 5, 2023 Public Enterprise Committee be approved.

Motion: Adopt September 5, 2023 meeting minutes
Motion made by: Council Member Julie Thompson
Second: Council Member James Kerr
Voting: **In Favor** – Council Member Freddie Gordon and Council Member Julie Thompson, Council Member James Kerr
Opposed – None
Action: Motion adopted

Item #2: Staff Report – Budget Ordinance Amendment - Monroe Bypass – NCDOT Proj. 12-27

Recommendations:

Staff recommends that the Public Enterprise Committee approves capital budget ordinance BO-2023-10 and forward to City Council for consideration on the consent agenda, and also approve payment to North Carolina Department of Transportation in the amount of \$1,189,210.47, the total balance due on the Monroe Bypass Utility Relocation project and request to close the Agreement be forwarded to City Council for consideration on the October 10, 2023 consent agenda.

Presentation and Discussion:

Director of Water Resources Scott Clark introduced the item. He said that as part of the NCDOT Design/Build Monroe Bypass project, utility relocations were required to eliminate horizontal and/or vertical conflicts with the roadway. Over \$2.9 million in total City water and sewer main relocations or betterments were required.

On July 19, 2016, for the purpose of completing the funding of the NCDOT Design/Build Monroe Bypass project utility relocation, City Council approved a capital project ordinance amendment BO-2016-12 for \$400,000, bringing the total capital project budget for WR12-27 to \$1,100,000.00. The actual cost of the betterment work performed was \$712,438.23 (total betterment \$805,426.73 less boring and jacking work costs \$92,988.50). The agreed upon cost for the relocation work per the Design Build Utility Agreement signed July 26, 2016 was \$476,772.24. The actual betterment costs and the relocation costs total \$1,189,210.47. We need to add that additional amount of \$89,210.47 to cover the cost and reimbursements of the project.

Motion: Motion to approve item and add to the consent agenda for the October 10, 2023 City Council meeting.
Motion made by: Council Member Julie Thompson
Second: Council Member James Kerr
Voting: **In Favor** – Council Member Freddie Gordon, Council Member Julie Thompson, and Council Member James Kerr.
Opposed – None
Action: Motion adopted

Item # 3: Staff Report – John Glenn Water Treatment Plant Treatment Basin #3 Coatings Project Contract Award

Recommendation:

Staff recommends the award of a contract for the John Glenn WTP Treatment Basin #3 Coating Project to Saffo Contractors, Inc. in the amount of \$641,250.00, authorize a 5% project contingency, authorize the City Manager to execute the necessary agreements and recommends forwarding to City Council for consideration on the October 10, 2023 consent agenda.

Presentation and Discussion:

Scott Clark said the City's John Glenn Water Treatment Plant (WTP) has multiple large treatment basins needed to purify water for City customers. Due to the treatment process chemicals used, and pH of the water, protective coatings are needed on the concrete structures that come in contact with the water being treated. The basins were last coated over 20 years ago, and the coatings systems have begun to fail. It is imperative to replace the coatings to protect and extend the useful life of the basin concrete. The first and second phase of the project replaced coatings on treatment basin #1 and basin #2, the third phase of the project is to replace coatings on treatment basin #3.

The Water Resources Department solicited formal bid proposals for this project. The following bids were received on September 8, 2023. Saffo contractors was the lowest at \$641,250. Funds, in the amount of \$850,000 were budgeted for the basin coating project and are available as part of the operations budget for the Water Resources Department. Staff recommends the award of a contract for the John Glenn WTP Treatment Basin #3 Coating Project to Saffo Contractors, Inc. in the amount of \$641,250.00, authorize a 5% project contingency, authorize the City Manager to execute the necessary agreements and recommends forwarding to City Council for consideration on the October 10, 2023 consent agenda.

Motion: Motion to approve item and add to the consent agenda for the October 10, 2023 City Council meeting.
Motion made by: Council Member Julie Thompson
Second: Council Member James Kerr
Voting: **In Favor** – Council Member Freddie Gordon, Council Member Julie Thompson, and Council Member James Kerr.
Opposed – None
Action: Motion adopted

Item #4. Lead and Copper Rule Revision and Improvements

Recommendation:

Staff recommends that the Public Enterprise Committee approve the Budget Amendment and the LCRR Assistance Contract be awarded to Garver, and the item be placed on the consent agenda for the October 10, 2023 City Council Meeting.

Presentation and Discussion:

Scott Clark stated that the EPA is requiring utilities to conduct a lead and copper assessment or survey of their system on all residential service lines. say to Monroe requested qualification packages from consultants to assist with developing the implementation of the compliance program. Further lead copper will revision over the next three years. There were six consultants that provided qualifications package and the consultant selected is Garver. Garver will be responsible for assisting us with the lead service on lateral inventory and defining the lead service line replacement program requirements. Certain components of the LCR are to be completed by October 16 of 2024. The total Not to exceed cost is \$304,406.00. Staff feels this is reasonable based on the uniqueness and complexity of the undertaking.

Motion: Approve the Budget Amendment and award of contract to Garver Engineering, and the item be placed on the consent agenda for the October 10, 2023 City Council Meeting.
Motion made by: Council Member James Kerr
Second: Council Member Julie Thompson
Voting: **In Favor** – Council Member Julie Thompson, Council Member Freddie Gordon and Council Member James Kerr
Opposed – None
Action: Motion is approved

Item #5. Outside City Customer Water Service Request by Jason Shulenberger for 634 Deese Road

Recommendation:

Approve the request for outside City water service to the single family home at 634 Deese Road and forward to City Council for approval on the October 10, 2023 consent agenda.

Presentation and Discussion:

Scott Clark said that Water Resources staff has received a request for outside City services. Jason Shulenberger is requesting water service for a new single family home at 634 Deese Rd. All outside City service requests require both City Council approval, and Union County Board of Commissioner (UCBC) approval pursuant to City Ordinances and the Water and Sewer Master Agreement with Union County. The UCBC approved this request at their August 14th, 2023 meeting. As a matter of policy, outside city water and sewer customers pay double tap fees and double monthly customer base charges on their City accounts.

Motion: Approve the request for outside City water service and forward to City Council for approval on the October 10, 2023 consent agenda.
Motion made by: Council Member Julie Thompson
Second: Council Member James Kerr
Voting: **In Favor** – Council Member Julie Thompson, Council Member Freddie Gordon and Council Member James Kerr
Opposed – None
Action: Motion is approved

Item #6. Ordinance Amending Section 06.00 titled Landscaping of Standard Specifications and Detail Manual

Recommendation:

Staff is recommending approval of Ordinance Amendment O-2023-55 to remove the Large Street Trees list from the City of Monroe Standard Specifications and Detail Manual Section 06 – Landscaping and place the item on the October 10, 2023 consent agenda.

Presentation and Discussion:

Land Development and Infrastructure Engineer Sila Vlachou said the Engineering Department is presenting information regarding some proposed changes to Section 06-00 which is the landscaping section for the City of Monroe standard specifications and detail manual. For that section 06 we are looking to remove subsection 1A, which is a large street trees that developers can include in their landscaping plans submittals. Even though we typically advise developers to plant smaller trees, actually in their subdivision, due to the cost of those trees they typically prefer to plant the larger trees. That has become an issue in subdivisions if they're older than 10 years, they tend to create issues with the roads. They have a great issue with our sidewalk, our pavement, our driveways. We're seeing more and more of that issue as the years go by. Therefore, the cost and the frequency of the repairs of the pavement, the sidewalks, and the driveways required by the engineering department is high every year and will continue to be a maintenance issue in the future. Our staff therefore is recommending the approval of an ordinance amendment which is O-2023-55 to remove the Large Street Trees list from the Landscaping part of the Detail Manual.

Motion: Approve the request to send the Ordinance Amendment to City Council for approval on the October 10, 2023 consent agenda.
Motion made by: Council Member Julie Thompson
Second: Council Member James Kerr
Voting: **In Favor** – Council Member Julie Thompson, Council Member Freddie Gordon and Council Member James Kerr

Action: **Opposed** – None
Motion is approved

Item #6. Proposed Pavement Resurfacing Contract

Recommendation:

The Public Enterprise Committee is requested to recommend the following to City Council:

- A. Award of the 2023-2024 Asphalt Paving Program to Lynches River Contracting, Inc. in the amount of \$3,054,081.64.
- B. Authorization of contingency allowance in the amount of \$50,000;
- C. Authorization of the City Manager to execute the documents including contract and future change orders if required.

If the Public Enterprise Committee is in agreement, the items will be placed on the consent agenda for consideration by City Council at the next meeting on October 10, 2023.

Presentation and Discussion:

City Civil Engineer Chad Splawn said the budget for resurfacing this year totals \$3,279,000 which includes funds from fiscal year 2023 and 2024. Funds from fiscal year 2023 include rollovers in the amount of \$370,000 of unspent General Funds and \$360,000 from unspent Powell Bill Funds. Funds from 2024 include vehicle tax receipts in the amount of \$1,003,000, \$952,000 from the General Fund and \$277,000 in Powell Bill Allocations. That number also includes funds from Project RD 1901 has \$317,000 for paving repairs at the Operations Center. We advertised and had two bids. So we re-advertised and then had the same two bids. The low bid was submitted by Lynches River Contracting, Inc., in the amount of \$3,054,081.64. We recommend awarding the contract to them with a contingency amount of \$50,000 to cover possible change orders. This will also include resurfacing the parking lot at the corner of Church St and Crowell St.

Julie Thompson asked how the list of streets is determined.

Chad Splawn said Engineering does a pavement condition survey every three years, and the lower scoring streets get pavement redone. They attempt to spread the resurfacing across the city.

Motion: Forward items to City Council for approval on the October 10, 2023 consent agenda

Motion made by: Council Member Julie Thompson

Second: Council Member James Kerr

Voting: **In Favor** – Council Member Julie Thompson, Council Member Freddie Gordon and
Council Member James Kerr

Opposed – None

Action: Motion is approved

Item #8. Solid Waste Services Contract Discussion

Recommendation:

Staff recommends extending the current contract and seeks authorization from the Public Enterprise Committee to negotiate the terms. A contract extension proposal would be brought back before the Public Enterprise Committee before going on to Council to formally extend the contract prior to the September 30, 2024 expiration date.

Presentation and Discussion:

Sarah McAllister said the current contract for solid waste expires next year, a full year out. Waste Pro was awarded the last contract in 2019. That was the second consecutive process that they won through the RFQ / RFP process. Staff believe they've done a really good job. The contract states that it can be renewed for three optional two year terms. If we renew there's a 90-day notice that's required, and there's also a 90-day notice required for termination. Staff's opinion is that we have a pretty good working relationship with them and that they've been efficient and effective over the past 13 years. Primary complaints that we get often appear to be related to substitute drivers or citizens not fully understanding the requirements. Going forward, we have two options. One is to negotiate a contract extension. We believe that to be the best option. Their drivers are familiar with our routes. They provided good service. The other option is to do a request for proposals. There's a timeframe in the staff report because that's a pretty lengthy process. When we renewed out in 2019, we experienced a 15% increase in the contract price. And the City of Matthews recently put an RFQ out. They had Republic, and they now have Waste Pro, and they saw a 23% increase in the price. And that's generally what we've seen across multiple markets is that prices have been increasing. We believe the best economical way to move forward is to renew. Staff is seeking a recommendation to authorize staff to negotiate with Waste Pro, and then we would bring it back for Public Enterprise Committee and present the formal adoption to send to council.

Motion: To extend the current contract and authorize staff to negotiate the terms.
Motion made by: Council Member James Kerr
Second: Council Member Julie Thompson
Voting: **In Favor** – Council Member Julie Thompson, Council Member Freddie Gordon and Council Member James Kerr
Opposed – None
Action: Motion is approved

Item #9: Water Resources Access Easement Amendment for Ronald and Michelle Whitaker

Recommendation:

Staff recommends approving the amendment to the Access Easement to allow the location of two potable water lines across City Owned property adjacent to Lake Twitty instead of the original easement which allowed only one.

Presentation and Discussion:

Scott Clark said The original easement allowed the installation of one potable water line within the access easement to provide water to two residences on the property. The current property owners desire to locate

two potable water lines not to exceed 2” in diameter within the easement to serve the two residences. This is parcel 09-075-008 and owned by Ronald and Michelle Whitaker.

This is right next to our plane 20 access we've shared the same driveway going down to the lake so this happens right there is a recommendation on staff public enterprise from the falling edge approve the amendment to the access easement by menu paragraph two of the easement to allow the location to potable water to cover water lands and read as follows number two set easement shall be for access only and not for any other use thereof except that the city will allow to potable water Mines not to exceed two inches in diameter to route into granted easement along in alignment approved in advance by the city of Monroe no other utilities public or private will be allowed any damages caused by the installation operation or breakage of said water line shall be the full responsibility of the grantees.

James Kerr asked if the owner was paying for it. Scott Clark said yes.

Motion: Approve the amendment to the easement.
Motion made by: Council Member Julie Thompson
Second: Council Member James Kerr
Voting: **In Favor** – Council Member Julie Thompson, Council Member Freddie Gordon and Council Member James Kerr
Opposed – None
Action: Motion is approved

Item #10: 16-Inch Water Line Easement Abandonment

Recommendation:

Staff recommends that Public Enterprise Committee approve the abandonment of the easement for a 16 Inch Water Line and place the abandonment resolution on the consent agenda for the October 10, 2023 City Council meeting.

Presentation and Discussion:

Scott Clark said an easement was granted in 1966 for a 16-inch water line and all utilities. The Arborwood Subdivision has not utilized the street right-of-ways in which the existing 16-inch water line is in. In as much, the water line has been relocated within the subdivision to facilitate construction of the subdivision infrastructure as well as homes. In some cases, there will be townhomes constructed at locations presently occupied by the easement.

The City of Monroe entered into an agreement with H&H Constructors, developers of the Arborwood Subdivision regarding the relocation of the 16-inch water line as well as the need for the existing easement upon relocation of the water line. The easement is no longer of use for any City of Monroe utilities and at this time it can be relinquished. Staff is asking for approval for the abandonment of the easement and to place the resolution on the City Council Consent agenda.

Motion: Approve abandonment of the easement and forward to City Council for approval on the October 10, 2023 consent agenda.

Motion made by: Council Member James Kerr
Second: Council Member Julie Thompson
Voting: **In Favor** – Council Member Julie Thompson, Council Member Freddie Gordon and Council Member James Kerr
Opposed – None
Action: Motion is approved

Item #11: Other

There were no further items to discuss.

Motion: Adjourn Public Enterprise Committee meeting
Motion made by: Council Member Freddie Gordon
Second: Council Member James Kerr
Voting: **In Favor** – Council Member Julie Thompson, Council Member Freddie Gordon and Council Member James Kerr
Opposed – None
Action: Motion is approved

There being no further business, the meeting adjourned at 4:36 p.m.

Freddie Gordon, Chair

Next Meeting – November 7, 2023 at 4:00 p.m.



STAFF REPORT

TO: Public Enterprise Committee

VIA: Mark Watson, City Manager

DATE: November 7, 2023

FROM: Robert Miller, Director of Energy Services

PREPARED BY: Eric R. Howell, Electric Operations Manager

SUBJECT: Award of Purchase of one AN67-E100 Bucket Truck

SUMMARY STATEMENT

The Public Enterprise Committee is requested to consider approving the purchase of an AN67-E100 Bucket truck for the Energy Services Department – Electric Division.

REVIEW

The Purchasing Department has identified an AN67-E100 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 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 \$526,656.00 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 \$526,656.00

RECOMMENDATION

Staff requests the Public Enterprise Committee approve sending this request to City Council for approval to award the purchase of an AN67-E100 Bucket truck to Altec Industries, Inc. in the amount of \$526,656.00 through Sourcewell's Cooperative Purchasing program. Sufficient funds are budgeted for the acquisition in account number 5408220 424010. Staff requests that this item is placed on the City Council consent agenda to authorize the City Manager to execute the necessary documents.

October 23, 2023
Our 94th Year**Ship To:**CITY OF MONROE (NC)
2401 WALKUP AVE
MONROE, NC 28110
USAttn: ERIC HOWELL
Phone: 704-2824609
Email: ehowell@monroenc.org**Bill To:**CITY OF MONROE (NC)
PO BOX 69
MONROE, NC
MONROE, NC 28110
United States**Altec Quotation Number:** 1501249 - 1
Account Manager: Ivan E Whitfield
Technical Sales Rep: Mike Hubble

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	<u>Unit</u>		
1.	Altec Model AN67-E100 Articulating non-overcenter aerial device with a insulating lower boom, insulating upper boom and the patented ISO-Grip insulating system at the boom tip for installation over rear axle, built in accordance with Altec's standard specifications and to include the following features: A. Ground to Bottom of Platform Height: 100.1 feet (30.51 m) B. Working Height: 105.1 feet (32.03 m) C. Maximum Reach to Edge of Platform with Upper Boom Non-overcenter: 45.1 feet (13.75 m) at 69.0 feet (21.03 m) platform height D. Continuous rotation. E. Lower boom: Articulation is from 0 to 105 degrees. Insulator provides 24 inches (610 mm) of isolation in the lower boom F. Upper Boom: Articulation is from 0 to 173 degrees. The fiberglass section provides a minimum of 223 inches (566 cm) of isolation in the upper boom G. Platform leveling is achieved by a single leveling chain and fiberglass rods in the upper and lower booms. This lifetime system is very low maintenance. H. The dielectrically tested, insulating upper control system includes the following boom tip components that can provide an additional layer of secondary electrical contact protection. 1. Control Handle: A single handle controller incorporating high electrical resistance components that is dielectrically tested to 40 kV AC with no more than 400 microampers of leakage. The control handle is green in color to differentiate it from other non-tested controllers. The handle also includes an interlock guard that reduces the potential for inadvertent boom operation. 2. Elevator Controller: Two single-lever controllers operate the elevator arms (one for each arm). These levers incorporate high electrical resistance components that are dielectrically tested to 40 kV AC with no more than 400 microampers of leakage. The control levers are green in color to differentiate it from other non-tested controllers. The levers also include an interlock guard that reduces the potential for inadvertent boom operation. The single lever elevator controls can be used in conjunction with the single handle unit controller to operate the elevators and unit simultaneously. 3. Control Console: Non-tested non-metallic control console plate. 4. Boom Tip Covers: Non-tested non-metallic boom tip covers. The covers are not dielectrically tested, but they may provide some protection	1	

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	against electrical hazards.		
I.	Two sets of tool outlets at the platform providing 8 gpm of flow for open and closed center tools.		
J.	Hydraulic system: closed center (pilot pressure), maximum flow 28 gpm, maximum operating pressure 3000 psi		
K.	Unit is painted with a powder coat paint process which provides a finish-painted surface that is highly resistant to chipping, scratching, abrasion and corrosion. Paint is electrostatically applied to the inside as well as outside of fabricated parts then high temperature cured prior to assembly ensuring maximum coverage and protection.		
L.	Unit meets or exceeds ANSI 92.2 standards.		
2.	375 - Automatic stow system	1	
3.	32' Double Elevator	1	
A.	Installed over the rear axle allowing the upper pedestal to be installed at the rear of the vehicle when in the stored position. This allows the conventional storage of the aerial device booms over the chassis cab.		
4.	217- Single, two-man platform mounted on curbside, 24 x48 x 42 inches (610 x 1219 x 1067 mm). Platform is rated at 700 pounds (317.5 kg) and rotates 90 degrees to end of boom. Includes two sets of quick disconnect couplings and controls for hydraulic tools. Includes hydraulically articulating and extending material handling jib with winch and rope mounted on opposite side of upper boom.	1	
A.	Material handling jib capacity is in addition to platform capacity. Jib and winch system includes hydraulic tool lines in boom to furnish 8.0 gpm at 2,000 psi (30.3 lpm/13 800 kPa) and includes:		
B.	Material handling, hydraulically articulated jib, -30 degree to +90 degree tilt angle (relative to the upper boom). Jib also extends from 43 to 67 inches (1092 x 1702 mm) in five pinning positions.		
C.	One (1) piece 4.0 inch (101.6 mm) square jib		
D.	Hydraulically powered winch rated to 2,000 pounds (907.2 kg) full drum, mounted on the side of the upper boom		
E.	80 feet of 7/16 inch (24.4 m of 11.1 mm) double-braided synthetic rope		
F.	Control valves at platform for hydraulic tools, platform rotation, jib tilt, jib extend and winch control		
G.	Auxiliary winch line control valve and platform rotation valve at the turntable to allow rescue		
H.	Valve at boom tip relieves pressure from quick disconnect couplings in Off position. Open-center or closed-center tools may be operated from tool circuit		
I.	Fiberglass covers		
5.	Electric Over Hydraulic Outrigger Controls	1	
6.	315 Engine start/stop with Secondary Stowage System, 12 VDC electric powered. Includes auxiliary pump and electric motor, powered by the chassis battery. Control is captive air operated from the platform and toggle switch operated from the lower controls. This option allows the operator to completely stow the booms and platform in a situation wherein the engine, PTO or pump fails.	1	
7.	Lower Elevator Arm stow override - proximity switch prevents lower elevator arm from being fully stowed until manual override at lower control station is depressed and held. Reduces potential for damage to lower elevator arm from stowing onto foreign objects.	1	

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UTILITY EQUIPMENT AND BODIES SINCE 1929

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	Lower elevator arm stops at 7 degree angle referenced from truck body. When stow override is activated by ground personnel, platform control for the lower arm is reactivated and the lower elevator arm can be fully stowed. An "Boom No-Stow Light" will also be installed in the cab of the truck.		
8.	319 - Category C 46 kV and below	1	
9.	246-Primary Outrigger, Radial - provides 175 inch (4445 mm) spread at maximum penetration.	1	
10.	246-Auxiliary Outrigger, Radial - provides 175 inches (4445 mm) spread at of maximum penetration.	1	
11.	Powder coat unit Altec White.	1	
<u>Unit & Hydraulic Acc.</u>			
12.	Platform Liner, Aerials, 24 x 48	1	
13.	Platform Cover, 24 x 48, Soft Vinyl	1	
14.	AA/AN Elevator Subbase	1	
15.	Subbase Blocks	1	
16.	50 Gallon Reservoir, Vertical, 21L x 34H x 16W	1	
17.	Muncie PTO	1	
18.	Hot Shift PTO (for Automatic Transmission)	1	
19.	Altec PTO/Transmission Functionality with PTO Auto Neutral for Allison Automatic Transmissions: -Once the PTO switch is on and the transmission is in a near stationary condition (i.e., below 5 mph) the transmission will be forced into neutral. -When the Parking Brake is engaged in addition to the above requirements the PTO will engage.	1	
20.	Standard Parking Brake Machine Interlock: Parking (holding) brake must be set before machine is operable.	1	
21.	AA/AN50/55 Series Unit Installation Components	1	
22.	Additional Unit/Hydraulic Accessory	1	
	Outrigger control boxes to be mounted in the rear face of the tailshelf cross member, below tail lights, with protective eyebrow, to protect from damage and road debris		
<u>Body</u>			
23.	50 inch sidepacks, suitable for installing on any 6x4 or 6x6 chassis, built to the following specifications: A. Basic body fabricated from A40 grade 100% zinc alloy steel. B. All doors are full, double paneled, self-sealed with built-in drainage for maximum	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	weather-tightness. Stainless steel hinge rods extend full length of door.		
C.	All doors are to contain stainless steel flush type, single point, two-stage rotary paddle latches with recessed handles, including keyed locks and strikers. Door latches are bolted to the outer door panel.		
D.	Possible contact edges are folded for safety.		
E.	Integrated door header drip rail at top for maximum weather protection.		
F.	Steel treated for improved primer bond and rust resistance.		
G.	Automotive undercoating applied to entire underside of body.		
H.	Primer applied to complete interior and exterior of body.		
I.	Automotive type non-porous door seals fastened to the door facing.		
J.	50 inch body length on streetside. 24 inch body length on curbside.		
K.	46 inch overall body height.		
L.	18 inch body compartment depth.		
M.	Finish paint body Altec White at body manufacturer.		
N.	Gas shock type rigid door holders for vertical doors.		
O.	Standard master body locking system.		
P.	B-line channel installed in compartments.		
Q.	1st vertical streetside (LH) - Three (3) adjustable shelves with removable dividers on 4 inch centers.		
R.	2nd vertical streetside (LH) - Six (6) locking swivel hooks on adjustable rails. 2-2-2 configuration.		
S.	1st vertical curbside (RH) - Three (3) adjustable shelves with removable dividers on 4 inch centers.		

Body and Chassis Accessories

24.	Dock Bumpers (Pair), Rectangular, installed at Rear Frame Rail at the furthest point back	1
25.	Set of Safety Chain D-Rings	1
26.	Swivel Style Pintle Hitch (30,000 LB MGTW with 6,000 LB MVL), 11-Bolt T-Mount (T-125 Style)	1
27.	ICC (Underride Protection) Bumper, Installed at Rear	1
28.	Glad Hands at Rear, Straight (Standard) (Includes Dust Covers)	1
29.	Cable Step Installed at Rear, Double Step with Rigid Top Step	1
30.	Rigid Step, Mounted Beneath Side Access Steps (Installed to Extend Approx. 2 Outward)	1
31.	Platform Access Ladder from Flatbed with Grab Handle	1
32.	Two Step Platform Access, Mounted To Turntable	1
33.	U-Shaped Grab Handle	2
34.	Mounting Brackets for Lights, Located on Lower Boom Rest	1
35.	Lower Boom Rest	1
36.	Lower Boom Rest Cradle, Large Aerials	1

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
37.	Platform Rest, Rigid with Rubber Tube	1	
38.	Wood Outrigger Pad 24 x 24 x 2.5 with Rope Handle	4	
39.	Outrigger Pad Holder, 25 L x 25 W x 5 H Fits 24.5 x 24.5 x 4 and Smaller Pads Bolt-On Bottom, Washout Holes with 3/4 Inch Lip Retainer, Steel	4	
40.	Pendulum Retainers For Outrigger Pad Holders	4	
41.	Wheel Chocks Rubber with Metal Hairpin Handle 9.75 L x 7.75 W x 5 H (Pair) (Altec Preferred)	1	
42.	Wheel Chock Holders (Pair), For Installation Under Flatbed	1	
43.	Mud Flaps with Altec Logo (Pair)	1	
44.	Standard Elevator Body and Tailshelf Components with Smoothplate Floors (Altec Preferred)	1	
45.	5 LB Fire Extinguisher with Light Duty Bracket, Installed Per DEPS 042 (In Cab Or Inside Compartment Only) (Amerex #B402T)	1	
46.	Safety Harness and 4.5 Ft Lanyard (Fits Medium to Xlarge), Includes Pouch and Placards, Single Harness	1	
47.	Triangular Reflector Kit (Contains 3 Reflectors), Shipped Per DEPS 042	1	
48.	Slope Indicator Assembly (Pair) for Machine with Outrigger	1	
49.	Vinyl Manual Pouch for Storage of All Operator and Parts Manuals	1	
<u>Electrical Accessories</u>			
50.	Lights And Reflectors In Accordance With FMVSS 108 (Complete LED)	1	
51.	Strobe Beacon Amber LED with Brush Guard (Standard) (Tecniq #K10-AAAD-1) Class II (Permit May Be Required) (Altec/Stock Preferred)	1	
	Mounted on the boomstow, SS and CS		
52.	Dual Tone Backup Alarm With Outrigger Motion Alarm	1	
53.	Altec Standard Multi-Point Grounding System	6	
54.	Grounding Lug, Copper, U-Shaped, Threaded	2	
	CS, front and rear		
55.	Relocate Trailer Receptacle Supplied With Chassis	1	
56.	Trailer Receptacle, 7-Way (Pin Type) Installed At Rear	1	
57.	Altec Standard Trailer Plug Wiring	1	
58.	Trailer Brake Controller, Electric (Tekonsha Voyager #9030)	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
59.	Altec Modular Panel System (AMPS) - Includes Mounting Panel And Accessory Switches	1	
60.	Pre-Wire Power Distribution Module (PDM-10), 10 Accessory Circuits, CAN Signals, Installed	1	
61.	Install Outrigger Interlock System In Final Assembly	1	
62.	Install Remote Engine Start/Stop System In Final Assembly	1	
63.	Install Secondary Stowage System In Final Assembly	1	
<u>Finishing Details</u>			
64.	Front and Rear Frame Mounted and Under Body Mounted Components (With the Exception of Rust Resistant Components) Will Be Painted Black DEPS 005 DEPS 095 (Includes Non OEM Front Bumpers and Cabguards)	1	
65.	Powder Coat Unit Altec White	1	
66.	Finish Paint Body Accessories Above Body Floor Altec White	1	
67.	Apply Non-Skid Coating (Black) to All Walking Surfaces DEPS 057	1	
68.	Safety and Instructional Decals English	1	
69.	Vehicle Height Placard Installed In Cab DEPS 002	1	
70.	Dielectric Test Unit According to ANSI Requirements	1	
71.	Stability Test Unit According to ANSI Requirements	1	
72.	Focus Factory Build	1	
73.	Delivery Of Completed Unit	1	
74.	Inbound Freight	1	
75.	As Built Electrical and Hydraulic Schematics to be Included In the Manual Pouch (Deps 024)	1	
76.	Completed Test Forms To Be Included In The Manual Pouch: -Stability Test Form -Dielectric Test Form (For Insulated Units)	1	
77.	AN67-E100 FA Installation	1	
<u>Chassis</u>			
78.	Altec Supplied Chassis	1	
79.	Chassis	1	
80.	2026 Model Year	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
81.	Freightliner M2-106 Plus	1	
82.	Dual Rear Wheel	1	
83.	Set Back Axle	1	
84.	6x6 Tandem Axle	1	
85.	Chassis Cab	1	
86.	Regular Cab	1	
87.	Chassis Without Front Frame Extensions	1	
88.	Air Horn Under Cab	1	
89.	AM/FM Radio	1	
90.	Driver Controlled Locking Differential	1	
91.	Trailer Air Brake Package	1	
92.	185" Clear CA (Round To Next Whole Number)	1	
93.	Other Chassis GVWR	1	
	57,000		
94.	18,000 LBS Front GAWR	1	
95.	39,000 LBS Rear GAWR	1	
96.	Spring Suspension	1	
97.	Cummins L9	1	
98.	Diesel	1	
99.	330 HP Engine Rating	1	
100.	Allison 3500 RDS Automatic Transmission (Left and Right Side PTO Openings Only)	1	
101.	204-215 Freightliner 50 Gallon Fuel Tank (Left Hand Under Cab)	1	
102.	23U-001, 43X-002 Freightliner 6 Gallon DEF Tank (Under Cab Left Hand)	1	
103.	016-1C2 - Freightliner Vertical Exhaust (Right-Horizontal-Under Cab-Vertical)	1	
104.	Clean Idle Certification	1	
105.	CARB Compliant	1	
106.	No Idle Engine Shut-Down Required	1	
107.	Air Brakes	1	
108.	Park Brake In Rear Wheels	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
109.	Battery Under Cab Left Hand	1	
110.	Freightliner - Clear Area Around Allison PTO Openings (362-824) and (363-011)	1	
111.	Freightliner - Electric Brake Controller Wiring With Combined Stop/Turn Signal Heavy Duty Tail Light Wiring At EOF (296-027)	1	
112.	Freightliner - Radiator (1100 Square Inch) for ISL/L9 or DD8.2 (DS) (266-013)	1	
113.	Freightliner - Rear Cab Crossmember Flush With Back Of Cab (561-010)	1	
114.	Freightliner Transmission Dipstick Tube Enters Curbside of Transmission (346-013)	1	
115.	Freightliner - Pre-Wire Chassis with Cab Backwall Pass-Thru (33U-001)	1	
116.	Vinyl Bucket Seat	1	
117.	Vinyl Split Bench Seat	1	

Additional Pricing

118.	Standard Altec Warranty: One (1) year parts warranty, one (1) year labor warranty, ninety (90) days warranty for travel charges, limited lifetime structural warranty	1	
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Unit / Body / Chassis Total	526,656.00
FET Total	0.00
Total	526,656.00

Altec Industries, Inc.

BY _____

Mike Hubble

Notes:

1 Altec will make every effort to honor this quotation, subject to the following provisions. Prices for equipment with production start dates 12 months and beyond are budgetary only due to irregular cost inflation and market volatility. These prices will be reviewed based on market conditions and confirmed closer to the production date.

For a quoted chassis model year beyond the current open order bank, chassis model year, specifications and price should be considered estimates only and subject to change. Chassis model year, specifications and price will be reviewed and confirmed when specific model year information becomes available from the OEM.

2 Estimated Delivery: 67-70 Months months after receipt of order PROVIDING:

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- A. Customer supplied chassis (if applicable) is received a minimum of sixty (60) days before scheduled delivery.
- B. Customer approval drawings are returned by requested date.
- C. Customer supplied accessories are received by date necessary for compliance with scheduled delivery.
- D. Customer expectations are accurately captured prior to major components being ordered (body, chassis) and line set date. Unexpected additions or changes made after this time or at a customer inspection will delay the delivery of the vehicle.

Estimated Delivery is based on information at time of quote and is subject to change.

Altec reserves the right to change suppliers in order to meet customer delivery requirements, unless specifically identified, by the customer, during the quote and or ordering process.

3 This quotation is valid until DEC 01,2023. After this date, please contact Altec Industries, Inc. for a possible extension.

4 F.O.B. - Customer Site

5 Interest charge of 1/2% per month to be added for late payment.

6 FINANCING AVAILABLE: Please contact Altec Capital at (888) 408-8148 or email finance@altec.com for more information.

7 Price does not reflect any local, state or Federal Excise Taxes (F.E.T). The quote also does not reflect any local title or licensing fees. All appropriate taxes will be added to the final price in accordance with regulations in effect at time of invoicing.

8 Changes made to this order may affect whether or not this vehicle is subject to F.E.T. A review will be made at the time of invoicing and any applicable F.E.T. will be added to the invoice amount.

9 Any payment made by a credit card may be subject to a surcharge fee.

10 Altec Standard Warranty:

One (1) year parts warranty.

One (1) year labor warranty.

Ninety (90) days warranty for travel charges.

Warranty on structural integrity of the following major components is to be warranted for so long as the initial purchaser owns the product: Booms, boom articulation links, hydraulic cylinder structures, outrigger weldments, pedestals, subbases and turntables.

Altec is to supply a self-directed, computer based training (CBT) program. This program will provide basic instruction in the safe operation of this aerial device. This program will also include and explain ANSI and OSHA requirements related to the proper use and operation of this unit.

Altec offers its standard limited warranty with the Altec supplied components which make up the Altec Unit and its installation, but expressly disclaims any and all warranties, liabilities, and responsibilities, including any implied warranties of fitness for a particular purpose and merchantability, for any customer supplied parts

Altec designs and manufactures to applicable Federal Motor Vehicle Safety and DOT standards

11 Altec Extended Warranty Option:

An Altec Extended Warranty is an extension of Altec's Limited Warranty and protects you from the repair

cost associated with defects of materials and workmanship after the standard Limited Warranty expires.

Altec offers many types of coverages and coverage packages. Ask your Altec account manager for details. Quotes are available upon request.

- 12 After the initial warranty period, Altec Industries, Inc. offers mobile service units, in-shop service and same day parts shipments on most parts from service locations nationwide at an additional competitive labor and parts rate. Call 877-GO-ALTEC for all of your Parts and Service needs.
- 13 Trade-in offer is conditional upon equipment being maintained to DOT (Department of Transportation) operating and safety standards and remaining in compliance of DOT until arrival at an Altec Facility. This will include, but is not limited to engine, tires, lights, brakes, glass, etc. All equipment, i.e., jibs, winches, pintle hooks, trailer connectors, etc., are to remain with unit unless otherwise agreed upon in writing by both parties. ALTEC Industries reserves the right to re-negotiate its trade-in offer if these conditions are not met.
- All reasonable and necessary expenses required of ALTEC Industries to execute transportation of the trade-in will be invoiced to the customer for payment if these conditions are not met to maintain DOT standards.
- Customer may exercise the option to rescind this agreement in writing within sixty (60) days after receipt of purchase order. After that time ALTEC Industries will expect receipt of trade-in vehicle upon delivery of new equipment as part of the terms of the purchase order unless other arrangements have been made.
- 14 The final fully loaded weight of the truck and structural ratings of the hitch assembly may reduce the towing capacity and the vertical load capacity of the finished truck. These capacities may not match the ratings of the chassis or hitch.
- 15 Altec takes pride in offering solutions that provide a safer work environment for our customers. In an effort to focus on safety, we would encourage you to consider the following items:
- Outrigger pads (When Applicable)
 - Fall Protection System
 - Fire extinguisher/DOT kit
 - Platform Liner (When Applicable)
 - Altec Sentry Training
 - Wheel Chocks
- The aforementioned equipment can be offered in our new equipment quotations. If you find that any of these items have not been listed as priced options with an item number in the body of your quotation and are required by your company, we would encourage you to contact your Altec Account Manager and have an updated quote version sent to you. These options must be listed with an item number in the quotation for them to be supplied by Altec.
- 16 Altec values your data privacy. The Altec Family of Companies (including Altec, Inc., and its subsidiaries) may collect telematics data from the equipment you own. Please review Altec's Equipment Data Privacy Notice on www.altec.com for more information. By purchasing equipment from Altec, you consent to Altec's right to collect and use such data.
- 17 **RECOMMENDED OPTIONS AND ACCESSORIES:** These options are not included in the quote total price. Selected options will change the quote total. Any options added after initial order will be re-quoted.



STAFF REPORT

TO: Public Enterprise Committee

VIA: Mark Watson, City Manager

DATE: November 7, 2023

FROM: Rob Miller, Director of Energy Services

PREPARED BY: Rob Miller, Director of Energy Services

SUBJECT: Approval of contract for Architectural Services for the Energy Services Warehouse project

SUMMARY STATEMENT

Energy Services staff requests the Public Enterprise Committee to consider approving the contract for C Design to provide Architectural Services for the Energy Services Warehouse project.

REVIEW

The Energy Services Warehouse project includes a new warehouse for Energy Services, office space for the Purchasing and Information Technology, remodel of the existing Energy Services warehouse, and property improvements. The Energy Services department completed a Request for Proposals (RFP) in July 2022 to determine the best qualified Architectural Firm for the Energy Services Warehouse project. C Design was selected and has completed the pre design architectural services for the project.

C Design will provide schematic design, design development, construction documents, permitting and bid documents, contract administration, cost estimating, building systems commissioning, and project records/closeout. The contract will C Design to provide the services will not exceed \$1,152,500.00.

RECOMMENDATION

Staff requests the Public Enterprise Committee approve sending the contract for C Design to provide Architectural Services for the Energy Services Warehouse project to City Council for approval. Sufficient funds are available in the capital projects EL 2301 and NG 2301 budget. Staff requests that this item is placed on the City Council consent agenda to authorize the City Manager to execute the necessary documents.



STAFF REPORT

TO: Public Enterprise Committee

VIA: Mark Watson, City Manager

DATE: November 7, 2023

FROM: Sarah McAllister, P.E., Engineering Director

PREPARED BY: Sarah McAllister, P.E., Engineering Director

SUBJECT: Proposed Chick-fil-a Public Sidewalk Easement Abandonment

SUMMARY STATEMENT

The Public Enterprise Committee is requested to consider information related to the abandonment of a public sidewalk easement.

REVIEW

Staff has received a request from Carter Engineering on behalf of a proposed Chick-fil-a to abandon an existing 10-foot-wide public sidewalk easement on their property located at the along Roosevelt Blvd (US Highway 74) as shown in the attached exhibit. The proposed Chick-fil-a includes installation of a 10-foot wide sidewalk along the property frontage within the right-of-way of Roosevelt Blvd. Please find attached the abandonment request email from Carter Engineering along with the corresponding exhibits. There is an overlapping 20-foot wide storm drainage easement that will remain in the area. Resolution R-2023-79 is attached that will release and abandon the public sidewalk easement once the sidewalk is installed within the right-of-way.

RECOMMENDATION

The Public Enterprise Committee is requested to approve Resolution R-2023-79 releasing and abandoning the public sidewalk easement. If the Public Enterprise Committee is in agreement,

this item would be placed on the consent agenda for consideration by City Council at the next meeting on November 14, 2023.

Attachments:

Abandonment Request Email dated October
13, 2023

Carter Engineering Exhibits
Resolution R-2023-79

Sarah McAllister

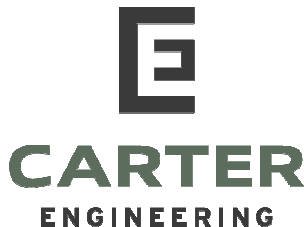
From: Mark Campbell <mark@carterengineering.com>
Sent: Friday, October 13, 2023 3:36 PM
To: Sarah McAllister
Cc: Aspasia Vlachou
Subject: RE: CFA RELO 2579 W Roosevelt

Sarah,

Thank you for the email. Understanding that the storm drainage easement would remain, we would respectfully request that the 10 ft sidewalk easement be released.

I look forward to hearing from you next week so I can share with the CFA Team.

Thank you again for your assistance on this project.



Mark Campbell, P.E.

Carter Engineering Consultants

✉ mark@carterengineering.com

☎ (770) 725-1200

📞 (706) 207-8652

1010 Commerce Drive,

📍 Bogart, GA 30622

NEW ADDRESS

🔗 carterengineering.com



The content of this email is confidential and intended for the recipient specified in this message only. It is strictly forbidden to share any part of this message with any third party, without a written consent of the sender. If you received this message by mistake, please reply to this message and follow with its deletion, so that we can ensure such a mistake does not occur in the future.

From: Sarah McAllister <smcallister@monroenc.org>
Sent: Friday, October 13, 2023 3:34 PM
To: Mark Campbell <mark@carterengineering.com>
Cc: Aspasia Vlachou <avlachou@monroenc.org>
Subject: FW: CFA RELO 2579 W Roosevelt

Good Afternoon Mark,

I did not have a chance to speak with the City Attorney today but we did look up the easements referenced on the subject property. The 10' sidewalk easement is overlapped by a 20' Public Storm Drainage Easement that will need to remain. If you still want me to inquire about getting rid of the sidewalk easement, I will follow up next week. Thanks,

Sarah McAllister, P.E.

City of Monroe

Director of Engineering

Office 704-282-4532



PROJECT INFORMATION
PUBLIC SIDEWALK EASEMENT EXHIBIT
PARCEL#: 092 590 01D01
10/19/2023

**RESOLUTION RELEASING AND ABANDONING
A PUBLIC SIDEWALK EASEMENT
R-2023-79**

WHEREAS, the City of Monroe acquired by dedication a 10-foot-wide Public Sidewalk Easement (PSWE) on property owned by Ty-Par Realty, Inc., the easement being located adjacent to the right-of-way of Roosevelt Blvd (US Hwy 74) on Lots 1, 2 & 3 and the Billboard lot by the recording of the plat in Plat Cabinet K, File 761 in the Register of Deeds. The former Tax Parcels were 09-259-001C 01, 09-259-001D, 09-259-001E 01 and 09-259-001B. These parcels have since been recombined into one parcel, Tax Parcel 09-259-001D, Lot 1 shown on plat recorded in Plat Cabinet Q, File 973 in the Register of Deeds, and

WHEREAS, a proposed Chick-fil-A is being planned on this parcel and is proposing a new 10-foot wide sidewalk to be installed within the right-of-way of Roosevelt Blvd., (US Hwy 74); and

WHEREAS, the existing Public Sidewalk Easement will no longer be needed on this parcel once the sidewalk is constructed within the right-of-way; and

WHEREAS, Carter Engineering has requested the City of Monroe to release and abandon the existing Public Sidewalk Easement shown on the plat recorded in Plat Cabinet Q, File 973.

NOW, THEREFORE, BE IT RESOLVED THAT;

1. The City of Monroe, City Council hereby releases, abandons, and quit claims the 10-foot-wide Public Sidewalk Easement located on the property owned by now or formerly Ty-Par Realty, Inc. as shown on plat in Plat Cabinet Q, File 973.
2. The release and abandonment of the easement shall be effective upon the installation and completion of the required 10-foot wide sidewalk within the right-of-way of Roosevelt Blvd., (US Hwy 74).
3. The City Manager and City Clerk are hereby authorized to execute any and all documents or plats necessary to carry out the purpose and intent of this action by the Monroe City Council.

Adopted this the 14th day of November, 2023.

Attest:

Marion L. Holloway, Jr., Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: Public Enterprise Committee

VIA: Mark Watson, City Manager

DATE: November 7, 2023

FROM: Scott Clark, Director of Water Resources

PREPARED BY: Scott Clark, Director of Water Resources

SUBJECT: Water Shortage Response Plan Approval from NCDEQ

SUMMARY STATEMENT

The Public Enterprise Committee (PEC) is requested to approve Resolution R-2023-78 related to the NCDEQ 5-year cycle of Water Shortage Response Plan/Ordinance Review.

REVIEW

Water Resources Staff submitted the City's Water Shortage Response Plan/Ordinance (WSRP) to North Carolina Department of Environmental Quality (NCDEQ), as part of a 5-year cycle of review. There were no amendments to the Ordinance. The Ordinance was originally adopted by City Council in 2002, and last updated in 2010.

The WRSP provides a framework for managing a water shortage that may arise due to a number of factors. It specifies what condition could bring forth a declaration of water shortage, progressive levels of water shortage stage and severity, public notification requirements, restrictions to be enacted based on the shortage stage severity, rates and surcharges that shall be enacted during a water shortage, and enforcement/penalties.

The Water Shortage Response Plan must be adopted by City Council via resolution. Once the resolution is approved by City Council it will then be submitted to NCDEQ and will ensure compliance with NCGS 143-355(I).

RECOMMENDATION

The Public Enterprise Committee is requested to approve Resolution R-2023-78 and forward to City Council for approval.

Attachment(s):

Resolution R-2023-78

**RESOLUTION APPROVING WATER SHORTAGE RESPONSE PLAN
R-2023-78**

WHEREAS, North Carolina General Statute 143-355.2(a) requires that each unit of local government that provides public water service and each large community water system shall develop and implement water conservation measures to respond to drought or other water shortage conditions as set out in a Water Shortage Response Plan and submitted to the Department for review and approval; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Water Shortage Response Plan for the City of Monroe has been prepared for approval; and

WHEREAS, the North Carolina Department of Environmental Quality has found said Water Shortage Response Plan to be in accordance with the provisions of North Carolina General Statute 143-355.2(a) and it will provide appropriate guidance for the future management of water supplies for the City of Monroe, as well as useful information to the Department of Environmental Quality for the development of a state water supply plan as required by statute.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe, that the Water Shortage Response Plan attached hereto, is hereby approved and shall be submitted to the Department of Environmental Quality, Division of Water Resources.

BE IT FURTHER RESOLVED that the City Council of the City of Monroe intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

Adopted this the 14th day of November, 2023.

Attest:

Marion L. Holloway, Jr., Mayor

Bridgette H. Robinson, City Clerk

- [56.01](#) Declaration
- [56.02](#) Definitions
- [56.03](#) Description of water supply shortages
- [56.04](#) Stages of water supply shortages
- [56.05](#) Public notification of water supply shortages
- [56.06](#) Compliance required in the event of water supply shortage
- [56.07](#) Restrictions and prohibitions during water supply shortage
- [56.08](#) Water supply shortage rates and surcharges
- [56.09](#) Compliance
- [56.10](#) Enforcement and civil penalty
- [56.11](#) Criminal fines
- [56.12](#) Discontinuance of service
- [56.13](#) Continuing and separate violations
- [56.14](#) Severance provision
- [56.15](#) Application of chapter
- [56.16](#) Termination of declared emergency
- [56.17](#) Repeal of prior ordinances
- [56.18](#) ***Review and revisions to Ordinance***
- [56.19](#) ***Irrigation meter requirement***

§ 56.01 DECLARATION.

Whenever the water supply of the city is declining due to conditions which may adversely affect the continued availability of water for human consumption, sanitation, health and fire protection, it may become necessary to declare a water shortage and implement conservation requirements under the standards set in this chapter.

(Ord. O-2002-51, passed 8-20-02)

§ 56.02 DEFINITIONS.

For the purpose of this ordinance, the following terms, words, and phrases and their derivations shall have the meaning given herein. The word "shall" is always mandatory and not merely directory.

AUTOMATIC IRRIGATION SYSTEM – Any system that performs landscape irrigation or watering via a timer, controller or other device, which operates independent of on site supervision or control.

CITY. The City of Monroe.

CUSTOMER. A person in whose name a water connection is made and to whom a bill is issued, whether such connection is inside or outside the corporate limits of the City.

HAND WATERING – Watering from hand held can or container, not connected to or filled from a hose or outside spigot.

HOSE WATERING – Watering from a garden or other type of watering hose connected to an outside spigot or faucet.

NON-POTABLE WATER - Water from any source other than the potable drinking water supply system. Does not include “grey water” as defined by the Health Department.

PERSON. Any person, firm, partnership, association, corporation, company, limited liability company, professional association, or organization of any kind. The term **PERSON** shall also include customers

SPRINKLER WATERING - Watering from a hose connected sprinkler or from sprinklers connected to an irrigation system with fixed heads that may or may not include an automatic timer control.

.

WATER. Raw or treated water from the City public water supply system.

(Ord. O-2002-51, passed 8-20-02)

§ 56.03 DESCRIPTION OF WATER SUPPLY SHORTAGE.

(A) A water supply shortage shall be declared to exist when the reserve water supply available to the City reaches the point where continued declines in supply may jeopardize the ability to provide citizens and businesses with water needed to protect health and safety without curtailing water demand.

(B) In determining the extent of the water shortage, the following criteria shall be considered: storage levels in City lakes, inflow from stream sources, daily water use patterns and quantities, outlook for precipitation, and availability of water from other sources.

(C) A water shortage shall also be declared to exist when production, transmission, and storage facilities are incapable of meeting all daily water demands needed to protect public safety and health.

(Ord. O-2002-51, passed 8-20-02)

§ 56.04 STAGES OF WATER SUPPLY SHORTAGE.

The severity of the water shortage shall be determined primarily by the criteria set out in § 56.03, as it relates to the number of days of water supply remaining in the City's system. It shall be the responsibility of the City's Water Resources Director to monitor all components of the water supply system and determine when a shortage exists. The following stages are defined:

<u>Water Shortage Stage</u>	<u>Response Level</u>	<u>Days of Supply Remaining</u>
<i>Stage 1</i>	<i>Voluntary</i>	<i>180</i>
<i>Stage 2</i>	<i>Mandatory</i>	<i>160</i>
<i>Stage 2A</i>	<i>Mandatory</i>	<i>130</i>
<i>Stage 3</i>	<i>Mandatory</i>	<i>100</i>
<i>Stage 4</i>	<i>Emergency</i>	<i>75</i>
<i>Stage 5</i>	<i>Rationing</i>	<i>50</i>

§ 56.05 PUBLIC NOTIFICATION OF WATER SUPPLY STORAGE.

(A) In the event that a water shortage of any degree as defined herein occurs, the Water Resources Director shall notify the City Manager of said shortage. The City Manager is authorized and empowered, after communication to the Mayor and City Council, to give notice to the general public of the existence and severity of the water shortage. In order to protect the health, safety, and livelihood of the people supplied water by the City, the City Manager may place in effect the restrictive provisions hereinafter authorized. Notice shall be given by public press announcement and other

means as deemed necessary and the terms of the notice shall become effective immediately.

(B) The Water Resources Director shall perform periodic review of the water supply status and notify the City Manager when the number of day's water supply exceeds the upper threshold of the effective stage by more than fifteen days. In such event, the City Manager shall modify the shortage stage, or cancel the water shortage if appropriate.

(Ord. O-2002-51, passed 8-20-02)

§ 56.06 COMPLIANCE REQUIRED IN THE EVENT OF WATER SUPPLY SHORTAGE.

In the event that the City Manager issues a water shortage notice as described in this chapter, it shall be unlawful for any person to use or permit the use of water from the City's water system for any of the purposes hereinafter set forth until such time as this chapter is amended or repealed, or until the City Manager has declared such provisions no longer in effect.

(Ord. O-2002-51, passed 8-20-02)

§ 56.07 RESTRICTIONS AND PROHIBITIONS DURING WATER SUPPLY SHORTAGE.

Upon declaration and notice by the City Manager of a water supply shortage, the following shall be in full force and effect:

(A) *Stage 1 Water Shortage.* The following voluntary water restrictions shall be requested:

(1) Voluntary, commercial, manufacturing, institutional and residential conservation measures will be strongly encouraged and recommended including the following:

- (a) Inspect and repair all faulty and defective parts of faucets and toilets.
- (b) Use shower for bathing rather than bathtub and limit shower to no more than five minutes. Turn off water while soaping up.
- (c) Do not leave faucets running while shaving, rinsing dishes, or brushing teeth.
- (d) Limit use of clothes washers and dishwashers and when used, operate fully loaded.

- (e) Limit lawn watering to that necessary for plant survival. Recommend that all watering occur between sunset and sunrise.
- (f) Water shrubbery the minimum required, reusing household water when possible.
- (g) Limit vehicle washing.
- (h) Do not wash down outside areas such as sidewalks, patios, driveways, etc.
- (i) Install water flow restrictions in showerheads and other water saving devices.
- (j) Use disposable and biodegradable dishes where possible.
- (k) Install water saving devices in toilets such as early closing flapper valves.
- (l) Limit hours of water-cooled air conditioners.
- (m) Do not fill swimming, wading pools, or decorative ponds.
- (n) Do not allow children to play with water hose connected to the City water system.

(2) Water supply line pressure should be reduced where feasible to reduce water consumption if it will not adversely affect the operation of fixtures, equipment, public safety, or health devices.

(3) Conservation in public buildings, institutions, and similar facilities is encouraged by reducing pressure at plumbing fixtures and by installation of restricting devices.

(4) Water conservation should be followed during all phases of construction related activities. Where appropriate, water needed should be obtained from supplemental sources.

(B) *Stage 2 Water Shortage.* If the voluntary restrictions from Stage 1 are not sufficient, and the City water supply continues to decline, the mandatory water restrictions contained in Table 2 shall be imposed:

(C) *Stage 2A Water Shortage.* If the City water supply continues to decline after implementation of Stage 2 mandatory restrictions, the mandatory water restrictions shown in Table 2A, in addition to those from Stage 2, shall be imposed. In any situation where the terms and conditions of Stage 2A conflict with the terms and conditions of any other water shortage stage, the more restrictive shall apply.

(D) *Stage 3 Water Shortage.* If the City water supply continues to decline after implementation of Stage 2A mandatory restrictions, the mandatory water restrictions shown in Table 3, in addition to those from Stage 2A, shall be imposed. In any situation where the terms and conditions of Stage 3 conflict with the terms and conditions of any

other water shortage stage, the more restrictive shall apply. Usage exceeding that defined in § 56.08 shall be subject to surcharge.

It shall be unlawful to:

1. Violate any water restriction shown in Table 3.
2. Exceed the following water usage mandate: All residential customers shall comply with the allowable use quantities in § 56.08. All non-residential customers shall reduce their water usage by 10% of their average usage during a corresponding or comparable billing period, in which no Stage of this ordinance was in effect. If no meter readings are recorded or otherwise available for a customer's billing period, an average of similar users will be established for the customer by the Water Resources Director. Non-residential customers include governmental, commercial, industrial, multi-family, institutional, public, social, and all other such users. It is the primary responsibility of each non-residential customer to meet its mandated water use reduction in whatever manner possible, including limitation of operating hours, or days, if necessary.

Each customer shall provide access to City personnel for the purposes of meter reading and monitoring compliance with this ordinance. If the mandated reduction in water usage cannot be obtained without threatening health or safety, or if there has been a significant change in the customer's circumstances, the customer may apply to the City Manager, or his or her designee, for a variance to the mandate.

(E) *Stage 4 Water Shortage*. If the City water supply continues to decline after implementation of Stage 3 restrictions, the **emergency** water restrictions shown in Table 4, in addition to those from Stage 3, shall be imposed. In any situation where the terms and conditions of Stage 4 conflict with the terms and conditions of any other water shortage stage, the more restrictive shall apply. Usage exceeding that defined in § 56.08 shall be subject to surcharge.

It shall be unlawful to:

1. Violate any water restriction shown in Table 4.
2. Exceed the following water usage mandate: All residential customers shall comply with the allowable use quantities in § 56.08. All non-residential customers shall reduce their water usage by 25% of their average usage during a corresponding or comparable billing period, in which no Stage of this ordinance was in effect. If no meter readings are recorded or otherwise available for a customer's billing period, an average of similar users will be established for the customer by the Water Resources Director. Non-residential customers include governmental, commercial, industrial, multi-family, institutional, public, social, and all other such users. It is the primary responsibility of each non-residential customer to meet its mandated water use reduction in whatever manner possible, including limitation of operating hours, or days, if necessary.

Each customer shall provide access to City personnel for the purposes of meter reading and monitoring compliance with this ordinance. If the mandated reduction in water usage cannot be obtained without threatening health or safety, or if there has been a

significant change in the customer's circumstances, the customer may apply to the City Manager, or his or her designee, for a variance to the mandate.

(F) *Stage 5 Water Shortage.* If the City water supply continues to decline after implementation of Stage 4 restrictions, the **rationing** water restrictions shown in Table 5, in addition to those from Stage 4, shall be imposed. In any situation where the terms and conditions of Stage 5 conflict with the terms and conditions of any other water shortage stage, the more restrictive shall apply. Usage exceeding that defined in § 56.08 shall be subject to surcharge.

It shall be unlawful to:

1. Violate any water restriction shown in Table 5.
2. Serve food or beverages in restaurants, cafeterias, and other commercial food establishments to customers using anything other than disposable plates, saucers, cups, utensils, napkins, and tablecloths.
3. Exceed the following water usage mandate: All residential customers shall comply with the allowable use quantities in § 56.08. All non-residential customers shall reduce their water usage by 50% of their average usage during a corresponding or comparable billing period, in which no Stage of this ordinance was in effect. If no meter readings are recorded or otherwise available for a customer's billing period, an average of similar users will be established for the customer by the Water Resources Director. Non-residential customers include governmental, commercial, industrial, multi-family, institutional, public, social, and all other such users. It is the primary responsibility of each non-residential customer to meet its mandated water use reduction in whatever manner possible, including limitation of operating hours, or days, if necessary.
4. Make any new service connections to the City water system except for public and other schools satisfying the compulsory education requirements of the laws of the State of North Carolina, public facilities for sheriff, police, fire protection, hospitals and emergency medical services, and facilities of public service companies regulated as public utilities under the laws of the State of North Carolina.

(G) The Water Resources Director shall utilize water production and customer billing data to evaluate the effectiveness of water use restriction and actual water savings.

(H) Requests from water customers for a variance from the stated water restrictions shall be sent in writing to the Water Resources Director. The request shall outline the basis and justification for the variance request including, but not limited to, the number of persons in the home, medical conditions, severe economic hardship, etc. Each request shall also outline the conservation measures that have been adopted by the customer and an acknowledgement of receipt of all public information items regarding water conservation provided by the City. The Director shall review each request and send a recommendation to the City Manager. The City Manager's decision related to each request shall be final.

§ 56.08 WATER SUPPLY SHORTAGE RATES AND SURCHARGES.

(A) During a declared water supply shortage it shall be necessary to impose temporary water rate increases to ensure adequate operating revenue and to encourage conservation. The following table shows the magnitude of rate increase to be imposed, above the prevailing fee schedule, for the volumetric usage charge per 1,000 gallons. This shall apply to all customer classes. Monthly customer charges shall not be increased by these percentages. Increases shall be prorated over the billing period based on the effective date of the water shortage declaration.

Water Shortage Stage	% Increase
Stage 1	None
Stage 2 and 2A	5%
Stage 3	15%
Stage 4	30%
Stage 5	50%

(B) During a declared water supply shortage it shall also be necessary to impose additional fees for excessive water use. For residential accounts the allowable use shall be based on a fixed monthly allowable volume as shown below. For residential accounts having both a domestic and irrigation metered service, allowable use shall be based on the consumption for both meters. Fines for unauthorized taking of water as defined in Chapter 53 of this Code, shall be doubled during any declared water shortage. For non-residential accounts, allowable use shall be based on a required percentage reduction from their average usage during the most recent 12 months in which no water shortage declaration was in effect. For example, a 10% reduction will result in an allowable use of 90% of previously demonstrated usage from the previous 12-month period. If no meter readings are available for a customer's billing period, an average of similar users will be established for the customer by the Water Resources Director. Such customers shall include governmental, commercial, industrial, institutional, public, multi-family, and all other such users. The following table shows the allowable usage quantities and the excessive usage charge.

Water Shortage Stage	Allowable Use Quantity		Excessive Use Fee
	Residential	Commercial	(Per 1,000 Gallons)
Stage 1	N/A	N/A	None
Stage 2 and 2A	N/A	N/A	None
Stage 3	6,000 Gal	90%	5 X Existing Rate
Stage 4	5,000 Gal	75%	5 X Existing Rate
Stage 5	4,000 Gal	50%	10X Existing Rate

(C) It is the primary responsibility of each non-residential customer to meet its mandated water use reduction by utilizing whatever means necessary, including limitation of operating hours, days, etc. Each customer shall provide access to City personnel for the purpose of meter reading and monitoring compliance with this ordinance. If the mandated reduction in water use cannot be obtained without threatening health or safety, or if there has been a significant change in the customer's circumstances,

the customer may apply to the City Manager or his or her designee, for a variance to this mandate.

(Ord. O-2002-51, passed 8-20-02)

§ 56.09 COMPLIANCE.

Compliance with the provisions of this chapter shall be enforced by personnel of the Water Resources Department, the City of Monroe Police Department, and other such personnel as designated by the City Manager. Failure to comply with any of the regulations of this chapter shall be unlawful and a violation of the ordinance and all remedies authorized by G.S. § 160A-175 for noncompliance with the ordinance, including the issuance of a civil penalty or criminal citation, and actions for injunctive relief to enjoin or restrain violations. It shall be unlawful to fail to act in accordance therewith or to waste water or to use water in any manner or attempt to evade or avoid such water restrictions.

§ 56.10 ENFORCEMENT AND CIVIL PENALTY.

(A) Residential users. Any residential user who shall violate any provision of this chapter shall be subject to civil penalties recoverable in the nature of a civil debt.

(1) Civil penalties for a violation of Stage 2, 2A, and 3 mandatory restrictions shall be as follows:

- (a) A warning for the first offense;
- (b) A civil penalty in the amount of \$100 for the second offense; and
- (c) A civil penalty in the amount of \$200 for the third and successive offenses.

(2) In Stages 4 or 5, there shall be no warnings given for violations by residential users of the mandatory restrictions of these Stages and the penalties shall be \$100 for the first offense, \$200 for the second offense and successive offenses.

(B) Non-residential users. Any non-residential customer, who violates any provision of this chapter, shall be subject to a civil penalty recoverable in the nature of a civil debt except as provided in section (D) below. Civil penalties for a violation of any mandatory restriction of any Stage of this ordinance shall be as follows:

- (1) A warning for the first offense;
- (2) A civil penalty of \$200 for the second violation;
- (3) A civil penalty of \$500 for the third violation; and

(4) A civil penalty of \$1,000 for the fourth and successive offenses.

(C) Accumulation of violations. Violations shall be accumulated by all customers so long as this ordinance, in any of its Stages, is continuously in effect and until no Stage of this ordinance has been in effect for a period of one calendar year. Violations of any of the mandatory restrictions of any Stage shall accumulate with violations of other Stages. Should a customer move, or cease and renew service, during the period described herein, the customer's violations shall continue to accumulate as if such move or cessation had not occurred.

(D) Civil penalties for excessive water use. Excessive use water rates imposed upon users by Stages 3, 4 and 5 constitute the sole monetary penalty for such excessive use. Other violations by such users shall be subject to the civil penalties and other enforcement measures set out herein. Other enforcement procedures shall apply to such users for excessive use and other violations.

(Ord. O-2002-51, passed 8-20-02)

§ 56.11 CRIMINAL FINES.

Upon a fourth or subsequent violation of this ordinance a criminal warrant may be issued to the offending person. Any violations of the provisions of this chapter shall constitute a Class 3 misdemeanor punishable upon conviction by a term of imprisonment and by a fine as provided by G.S. § 14-4.

(Ord. O-2002-51, passed 8-20-02)

§ 56.12 DISCONTINUANCE OF SERVICE.

The City Manager shall have the authority to discontinue, or restrict, water service to any person or structure in the event of a violation of the provisions of this chapter during a Stage 2, 2A, 3, 4, or 5 water shortage period. Prior to such termination, written notice of intent to terminate or restrict shall be given.

(Ord. O-2002-51, passed 8-20-02)

§ 56.13 CONTINUING AND SEPARATE VIOLATIONS.

Each day's continuing violation of this chapter shall be a separate and distinct criminal or civil offense. Each violation of the ordinance shall be a separate offense even if occurring on the same day.

(Ord. O-2002-51, passed 8-20-02)

§ 56.14 SEVERANCE PROVISION.

If any section, subdivision, clause, or provision of this chapter shall be judged invalid, such adjudication shall apply only to such section, subdivision, clause, or provision so adjudged, and the remainder of this chapter shall be declared valid and effective.

(Ord. O-2002-51, passed 8-20-02)

§ 56.15 APPLICATION OF CHAPTER.

The provisions of this ordinance shall apply to all such persons using public water both in and outside the City, regardless of whether any such person using water shall have a contract for water service with the City.

(Ord. O-2002-51, passed 8-20-02)

§ 56.16 TERMINATION OF DECLARED EMERGENCY.

Termination of any phase of the emergency provisions of this chapter shall be determined by the City Manager when he or she finds that the water supply of the City water system is no longer so low as to constitute a water emergency. Upon termination of any emergency declared under this ordinance, all fines or penalties incurred by any person or customer shall remain in effect until paid. Upon such termination, discontinued users may have their service restored upon payment of the regular cut-on fees except for those users cut off without notice.

(Ord. O-2002-51, passed 8-20-02)

§ 56.17 REPEAL OF PRIOR ORDINANCES.

All ordinances and clauses of ordinances in conflict herewith are stayed while any Stage of this ordinance is in effect. Such conflicting ordinances and clauses shall become effective upon termination of such Stages.

(Ord. O-2002-51, passed 8-20-02)

§ 56.18 REVIEW AND REVISIONS TO ORDINANCE.

The provisions of this ordinance shall be reviewed regularly and revised based on new circumstance and any time that emergency response restrictions are implemented.

At a minimum, the Ordinance shall be updated every five years. All revisions shall be approved by City Council via published agenda, providing opportunity for public review and comment. The Ordinance will be posted for 15 days at City hall prior to City Council considering changes.

§ 56.19 IRRIGATION METER REQUIREMENT.

Pursuant to G.S. 143-355.4 all new in-ground irrigation systems shall be supplied from a separate irrigation meter. The metered irrigation service may be connected by direct tap to the water main or by a split line off of the non-irrigation water service as determined by the Water Resource Director. All installations shall be in accordance with all applicable regulations, policies, permits, and procedures.

Disclaimer:

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STAFF REPORT

TO: Public Enterprise Committee

VIA: Mark Watson, City Manager

DATE: November 7, 2023

FROM: Scott Clark, Director of Water Resources

PREPARED BY: Scott Clark, Director of Water Resources

SUBJECT: Water Resources Equipment Purchase

SUMMARY STATEMENT

The Public Enterprise Committee is requested to consider a purchase of water main valve insertion equipment utilizing FY24 budgeted funds.

REVIEW

Water Resources maintains infrastructure approaching 100-years old throughout the water distribution system. The infrastructure requires ongoing rehabilitation and replacement, while minimizing service disruptions for our customers. To ensure maximum reliability and system resiliency, it is imperative we utilize innovative technologies maintain operational efficiency.

We routinely rely on aging valves and assets to isolate water mains during routine repairs. Water Resources identified valve insertion equipment that allows for new valves to be installed resulting in no outages for our customers. Staff identified and evaluated two similar companies that manufacture valve-insertion equipment. After a thorough review, staff selected Hydra-stop Valve Insertion Equipment for the long-term cost benefits, stainless steel valves, and ease of installation.

Budgeted and approved funds in the amount of \$104,853 are available in the FY24 Capital Equipment Request to purchase the valve insertion equipment.

RECOMMENDATION

It is the recommendation of staff that The Public Enterprise Committee approve to forward the purchase request to City Council for approval during the November 14th meeting.

Attachment(s): Hydra-stop quote and supporting documentation

September 18, 2023

City of Monroe, NC
300 West Cromwell Street
Monroe, NC 28112

Dear Scott Clark:

Hydra-Stop is the sole designer and manufacturer of the Hydra-Stop System. The Hydra-Stop System is an under-pressure pipe maintenance and repair system engineered to allow the repair and maintenance of water, wastewater and other fluid systems without interrupting service or requiring system shutdown.

The Hydra-Stop System allows any of its four standalone machines to expand capability and function through the use of interchangeable components and expansion kits: Hydra-Tapper 4"-12" pressure tapping, Hydra-Stopper 4"-12" line stopping, Insta-Valve 250® 4"-12" valve insertion. Covered by United States Patent No. 9,829,141,B2 and United States Patent No. 9,644,779,B2 and IVP 250® 16" valve insertion (Patent 8627843,B2). All design and invention rights are reserved. Additional Patents Pending.

Hydra-Stop Fittings, Insta-Valve 250® insertion valves and IVP 250® insertion valves are engineered specifically to be used with the Hydra-Stop System and are an integral component of the Hydra-Stop System.

If you require any additional information or documentation, please do not hesitate to contact me.

Sincerely,



John Lyons
CFO
Hydra-Stop

Monroe NC Sole Source

Final Audit Report

2023-09-18

Created:	2023-09-18
By:	Jason Baldauf (jbaldauf@hydra-stop.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAyq3fGNzUtYVEeMCYNpDtE6z80yarCTqq

"Monroe NC Sole Source" History

-  Document created by Jason Baldauf (jbaldauf@hydra-stop.com)
2023-09-18 - 9:47:41 PM GMT
-  Document emailed to John Lyons (jlyons@hydra-stop.com) for signature
2023-09-18 - 9:47:56 PM GMT
-  Email viewed by John Lyons (jlyons@hydra-stop.com)
2023-09-18 - 10:03:04 PM GMT
-  Document e-signed by John Lyons (jlyons@hydra-stop.com)
Signature Date: 2023-09-18 - 10:03:22 PM GMT - Time Source: server
-  Agreement completed.
2023-09-18 - 10:03:22 PM GMT



EQUIPMENT PROPOSAL

City of Monroe, NC

PREPARED FOR: Scott Clark

PREPARED ON: 9/18/2023



1-800-538-7867



hydra-stopsales@hydra-stop.com



www.hydra-stop.com



Dear Scott Clark,

Thank you for your interest in Hydra-Stop and our solutions for control. Please find your requested proposal for the following equipment on the next page; a summary of your proposal is below for review:

The equipment configuration you requested will provide City of Monroe, NC with the capabilities to insert Insta-Valve insertion valves. Your equipment proposal also includes one training sessions (2 days each) and all the required hand tools required to install Insta-Valve insertion valves. The only additional equipment City of Monroe, NC will be a truck to transport your equipment.

Your proposal includes the items listed below:

- 4"-12" IV Equipment with Hydraulic drive

As the largest insertion valve and line stop manufacturer globally, Hydra-Stop has provided water control solutions to municipalities, private water utilities, and contractors worldwide for over 35 years. Our priority is to provide you with reliable, cost-effective products and exceptional customer service and support — helping you stay on-time and on-budget. For more information on our full range of solutions for control, please visit our website at www.hydra-stop.com.

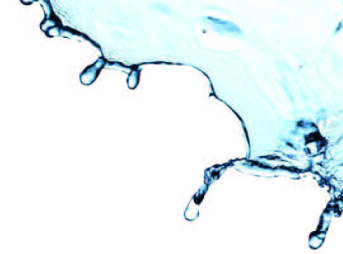
We appreciate the opportunity to present this quotation and thank you again for your consideration. Please do not hesitate to contact me directly should you have any further questions.

Best regards,

A handwritten signature in black ink, appearing to read "Bill Roome", with a stylized, cursive script.

Bill Roome – Regional Sales Manager
Hydra-Stop

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Our Clients	11

Bill To

City of Monroe, NC
Scott Clark
2401 Walkup Avenue
Monroe, NC 28110
United States
Phone +1 (980) 315-9845
Fax

Ship To

City of Monroe, NC
Scott Clark
2401 Walkup Avenue
Monroe, NC 28110
United States
Phone +1 (980) 315-9845
Fax

Incoterms	Freight	Lead Time	Terms
Ex-Works	Prepay & Add	4 Weeks ARO	TBD

Line	Part Number	Description	Qty	Unit Price	Ext. Price
1	3-TAPMACH-OSY-250	Tapping Machine Unit, OS&Y, 250 PSI	1	\$8,626.00	\$8,626.00
2	3-TMMDRVHYD-412	4-12 Hyd Motor Restraint Assembly	1	\$7,667.00	\$7,667.00
3	3-TOOLKIT-412	4-12 Installation Equipment Tool Kit	1	\$1,111.00	\$1,111.00
4	3-480IV-250	4-8 IV Base Equipment Unit, 250PSI	1	\$25,581.00	\$25,581.00
5	3-112IV-250	10-12 IV Add-On Equipment	1	\$36,652.00	\$36,652.00
6	3-HYDPOWERPACK-01	HYD POWER PACK UNIT 13 HP, 9 GPM, MR@1800 PSI, WITH HOSES AND QUICK CONNECTS	1	\$7,373.00	\$7,373.00
7	TRAINING	EQUIPMENT TRAINING	1	\$4,800.00	\$4,800.00
8	3-TAPMACH-OSY-250	Tapping Machine Unit, OS&Y, 250 PSI	1	\$8,626.00	\$8,626.00
9	8P20HSNGTP	P-20 Cutter Housing, 12" Comp for 1-1/4"	1	\$3,553.00	\$3,553.00
10	NUTH058-11	Nut, 5/8 - 11 (2H HVY HEX) BLK OXIDE	24	\$9.00	\$216.00
11	BLTSQ5811B	Bolt, 5/8" x 11" x 3-1/4" BLK OXIDE P2 Housing	24	\$9.00	\$216.00
12	WSHR-BO-58	Washer, 5/8, (Black Oxide)	48	\$9.00	\$432.00

Quotation is Valid for 30 days from Quotation Date.

The sale of product (s) or services provided by Hydra-Stop shall be governed by the attached Terms and Conditions. Pricing is good for 30 days from the quotation date. Hydra-Stop's offer to sell products to or to provide services to you ("Customer") is expressly limited by Customer's acceptance of these Terms and Conditions, as evidenced by Customer's issuance of a purchase order for products (s) or services, or Customer's payment for any additional products or services under the purchase order. Additional or different terms or conditions proposed by Customer (including those that may be contained in Customer's purchase order) shall be void and of no effect unless a written

WHO WE ARE

OUR COMPANY

- Largest Insertion Valve and Line Stopping Fitting manufacturer
- Providing solutions for water control for over 35 years
- Support thousands of municipalities and contractors around the world

OUR PURPOSE

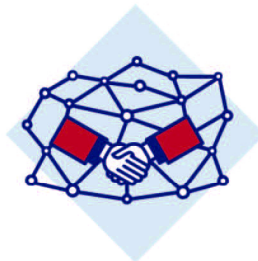
- Provide solutions for the 20-50% of valves in municipalities systems that no longer operate
- Help municipalities manage, maintain and provide solutions for aging water systems
- Provide municipalities and private water utilities with the easiest and cost-effective solutions to serve their communities
- Minimize the disruption of the most basic human need...water

OUR VALUES



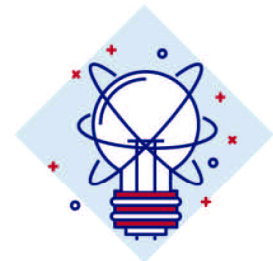
INCLUSION

- Building Enduring Relationships
- Seeking Diversity and Inviting Inspiration
- Winning Together



INTEGRITY

- Chasing Perfection — Achieving Excellence
- Trust in Every Action
- Process Over Pride



INNOVATION

- Big Ideas, Disciplined Actions
- Unique Products for Unique Problems
- Embracing an Entrepreneurial Spirit

MEET YOUR TEAM

MAIN CONTACTS

**BILL ROOME**

Regional Sales Manager

E: broome@hydra-stop.com

T: 630-756-5238

M: 610-428-9411

JASON BALDAUF

Inside Sales Supervisor

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TRAINING CONTACT

**BRAD TOLMAN**

Training and Technical Support
Manager

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M: 708-469-9882

OTHER CONTACTS

**STEVE FULLER**

Director of Strategic Accounts

E: sfuller@hydra-stop.com

T: 630-756-5233

M: 919-609-3906

STEVE ROEHRIG

VP, Sales and Marketing

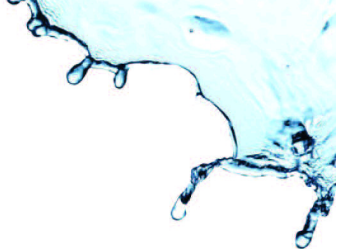
E: sroebrig@hydra-stop.com

T: 630-756-5212

M: 708-768-3864

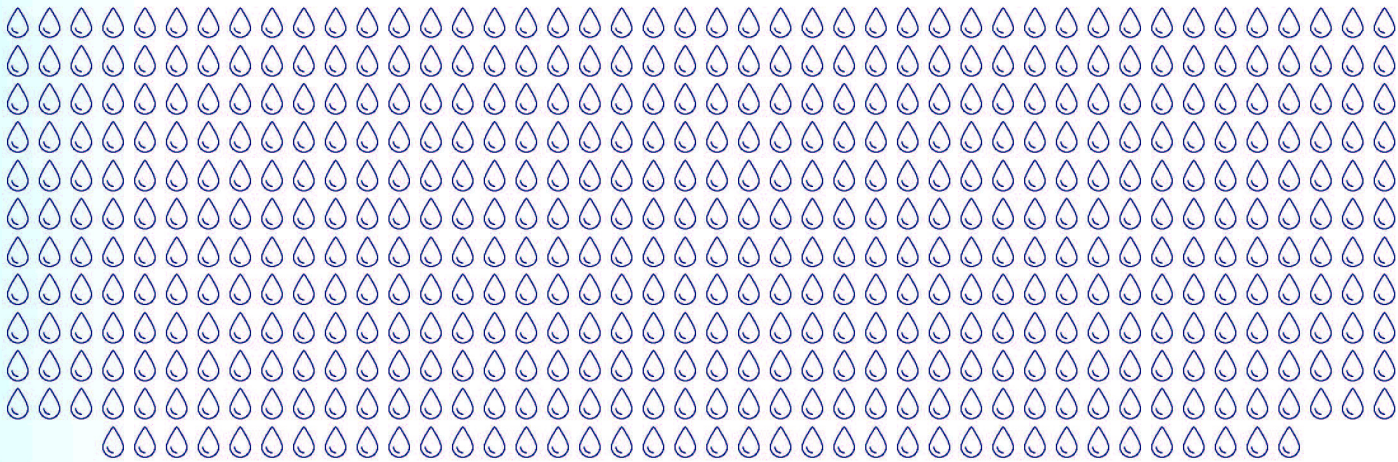


COST SAVINGS



528.4 MILLION GALLONS

Average Amount of Water Lost per Year to System Leakage*



*Source: AWWA White Paper, "The State of Water Loss Control in Drinking Water Utilities"

SAVE WATER AND MONEY

by Putting a Hydra-Stop Solution to Work for You

100%

Eliminated Costs
Associated with
System Shutdown



44%

Incremental Cost Savings
by Utilizing a
Hydra-Stop Solution



12 MONTHS

Average Length of Time
to See a Return on
Your Investment



CUSTOMER STORY

THE CLIENT

Buchanan County Public Service Authority — Providing clean, safe drinking water to all customers within Buchanan County, VA.

THE PROBLEM

Performing repairs to a high-pressure pumping station that distributes water up a mountain and serves an area that supplies water to a large school, a prison, and hundreds of households and businesses, so system shutdown is not an option. A contractor installed a competitor's valve on the 90 psi side of the station, but walked away from the project when installation was attempted on the 250 si side

THE SOLUTION

It was determined that the optimal solution was to install a Hydra-Stop Insta-Valve 250 Patriot on the 250 psi side. The Insta-Valve 250 — a permanent, resilient seated wedge insertion valve with an



engineered composite polymer valve cartridge — stops flow in all types of pipe and can be installed under pressure up to 250 psi.

The valve was **installed in less than two hours** using Hydra- Stop's **250 psi-rated installation equipment**. The project was successfully completed and the valve remains a permanent, working asset for Buchanan County

THE RESULT

Robert Sauer, Assistant Director at Buchanan County Public Service Authority, said “Hydra-Stop **made it possible to avoid draining a 40-year-old section of my system**. An area that has seen too many of the original gate valves become worn to the point that they are unreliable.

Not disrupting service to the immediate area or introducing air into the system, which occurs during the typical cut and couple process of installing new valves, **saved us untold hours of work and water loss** from flushing. Avoiding all the extra work and inconvenience to our customers equates to money saved. If you must work under pressure, without shutdown, let Hydra-Stop help!”

Hydra-Stop helped Buchanan County gain a permanent asset while avoiding system shutdown and the costs associated with shutdown, including boil orders, loss of treated water and lab testing fees.

TESTIMONIALS

Hydra-Stop LLC always goes above and beyond to support us. Our division originally purchased equipment from them 15 years ago and it's still holding up nicely. We required some retraining and John came on site 5 times to do demos with us. He demonstrated how to properly use the equipment and made sure we were well trained. He even helped us retrofit the **equipment to meet our needs**. Their materials are of high quality and they are also able to deliver to us with short notice. Hydra-Stop is always a phone call away and has provided continued support.

— **Miami-Dade Water and Sewer Department**

I started my own water maintenance business back in 2014 and have worked exclusively with Hydra-Stop products. I find the Insta-Valves and Line Stop Fittings **easy to install** and I work with Chad on a regular basis. They are **always available to provide support** and help me resolve any issues that arise. Hydra-Stop provides good equipment and I will continue to work with them; there is no need to look elsewhere.

— **Construction Service of Indiana**

Hearne is a typical small town with big infrastructure problems. The majority of the water valves in town are not operational or have been lost over time. Hydra-stop is **an easy to use solution** that is allowing our water department to take control of our system with almost no impact on our citizens. Purchasing Hydra-Stop has amounted to **huge savings** in contractor costs and is easy enough to use that our crews successfully install a valve after only one day of training.

— **City of Hearne, Texas**

Florida Flow Control is known for being industry leaders in specialty water and wastewater services; **our go to for water solutions and equipment has been Hydra-Stop since 2009**. If we weren't happy with them we wouldn't be working with them, and we use them almost exclusively. The Hydra-Stop LLC team is always willing to come out to our sites and frequently check in with us. No complaints here.

— **Florida Flow Control**

IN **GOOD COMPANY**

SELECTION OF CLIENTS





STAFF REPORT

TO: Public Enterprise Committee

VIA: Mark Watson, City Manager

DATE: November 7, 2023

FROM: Scott Clark, Water Resources Director

PREPARED BY: Scott Clark, Water Resources Director

SUBJECT: Capital Improvement Project Grant Funding

SUMMARY STATEMENT

Water Resources is seeking input and support from the Public Enterprise Committee regarding a USACE Corps Water Infrastructure Financing/Funding opportunity for a future Capital Improvement Project.

REVIEW

The Lake Lee Dam is currently scheduled for replacement beginning 2035 in our Capital Improvement Plan. The dam is quickly approaching 100-years old and was constructed in 1925. The replacement of the dam is a significant expense that will be a large-scale project just as our WWTP plant expansion. The low-interest funding opportunity through USACE/NCDEQ would assist with funding such a large capital expense in the future.

The United States Army Corps of Engineers (USACE) recently launched the Corps Water Infrastructure Financing Program (CWIFP). The CWIFP is a low-interest loan program to support dam safety projects. Through the North Carolina Department of Environmental Quality (NCDEQ), Division of Energy, Mineral, and Land Resources the preliminary application would be submitted for a minimum of \$20 million, but may request more due to projected cost estimates and other contributing factors.

RECOMMENDATION

Staff request the Public Enterprise Committee:

Motion to authorize the City Manager, City Attorney, and staff to coordinate with our Consultant (Hazen & Sawyer)/applicable Agencies to prepare the preliminary application for the funding opportunity.



STAFF REPORT

TO: Public Enterprise Committee
VIA: Mark Watson, City Manager
DATE: November 7, 2023
FROM: Scott Clark, Water Resources Director
PREPARED BY: W. Cole Hancock, E.I.
SUBJECT: Outside City Service Requests

SUMMARY STATEMENT

Public Enterprise Committee (PEC) is requested to consider an outside City service request as described below.

REVIEW

Water Resources (WR) Department Staff has received a request for outside City services as shown on the attached exhibit (3 pages) and as follows:

1. Eric Storey is requesting water service for a new single family home at 3610 Olive Branch Rd. PIN 09-078-008E.

All outside City service requests require both City Council approval, and Union County Board of Commissioner (UCBC) approval pursuant to City Ordinances and the Water and Sewer Master Agreement with Union County. The UCBC approved this request at their October 16, 2023 meeting.

As a matter of policy, outside city water and sewer customers pay double tap fees and double monthly customer base charges on their City accounts.

RECOMMENDATION

It is the recommendation of WR Staff that Public Enterprise Committee take the following action:

1. Recommend to City Council that they approve the request for outside City water service to 3610 Olive Branch Rd. PIN 09-078-008E.

Attachment(s):

Applicant Name: Eric Storey
Email address: ecstorey@gmail.com **Phone number:** 704-221-6500
Property Address: _____
Tax Map Parcel Number 09 - 078 - 008E **Parcel Size (Acres)** 1.442

☒ **Water Service**

Request for Water Service is being submitted for the following reason(s).

☒ **New Construction**

☐ **Existing Well Failure.** Provide brief description: _____

☐ **Sewer Service**

Request for Sewer Service is being submitted for the following reason(s).

☐ **New Construction**

☐ **Existing Septic System Failure**

Out of City Limits - Water and Sewer Service Terms and Conditions

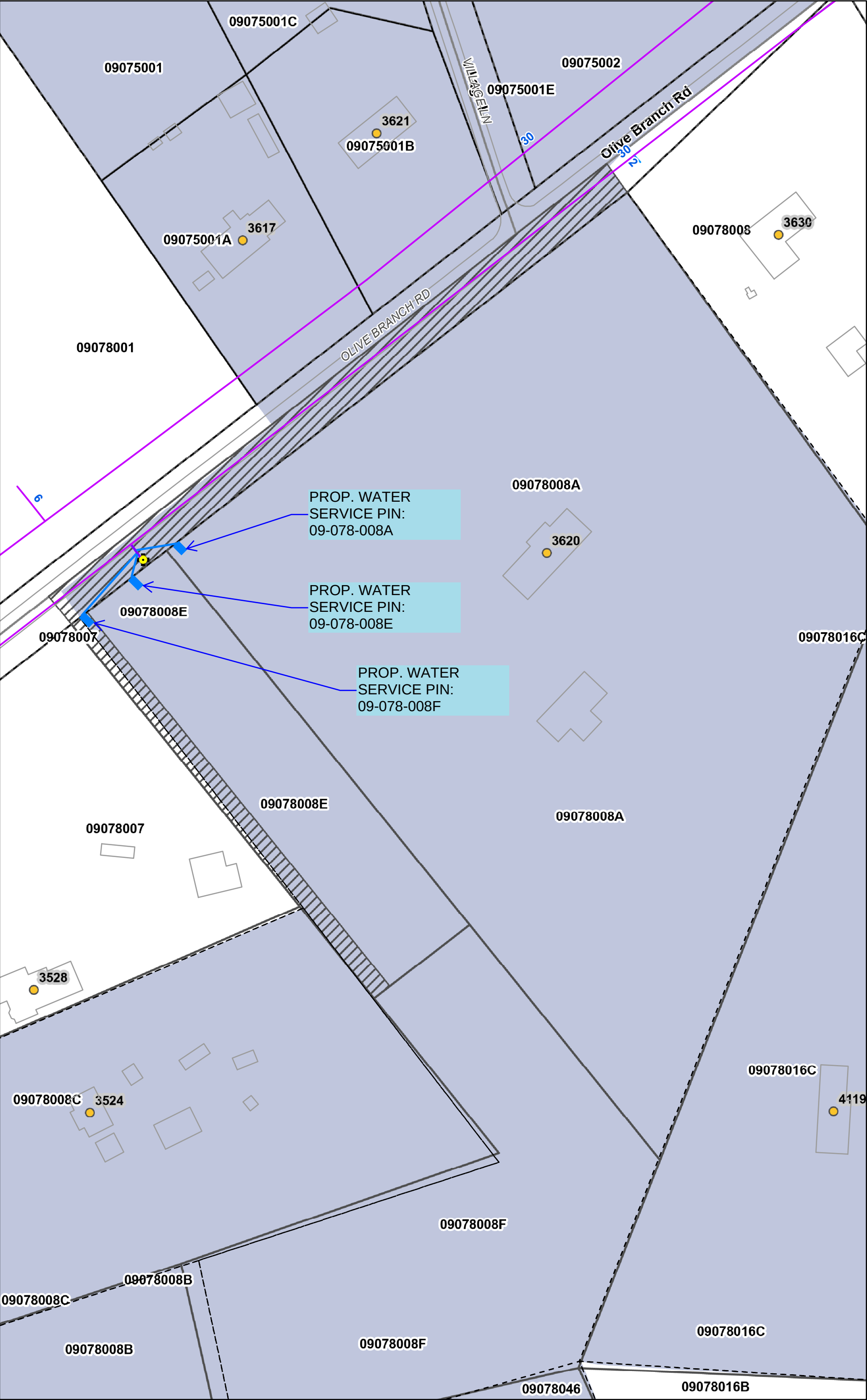
- All requests are subject to Union County Commission and City of Monroe Council approval.
- The Property Owner shall comply with the City of Monroe Water and/or Sewer Ordinances.
- An evaluation of voluntary annexation will be conducted.
- Property Owner shall pay the appropriate tap and capacity fees for outside City customers based on the prevailing fee schedule and will be required to set up an account with the City of Monroe Customer Service Department.
- Property Owner shall acquire all necessary offsite easements if required to connect to the City's water distribution and/or sewer collection system. A copy of the recorded private easement(s) shall be provided to the City of Monroe Water Resources Department.
- Upon payment of fees and completion of the water and/or sewer tap, billing shall begin immediately.
- Water services shall be per the City of Monroe Specifications and shall have remote radio read technology.
- Property Owner shall notify the City of Monroe prior to making the connection to the sewer tap to schedule an onsite inspection of the installation. Only one (1) property parcel shall be connected to the sewer tap.
- Property Owner agrees that the sewer tap shall be maintained by the City of Monroe at the Property Owner's expense.
- If a private grinder pump and sewer forcemain is required, the Property Owner shall install #12 gage coated plastic copper wire taped to the service lateral from the connection to the sewer tap to the house connection.
- Property Owner shall assume ownership and maintenance responsibility for the service forcemain and the sewer pump and all other plumbing past the sewer tap.
- Property Owner shall agree to pay a monthly flat rate sewer bill if water service is from a private well.
- Property Owner agrees that if the property is ever sold that he/she shall provide the new owner a copy of this Service Request/Terms and Conditions and shall fully explain the conditions, responsibilities and precise location of the private water service and/or sewer lateral or forcemain if a private pump is installed.
- Depending upon schedules for the Union County Commissioners meetings and Monroe City Council meetings, the total timeframe for service approval can take as long as 3-5 months.

I hereby certify that the information provided is, to the best of my knowledge, correct and complete. I understand that I must adhere to the City of Monroe's Out of City Limits – Water and Sewer Service Terms and Conditions as outlined above. I also understand that any approval may be revoked and penalties imposed under the City's ordinance if this certification is not complete and true or for failure to comply with the Terms and Conditions.

Applicant's Signature

Date

7/20/23



William C. Hancock

From: Crystal Panico <crystal.panico@unioncountync.gov>
Sent: Wednesday, October 18, 2023 4:10 PM
To: William C. Hancock
Subject: RE: Items listed on the Consent Agenda of October 2, 2023

Follow Up Flag: Flag for follow up
Flag Status: Flagged

The water services for properties on Olive Branch Rd were approved at Monday's meeting. 09078008A, E, and F.
Thanks!

Crystal Outlaw Panico, PE

New Development Program Manager | Engineering
T 704.296.4239

crystal.panico@unioncountync.gov
unioncountync.gov



Union County Government
500 North Main Street, Suite 400
Monroe, NC 28112

From: William C. Hancock <whancock@monroenc.org>
Sent: Saturday, October 14, 2023 1:01 PM
To: Crystal Panico <crystal.panico@unioncountync.gov>
Subject: RE: Items listed on the Consent Agenda of October 2, 2023

WARNING: This email originated from outside of Union County Government, be cautious when clicking on links or opening attachments.

Good afternoon Crystal,

Thank you for the update!

Hope you have a great weekend.

Cole Hancock, EI
Civil Engineer I
City of Monroe, Water Resources Department
(704) 282-4613





STAFF REPORT

TO: Public Enterprise Committee
VIA: Mark Watson, City Manager
DATE: November 7, 2023
FROM: Scott Clark, Water Resources Director
PREPARED BY: W. Cole Hancock, E.I.
SUBJECT: Outside City Service Requests

SUMMARY STATEMENT

Public Enterprise Committee (PEC) is requested to consider an outside City service request as described below.

REVIEW

Water Resources (WR) Department Staff has received a request for outside City services as shown on the attached exhibit (3 pages) and as follows:

1. Eric Storey is requesting water service for a new single family home at 3614 Olive Branch Rd. PIN 09-078-008F.

All outside City service requests require both City Council approval, and Union County Board of Commissioner (UCBC) approval pursuant to City Ordinances and the Water and Sewer Master Agreement with Union County. The UCBC approved this request at their October 16, 2023 meeting.

As a matter of policy, outside city water and sewer customers pay double tap fees and double monthly customer base charges on their City accounts.

RECOMMENDATION

It is the recommendation of WR Staff that Public Enterprise Committee take the following action:

1. Recommend to City Council that they approve the request for outside City water service to 3614 Olive Branch Rd. PIN 09-078-008F.

Attachment(s):

Applicant Name: Eric Storey
Email address: ecstorey@gmail.com **Phone number:** 704-221-6506
Property Address: _____
Tax Map Parcel Number 09-078-008F **Parcel Size (Acres)** 2.786

☒ **Water Service**

Request for Water Service is being submitted for the following reason(s).

☒ **New Construction**

☐ **Existing Well Failure.** Provide brief description: _____

☐ **Sewer Service**

Request for Sewer Service is being submitted for the following reason(s).

☐ **New Construction**

☐ **Existing Septic System Failure**

Out of City Limits - Water and Sewer Service Terms and Conditions

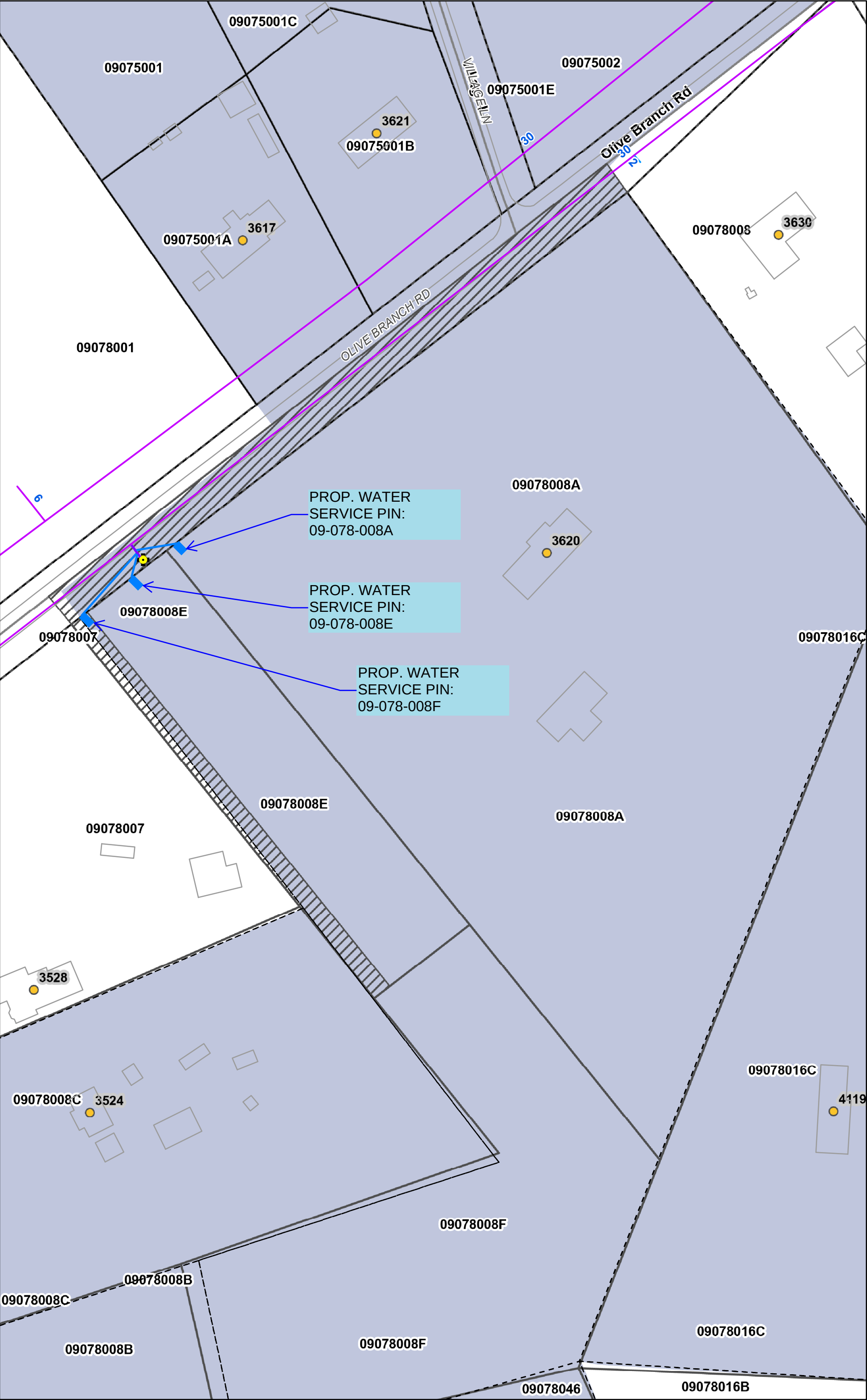
- All requests are subject to Union County Commission and City of Monroe Council approval.
- The Property Owner shall comply with the City of Monroe Water and/or Sewer Ordinances.
- An evaluation of voluntary annexation will be conducted.
- Property Owner shall pay the appropriate tap and capacity fees for outside City customers based on the prevailing fee schedule and will be required to set up an account with the City of Monroe Customer Service Department.
- Property Owner shall acquire all necessary offsite easements if required to connect to the City's water distribution and/or sewer collection system. A copy of the recorded private easement(s) shall be provided to the City of Monroe Water Resources Department.
- Upon payment of fees and completion of the water and/or sewer tap, billing shall begin immediately.
- Water services shall be per the City of Monroe Specifications and shall have remote radio read technology.
- Property Owner shall notify the City of Monroe prior to making the connection to the sewer tap to schedule an onsite inspection of the installation. Only one (1) property parcel shall be connected to the sewer tap.
- Property Owner agrees that the sewer tap shall be maintained by the City of Monroe at the Property Owner's expense.
- If a private grinder pump and sewer forcemain is required, the Property Owner shall install #12 gage coated plastic copper wire taped to the service lateral from the connection to the sewer tap to the house connection.
- Property Owner shall assume ownership and maintenance responsibility for the service forcemain and the sewer pump and all other plumbing past the sewer tap.
- Property Owner shall agree to pay a monthly flat rate sewer bill if water service is from a private well.
- Property Owner agrees that if the property is ever sold that he/she shall provide the new owner a copy of this Service Request/Terms and Conditions and shall fully explain the conditions, responsibilities and precise location of the private water service and/or sewer lateral or forcemain if a private pump is installed.
- Depending upon schedules for the Union County Commissioners meetings and Monroe City Council meetings, the total timeframe for service approval can take as long as 3-5 months.

I hereby certify that the information provided is, to the best of my knowledge, correct and complete. I understand that I must adhere to the City of Monroe's Out of City Limits – Water and Sewer Service Terms and Conditions as outlined above. I also understand that any approval may be revoked and penalties imposed under the City's ordinance if this certification is not complete and true or for failure to comply with the Terms and Conditions.

Applicant's Signature

Date

7/20/23



William C. Hancock

From: Crystal Panico <crystal.panico@unioncountync.gov>
Sent: Wednesday, October 18, 2023 4:10 PM
To: William C. Hancock
Subject: RE: Items listed on the Consent Agenda of October 2, 2023

Follow Up Flag: Flag for follow up
Flag Status: Flagged

The water services for properties on Olive Branch Rd were approved at Monday's meeting. 09078008A, E, and F.
Thanks!

Crystal Outlaw Panico, PE

New Development Program Manager | Engineering
T 704.296.4239

crystal.panico@unioncountync.gov
unioncountync.gov



Union County Government
500 North Main Street, Suite 400
Monroe, NC 28112

From: William C. Hancock <whancock@monroenc.org>
Sent: Saturday, October 14, 2023 1:01 PM
To: Crystal Panico <crystal.panico@unioncountync.gov>
Subject: RE: Items listed on the Consent Agenda of October 2, 2023

WARNING: This email originated from outside of Union County Government, be cautious when clicking on links or opening attachments.

Good afternoon Crystal,

Thank you for the update!

Hope you have a great weekend.

Cole Hancock, EI
Civil Engineer I
City of Monroe, Water Resources Department
(704) 282-4613





STAFF REPORT

TO: Public Enterprise Committee

VIA: Mark Watson, City Manager

DATE: November 7, 2023

FROM: Scott Clark, Water Resources Director

PREPARED BY: W. Cole Hancock, E.I.

SUBJECT: Outside City Service Requests

SUMMARY STATEMENT

Public Enterprise Committee (PEC) is requested to consider an outside City service request as described below.

REVIEW

Water Resources (WR) Department Staff has received a request for outside City services as shown on the attached exhibit (3 pages) and as follows:

1. Jamie Trull is requesting water service for a new single family home at 3620 Olive Branch Rd. PIN 09-078-008A.

All outside City service requests require both City Council approval, and Union County Board of Commissioner (UCBC) approval pursuant to City Ordinances and the Water and Sewer Master Agreement with Union County. The UCBC approved this request at their October 16, 2023 meeting.

As a matter of policy, outside city water and sewer customers pay double tap fees and double monthly customer base charges on their City accounts.

RECOMMENDATION

It is the recommendation of WR Staff that Public Enterprise Committee take the following action:

1. Recommend to City Council that they approve the request for outside City water service to 3620 Olive Branch Rd. PIN 09-078-008A.

Attachment(s):



Out of City Limits
WATER AND/OR SEWER SERVICE REQUEST
Operations Center 704-282-4601

Applicant Name: Jamie Trull
Email address: nssinc2021@gmail.com **Phone number:** 704-989-9654
Property Address: 3620 Olive Branch Rd. Monroe NC 28110
Tax Map Parcel Number 09-078-008A **Parcel Size (Acres)** 8.615

☒ **Water Service**

Request for Water Service is being submitted for the following reason(s).

☐ **New Construction**

☒ **Existing Well Failure.** Provide brief description: Well is not failed and would keep well for farm use.

☐ **Sewer Service**

Request for Sewer Service is being submitted for the following reason(s).

☐ **New Construction**

☐ **Existing Septic System Failure**

Out of City Limits - Water and Sewer Service Terms and Conditions

- All requests are subject to Union County Commission and City of Monroe Council approval.
- The Property Owner shall comply with the City of Monroe Water and/or Sewer Ordinances.
- An evaluation of voluntary annexation will be conducted.
- Property Owner shall pay the appropriate tap and capacity fees for outside City customers based on the prevailing fee schedule and will be required to set up an account with the City of Monroe Customer Service Department.
- Property Owner shall acquire all necessary offsite easements if required to connect to the City's water distribution and/or sewer collection system. A copy of the recorded private easement(s) shall be provided to the City of Monroe Water Resources Department.
- Upon payment of fees and completion of the water and/or sewer tap, billing shall begin immediately.
- Water services shall be per the City of Monroe Specifications and shall have remote radio read technology.
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- Property Owner agrees that if the property is ever sold that he/she shall provide the new owner a copy of this Service Request/Terms and Conditions and shall fully explain the conditions, responsibilities and precise location of the private water service and/or sewer lateral or forcemain if a private pump is installed.
- Depending upon schedules for the Union County Commissioners meetings and Monroe City Council meetings, the total timeframe for service approval can take as long as 3-5 months.

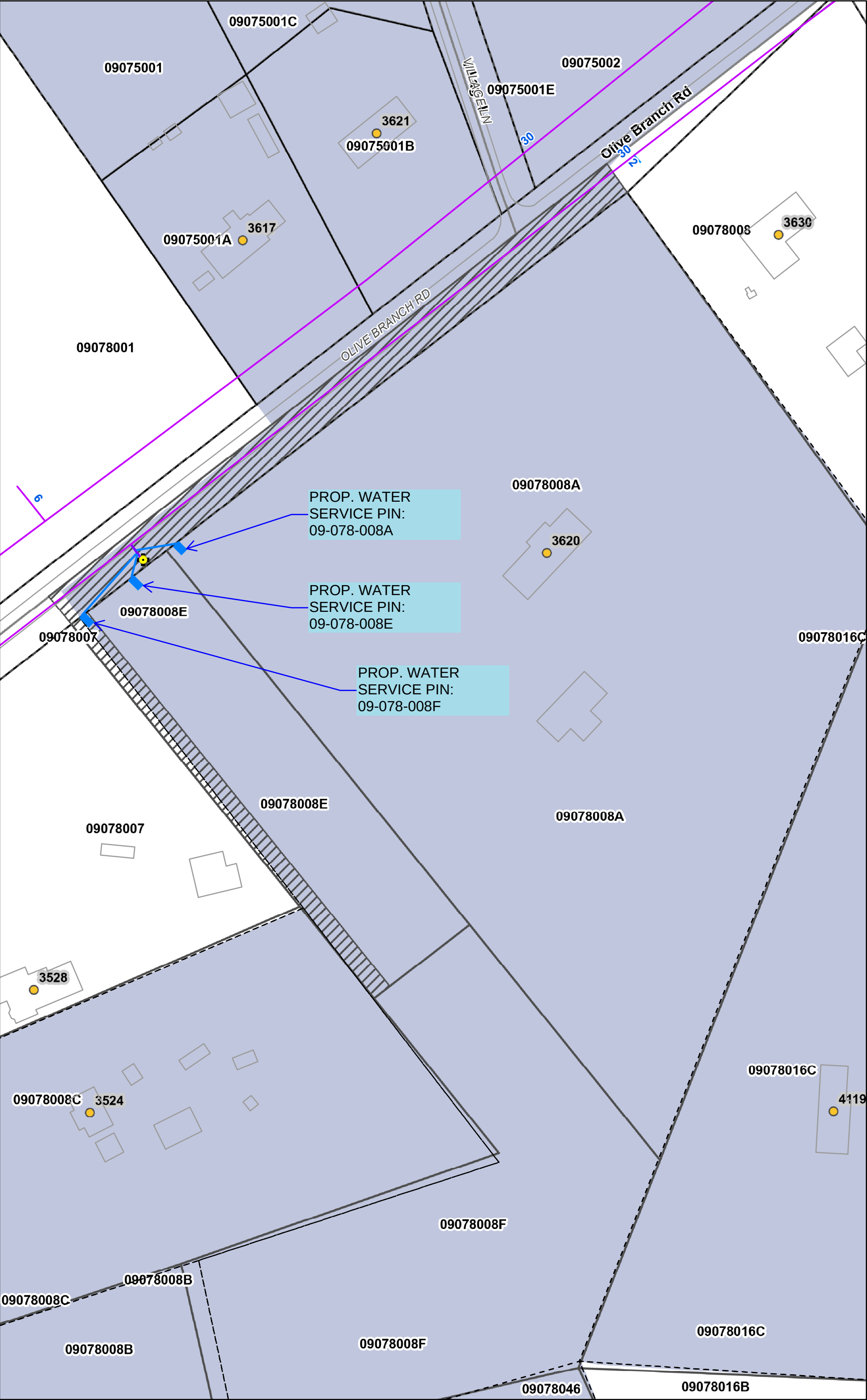
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DocuSigned by:

Applicant's Signature

7/20/2023

Date



William C. Hancock

From: Crystal Panico <crystal.panico@unioncountync.gov>
Sent: Wednesday, October 18, 2023 4:10 PM
To: William C. Hancock
Subject: RE: Items listed on the Consent Agenda of October 2, 2023

Follow Up Flag: Flag for follow up
Flag Status: Flagged

The water services for properties on Olive Branch Rd were approved at Monday's meeting. 09078008A, E, and F.
Thanks!

Crystal Outlaw Panico, PE

New Development Program Manager | Engineering
T 704.296.4239

crystal.panico@unioncountync.gov
unioncountync.gov



Union County Government
500 North Main Street, Suite 400
Monroe, NC 28112

From: William C. Hancock <whancock@monroenc.org>
Sent: Saturday, October 14, 2023 1:01 PM
To: Crystal Panico <crystal.panico@unioncountync.gov>
Subject: RE: Items listed on the Consent Agenda of October 2, 2023

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Good afternoon Crystal,

Thank you for the update!

Hope you have a great weekend.

Cole Hancock, EI
Civil Engineer I
City of Monroe, Water Resources Department
(704) 282-4613





STAFF REPORT

TO: Public Enterprise Committee
VIA: Mark Watson, City Manager
DATE: November 7, 2023
FROM: Scott Clark, Water Resources Director
PREPARED BY: W. Cole Hancock, E.I.
SUBJECT: Outside City Service Requests

SUMMARY STATEMENT

Public Enterprise Committee (PEC) is requested to consider an outside City service request as described below.

REVIEW

Water Resources (WR) Department Staff has received a request for outside City services as shown on the attached exhibit (3 pages) and as follows:

1. Lisa Simpson is requesting water service for a new single family home at 2906 Weddington Rd.

All outside City service requests require both City Council approval, and Union County Board of Commissioner (UCBC) approval pursuant to City Ordinances and the Water and Sewer Master Agreement with Union County. The UCBC approved this request at their October 2, 2023 meeting.

As a matter of policy, outside city water and sewer customers pay double tap fees and double monthly customer base charges on their City accounts.

RECOMMENDATION

It is the recommendation of WR Staff that Public Enterprise Committee take the following action:

1. Recommend to City Council that they approve the request for outside City water service to 2906 Weddington Rd.

Attachment(s):



Out of City Limits
WATER AND/OR SEWER SERVICE REQUEST
Operations Center 704-282-4601

Applicant Name: Lisa Simpson
Email address: lisa.simpson2145@yahoo.com **Phone number:** 406-220-2145
Property Address: 2906 Weddington Rd. Monroe, NC 28110
Tax Map Parcel Number 09 - 348 - 003A **Parcel Size (Acres)** 1.363 acres
(portion thereof)

☒ **Water Service**

Request for Water Service is being submitted for the following reason(s).

☒ **New Construction**

☐ **Existing Well Failure.** Provide brief description: _____

☐ **Sewer Service**

Request for Sewer Service is being submitted for the following reason(s).

☐ **New Construction**

☐ **Existing Septic System Failure**

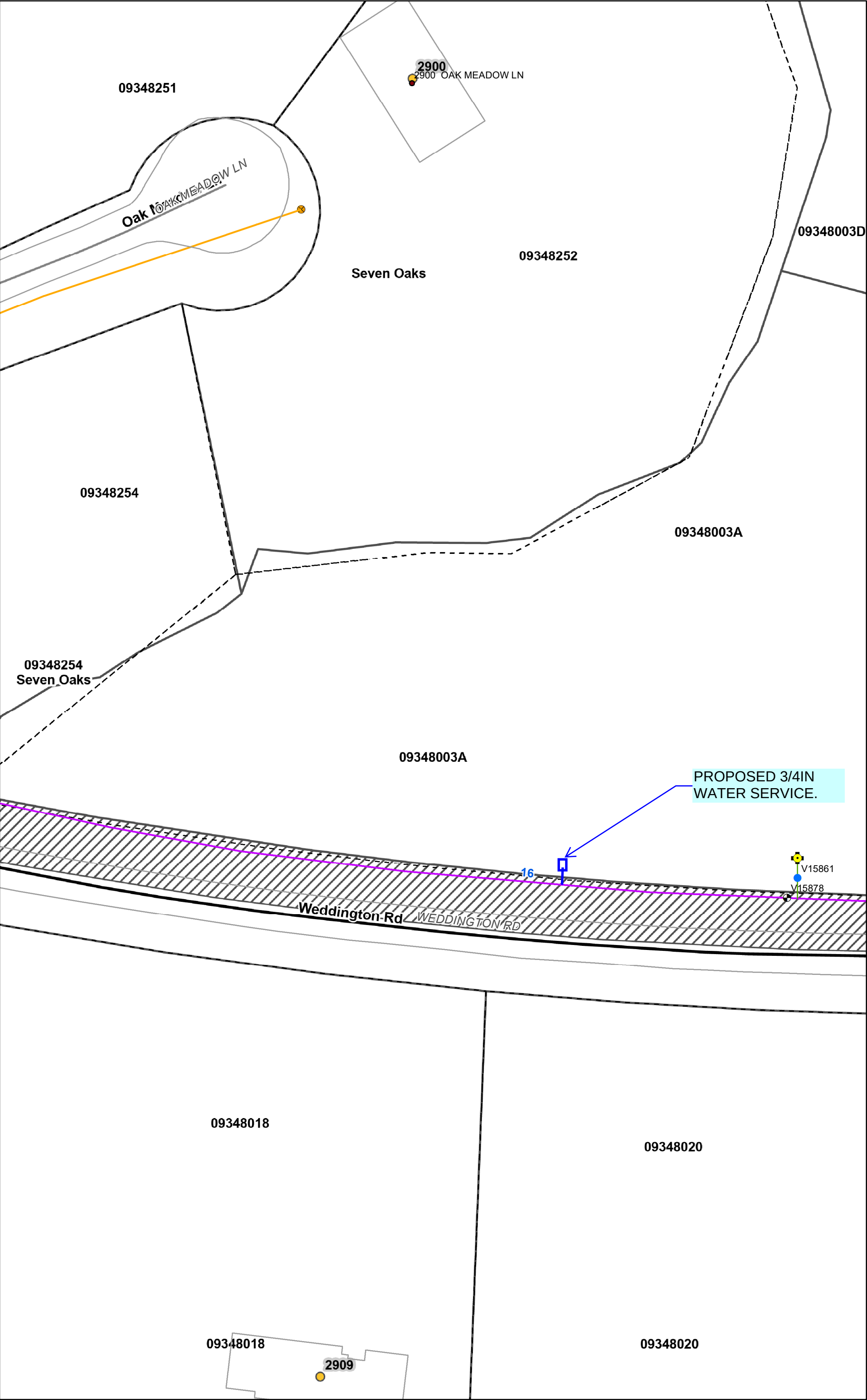
Out of City Limits - Water and Sewer Service Terms and Conditions

- All requests are subject to Union County Commission and City of Monroe Council approval.
- The Property Owner shall comply with the City of Monroe Water and/or Sewer Ordinances.
- An evaluation of voluntary annexation will be conducted.
- Property Owner shall pay the appropriate tap and capacity fees for outside City customers based on the prevailing fee schedule and will be required to set up an account with the City of Monroe Customer Service Department.
- Property Owner shall acquire all necessary offsite easements if required to connect to the City's water distribution and/or sewer collection system. A copy of the recorded private easement(s) shall be provided to the City of Monroe Water Resources Department.
- Upon payment of fees and completion of the water and/or sewer tap, billing shall begin immediately.
- Water services shall be per the City of Monroe Specifications and shall have remote radio read technology.
- Property Owner shall notify the City of Monroe prior to making the connection to the sewer tap to schedule an onsite inspection of the installation. Only one (1) property parcel shall be connected to the sewer tap.
- Property Owner agrees that the sewer tap shall be maintained by the City of Monroe at the Property Owner's expense.
- If a private grinder pump and sewer forcemain is required, the Property Owner shall install #12 gage coated plastic copper wire taped to the service lateral from the connection to the sewer tap to the house connection.
- Property Owner shall assume ownership and maintenance responsibility for the service forcemain and the sewer pump and all other plumbing past the sewer tap.
- Property Owner shall agree to pay a monthly flat rate sewer bill if water service is from a private well.
- Property Owner agrees that if the property is ever sold that he/she shall provide the new owner a copy of this Service Request/Terms and Conditions and shall fully explain the conditions, responsibilities and precise location of the private water service and/or sewer lateral or forcemain if a private pump is installed.
- Depending upon schedules for the Union County Commissioners meetings and Monroe City Council meetings, the total timeframe for service approval can take as long as 3-5 months.

I hereby certify that the information provided is, to the best of my knowledge, correct and complete. I understand that I must adhere to the City of Monroe's Out of City Limits - Water and Sewer Service Terms and Conditions as outlined above. I also understand that any approval may be revoked and penalties imposed under the City's ordinance if this certification is not complete and true or for failure to comply with the Terms and Conditions.

Lisa Simpson

9-5-23



William C. Hancock

From: Crystal Panico <crystal.panico@unioncountync.gov>
Sent: Wednesday, October 4, 2023 4:57 PM
To: William C. Hancock
Subject: Items listed on the Consent Agenda of October 2, 2023
Attachments: Vice Chair Final Agenda Summary 2-Oct-23 - Revised.pdf

Good afternoon Cole,

Board approved the City of Monroe request to Provide Water Service for 802 Fowler Road, 203 Monroe Pageland Road, and 2906 Weddington Road as part of Monday night's meeting.

Note the 3 properties on Olive Branch Rd should be on the Oct 16 agenda for consideration.

Thanks and have a good evening.

Crystal Outlaw Panico, PE

New Development Program Manager | Engineering

T 704.296.4239

crystal.panico@unioncountync.gov
unioncountync.gov



Union County Government
500 North Main Street, Suite 400
Monroe, NC 28112



STAFF REPORT

TO: Public Enterprise Committee

VIA: Mark Watson, City Manager

DATE: November 7, 2023

FROM: Scott Clark, Water Resources Director

PREPARED BY: W. Cole Hancock, E.I.

SUBJECT: Outside City Service Requests – 303 Old Pageland Monroe Rd.

SUMMARY STATEMENT

Public Enterprise Committee (PEC) is requested to consider an outside City service request as described below.

REVIEW

Water Resources (WR) Department Staff has received a request for outside City services as shown on the attached exhibit (3 pages) and as follows:

1. Spiro Kaltsounis is requesting water service for a new single family home at 303 Old Pageland Monroe Rd. PIN: 09-087-013. The reason for request is an existing well failure.

All outside City service requests require both City Council approval, and Union County Board of Commissioner (UCBC) approval pursuant to City Ordinances and the Water and Sewer Master Agreement with Union County. The UCBC approved this request at their October 2, 2023 meeting. The total size of PIN: 09-087-013 is 90.97 acres. The property at 303 Old Pageland Monroe Rd is approximately 45 acres of the total 90.97 acres. This portion is not within the City limits. After speaking with the City of Monroe Planning Department, they determined this portion of parcel would be a good candidate for voluntary annexation if developed in the future.

As a matter of policy, outside city water and sewer customers pay double tap fees and double monthly customer base charges on their City accounts.

RECOMMENDATION

It is the recommendation of WR Staff that Public Enterprise Committee take the following action:

1. Recommend to City Council that they approve the request for outside City water service to 303 Old Pageland Monroe Rd.

Attachment(s):



Out of City Limits
WATER AND/OR SEWER SERVICE REQUEST
Operations Center 704-282-4601

Applicant Name: SPIRO KALTSOUNIS

Email address: _____

Phone number: _____

Property Address: 303 MONROE Poyden Rd

Tax Map Parcel Number 09 - 087-013 **Parcel Size (Acres)** 90.96

☐ **Water Service**

Request for Water Service is being submitted for the following reason(s).

☐ **New Construction**

☒ **Existing Well Failure.** Provide brief description: _____

☐ **Sewer Service**

Request for Sewer Service is being submitted for the following reason(s).

☐ **New Construction**

☒ **Existing Septic System Failure**

Out of City Limits - Water and Sewer Service Terms and Conditions

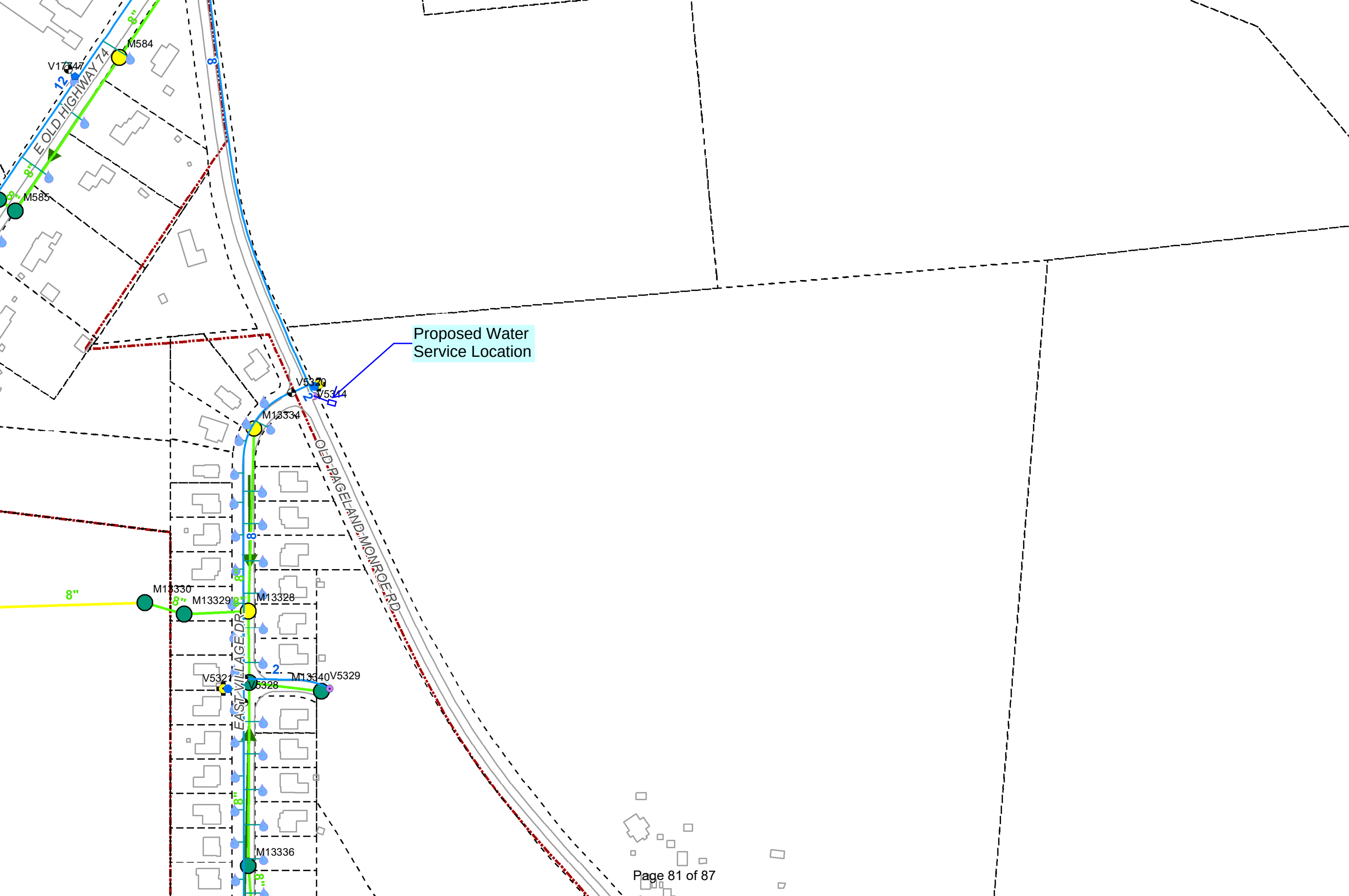
- All requests are subject to Union County Commission and City of Monroe Council approval.
- The Property Owner shall comply with the City of Monroe Water and/or Sewer Ordinances.
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- Property Owner shall assume ownership and maintenance responsibility for the service forcemain and the sewer pump and all other plumbing past the sewer tap.
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- Property Owner agrees that if the property is ever sold that he/she shall provide the new owner a copy of this Service Request/Terms and Conditions and shall fully explain the conditions, responsibilities and precise location of the private water service and/or sewer lateral or forcemain if a private pump is installed.
- Depending upon schedules for the Union County Commissioners meetings and Monroe City Council meetings, the total timeframe for service approval can take as long as 3-5 months.

I hereby certify that the information provided is, to the best of my knowledge, correct and complete. I understand that I must adhere to the City of Monroe's Out of City Limits – Water and Sewer Service Terms and Conditions as outlined above. I also understand that any approval may be revoked and penalties imposed under the City's ordinance if this certification is not complete and true or for failure to comply with the Terms and Conditions.

Applicant's Signature

Date

7/26/23



William C. Hancock

From: Crystal Panico <crystal.panico@unioncountync.gov>
Sent: Wednesday, October 4, 2023 4:57 PM
To: William C. Hancock
Subject: Items listed on the Consent Agenda of October 2, 2023
Attachments: Vice Chair Final Agenda Summary 2-Oct-23 - Revised.pdf

Good afternoon Cole,

Board approved the City of Monroe request to Provide Water Service for 802 Fowler Road, 203 Monroe Pageland Road, and 2906 Weddington Road as part of Monday night's meeting.

Note the 3 properties on Olive Branch Rd should be on the Oct 16 agenda for consideration.

Thanks and have a good evening.

Crystal Outlaw Panico, PE

New Development Program Manager | Engineering

T 704.296.4239

crystal.panico@unioncountync.gov
unioncountync.gov



Union County Government
500 North Main Street, Suite 400
Monroe, NC 28112



STAFF REPORT

TO: Public Enterprise Committee
VIA: Mark Watson, City Manager
DATE: November 7, 2023
FROM: Scott Clark, Water Resources Director
PREPARED BY: W. Cole Hancock, E.I.
SUBJECT: Outside City Service Requests

SUMMARY STATEMENT

Public Enterprise Committee (PEC) is requested to consider an outside City service request as described below.

REVIEW

Water Resources (WR) Department Staff has received a request for outside City services as shown on the attached exhibit (3 pages) and as follows:

1. Adam Speer is requesting water service for a new single family home at 802 Fowler Rd.

All outside City service requests require both City Council approval, and Union County Board of Commissioner (UCBC) approval pursuant to City Ordinances and the Water and Sewer Master Agreement with Union County. The UCBC approved this request at their October 2, 2023 meeting.

As a matter of policy, outside city water and sewer customers pay double tap fees and double monthly customer base charges on their City accounts.

RECOMMENDATION

It is the recommendation of WR Staff that Public Enterprise Committee take the following action:

1. Recommend to City Council that they approve the request for outside City water service to 802 Fowler Rd.

Attachment(s):

Applicant Name: Adam Speer
 Email address: adam.n.speer@gmail.com Phone number: 704-507-8479
 Property Address: 802 Fowler Rd Monroe NC 28110
 Tax Map Parcel Number 09213016 M Parcel Size (Acres) 3.71

☒ **Water Service**

Request for Water Service is being submitted for the following reason(s).

☐ New Construction

☒ Existing Well Failure. Provide brief description: extremely hard water

☐ **Sewer Service**

Request for Sewer Service is being submitted for the following reason(s).

☐ New Construction

☐ Existing Septic System Failure

Out of City Limits - Water and Sewer Service Terms and Conditions

- All requests are subject to Union County Commission and City of Monroe Council approval.
- The Property Owner shall comply with the City of Monroe Water and/or Sewer Ordinances.
- An evaluation of voluntary annexation will be conducted.
- Property Owner shall pay the appropriate tap and capacity fees for outside City customers based on the prevailing fee schedule and will be required to set up an account with the City of Monroe Customer Service Department.
- Property Owner shall acquire all necessary offsite easements if required to connect to the City's water distribution and/or sewer collection system. A copy of the recorded private easement(s) shall be provided to the City of Monroe Water Resources Department.
- Upon payment of fees and completion of the water and/or sewer tap, billing shall begin immediately.
- Water services shall be per the City of Monroe Specifications and shall have remote radio read technology.
- Property Owner shall notify the City of Monroe prior to making the connection to the sewer tap to schedule an onsite inspection of the installation. Only one (1) property parcel shall be connected to the sewer tap.
- Property Owner agrees that the sewer tap shall be maintained by the City of Monroe at the Property Owner's expense.
- If a private grinder pump and sewer forcemain is required, the Property Owner shall install #12 gage coated plastic copper wire taped to the service lateral from the connection to the sewer tap to the house connection.
- Property Owner shall assume ownership and maintenance responsibility for the service forcemain and the sewer pump and all other plumbing past the sewer tap.
- Property Owner shall agree to pay a monthly flat rate sewer bill if water service is from a private well.
- Property Owner agrees that if the property is ever sold that he/she shall provide the new owner a copy of this Service Request/Terms and Conditions and shall fully explain the conditions, responsibilities and precise location of the private water service and/or sewer lateral or forcemain if a private pump is installed.
- Depending upon schedules for the Union County Commissioners meetings and Monroe City Council meetings, the total timeframe for service approval can take as long as 3-5 months.

I hereby certify that the information provided is, to the best of my knowledge, correct and complete. I understand that I must adhere to the City of Monroe's Out of City Limits - Water and Sewer Service Terms and Conditions as outlined above. I also understand that any approval may be revoked and penalties imposed under the City's ordinance if this certification is not complete and true or for failure to comply with the Terms and Conditions.

Applicant's Signature

Date

William C. Hancock

From: Crystal Panico <crystal.panico@unioncountync.gov>
Sent: Wednesday, October 4, 2023 4:57 PM
To: William C. Hancock
Subject: Items listed on the Consent Agenda of October 2, 2023
Attachments: Vice Chair Final Agenda Summary 2-Oct-23 - Revised.pdf

Good afternoon Cole,

Board approved the City of Monroe request to Provide Water Service for 802 Fowler Road, 203 Monroe Pageland Road, and 2906 Weddington Road as part of Monday night's meeting.

Note the 3 properties on Olive Branch Rd should be on the Oct 16 agenda for consideration.

Thanks and have a good evening.

Crystal Outlaw Panico, PE

New Development Program Manager | Engineering

T 704.296.4239

crystal.panico@unioncountync.gov
unioncountync.gov



Union County Government
500 North Main Street, Suite 400
Monroe, NC 28112



STAFF REPORT

TO: Public Enterprise Committee

VIA: Mark Watson, City Manager

DATE: November 7, 2023

FROM: Mark Watson, City Manager

PREPARED BY: Bridgette H. Robinson, City Clerk

SUBJECT: Closed Session pursuant to North Carolina General Statutes Sections 143-318.11(a)(1) and (a)(3)

SUMMARY STATEMENT

The Public Enterprise Committee is requested to approve a motion to go into Closed Session.

REVIEW

The Public Enterprise Committee is permitted to hold a Closed Session in accordance with N.C.G.S. Section 143-318.11(a)(1) to prevent the disclosure of information that is privileged or confidential pursuant to the laws of the State of North Carolina and Section 143-318.11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

RECOMMENDATION

Staff recommends that the Public Enterprise Committee go into Closed Session pursuant to Sections 143-318.11(a)(1) and (a)(3).