

CITY OF MONROE
SPECIAL NEEDS AND DISABILITIES COMMITTEE MEETING
300 WEST CROWELL STREET
MONROE, NORTH CAROLINA 28112
TUESDAY, OCTOBER 1, 2024 – 3:00 P.M.
AGENDA
www.monroenc.org

- Item 1.** Public Comment Period
- Item 2.** Approval of Minutes – September 3, 2024
- Item 3.** Community Survey Information Update – Teresa Campo, Community Development Manager
- Item 4.** Signage Update

ATTENTION COMMITTEE MEMBERS: Please contact Angie Sustar at asustar@monroenc.org or 704-282-4651 to confirm your attendance. Thank you.

CITY OF MONROE
SPECIAL NEEDS AND DISABILITIES COMMITTEE MEETING
SEPTEMBER 3, 2024
MINUTES

The Special Needs and Disabilities Committee of the City of Monroe, North Carolina in the City Hall Council Chambers located at 300 West Crowell Street in Monroe, North Carolina at 3:00 p.m. on September 3, 2024 with Chair Julie Thompson presiding.

Members Present: Council Member Julie Thompson (Chair), Committee Member Karen Heath, Committee Member Melinda Plue, Committee Member Kelly Stegall, Property Management Director Ryan Jones (ex-officio), Mayor Robert Burns and Clerk Angie Sustar

Members Absent: Selina Campbell

Guests: Director of Engineering Sarah McAllister, Senior Staff Attorney Terry Sholar

Chair Thompson called the Special Needs and Disabilities Committee Meeting of September 3, 2024 to order at 3:01 p.m. and welcomed everyone in attendance. A quorum was present.

Item No. 1. Public Comment. None

Item No. 2. Approval of Minutes – August 6, 2024. Chair Thompson asked if anyone had any questions or concerns about the minutes, if not, if anyone would like to make a motion that the minutes of the August 6, 2024 Special Needs and Disabilities Committee be approved.

Motion: Member Plue moved to approve the minutes of the August 6, 2024 meeting.

Second: Member Heath

Action: The motion to approve the minutes of the August 6, 2024 meeting passed unanimously with the following votes.

AYES: Chair Thompson, Mayor Burns, Members Plue, Stegall, and Heath

NAYS: None

Item No. 3. Signage Information. Director of Engineering Sarah McAllister provided information on requirements for signage on city maintained streets. She advised that the department follows the Manual for Uniform Traffic Control Devices (MUTCD), which is a federal manual that defines the standards by which traffic signs, road surface markings, and signals are designed, installed, and used. She advised that an Autism caution sign had not been requested before but a sign similar had been and the State policy was followed.

Chair Thompson stated that she would contact Mosaic Pediatric Therapy to find out who would grant permission to install a sign since it is not in our prevue to do.

Discussion followed involving committee members, regarding the specifics of the sign, the wording and if the Autism Society has suggested standard wording; and the process involved for production of the signage. Committee members asked various questions and Ms. McAllister provided answers and

information relating to standards and processes. Senior Staff Attorney Terry Sholar provided information relating to processes. Mayor Burns reiterated that this information was vital as the committee moves forward with this matter. Ryan Jones stated that there might be an opportunity to expedite the process if there was a way to generalize the sign. It might be easier for Engineering to make something in house that is generalized; they could have a few ready and available for use. Generalize signage would make it a little easier for engineering staff to have some inventory to access quickly.

Mr. Sholar acknowledged Mr. Jones' point and stated that sometimes it may be better to offer it than to require it and have some of those available and when that facility opens up go and offer to put up a sign to caution people rather than requiring them to do it themselves, the City would make it available.

Member Stegall asked how this could be made more accessible to families with children because these children are going to spend most of their time in their yards or in and around their home. How do we make this process more available and accessible for families to be able to make these requests as well? Having the process on the website. If we are talking about potentially requiring or asking for businesses to do this, then we should also consider how accessible is this process for families asking for similar support.

Mayor Burns noted that we have the survey that we are working on but moving forward how do we educate the families, especially new families to Monroe to let them know about this signage process. Chair Thompson asked what would be the process for someone living on a city street in a residential neighborhood if they wanted to do that. Ms. McAllister responded that it would be the same.

Chair Thompson noted coming out of this Committee, we can identify what is available and all you need to do is to request it by email or contact the City Engineering and Streets Department. If you live in the City of Monroe and meet the requirements, then you can receive signage.

Additional discussion followed involving committee members relating to:

- Identifying avenues to access the City's SND Resource hub
- The new website and accessibility for all digital forms
- Police access to mobile communication devices for non-verbal individuals and CIT training for officers
- Signage communication boards in parks throughout the city

Item No. 4. Community Survey Update Chair Thompson asked Mr. Sholar what approval process the community survey needs to go through to make it available. He advised that the City of Monroe's Communications Department staff would need to review the survey and then it would need to be presented to City Council with the recommendation that the committee would like to see this publicized in whatever form and then let Council put it on the website or whatever.

Chair Thompson stated that she had sent the survey to Bradley and has one piece of feedback and then could move from there to City Council.

Chair Thompson thanked everyone for their input and asked if there were any further questions about the survey. She asked Mr. Sholar if there needed to be a formal recommendation from the Committee about the community survey or could it be added as a piece.

Mr. Sholar directed it needed to be a recommendation from the committee, it may be a series of recommendations, and then it will go to Council and let Council direct what happens to each of those recommendations.

Chair Thompson inquired if a vote on the recommendation today was needed today for the community survey for Council to review. Mr. Sholar replied in the affirmative. Mayor Burns made a motion to include the SND Community Survey into the next City Council meeting, September 10, 2024 for recommendation and approval by the City Council.

Motion: Mayor made a motion to include the SND Community Survey into the next City Council, September 10, 2024 meeting for recommendation and approval by the City Council.

Second: Member Heath

Action: The motion to approve include the SND Community Survey into the next City Council meeting for recommendation and approval by the City Council passed unanimously with the following votes

AYES: Chair Thompson, Mayor Burns, Members Plue, Stegall, and Heath

NAYS: None

Discussion followed between committee members and Mr. Sholar regarding the future potential name change of the committee.

Mayor Burns requested that committee members email their recommendations of locations identified around the City where immediate implementation of the signage could take place.

There being no further business, Mayor Burns made a motion to adjourn. Member Plue seconded the motion, which passed unanimously with the following votes:

AYES: Members Heath, Stegall, and Plue, Chair Thompson, and Mayor Burns

NAYS: None

The meeting adjourned at 3:48 p.m.