



## **PUBLIC SAFETY COMMITTEE**

City Hall - Large Conference Room  
300 W. Crowell Street  
Monroe, NC  
October 7, 2024  
4:15 PM

### **AGENDA**

1. Minutes from August 26, 2024
2. Ordinance to Amend Traffic Code – Chapter 75 Traffic Schedules, Schedule I: Speed Limits
3. Ordinance to Amend Traffic Code – Chapter 75 Traffic Schedules – Schedule II: Through Streets
4. Fire Department ISO Rating
5. Budget Amendment for JAG Grant

**PUBLIC SAFETY COMMITTEE  
MEETING MINUTES  
August 26, 2024**

The Public Safety Committee met on August 26, 2024, at 4:15 p.m. in the City Hall Large Conference Room.

Members Present: Chairman David Dotson, Council Member Julie Thompson, Council Member Gary Anderson, Committee Member Chip Wardwell

Absent: Committee Member David Beckwith

Staff Present: City Manager Mark Watson, Assistant City Manager, Lisa Hollowell, Fire Chief Ron Fowler, Deputy Fire Chief Greg Collins, Fire Administrative Assistant II Alice Withers, Police Chief Bryan Gilliard, Police Lieutenant TJ Goforth, City Attorney Richard Long, Senior Staff Attorney Terry Sholar, Finance Director Lisa Strickland, Land Development Engineering Manager Will Auret, Engineering Director Sarah McAllister, Communications Specialist Bradley Lucore

Guests:

Chairman David Dotson called the meeting to order at 4:27 p.m.

**Item 1: Minutes from August 5, 2024 Meeting**

Council Member Anderson made a motion to approve the minutes of the Public Safety Committee meeting of August 5, 2024. Council Member Thompson seconded the motion and the motion passed unanimously.

**Item 2: Budget Amendment for Fire Department Donation from Council Member Gary Anderson**

Chief Fowler presented to the Committee a \$500 donation from Council Member Anderson's discretionary funds. These funds will be used for the Monroe Fire Explorer Program. Staff requested the Public Safety Committee recommend Council to accept the funds and allocate them to the Fire Department. Council Member Thompson made a motion to forward to Council for approval. Council Member Anderson seconded the motion and the motion passed unanimously.

**Item 3: Budget Amendment for Police Department Donation from Quick Trip, Carolina Division**

Chief Gilliard presented to the Committee a \$6,000 donation from Quick Trip, Carolina Division. These funds will be used for the Youth Programs. Staff requested the Public Safety Committee recommend Council to accept the funds and allocate them to the Police Department. Council Member Anderson made a motion to forward to Council for approval. Committee Member Wardwell seconded the motion and the motion passed unanimously.

**Item 4: Safe Place/Safe Haven**

At the request of Public Safety Committee/Council Member Thompson, Monroe Police and Fire Department staff presented information on Safe Place Program and a Safe Haven Baby Box all to be located within the City of Monroe. The discussion concluded with a request to have a representative from Safe Place Program give a presentation to Council at the September 10, 2024 Strategic Planning Council meeting.

**Item 5: City Hall Council Chambers Occupancy Limits**

Staff discussed with the Public Safety Committee the Occupancy Limits in the City Council Chambers to include State Fire Code regulations and other factors. This was for discussion purposes only and no action was taken.

**Other:**

Chair/Mayor Pro-Tem Dotson expressed to Police Chief Gilliard issues that he has been made aware of with regards to Social District over-service, parking in vehicles in spaces not marked for the establishments. Chief Gilliard responded with the input of Sargent McAllister who has worked downtown lately due to the same complaints. Chief Gilliard and Sargent McAllister both stated that it has helped and businesses as well as citizens are grateful for their presence. Chair Dotson asked Chief Gilliard to request ALE to come out. This was for discussion purposes only.

There was a discussion about public sleeping/camping on City property.

Chief Gilliard presented to the Committee the funeral arrangements for Mr. Ken Honeycutt.

Chief Gilliard also presented to the Committee, per City Manager Watson, a security assessment of City Hall and the Airport. A meeting is scheduled September 6, 2024.

Chief Fowler presented the schedule for the Patriot Day Ceremony.

**Adjournment**

There being no further business, Council Member Anderson made a motion to adjourn the meeting. Council Member Thompson seconded the motion, which passed unanimously, and the meeting was adjourned at 5:19 p.m.

Respectfully submitted,

Alice Withers – Committee Secretary



## STAFF REPORT

**TO:** Public Safety Committee

**VIA:** Mark Watson, City Manager

**DATE:** October 7, 2024

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

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

**SUBJECT:** Ordinance to Amend Traffic Code – Chapter 75 Traffic Schedules, Schedule I. Speed Limits

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### SUMMARY STATEMENT

The Public Safety Committee is requested to consider amending *Chapter 75 Schedule I: Speed Limits – State Maintained Streets* to reduce the speed limit on Lancaster Avenue from 0.09 miles northeast of Brook Farm Lane to 0.08 mile southeast of Davenport St during Central Academy of Technology & Arts (CATA) school hours to 35 mph.

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### REVIEW

NCDOT recently notified Staff of the need for a municipal declaration to reduce the speed limit during CATA school hours to 35 mph on Lancaster Avenue (SR 3515) from 0.09 mile northeast of Brook Farm Lane to 0.08 mile southeast of Davenport Street. The current speed limit is 45 mph. Both the City and NCDOT maintain separate traffic schedules. Staff is in agreement with the requested Municipal Declaration for this section of Lancaster Avenue to be 35 mph in effect from 30 minutes before to 30 minutes after school begins and ends on school days only. The attached Ordinance Amendment (O-2024-56) reflects the recommended change. There is also a Certification of Municipal Declaration that will need to be executed by the City Clerk and sent to NCDOT for their formal approval.

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### RECOMMENDATION

Staff recommends the following:

1. Amend Chapter 75 Traffic Schedules, Schedule I: (A) Speed Limits – State-Maintained Street to reduce the speed limit on Lancaster Avenue (SR 3515) from 45

- mph to 35 mph 30 minutes before to 30 minutes after school begins and ends on school days only between 0.09 mile northeast of Brook Farm Lane to 0.08 mile southeast of Davenport Street;
2. Authorization of the City Clerk to execute the Certification of Municipal Declaration to Enact Speed Limits and Request for Concurrence – 35 mph School Speed Zone on Lancaster Avenue (SR 3515).

If the Public Safety Committee is in agreement, the proposed amendment to Chapter 75 Traffic Schedules of the City Code and the Certification of Municipal Declaration Form will be placed on the October consent agenda.

Attachments:  
Ordinance (O-2024-56)  
Certification of Municipal Declaration Form

**AN ORDINANCE TO AMEND  
TITLE VII, CHAPTER 75  
OF THE CITY OF MONROE CODE OF ORDINANCES  
O-2024-56**

**BE IT ORDAINED** by the City of Monroe Council that Title VII: Traffic Code, Chapter 75 – Traffic Schedules of the City of Monroe Code of Ordinances is amended as follows:

**ADD**

**SCHEDULE I. (A) Speed Limits - State-Maintained Streets**

| Street Name                | Description                                                                                                                                                                                         | Speed Limit |
|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| Lancaster Avenue (SR 3515) | From 0.09 mile northeast of Brook Farm Lane to 0.08 mile southeast of Davenport Street (reduced from 45 mph to 35 mph 30 minutes before and 30 minutes after school starts and ends on school days) | 35          |

Adopted this 8<sup>th</sup> day of October, 2024.

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Robert Burns, Mayor

ATTEST:

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Bridgette H. Robinson, City Clerk

**Certification of Municipal Declaration  
To Enact Speed Limits and Request for Concurrence**

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**Concurring State Ordinance Number:** 1086299

**Division:** 10     **County:** UNION

**Municipality** MONROE

**Type:** School Speed Zone - Municipal

**Road:** SR 3515

**Car:** 35 MPH

**Truck:** 35 MPH

**Description:** Between 0.09 mile northeast of Brook Farm Ln. and 0.08 mile southeast of Davenport St. (Central Academy of Technology & Arts, in effect from 30minutes before to 30 minutes after school begins and ends on school days only).

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**Municipal Certification**

I, \_\_\_\_\_, Clerk of \_\_\_\_\_, do hereby certify that the municipal governing body, pursuant to the authority granted by G.S. 20-141(f), determined upon the basis of an engineering and traffic investigation and duly declared, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, the speed limits as set forth above on the designated portion of the State Highway System, which shall become effective when the Department of Transportation has passed a concurring ordinance and signs are erected giving notice of the authorized speed limit.

The said municipal declaration is recorded as follows:

Minute Book: \_\_\_\_\_ Page: \_\_\_\_\_ Ordinance Number: \_\_\_\_\_

In witness whereof, I have hereunto set my  
hand and the municipal seal this \_\_\_\_\_ day  
of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(municipal seal)

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**Department of Transportation Approval**

**Division:** \_\_\_\_\_ **Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Region:** \_\_\_\_\_ **Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_



## STAFF REPORT

**TO:** Public Safety Committee

**VIA:** Mark Watson, City Manager

**DATE:** October 7, 2024

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

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

**SUBJECT:** Ordinance to Amend Traffic Code – Chapter 75 – Traffic Schedules –  
Schedule II: Through Streets

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### SUMMARY STATEMENT

The Public Safety Committee is requested to consider an amendment to the City of Monroe Traffic Code – Chapter 75 - Schedule II: Through Streets.

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### REVIEW

Meadowood Drive is located off Fowler Secrest Road and has two short cul-de-sacs located on it. Meadowood Court is a private street that currently serves the driveway to one residence with an address of 3202 Meadowood Drive. A new house is being built on Meadowood Court that will have a Meadowood Court address. Therefore, a stop sign and street identification signs need to be installed. The Through Street ordinance needs to be amended to include Meadowood Court as a stop street for Meadowood Drive. The attached Ordinance Amendment O-2024-55 reflects the needed amendment.

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### RECOMMENDATION

Staff recommends approval of the attached Ordinance Amendment (O-2024-55) amending Chapter 75 Traffic Schedules - Schedule II. Through Streets. If the Public Safety Committee is in agreement, the proposed amendment to the Traffic Schedules will be placed on the consent agenda for consideration by City Council at the next meeting on October 8, 2024.

Attachment:  
Ordinance (O-2024-55)

**AN ORDINANCE TO AMEND  
TITLE VII, CHAPTER 75  
OF THE CITY OF MONROE CODE OF ORDINANCES  
O-2024-55**

**BE IT ORDAINED** by the City of Monroe Council that Title VII: Traffic Code, Chapter 75 - Traffic Schedules, of the City of Monroe Code of Ordinances be amended as follows:

**SCHEDULE II. THROUGH STREETS**

***ADD:***

| <b><i>THROUGH STREETS</i></b> |                            |
|-------------------------------|----------------------------|
| <b><i>Through Street</i></b>  | <b><i>Stop Streets</i></b> |
| Meadowood Drive               | Meadowood Court            |

Adopted this 8<sup>th</sup> day of October, 2024.

\_\_\_\_\_  
Robert A. Burns, Mayor

ATTEST:

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Bridgette H. Robinson, City Clerk



**STAFF REPORT**

**TO:** Public Safety Committee

**VIA:** Mark Watson, City Manager

**DATE:** October 7, 2024

**FROM:** Ronald D. Fowler, Fire Chief

**PREPARED BY:** Alice Williams, Administrative Assistant

**SUBJECT:** Fire Department ISO Rating

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**SUMMARY STATEMENT**

Staff will report to the Public Safety Committee an update on Fire Department ISO rating.

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**REVIEW**

Staff will provide to the Public Safety Committee a general update on Fire Department ISO rating.

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**RECOMMENDATION**

Fire discussion and informational purposes only.



## **STAFF REPORT**

**TO:** Public Safety Committee

**VIA:** Mark Watson, City Manager

**DATE:** October 7, 2024

**FROM:** J. Bryan Gilliard, Chief of Police

**PREPARED BY:** Angie Rangolan, Administrative Services Supervisor

**SUBJECT:** United States Department of Justice, Office of Justice Programs, Edward Byrne Memorial Justice Assistance Grant for Fiscal Year 2023

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### **SUMMARY STATEMENT**

The Police Department seeks to call for a public hearing to receive public comments on the acceptance of the Bureau of Justice Assistance Grant FY 23 Edward Byrne Memorial Justice Assistance Grant in the amount of \$49,494.

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### **REVIEW**

The Police Department has received an award of \$49,494 grant from the Bureau of Justice Assistance Grant FY 23 Edward Byrne Memorial Justice Assistance Grant. These funds will be used to improve officer communication by purchasing police radios and related equipment.

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### **RECOMMENDATION**

Staff requests approval from the Public Safety Committee to accept this request to call for a public hearing and accept this grant. Additionally, staff requests to appropriate and designate the funds and forward to full Council for approval.

Attachment(s): Budget Amendment BA-2024-26

**CITY OF MONROE  
BUDGET AMENDMENT  
BA-2024-26**

1. Amendment necessary to designate and appropriate funds received from the Bureau of Justice Assistance Grant FY 23 Edward Byrne Memorial Justice Assistance Grant.

General Fund:

|               |          |
|---------------|----------|
| Revenues:     |          |
| Miscellaneous | \$49,494 |
| Expenditures: |          |
| Public Safety | \$49,494 |

Adopted this the 8<sup>th</sup> day of October 2024.

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Robert A. Burns, Mayor

Attest:

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Bridgette H. Robinson, City Clerk