CITY OF MONROE
DOWNTOWN ADVISORY BOARD SPECIAL MEETING
300 W. CROWELL STREET
MONROE, NORTH CAROLINA 28112
DECEMBER 18, 2024 - 5:00 PM
AGENDA

1. Call to Order

2. Roll Call

3. Minutes of Downtown Advisory Board Meeting of October 23, 2024

4. Downtown Economic Development Incentives Grants
   A. PRONTO Grant Request by Casilen Gonzalez for Murphy's on Main
   B. PRONTO Grant Request by Presson Art Gallery and Development Incentive Grant Request by James Scott Purdy

5. Legislative Agenda Discussion

6. Meeting Schedule Discussion

7. Adjourn

CITY OF MONROE
DOWNTOWN MONROE ADVISORY BOARD MEETING
300 W CROWELL STREET, MONROE, NC 28112
OCTOBER 23, 2024
MINUTES

DAB Members: Chair: Joyce Rentschler, Jason Walle, Sheila Crunkleton, Kay Klaren, Marie Starnes, Heather Reagor, Marie Starnes

Staff Present: Lisa Hollowell, Assistant City Manager

Visitors Present: John Wiggins

Member(s) Absent: None

The Downtown Monroe Advisory Board met on October 23, 2024 at 5:00 p.m.

Item 1: Call to order
Joyce Rentschler called the Tuesday, **October 23, 2024** Downtown Advisory Board Special Meeting to order at 5:00 p.m.

Item 2: Roll Call
Roll was documented by Donna O'Keefe.

Item 3: Introduction of Downtown manager
Lisa Hollowell introduced the Donna O'Keefe

Item 4 Approval of August 27, 2024 Minutes.

Motion: Joyce Rentschler made a motion to approve the August 27, 2024 Minutes of the Downtown Advisory Board.

Second: Sheila Crunkleton.

Item 5A: Mural Project (Action Required)

Lisa Hollowell updated the Downtown Advisory Board on the Status of the Mural Project.

The Downtown Advisory Board received 14 proposals. 5 were invited to interview and 4 were interviewed. Two vendors were selected:

1. Girls who Paint from SC were selected for the first mural project for the Steward and Franklin location. Mr. John Wiggins is the owner of this property.
2. Andy Clarkson from Ohio was selected for the second.

Both submitted samples of their work.

Downtown Advisory Board approved the location and artist. Contracts have been executed between the city, owner, and artists.

Lisa Hollowell outlined the next step will be to move ahead to the Design Phase of the project.

Ms. Hollowell requested that the Downtown advisory Board create a steering committee to approve moving ahead to the design and install phase of the first mural project.

Motion: Joyce Rentschler made a motion to move ahead with the selection of Heather Reagor, Joyce Rentschler, Jason Walle, Kay Klaren, and John Wiggins would make up this steering committee

Second: Kay Klaren.

Action: The steering committee will meet Monday at 5 pm at East Frank.

Item 5B

The Second Mural Project will not proceed until the first mural is complete. It will be located Jefferson and Depot Street.

Other possible future location discussed was McBride Rollins Building.

Item 6: Adjourn (Action Required)

Motion: Joyce Rentschler moved to adjourn.

Second: Jason Walle

The meeting adjourned at 5:30 p.m.

City of Monroe
Where Heartland Meets High Tech

STAFF REPORT

TO: Downtown Advisory Board

DATE: December 18, 2024

FROM: Donna O'Keefe, Downtown Manager

SUBJECT: Downtown Economic Development Incentive Grants for: **Murphy's on Main**

SUMMARY STATEMENT

The Downtown Advisory Board is requested to consider the recommendation of staff for a PRONTO GRANT for Murphy's on Main.

REVIEW

Murphy's on Main is renting space at 108 N. Main Street and looking to open a new business in Downtown Monroe. The new, retail business project totals 2,900 sq. ft. and is located within Downtown Monroe's Central Business District.

Based on stipulations of the Economic development incentive grants the Downtown Advisory Board must consider the following:

1. **The Pronto Grant - Rent Subsidy**
   Up to $3 Per Sq..ft.leased/purchased for retail paid quarterly for a 12 month period.
2. Payment of Rent Subsidy funds shall be made by City of Monroe to approved applicants at the end of each calendar quarter based on rent paid that quarter. Proof of timely payment of the full amount of rent will be required before Rent Subsidy funds are release.
3. Once the applicant has submitted required documents as proposed; funds will be made available.

RECOMMENDATION

Staff recommends the Downtown Advisory Board make a motion to recommend approval of this economic development incentive PRONTO grant to City Council.

Downtown Monroe

Downtown Pronto Grant

Application

Business Name: Murphy's on Main
Property Owner: Peter Kerlan **Deed Book:** _____ **Page:** ____
Old Town Holdings.
Address of Proposed Downtown Business: 108 N. main St. Monroe, NC 28112
Applicant's Mailing Address: 8313 poplar Grove Circle
City: Waxhaw State: NC Zip 28173
Applicant's Phone: (419) 708.4439 **Email:** msgonzalez2081@gmail.com

Select Business Retail **Square Feet:** 2900 **Amount Requested** $3.00 per/SQ. Ft.

Approximate cost to open the business:	$30,600.88	**Number of new Jobs:** 2+
Personal Investment	$20,000 (Equity)	**Expected daily traffic:**
Bank or other financial commitment	$10,600.88	**Other:**
Building Rehabilitation	$15,600.00	

Monthly Rent/Lease $ 2,500.00 Additional Space provided if

Expansion N/A Sq. Ft.

Proposed Opening Date of the Business Dec. 6th, 2024

Description of the Business Retail Mercantile/General Store. A unique shopping experience offering a diverse & wide range of gifts, home decor, vintage, candy, Bread & Jam shop and much more. A Destination place to shop & Discover. A place to shop Local USA Branded products with Highly genuine quality goods. Focusing on Local Retailer Entrepreneurship with available vendor spaces.

Please attach the following items in order for City of Monroe to make an appropriate decision on an application: Letter of intent to lease or purchase or a signed lease/purchase contract contingent on receipt of incentives, Business Plan, Financials Statement and/or pro-forma, Marketing Plan, Cost estimates for upfit/equipping the space, Business/personal history.

Signatures: Business Owner: _____ Date 10/1/2024

Property Owner: _____ Date 10/1/2024

City of Monroe—Downtown Monroe
113 West Morgan Street Monroe, North Carolina 28112

Business Model Canvas

Designed for: Murphy's on Main

Designed by: Casilen Gonzalez

Date: Aug. 20, 2024

Version: 1

Key Partners

- Union County Entrepenuers
- Staging Partner
- Entrepenuer's products
- Mule Barn Mercantile
- Local and reginal wholesalers
- Local Bloggers with multiple platform streams

Key Activities

- Creating secondary income resource for small business retail startups
- Connecting with other local businesses in creating events to bring returning customers back to all of our shops.
- Teaching others the art of entr.
- Staying in the "know" by partnering with the business association of Monroe downtown.

Key Resources

- My Social media marketing Skills to help get discovered
- Network of family and friends who have skills and knowledge of creative digital art designing, photography skills, and programming.
- Building equipment and resources from my personal remodeling company.
- Storefront presents

Value Propositions

- Offering retail entrepenuer oppprtunites for many to have startup space to house their quality branded products.
- A Place for the community to source their Local and regional products and goods
- To have a more convenient general store for locals.
- Present Local products to the public in pop up events (collaborting with town)
- Entrepenuers Learn the key componets to develop their products brand.
- Providing Strong Brands and quality goods to the customers.

Customer Relationships

- Reaching Customers through social media platforms (Instagram, Facebook).
- Network with other local followers and support them.
- Giving each customer a special experience with excellent customer service while creating a fun unique one of kind shopping experience.
- Creating long-lasting relationships with shoppers
- Send out monthly subscription letters through emails.
- Create and execute exciting events to bring people to explore the beauty of Historical Monroe.

Channels

- Cross advertisment with other venders and brands.
- Instagram click and purchase shopping options.
- Google engine search.
- Word of mouth through other partnering businesses (Mule Barn Mercantile, U.C.E, Gonzalez Small Construction, Wholesale Partnerships).
- Website (emails)

Customer Segments

-Local families as well as those in the outlining areas.
-Customers looking to bring in visiting relatives to grab local gifts as they travel through.

Cost Structure

- Rent, utilities, upkeep, Insurance
- Startup remodeling cost (displays, renovation to retail space, day to day cost, bags, point of sales program
- Other expenses such as contract workers and or employees.

Revenue Streams

- Cost-sharing wholesale with the Mule Barn Mercantile (Waxhaw store)
- Support from Union County Entrepreneurs non-profit
- Potential Grants for Retail space and Entrepreneurs Opportunities.
- Support of the Mule Barn Mercantile
- Personal investments

Karen Johnson
121 S. Broome Street
#14 Suite A
Waxhaw, NC 28173
October 21, 2024

Proto Grant

I am writing on behalf of Cassi Gonzales regarding the Proto Grant for assistance in her startup, Murphys on Main in Monroe. Cassi entered my store two years ago as a vendor and I quickly recognized her potential to not only be a vendor, but to work in the Mule Barn Mercantile and become a member of Union County Entrepreneurs. She is trustworthy, great with customers and her social media skills are unmatched. Area businesses would reach out to her to do their social media, but she was loyal to our store and our business incubator. She has taken the lead on projects for Union County Entrepreneurs and the Mule Barn Mercantile and I can expect her to complete the project but do an excellent job.

When the opportunity presented itself to do another startup like the Mule Barn Mercantile, Cassi jumped onto the challenge. I know she has the motivation to see this store become a destination and Union County Entrepreneurs will be by her side assisting when needed. Cassi has a real flare of not only setting the stage of her products in a way she has volume sales in the Mule Barn Mercantile, but she knows how to connect with customers to access what they want in the store. She is creative with events and producing ideas to draw customers to the Mule Barn Mercantile and I know she will do the same with Murphys on Main.

Any assistance you can give her in this brand-new endeavor will be funds well spent. Casi is frugal in her business choices and is resourceful in searching for ways to make her funds stretch. She is young, energetic, and determined to make Murphys on Main something unique and a destination!

Best,

Karen Johnson

Mule Barn Mercantile Owner

Union County Entrepreneurs Director

MURPHY'S ON MAIN 10/22/24 APPROXIMATE COST TO OPEN

(store ready agreement) Floors (remove old and install new), all Finish work- Cleaning, Cosmetic repairs, drywall repairs and painting entire retail space, bathrooms, and all other areas (2900 sq. ft. -plus extra storage rooms), Light fixtures	$15,600.00
Shopping bags (paper mart or Amazon)	$320.00
Printer Receipt paper	$90.00
Quail system program (.35) for venders	$50.00
Printer	$300.00
Wrapping paper for fragile items	$48.88
Electric company (City of Monroe)	Avg. $200?
Spectrum	$100.00
Key board and tablet for check out	$500.00
Scanner for barcodes	$32.00
Bathroom supplies- toilet paper, hand soap, plunger, cleaner, paper towels, trash bags- Mirrors	$250.00
Security Cameras	$400.00
Lighting	?
Renters Insurance	$160.00
Inventory	$3,000.00
Square (point of sale)	$300.00
Down payment and deposit for Leasing building	$3750.00
First Month Rent	$2500.00
Displays	$3000.00
Water bill	?

Rough estimate $31,000.00

Location:

108 N Main Street Monroe, NC 28112

murphys1988@murphysonmain.com

970554

Casilen Gonzalez

CUSTOMER'S ORDER NO.	DATE 10/1/24
NAME Murphy Son Main LLC	
ADDRESS 108 N. Main St	
CITY, STATE, ZIP Monroe NC 28079	

SOLD BY	CASH	C.O.D.	CHARGE	ON. ACCT.	MDSE. RETD.	PAID OUT

	QUAN.	DESCRIPTION	PRICE	AMOUNT
1				
2		Deposit	$	
3		for 108 N.	3750.00	
4		Main St.		
5		Lease		
6				
7		Paid Cash		
8				
9				
10				
11				
12				

RECEIVED BY

A-4705
T-46523

KEEP THIS SLIP FOR REFERENCE

01-11

COMMERCIAL LEASE AGREEMENT

This Commercial Lease Agreement (Lease) is entered into on this 2nd day of October, 2024, by and between Old Town Holdings L.L.C. (Peter Karlan - Landlord) and Murphy's on Main L.L.C. (Casilen Gonzalez - Tenant). Landlord is the owner of land and a commercial building at 108 N. Main Street, Monroe, N. C. 28112.

Landlord desires to lease the Premises to Tenant, and Tenant desires to lease the Premises from Landlord at the rental property upon the provisions set forth herein. The Leased Premises consists of a commercial building containing approximately 2900 square feet of retail space.

Tenant's permitted use of the premises is for the operation of Retail-Mercantile Only.

THEREFORE, in consideration of the mutual promises contained herein, and for other good and valuable consideration, it is agreed:

Term.

This Lease shall begin on October 2nd, 2024, and shall continue for 3 years.

Terms for the first 3 years shall be $2,500.00 per month for the first year, $2,700.00 per month for the second year, and $2,900.00 per month for the third year.

Tenant shall, subject to approval of the Landlord after notice, have the option to renew for another 3-year term. The term of the option lease cost shall be determined contingent on current market conditions at the time of the renewal and shall not exceed $15.00 per square foot at the end of that term. the Tenant shall give Landlord 60 days' notice prior to the termination of the lease term of its intent to exercise this renewal option or not.

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Deposit.

Tenant shall pay the Landlord $3,750.00 at the signing of this lease which represents the security deposit. If the Tenant fails to comply with the terms and conditions of the lease or defaults on the lease, the Landlord may assume the deposit accordingly.

Rent.

Upon the execution of the lease, the Landlord shall allow the Tenant to begin completing leaseholder improvements to ready the space to be occupied by the Tenant. The first month's rent shall be due after all leaseholder improvements are completed and the certificate of occupancy is issued by the City of Monroe. Tenant shall then pay to Landlord a monthly rent payment of $2,500.00 per month for the first-year term of the lease. Each payment shall be due on the first day of each calendar month during the lease.

Any rental payment not received by Landlord by the fifth day of the month shall be subject to a $ 25.00 per day penalty up to the 15th day of the month. After the 15th of the month, the penalty shall be $50.00 per day. If the rent is not paid after 30 days, the landlord will consider the terms of the lease to be broken by Tenant and will begin immediate notice to vacate the property within 30 days.

Repairs.

The Landlord has ensured that the property meets all standards in accordance with state & local ordinances and code requirements prior to leasing the property. The Landlord has ensured that the HVAC, Plumbing and Electrical and fire system are in good serviceable order prior to the Tenant leasing the premises.

During the Lease term, the Tenant shall be responsible for all maintenance and repairs on the property, both interior and exterior, including but not limited to interior walls, heating and air conditioning, plumbing, doors / storefront, electrical service, fire service and all other aspects of the property accordingly. The HVAC has a total warranty on parts and labor for the first year and warranty on all parts for 10 years.

Tenant must provide a receptacle for the disposal of feminine products in restrooms due to the potential for sewage blockage associated with said articles. Any costs associated with sewer blockage are the sole responsibility of the Tenant. The Tenant shall change the HVAC system filters monthly. Tenant shall be responsible for all damages to the premises or to adjacent properties for non-compliance with this or any other requirement outlined in the lease. This includes all costs incurred for appropriate repairs or replacement of damaged articles or equipment.

Alterations and Improvements.

The property is to be leased in "as is" condition with all required improvements completed to pass all inspections other than final inspection. The Tenant shall be responsible for all finish work and cosmetic work in the leased premises. This includes but is not limited to cleaning, painting, drywall repair, base moldings, installing flooring in main hall, offices, bathrooms & ramp. Repairs deemed necessary by the Tenant must be aesthetically pleasing and shall conform with any federal, state, county or city code which will enable the Landlord to pass final inspection and receive the certificate of occupancy. All work shall be completed by licensed and insured contractors or subcontractors.

Tenant shall have the right to remodel, redecorate, and make improvements of the Leased Premises from time to time as Tenant may deem desirable with the prior approval and consent by Landlord. No permanent structures may be built that cannot be easily removed by Tenant upon the end of the lease term. Tenant shall have all improvements and replacements permitted and inspected if required by the zoning and inspections office. At the time the Tenant vacates the property, they must return the property in good serviceable appearance minus signs of light use.

Property Taxes.

Landlord shall pay all ad valorem taxes, property taxes and any special assessments assessed on the property.

Insurance.

Landlord shall maintain fire and extended replacement coverage insurance on the building and the premises and commercial liability and hazard insurance on the property.

Tenant shall be responsible, at its expense, for fire and extended coverage insurance on all personal property, including removable trade fixtures, located in the Leased Premises and whether a part of the Leased Premises or owned by Tenant individually. Landlord shall be an additional loss payee on said policy.

Tenant shall, at their own expense, maintain a policy or policies of comprehensive general liability insurance with respect to the activities in the building with the premiums thereon fully paid on or before the due date. Such insurance policy shall be issued by and binding upon an insurance company approved by Landlord and shall afford minimum protection of not less than $3,000,000.00 combined single limit coverage of bodily injury, property damage or combination thereof.

The Tenant shall secure and provide a certificate of insurance for the following.

- Proof of contents, and betterments and improvements coverage, including sewer back-up. The Landlord shall be named as loss payee on the contents, betterments, and improvements.
- General Liability with the Landlord listed as an additional insured with a waiver of subrogation.
- The Tenant shall secure an Umbrella policy listing the Landlord as additional insured with a waiver of subrogation.
- Workers Compensation for all owners and employees, including a waiver of subrogation $100,000, $300,000, $100,000. limit.
- If the Tenant intends to have a commercial vehicle, a certificate of Auto Insurance shall be required to naming the Landlord as additional insured with a waiver of subrogation. The minimum limit should be $1,000,000 combined single limit of liability.

Other

The tenants shall operate a retail entity with employees a minimum of two persons and pay the employees an average wage of not less than $19.36 per hour

Utilities.

Tenant shall be responsible for all utilities including but not limited to electric, gas, water, sewer, security, trash, internet, cable, and any other services deemed necessary by the Tenant.

Signs.

Tenant shall have the right to place signage at the leased premises. Tenant must secure required permitting for such signage. Landlord must approve signage prior to permitting. Tenant may affix signage to the building and all signs shall comply with applicable zoning ordinances and restrictions and shall be permitted, if required by the zoning office. Tenant shall repair all damage to the Leased Premises resulting from the removal of signs installed by Tenant.

Entry.

Landlord shall have the right to enter upon the Leased Premises at reasonable hours to inspect the same, provided Landlord shall not thereby unreasonably interfere with Tenant's business on the Leased Premises. Tenant must comply with all city, county or state agencies that wish to access the property for inspections.

Damage and Destruction.

If the Leased Premises or any part thereof or thereto is so damaged by fire, casualty or structural defects and cannot be used for Tenant's purposes, rent shall be abated, and Tenant shall have the right within ninety (90) days following damage to elect by notice to Landlord to terminate this Lease as of the date of such damage.

In the event of minor damage to any part of the Leased Premises, and if such damage does not render the Leased Premises unusable for Tenant's purposes, Tenant shall promptly repair such damage, with the appropriate funds from insurance proceeds to the extent applicable, at the cost of the Tenant.

Tenant shall be relieved from paying rent and other charges during any portion of the Lease term that the Leased Premises are inoperable or unfit for occupancy, or use, in whole or in part, for Tenant's purposes. Rentals and other charges paid in advance for any such periods shall be credited on the next ensuing payments, if any, but if no further payments are to be made, any such advance payments shall be refunded to Tenant.

Default.

In the event of a default made by Tenant in the payment of rent when due to Landlord, Landlord may terminate the lease without prior notice. In the event of a default made by Tenant in any of the other covenants or conditions to be kept, observed, and performed by Tenant, Tenant shall have fifteen (15) days after receipt of written notice thereof to cure such default. If the Tenant shall fail to cure any default within the time allowed under this paragraph, Landlord may declare the term of this Lease ended and terminated by giving

Tenant written notice of such intention, and if possession of the Leased Premises is not surrendered, Landlord may reenter said premises.

Tenant shall be responsible for Landlord's reasonable attorney fees in connection with any enforcement of any provisions of this lease.

Quiet Possession.

Landlord covenants and warrants that upon performance by Tenant of its obligations hereunder, Landlord will keep and maintain Tenant in exclusive, quiet, peaceable, and undisturbed and uninterrupted possession of the Leased Premises during the term of this Lease and any renewal period thereafter.

Condemnation.

If any legally, constituted authority condemns the building or such part thereof which shall make the Leased Premises unsuitable for leasing, this Lease shall cease when the public authority takes possession, and Landlord and Tenant shall account for rental as of that date. Such termination shall be without prejudice to the rights of either party to recover compensation from the condemning authority for any loss or damage caused by the condemnation.

Notice.

Any notice required or permitted under this Lease shall be deemed sufficiently given or served if sent by United States certified mail, (not return receipt) addressed as follows:

Landlord: 7011 Hyde Park Dr. Indian Trail, N. C. 28079

Tenant: 8313 Poplar Grove Circle, Waxhaw, N.C. 28173

Landlord and Tenant shall each have the right from time to time to change the place notice is to be given under this paragraph by written notice thereof to the other party.

Successors.

The provisions of this Lease shall extend to and be binding upon Landlord and Tenant and their respective legal representatives, successors, and assigns.

Consent.

Landlord shall not unreasonably withhold or delay its consent with respect to any matter for which Landlord's consent is required or desirable under this Lease.

Compliance with Law.

Tenant and Landlord each shall comply with all laws, orders, ordinances, and other public requirements now or hereafter affecting the Leased Premises.

IN WITNESS WHEREOF, the parties have executed this Lease as of the day and year first above written.

LANDLORD:

Peter L Karlan, Old Town Holdings, L.L.C.

By_____

TENANT:

Casilen Gonzalez, Murphy's on Main, L.L.C.

By_____

STAFF REPORT

TO: Downtown Advisory Board

DATE: December 18, 2024

FROM: Donna O'Keefe, Downtown Manager

SUBJECT: PRONTO Incentive Grant and DIG for 113/115 S. Main Street, James Scott Purdy

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SUMMARY STATEMENT

The Downtown Advisory Board is requested to consider recommendation of:

1. PRONTO downtown economic development incentive to General Services Committee for 113/115 S. Main Street, J. Scott Purdy
2. Development Incentive Grant (DIG) to General Services Committee for 113/115 S. Main Street, J. Scott Purdy.

REVIEW

James Scott Purdy has made a significant investment in the rehabilitation of the 113/115 S. Main Street, Presson Building. This property required extensive repair, replacement and improvements to the property and the building. The property includes 2990 square feet of retail space for which they are seeking a PRONTO Grant. They are also seeking a Development Incentive Grant. The work was completed on March 15, 2024. The total cost associated with the project was $1,863,129.

1. **PRONTO GRANT**
   Based on stipulations of the PRONTO grant the Downtown Advisory Board must consider the following:
   a) Grant funds for the PRONTO- Upfit is to not exceed $8970
   b) City will not advance grant funds until proof of rent payment has been completed each quarter. Once the applicant has submitted required documents as proposed; funds will be made available.

2. **Development Incentive Grant (DIG)**
   Based on stipulations of the DIG the Downtown Advisory Board must consider the following:
   A maximum grant amount up to 2% of the total investment of 1,863,129 disbursed over a seven (7) year period or $37,262.58 or $5323.23 per year.

   Notes:
   The property owner has submitted a complete package including: application, architectural drawings, site layout, site plan, parking plan, renderings, cost proposals, and other relevant invoices and documentation and has met the requirements of this incentive grant.

   Monroe City Council must approval all DIG applications following a public hearing.

   Grant monies will be distributed on an annual basis for a seven (7) year period, following the completion of the project. Mr. Purdy has requested that after the first payment he would like to set an anniversary date of March 15 each year for 7 consecutive years.

   This project is complete and conforms to the pre-approved plans required in the terms of the grant agreement.

RECOMMENDATION

Upon Staff recommendation, the grant applicant should be approved for recommendation to General Services Committee for:

1. Up to $3 per sq ft.of the assessed sq footage of 2990 or the max PRONTO grant of $8970
2. 2% of the total investment of $1,863,129 disbursed over seven years for the Development Incentive Grant. Funding is subject to compliance with the Program and subject to a general fund appropriation.

Downtown Monroe

Downtown Pronto Grant

Application

City of Monroe
Where Heartland Meets High Tech

Business Name: Presson Art Gallery
Property Owner: James Scott Purdy **Deed Book:** 08414 **Page:** 0024

Address of Proposed Downtown Business: 113/115 Main Street, Monroe, NC 28112
Applicant's Mailing Address: 1619 Waxhaw Indian Trail Road S.
City: Monroe State: NC Zip 28178
Applicant's Phone: (704) 998-7191 **Email:** Scott.Purdy@cadrillion.com

Select Business Retail 2,990 **Square Feet:** 3/SF **Amount Requested** $ 8,970

Approximate cost to open the business:	$ 2,150,000	**Number of new Jobs:** 3 Full + 2 Part time
Personal Investment	$ 1,300,000 (Equity)	**Expected daily traffic:** ± 20
Bank or other financial commitment	$ 850,000	**Other:**
Building Rehabilitation	$ 797,253	

Gallery Portion of construction cost

Monthly Rent/Lease $ N/A Additional Space provided if

Expansion N/A Sq. Ft.

Proposed Opening Date of the Business 3/15/2024

Description of the Business (See Business Plan Description)

Please attach the following items in order for City of Monroe to make an appropriate decision on an application: Letter of intent to lease or purchase or a signed lease/purchase contract contingent on receipt of incentives, Business Plan, Financials Statement and/or pro-forma, Marketing Plan, Cost estimates for upfit/equipping the space, Business/personal history.

Signatures: Business Owner: _____ Date 12-13-24

Property Owner: _____ Date 12-13-24

City of Monroe—Downtown Monroe
113 West Morgan Street Monroe, North Carolina 28112

6031 SF
3041 SF
2990

Continuation Sheet

Project: The Rock Building

Final Payment

Application # 7
Application Date: 02/14/2024
Period To: 02/14/2024

A	B	C	D	E	F	G	H	I
			Materials Purchased and Labor Completed					
Item	Description of Work	Scheduled Value	% This Period	% To Date	From Previous Applications	This Period	To Date	Balance to Finish
201	Division 1 General Conditions	$41,086.08	0.00%	100.00%	$41,086.08	$0.00	$41,086.08	$0.00
202	Division 2 Sitework	$148,570.14	50.00%	100.00%	$74,285.07	$74,285.07	$148,570.14	$0.00
203	Division 3 Concrete	$75,626.02	0.00%	100.00%	$75,626.02	$0.00	$75,626.02	$0.00
204	Division 4 Masonry	$60,984.00	0.00%	100.00%	$60,984.00	$0.00	$60,984.00	$0.00
205	Division 5 Metals	$177,149.70	0.00%	100.00%	$177,149.70	$0.00	$177,149.70	$0.00
206	Division 6 Wood & Plastics	$135,647.19	0.00%	100.00%	$135,647.19	$0.00	$135,647.19	$0.00
207	Division 7 Thermal & Moistures	$114,920.51	0.00%	100.00%	$114,920.51	$0.00	$114,920.51	$0.00
208	Division 8 Doors & Windows	$90,045.90	0.00%	100.00%	$90,045.90	$0.00	$90,045.90	$0.00
209	Division 9 Finishes	$196,097.04	0.00%	100.00%	$196,097.04	$0.00	$196,097.04	$0.00
210	Division 10 Specialties	$26,649.00	0.00%	100.00%	$26,649.00	$0.00	$26,649.00	$0.00
211	Division 11 Equipment	$0.00	-	0.00%	$0.00	-	$0.00	$0.00
212	Division 12 Furnishing	$17,388.00	0.00%	100.00%	$17,388.00	$0.00	$17,388.00	$0.00
213	Division 13 Special Construction	$83,260.80	0.00%	100.00%	$83,260.80	$0.00	$83,260.80	$0.00
214	Division 14 Conveying Systems	$0.00	-	0.00%	$0.00	-	$0.00	$0.00
215	Division 15 Mechanical	$186,606.00	0.00%	100.00%	$186,606.00	$0.00	$186,606.00	$0.00
216	Division 16 Electrical	$209,572.02	0.00%	100.00%	$209,572.02	$0.00	$209,572.02	$0.00
	Subtotal	**$1,563,602.39**	4.5%	**100.0%**	**$1,489,317.32**	**$74,285.07**	**$1,563,602.39**	**$0.00**

Item	Change Order	Scheduled Value	% This Period	% To Date	From Previous Applications	This Period	To Date	Balance to Finish
217	1	$23,657.56	100.00%	100.00%	$23,657.56	$0.00	$23,657.56	$0.00
217	2	$20,833.08	100.00%	100.00%	$20,833.08	$0.00	$20,833.08	$0.00
217	3	$0.00	0.00%	0.00%	$0.00	$0.00	$0.00	$0.00
217	4	$0.00	0.00%	0.00%	$0.00	$0.00	$0.00	$0.00
217	5	$0.00	0.00%	0.00%	$0.00	$0.00	$0.00	$0.00

Continuation Sheet

Project: The Rock Building

Application # 7

Application Date: 02/14/2024

Period To: 02/14/2024

	Total Change Orders	$44,490.64	0.00%	100.00%	$44,490.64	$0.00	$44,490.64	$0.00
-	Total	$1,608,093.03	4.6%	100.0%	$1,533,807.96	$74,285.07	$1,608,093.03	$0.00

*Application & Certification for Payment containing contractor's signed certification is attached

Contractor's Application & Certification for Payment

Contract Date: 01/06/2023
Contracted For:

Application # 7
Application Date: 02/14/2024
Period To: 02/14/2024

To Customer:	For Project:	From Contractor:
Mark Bennett	The Rock Building	Sonshine Construction, Inc.
1619 Waxhaw Indian Trail Rd	113/115 Main Street	12730 Vantage Point Ln.
S. Waxhaw, NC 28173	Monroe, NC 28112	Huntersville, N.C 28078

1	Original contract sum:	$1,563,602.39
2	Plus net changes by change orders:	$44,490.64
3	Total contract sum-to-date:	$1,608,093.03
4	Materials purchased & labor completed to date	$1,608,093.03
5	Less previous certificates for payment	$1,533,807.96
6	Current balance due	$74,285.07
7	Balance to complete	$0.00

The undersigned Contractor certifies that, to the best of the Contractor's knowledge,information and belief, the work covered by this Application for has been completed work covered by this Application for has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owners, and that current payment shown is now due.

Contractor: Date: 02/14/2024

Total Building Cost
1,608,093.
6,031 SF = 266.64 SF

MBA Design & Display Products
35 E Uwchlan Ave, Suite 310
Exton, PA 19341

Additional up-fit cost

Invoice

Date	Invoice #
10/30/2023	23406

Bill To	Ship To
Mr. James Scott Purdy 1619 Waxhaw Indian Trail Road south Waxhaw, NC 28173	Ms. Audrey Allen Presson Gallery 115 S Main Street Monroe, NC 28112

Buyer	P.O. Number	Terms	Due Date	Ship Date	Via	F.O.B.
	23.072.MF	PREPAID	10/30/2023	10/30/2023	VANLINE	EXTON

Item Code	Description	Quantity/Meters	Price Each	Amount
1.101.002 104376	SERIES 100 MILA-WALL WALL MODULES WITH NAILABLE LAYER 1000 x 3000	16	939.00	15,024.00
3.112.002	MILA-WALL SURFACE LAMINATION BOTH SIDES [MILA-FIX 12.180] WALL MODULES 3000MM	16	229.00	3,664.00
3.110.000 100822	JOINT ADHESIVE TAPE, PRE PRIMMED (SEAM TAPE) PRE-PRIMED 38MM X 66M (216') 1.5 X 66 YDS	2	39.00	78.00
3.112.020 106065	MILA-FIX ADHESIVE DOTS, 15MM - (100 PER SHEET)	1	28.00	28.00
4.103.002 PC 108...	SERIES 100 MILA-WALL CORNER PROFILE 3.0M 40X40/1X90 STRUCTURAL COATING/POWDER COATING	4	390.00	1,560.00
4.113.002 106512	SERIES 100 MILA-WALL END COVER PROFILE 3000	8	106.00	848.00
4.114.002 106531	MILA-WALL REMOVABLE TONGUE PROFILE 3000	11	86.00	946.00
5.100.010 107362	MILA-WALL ANGLE CONNECTOR WITH CLAMP (BOTTOM)	2	63.00	126.00

Rep	MF
S.O. Number	15689
Phone #	Fax #
610.524.7590	610.524.7604

Subtotal	
Sales Tax (0.00)	
Total	
Payments/Credits	
Balance Due	

MBA Design & Display Products
35 E Uwchlan Ave, Suite 310
Exton, PA 19341

Invoice

Date	Invoice #
10/30/2023	23406

Bill To	Ship To
Mr. James Scott Purdy 1619 Waxhaw Indian Trail Road south Waxhaw, NC 28173	Ms. Audrey Allen Presson Gallery 115 S Main Street Monroe, NC 28112

Buyer	P.O. Number	Terms	Due Date	Ship Date	Via	F.O.B.
	23.072.MF	PREPAID	10/30/2023	10/30/2023	VANLINE	EXTON

Item Code	Description	Quantity/Meters	Price Each	Amount
5.100.075 107379	MILA-WALL = 5.100.011 & 5.100.070 SINGLE CONNECTOR TO SLIDE INTO "U" TOP- CLAMP COMPLETE	2	110.00	220.00
6.100.010 107523	MILA-WALL RIGID MODULE BOTTOM FASTENER (PLUG IN)	11	31.00	341.00
6.100.020 107524	MILA-WALL RIGID MODULE TOP FASTENER (SCREW IN)	11	31.00	341.00
6.100.100S 107533	MILA-WALL FASTENING SCREW FOR MODULE FASTENERS SILVER	28	0.00	0.00
6.100.100C 107598	MILA-WALL FASTENING SCREW FOR MODULE FASTENERS COPPER	17	0.00	0.00
6.100.200 100035	MILA-WALL CLIP #1 FOR END COVER PROFILE	80	3.00	240.00
9.104.006 100111	MILA-WALL ADJUSTING DISC	1	57.00	57.00
9.104.011 107846	MILA-WALL TOOL KIT BAG	1	125.00	125.00
9.163.000 107849	MILA-WALL LEVER ROLLER	1	512.00	512.00
12.180-S	MILA-FIX 1020MM 25LFM WHITE-SA-REMO	8	0.00	
12.180-S 100M R...	MILA-FIX 1020MM 100LFM WHITE 658080-22443	116	0.00	
CRATES	MILA-WALL ONE-WAY CRATES	1	1,358.00	1,358.00

Subtotal	
Sales Tax (0.00)	
Total	
Payments/Credits	
Balance Due	

Rep	MF
S.O. Number	15689
Phone #	Fax #
610.524.7590	610.524.7604

MBA Design & Display Products
35 E Uwchlan Ave, Suite 310
Exton, PA 19341

Invoice

Date	Invoice #
10/30/2023	23406

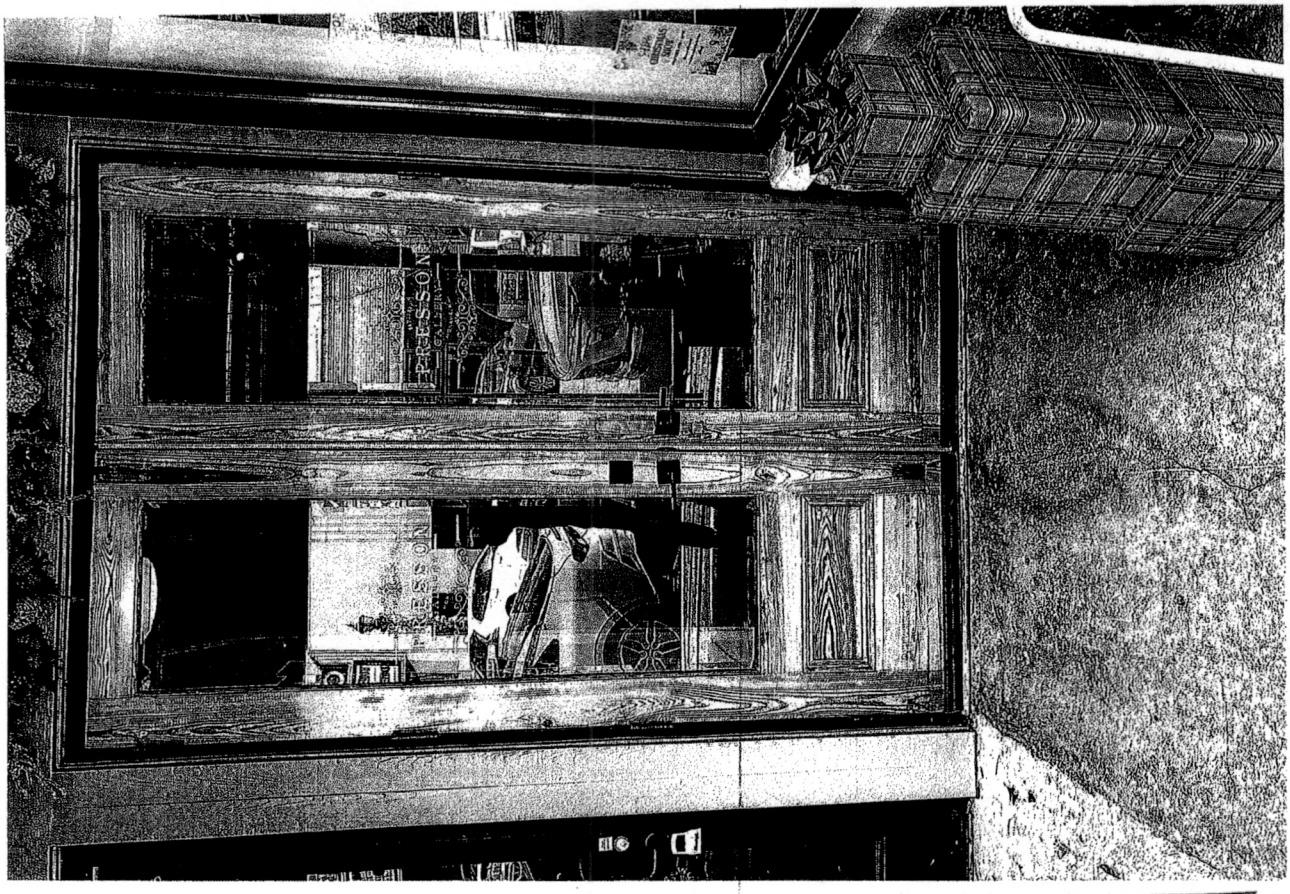
Bill To	Ship To
Mr. James Scott Purdy 1619 Waxhaw Indian Trail Road south Waxhaw, NC 28173	Ms. Audrey Allen Presson Gallery 115 S Main Street Monroe, NC 28112

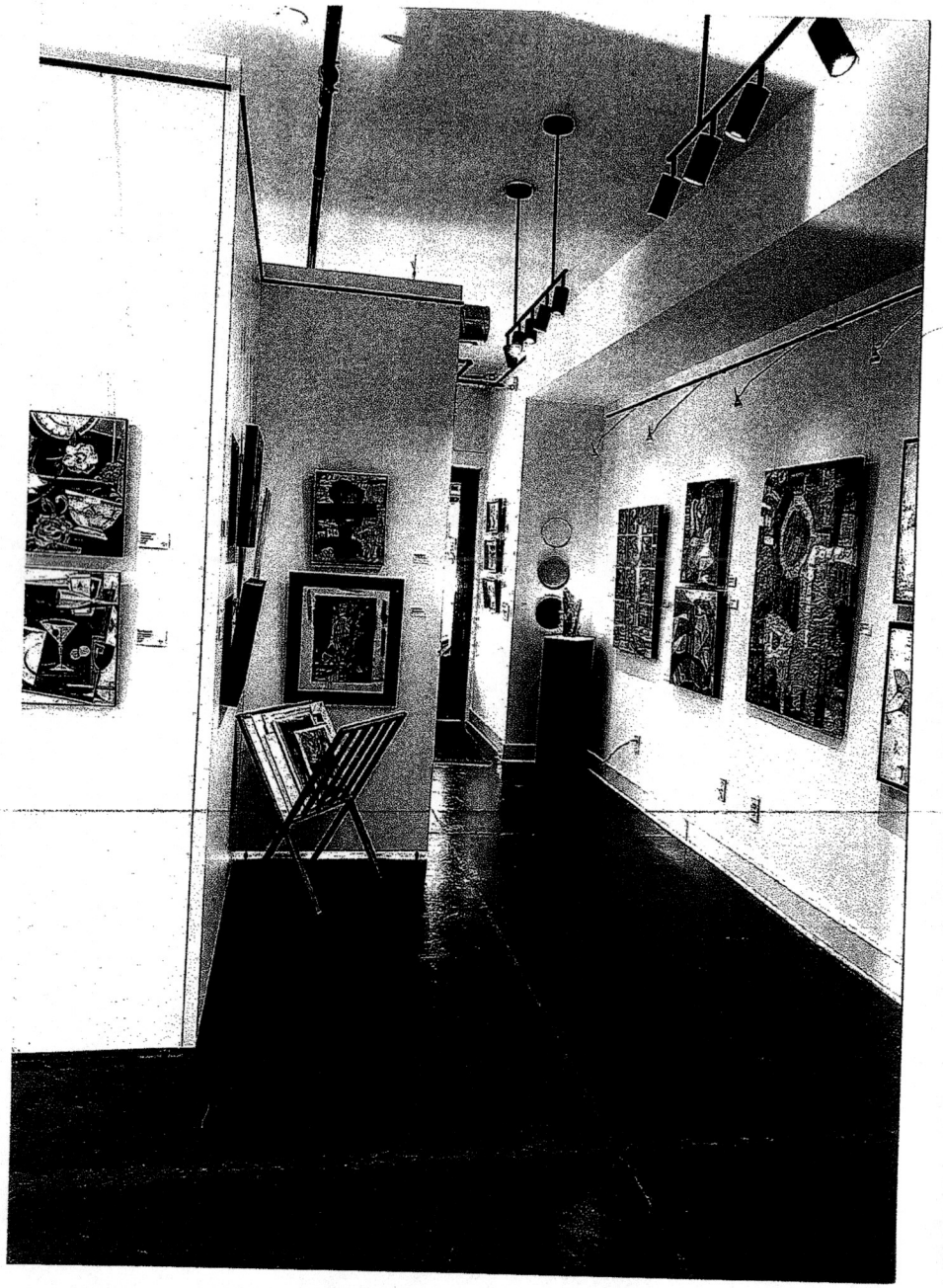
Buyer	P.O. Number	Terms	Due Date	Ship Date	Via	F.O.B.
	23.072.MF	PREPAID	10/30/2023	10/30/2023	VANLINE	EXTON

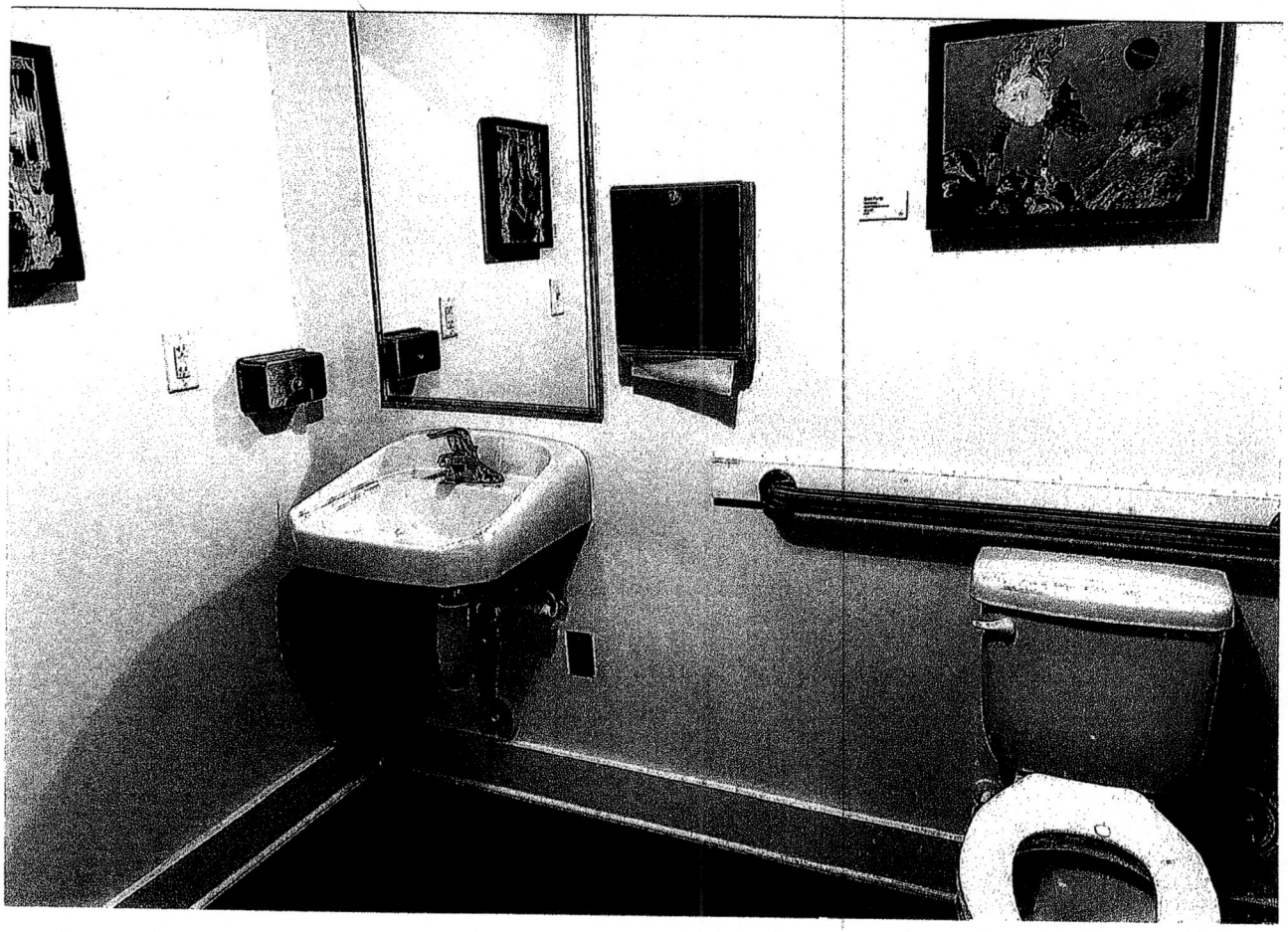
Item Code	Description	Quantity/Meters	Price Each	Amount
FREIGHT OUT	FREIGHT OUT- VIA VAN LINE INSIDE DELIVERY ADCOM 1000636302	1	3,250.00	3,250.00

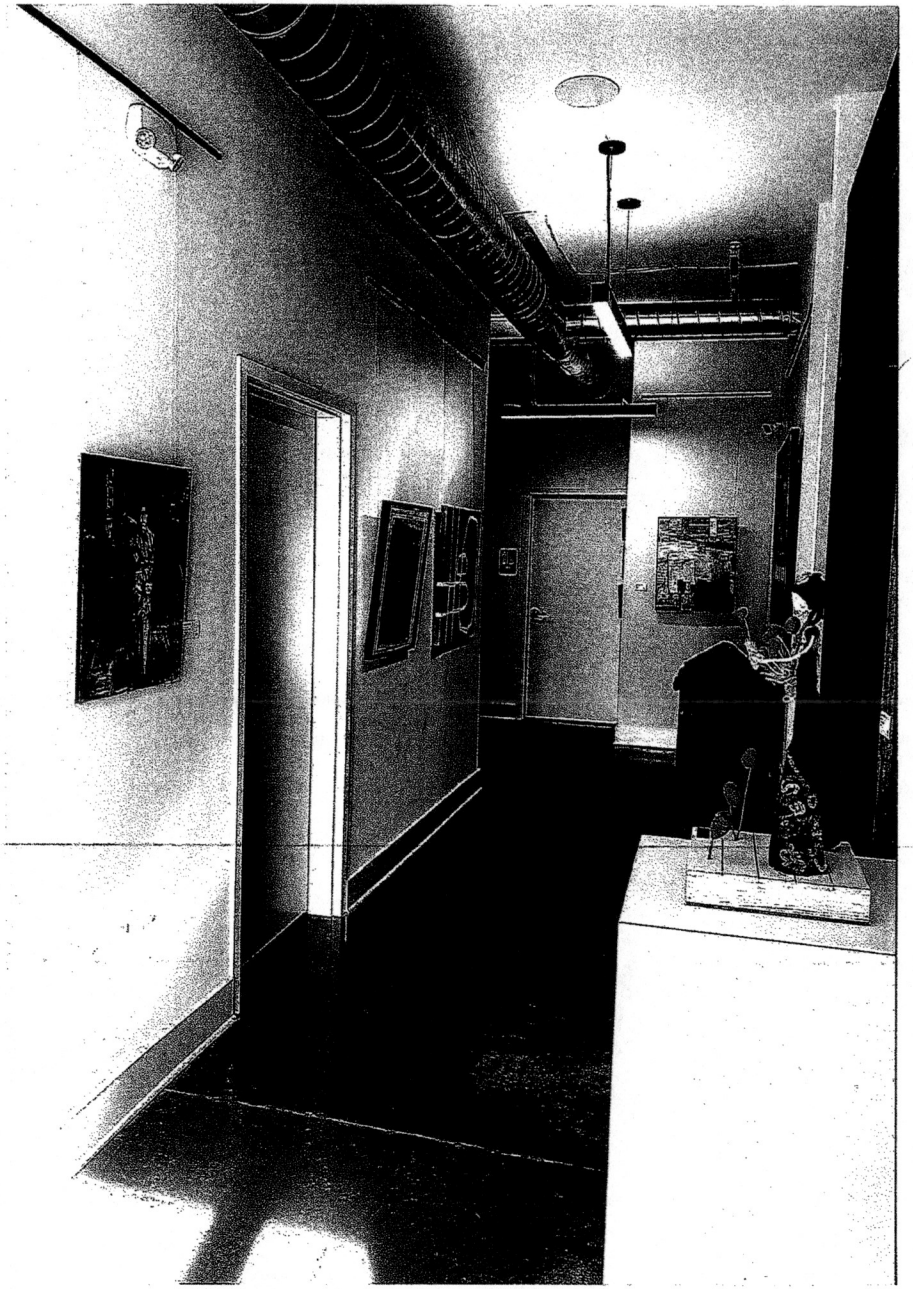
Subtotal	$28,718.00
Sales Tax (0.00)	$0.00
Total	$28,718.00
Payments/Credits	-$28,718.00
Balance Due	$0.00

Rep	MF
S.O. Number	15689
Phone #	Fax #
610.524.7590	610.524.7604









BACK
GALLERY
&
RESTROOMS

Downtown Monroe

Development Incentive Grant

Application

Developer Name: James Scott Purdy
Address: 1619 Waxhaw Indian Trail Rd S.
Waxhaw, NC 28173

Date: 12 / 13 / 24
Project Start: 2 / 1 / 2023
Project End: / /

Company Representative: Mark Bennett **Title:** Project Manager

Capital Investment: (specify if more than one phase)

Land:
Cost: $
Acres: N/A

Building(s):
Cost: $ 1,863,129
Sq. Ft.: 308.93

Equipment: $
Description:

Building Description: (attach separate sheet, if necessary)
(See attached)

Building Location:
113/115 Main Street
Monroe, NC 28112

Please attach samples of exterior and interior finishes, architectural drawings, renderings, site layout, site plan, parking plan, and other relevant documentation.

Utility Information:
Water Usage (gpd): 795
Wastewater Usage (gpd): 795
Natural Gas (therms): N/A

Electric Usage (kwh):
Electric Load Factor:
Vehicles per Day:

By providing this **Grant Payment Request** to the City of Monroe, I hereby certify for the company that all the information provided is true and correct. The company also agrees to cooperate with the City of Monroe by providing such information and such access to our records as may be necessary to verify the enclosed information. I also understand that any facts found to be incorrect or false, will be grounds for termination of the incentive grant agreement.

Authorized Corporate Signature: **Date:** 12 / 13 / 24

Please Print Name and Title: James Scott Purdy owner

City of Monroe—Downtown Monroe
113 West Morgan Street • Monroe, North Carolina 28112

Anniversary of 3/15/

Downtown Enhancement Programs
Revised January 2009

PROJECT DESCRIPTION

The two-story 4,000 SF Presson Building will be rehabilitated to accommodate three residential apartments on the upper level with exterior balconies fronting onto Correll Street. A fine arts gallery with supporting offices will be located on the ground level. These uses will require structural modifications to the perimeter wall footings and also to interior support piers and lentels. Entrances and exits have been strategically located to meet code regulations.

Exterior improvements include a new roof system, window and storefront modifications, repairs of existing exterior stonework, tuck pointing of existing failed mortar joints.

For a more detailed description, see the following Summary of Work & architectural drawings.

Summary of Work

Repairs and alterations to an existing two-story type IIIB structure originally constructed circa 1941 with exterior mass walls constructed of built in-place composite stone masonry, concrete and brick masonry with conventional joist and rafter framing and boards for roof sheathing and subfloor for the second floor.

The first story assembly and business occupancy space will be repaired and altered with new construction with tenant up-fit requirements for an art gallery and offices. Existing walls are patched and repaired with new finishes. New ADA restrooms with new toilets and laboratories are to be provided. New fire sprinkler system will also be installed per building code.

Existing second floor construction will be completed with gypsum board ceilings installed to complete the horizontal fire separation requirement.

The first and second floor residential occupancy is to be completed as shown to obtain a certificate of occupancy and subsequently occupied as soon as construction is completed.

Façade repairs include cleaning of existing exterior stonework, tuck pointing of existing failed mortar joints including repair of structural cracking in exterior walls, patching and repair of interior surfaces of exterior walls due to water intrusion, repair and patching of reinforced concrete headers for doors and headers and sills for window openings as preparation for new construction and alterations. Alterations include new openings in the mass walls, infilling selected openings in mass walls and installation of pressure treated wood blocking for new doors and windows, modifications to floor and roof framing to accommodate new egress stair construction and interior alterations to mass walls for installation of insulation and finishes.

The work includes selective demolition requirements including removal of existing first floor granular fill, subframing and wood subflooring, removal and salvage of existing equipment, removal and re-use of existing wood joists and rafters, removal of existing wall areas for new wall openings and infilling selected existing openings. A new reinforced concrete slab with thickened slab edges is required along with altering existing concrete column footings, new concrete foundations for new interior and exterior steel columns, new steel columns and beams, miscellaneous wood and steel framing and steel fabrications, repairs and alterations to existing stone and concrete/masonry wall construction and new exterior cold form steel wall framing.

New construction includes new concrete slab, new floor and roof framing in selected areas for new openings and infill of existing openings, construction of new rated and non-rated walls and partitions, floor, wall and ceiling finishes, suspended gypsum board ceilings and mechanical and electrical systems, sun shading devices, protective cover at entry, construction of exterior second floor balconies and an enclosed stair landing/entry area cover.

Business Plan for Presson Gallery

Executive Summary:

Presson Gallery is a local art gallery located in Monroe, N.C., dedicated to promoting and showcasing the works of talented local artists. Our mission is to create a vibrant space that fosters a connection between artists and the community, providing a platform for artistic expression and appreciation.

Mission Statement:

To enrich the local art scene by curating and exhibiting diverse artworks, supporting emerging artists, and engaging the community through art events and educational programs.

Business Description:

Presson Gallery will serve as a hub for local artists to exhibit and sell their work. The gallery will feature a rotating collection of paintings, sculptures, photographs, and other visual arts. In addition to regular exhibitions, we plan to prominently feature an artist and organize workshops and community events to create a dynamic and inclusive cultural space.

Market Analysis:

Target Audience:

- Art enthusiasts and collectors.
- Residents seeking cultural experiences.
- Tourists interested in local art and culture.

Competitive Analysis:

- Identify other local galleries and assess their strengths and weaknesses.
- Differentiate Presson Gallery by focusing on supporting emerging artists and hosting community-driven events.

Products and Services:

- Rotating art exhibitions featuring diverse mediums and styles.
- Art sales and commissions.
- Workshops and educational programs.
    - Hosting events with local art-related activities.

Marketing Plan:

- Develop a strong online presence through a website and social media platforms.
- Collaborate with local businesses for cross-promotions.
- Offer opening night events with artist meet-and-greets.
- Feature an artist once a month.
- Offer promotions.

Operational Plan:

- Establish partnerships with local artists and art organizations.
    - Work closely with artists to develop an engaging exhibit.
- Hire experienced gallery staff.
- Develop an inventory management system for artwork tracking.
- Develop inventory for gallery supplies.

Financial Plan:

Startup Costs:

- Secure funding for lease, renovations, initial inventory, and marketing.

Revenue Streams:

- Art sales
- Workshops

Break-even Analysis:

- Projecting the time required to cover initial investment through revenue is difficult at this juncture as we don't yet have a full roster of artists and haven't yet finalized pricing for each artist. We have adequate financial resources to cover all operating expenses for several years, even without any sales, so we have no concern about business viability.

SWOT Analysis:

Strengths:

- Unique focus on supporting local emerging artists.
- Engaging community events and workshops.
- Local partnerships for cross-promotion.

Weaknesses:

- Dependence on the local art scene and economy.
- Initial challenges in building a customer base.

Opportunities:

- Growing interest in supporting local businesses and artists.
- Collaboration opportunities with local businesses and organizations.
- Artist recognition

Threats:

- Economic downturn impacting art sales.
- Competition from other local galleries.

Risk Management:

- Diversify revenue streams to reduce dependence on art sales alone.
- Establish a financial reserve for unforeseen challenges.
- Regularly assess and adapt marketing strategies based on performance.

Conclusion:

Presson Gallery aims to become a cultural cornerstone in Monroe, fostering creativity and

community engagement through the promotion of local art. By providing a platform for emerging artists and creating a welcoming space for art lovers, we anticipate becoming a vital part of the local cultural landscape.

Continuation Sheet

Project: The Rock Building

Final Payment

Application # 7

Application Date: 02/14/2024

Period To: 02/14/2024

A	B	C	D	E	F	G	H	I
			Materials Purchased and Labor Completed					
Item	Description of Work	Scheduled Value	% This Period	% To Date	From Previous Applications	This Period	To Date	Balance to Finish
201	Division 1 General Conditions	$41,086.08	0.00%	100.00%	$41,086.08	$0.00	$41,086.08	$0.00
202	Division 2 Sitework	$148,570.14	50.00%	100.00%	$74,285.07	$74,285.07	$148,570.14	$0.00
203	Division 3 Concrete	$75,626.02	0.00%	100.00%	$75,626.02	$0.00	$75,626.02	$0.00
204	Division 4 Masonry	$60,984.00	0.00%	100.00%	$60,984.00	$0.00	$60,984.00	$0.00
205	Division 5 Metals	$177,149.70	0.00%	100.00%	$177,149.70	$0.00	$177,149.70	$0.00
206	Division 6 Wood & Plastics	$135,647.19	0.00%	100.00%	$135,647.19	$0.00	$135,647.19	$0.00
207	Division 7 Thermal & Moistures	$114,920.51	0.00%	100.00%	$114,920.51	$0.00	$114,920.51	$0.00
208	Division 8 Doors & Windows	$90,045.90	0.00%	100.00%	$90,045.90	$0.00	$90,045.90	$0.00
209	Division 9 Finishes	$196,097.04	0.00%	100.00%	$196,097.04	$0.00	$196,097.04	$0.00
210	Division 10 Specialties	$26,649.00	0.00%	100.00%	$26,649.00	$0.00	$26,649.00	$0.00
211	Division 11 Equipment	$0.00	-	0.00%	$0.00	-	$0.00	$0.00
212	Division 12 Furnishing	$17,388.00	0.00%	100.00%	$17,388.00	$0.00	$17,388.00	$0.00
213	Division 13 Special Construction	$83,260.80	0.00%	100.00%	$83,260.80	$0.00	$83,260.80	$0.00
214	Division 14 Conveying Systems	$0.00	-	0.00%	$0.00	-	$0.00	$0.00
215	Division 15 Mechanical	$186,606.00	0.00%	100.00%	$186,606.00	$0.00	$186,606.00	$0.00
216	Division 16 Electrical	$209,572.02	0.00%	100.00%	$209,572.02	$0.00	$209,572.02	$0.00
	Subtotal	**$1,563,602.39**	**4.8%**	**100.0%**	**$1,489,317.32**	**$74,285.07**	**$1,563,602.39**	**$0.00**

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217	3	$0.00	0.00%	0.00%	$0.00	$0.00	$0.00	$0.00
217	4	$0.00	0.00%	0.00%	$0.00	$0.00	$0.00	$0.00
217	5	$0.00	0.00%	0.00%	$0.00	$0.00	$0.00	$0.00

Continuation Sheet

Project: The Rock Building

Application # 7

Application Date: 02/14/2024

Period To: 02/14/2024

	Total Change Orders	$44,490.64	0.00%	100.00%	$44,490.64	$0.00	$44,490.64	$0.00
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*Application & Certification for Payment containing contractor's signed certification is attached

Contractor's Application & Certification for Payment

Contract Date: 01/06/2023
Contracted For:

Application # 7
Application Date: 02/14/2024
Period To: 02/14/2024

To Customer:	For Project:	From Contractor:
Mark Bennett	The Rock Building	Sonshine Construction, Inc.
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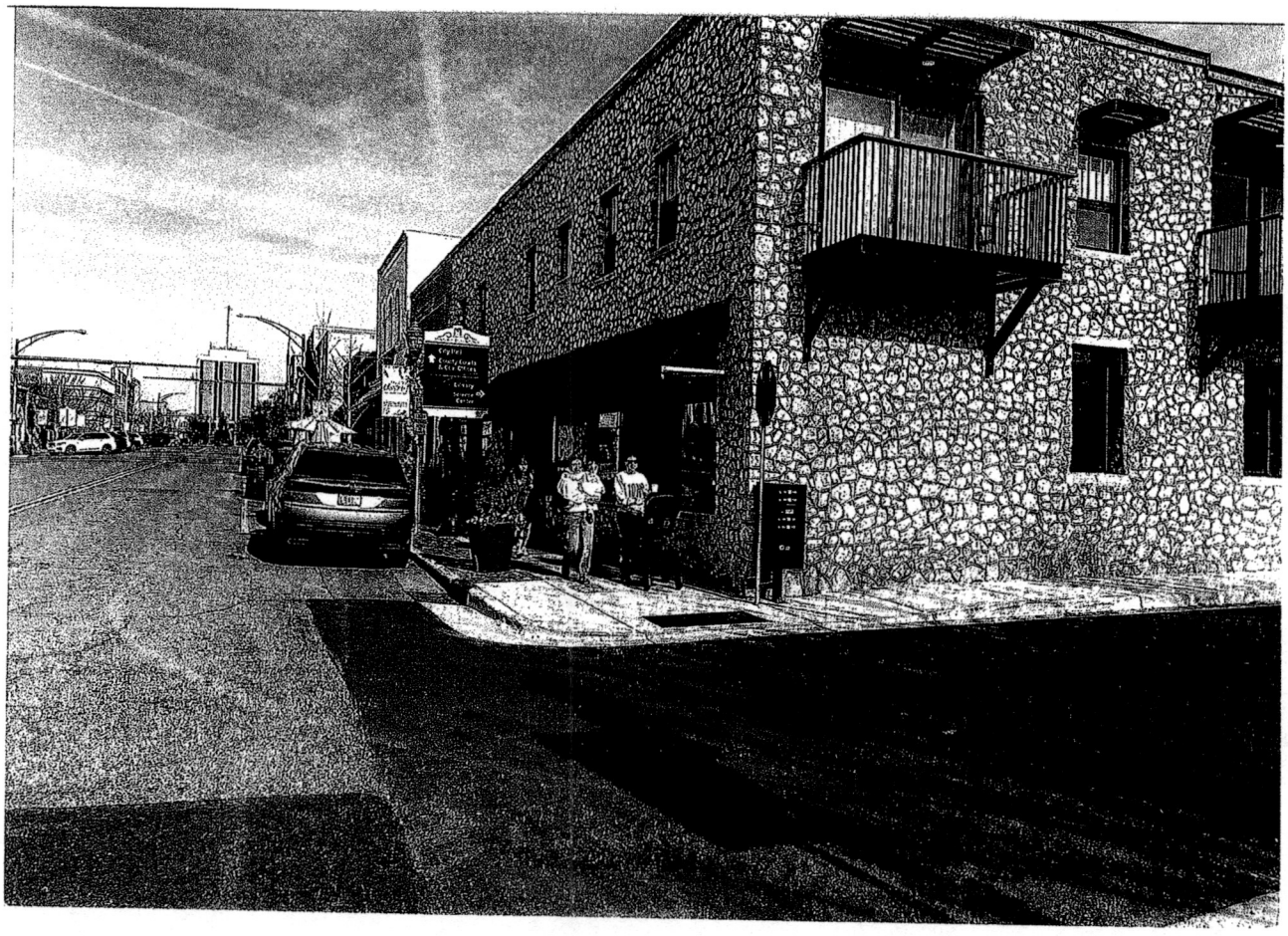
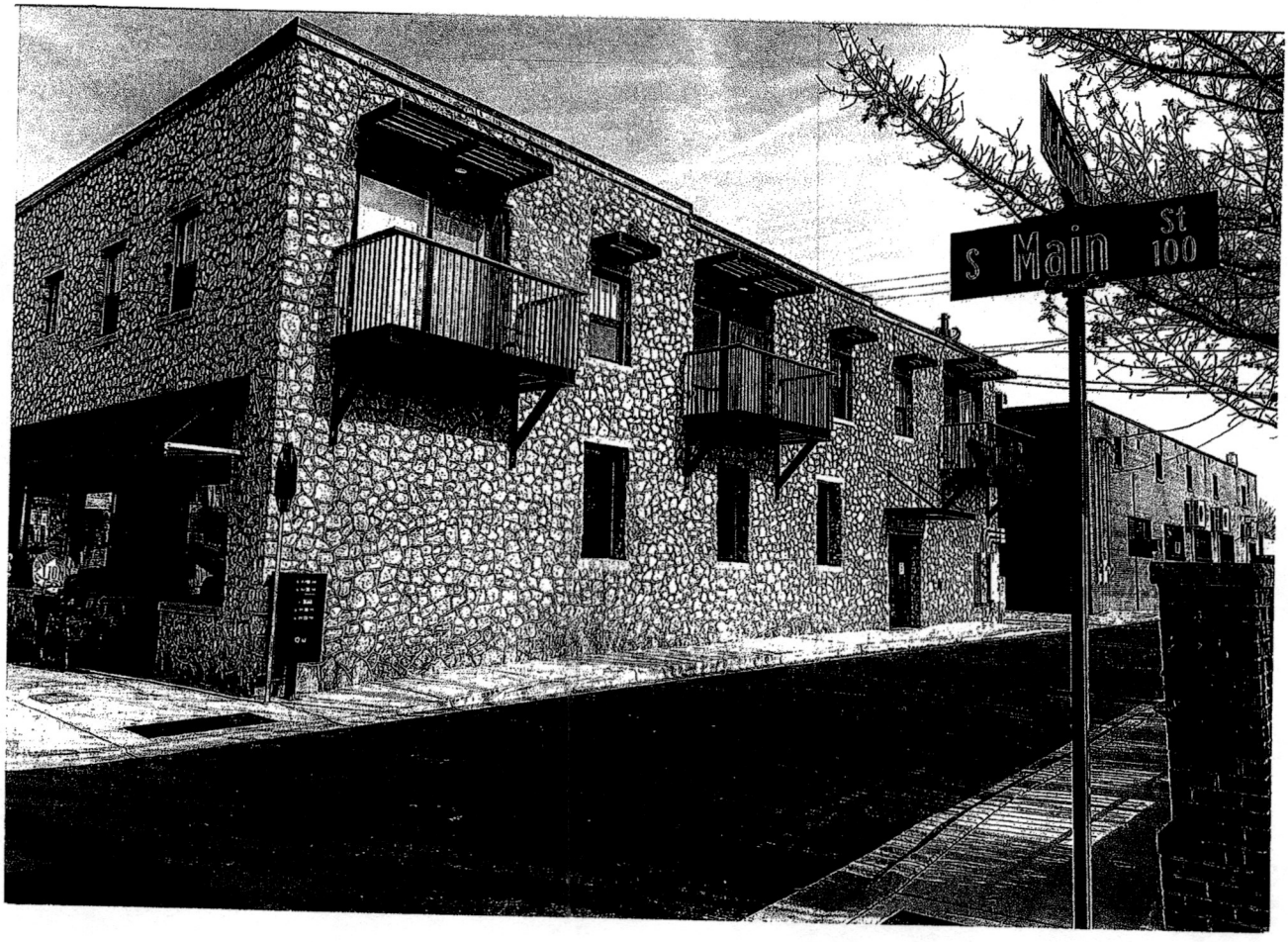
The undersigned Contractor certifies that, to the best of the Contractor's knowledge,information and belief, the work covered by this Application for has been completed work covered by this Application for has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owners, and that current payment shown is now due.

Contractor: Date: 02/14/2024

Total Building Cost
1,608,093.
6,03/ST. = 266.64 SF

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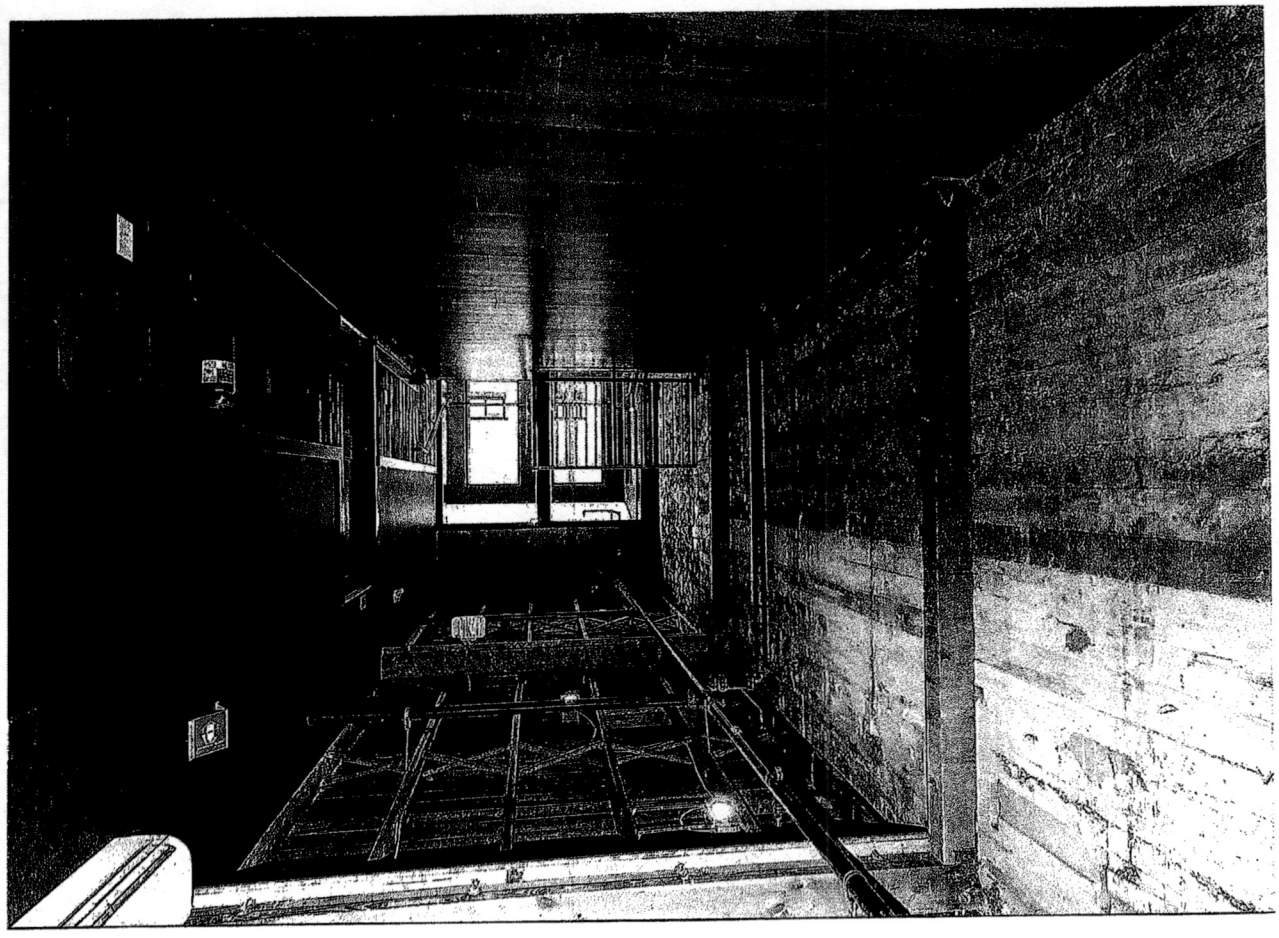

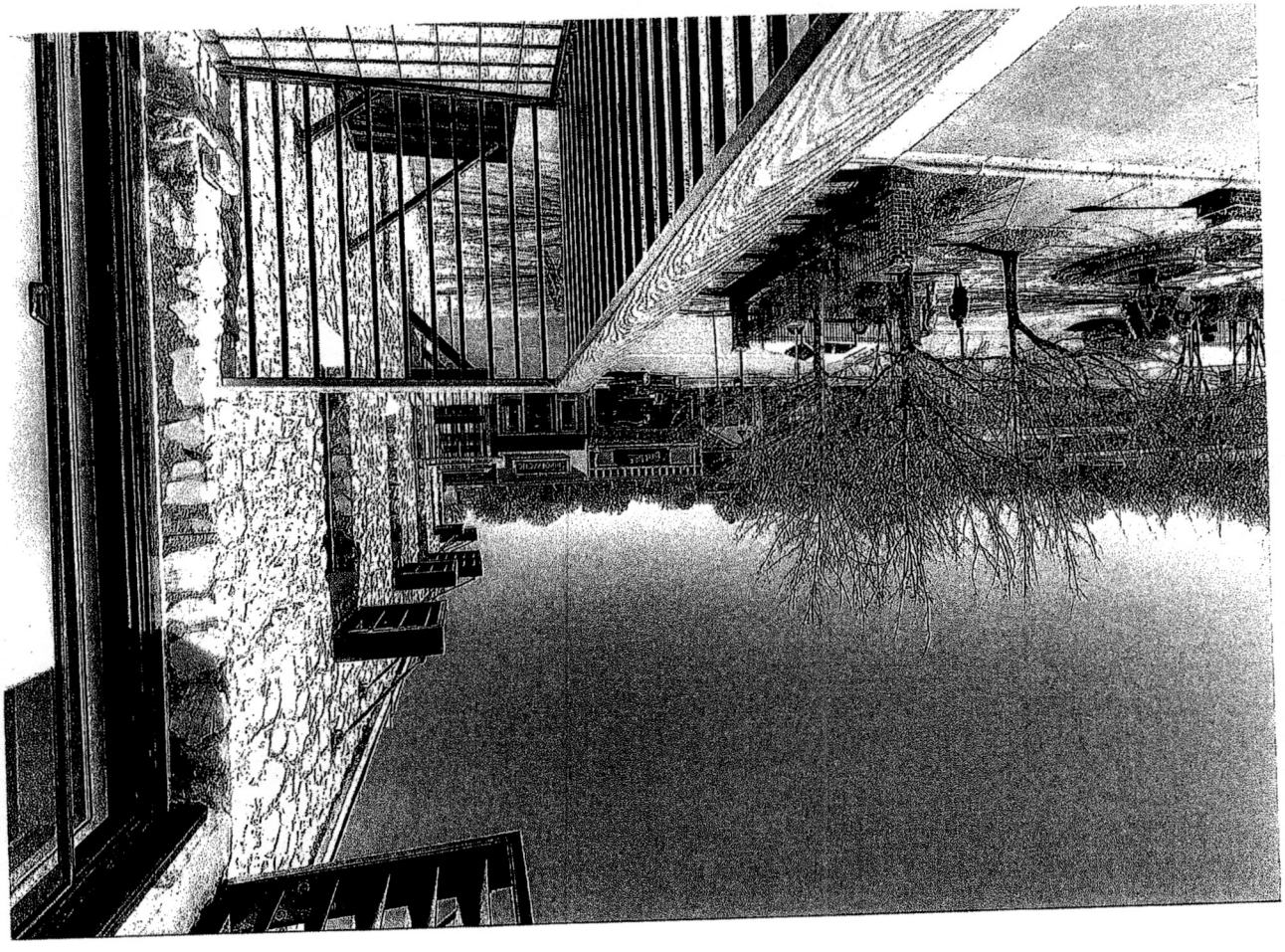

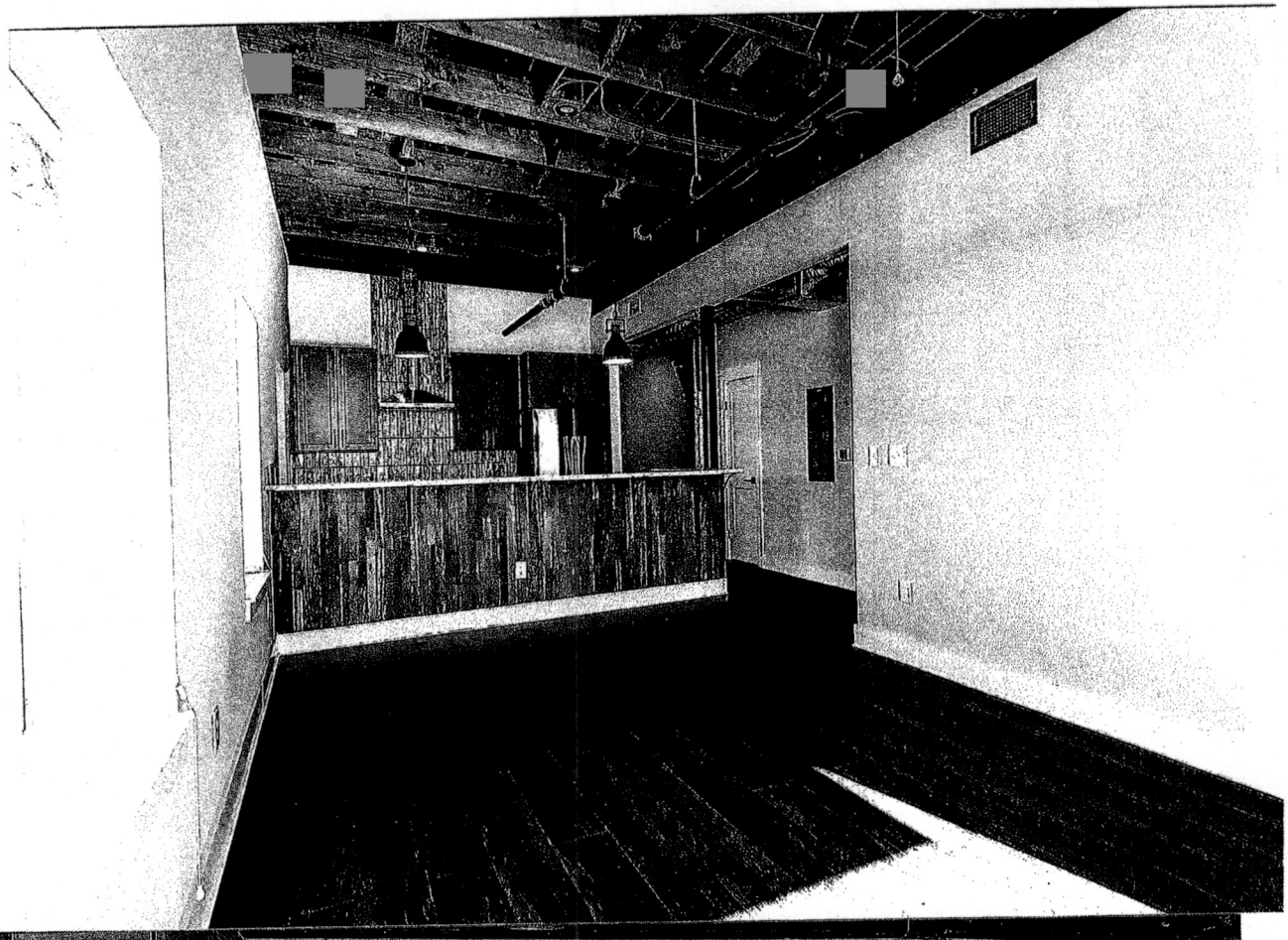

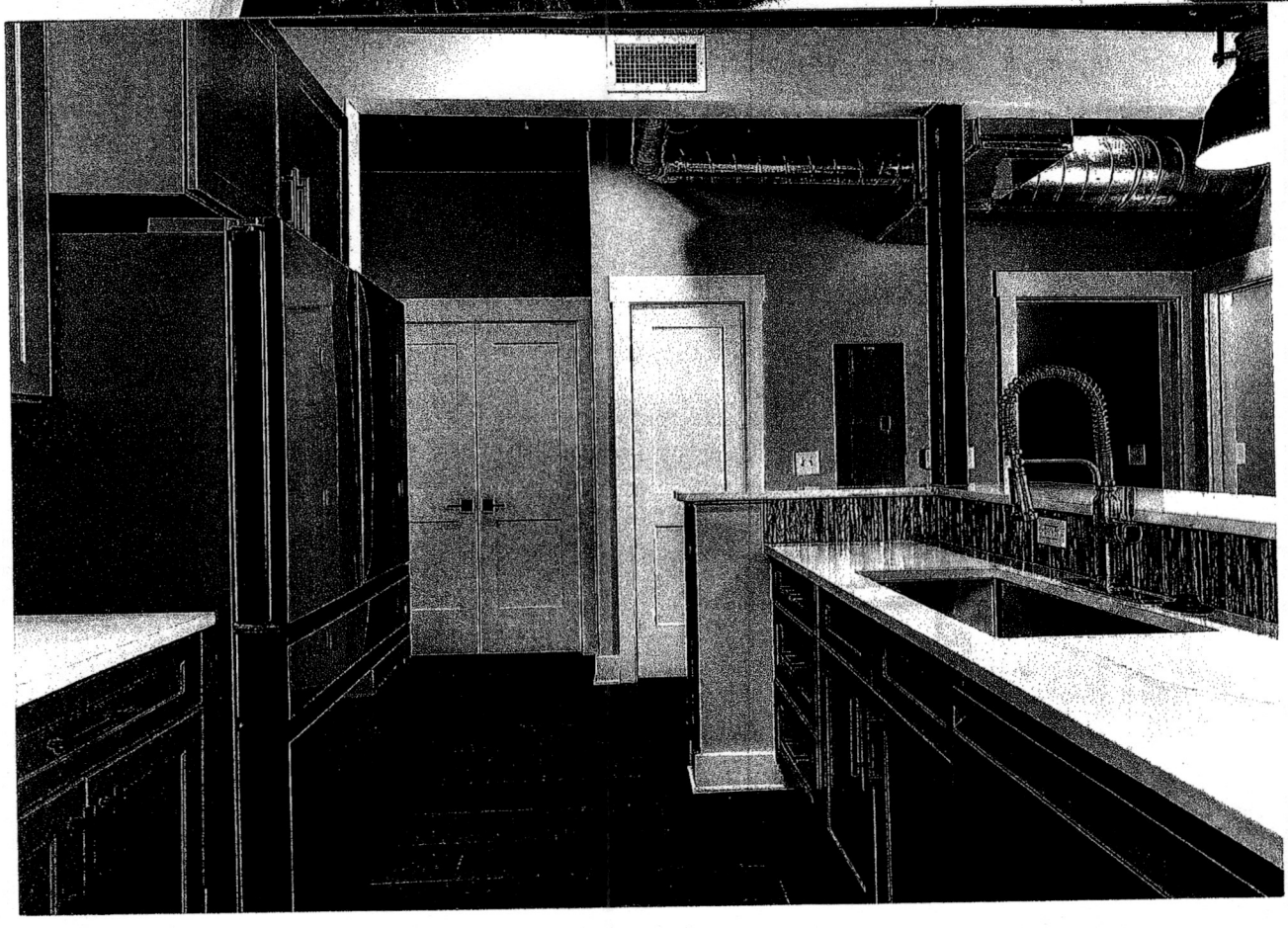

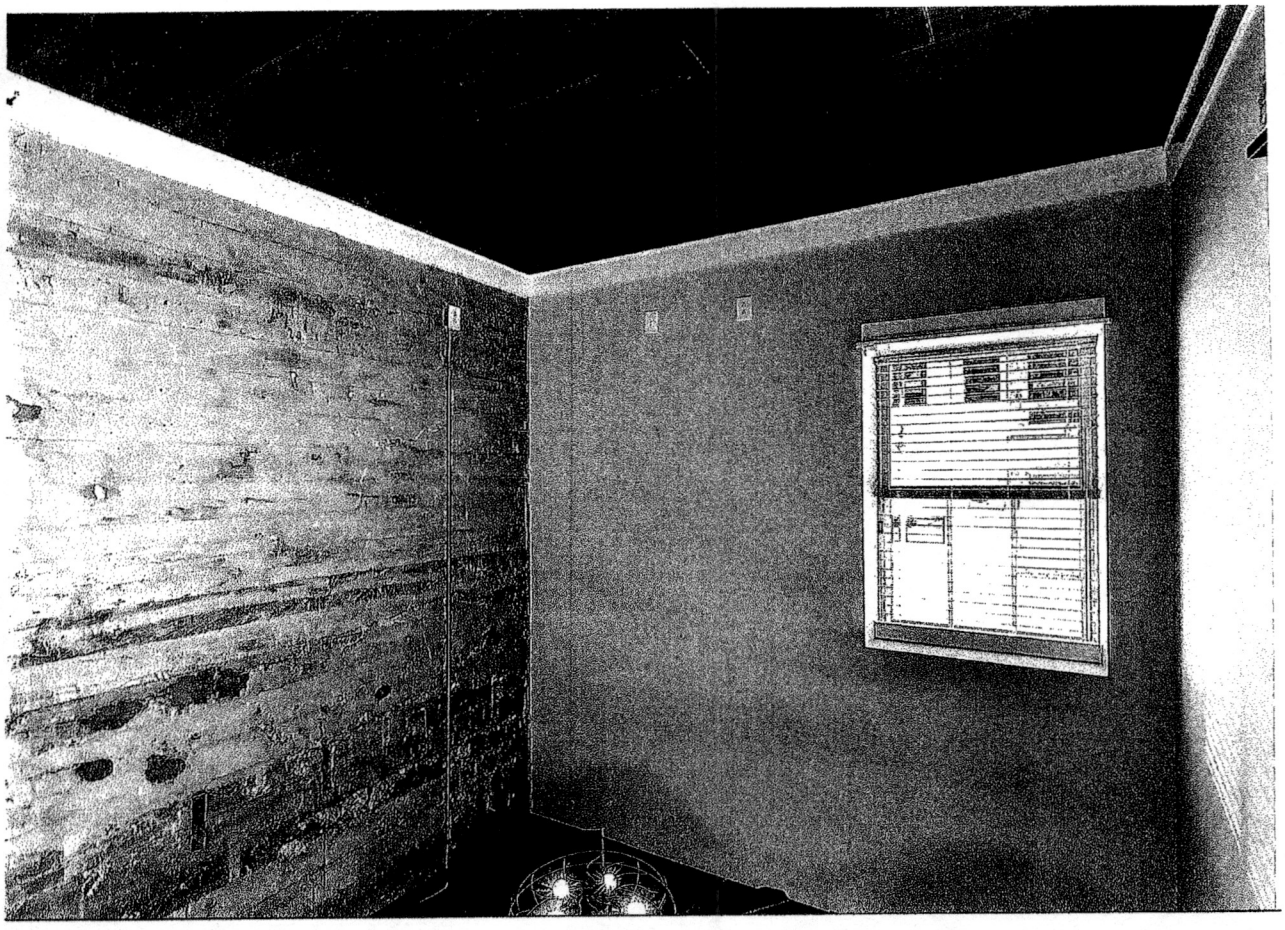

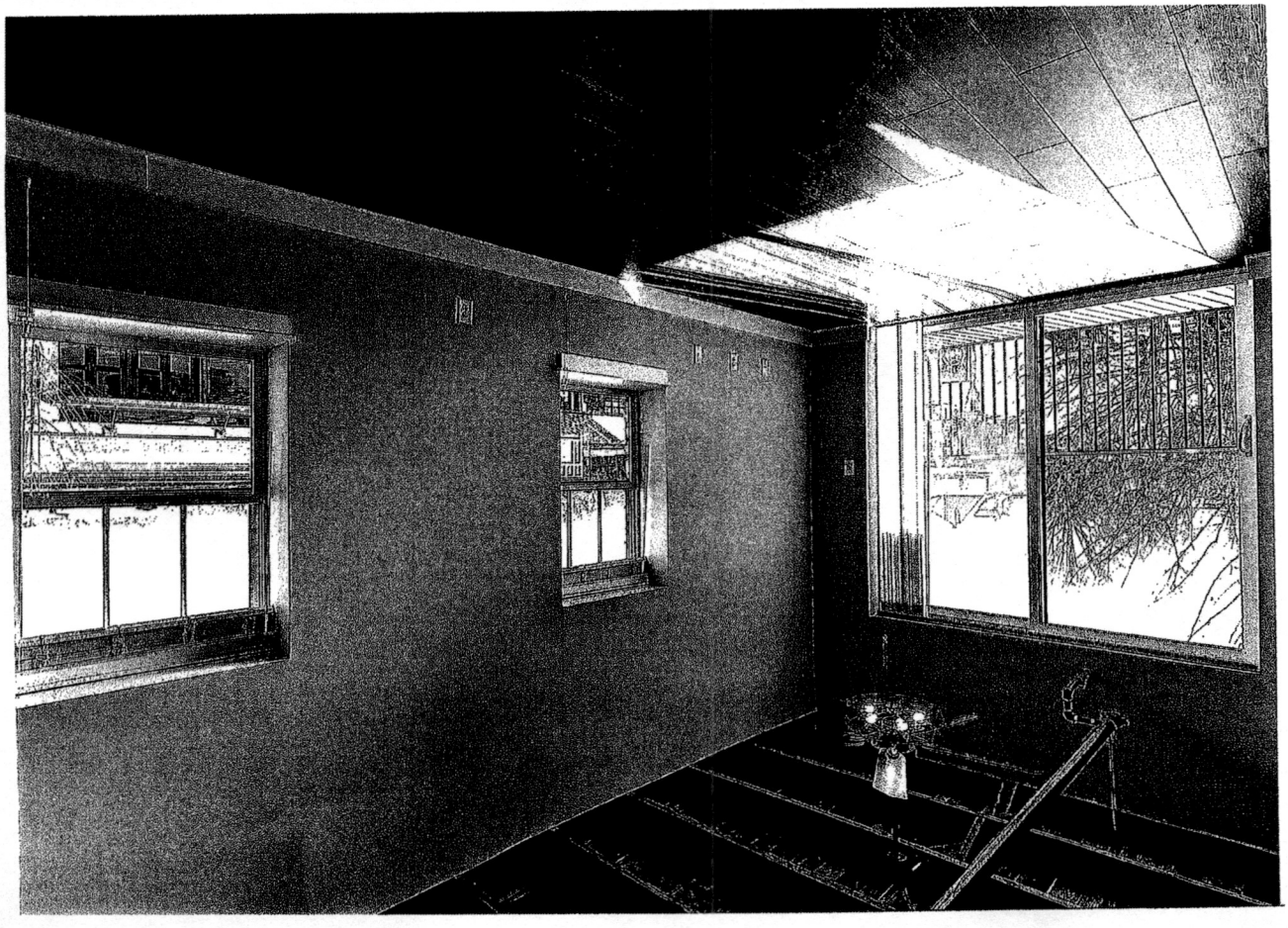

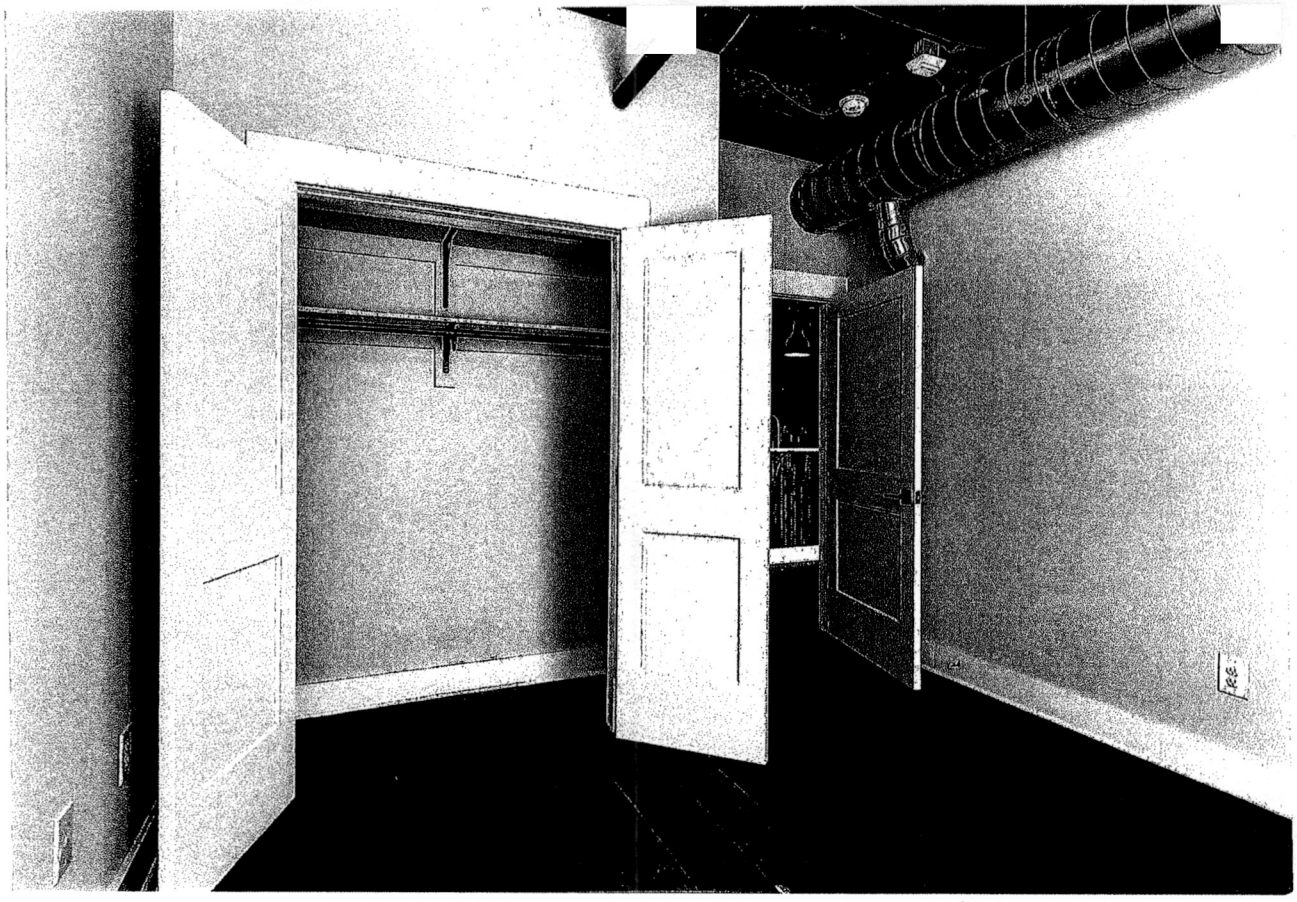

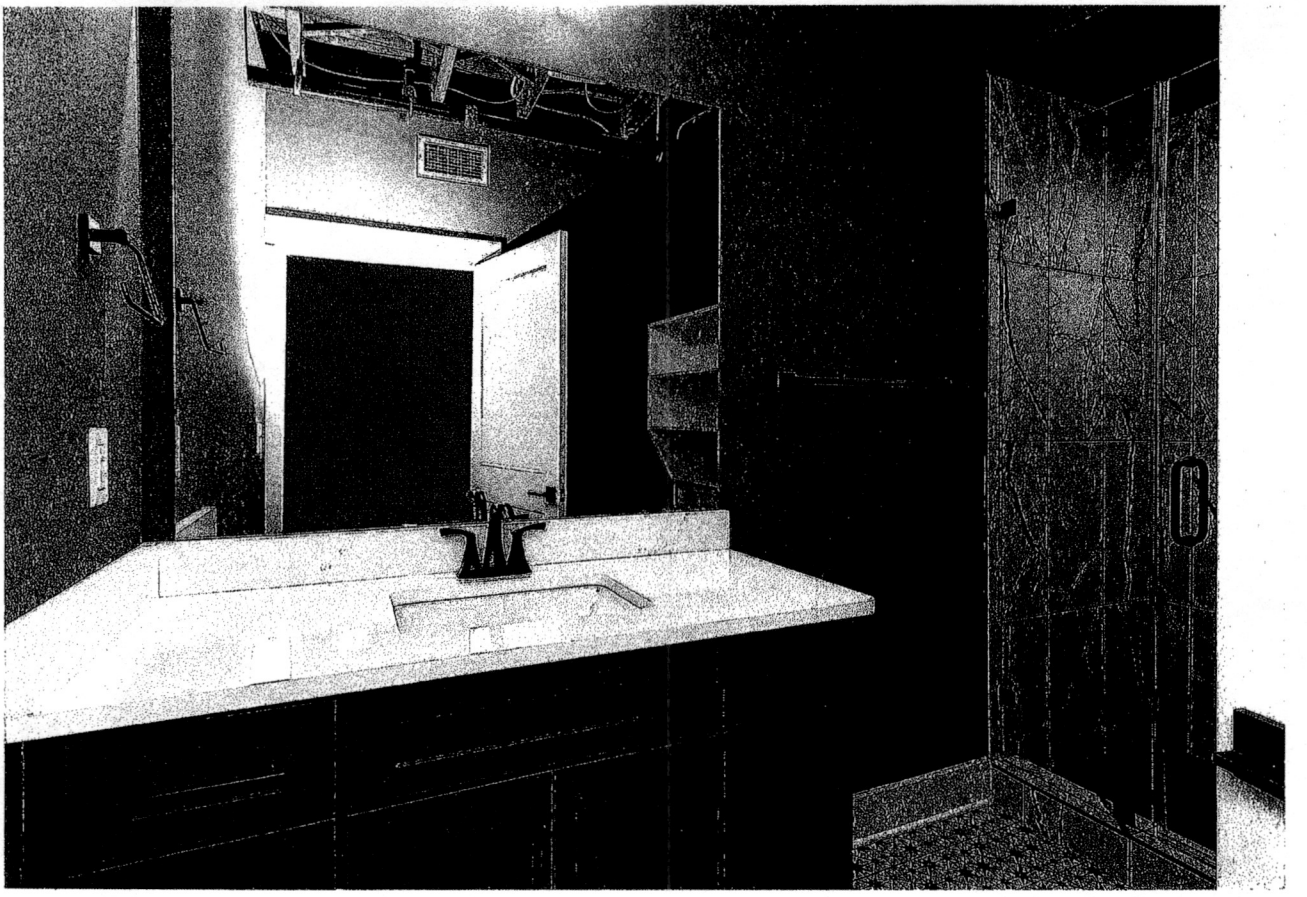

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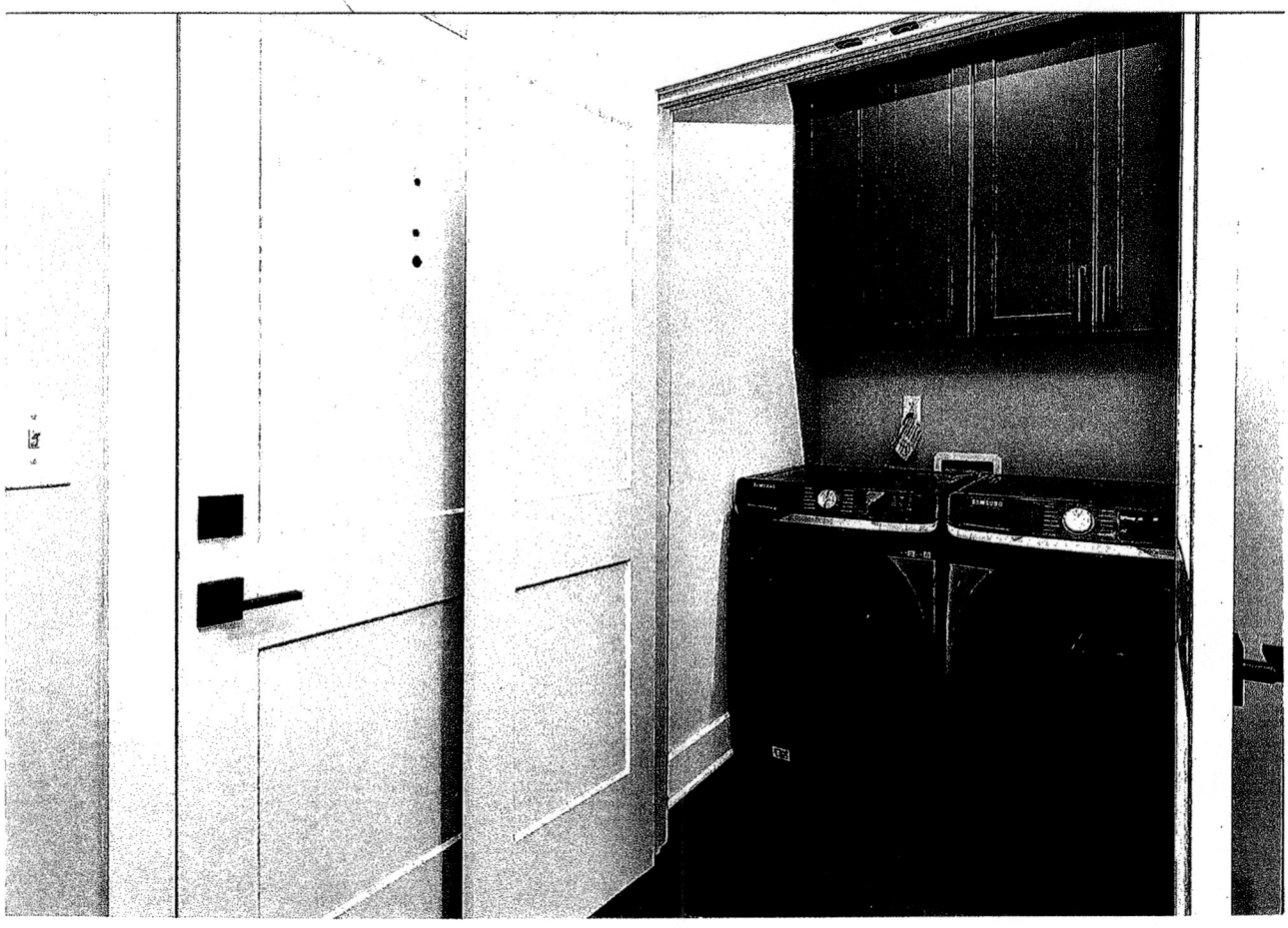

SAMSUNG

John W. Thompson Architect, P.A.

Architectural Fees & Services

DATE: 13 April 2020

INVOICE NO.: 2014
PROJECT NO.: 322006

INVOICE FOR ARCHITECTURAL SERVICES

PROJECT:	TO:
Rock Building Alterations and Repairs 113/115 South Main Street Monroe, N.C. 28112	Mr. Charlie Griffin Unionville, North Carolina 28110

There is due at this time for services and reimbursable expenses on the above Project for the period beginning 19 April 2019 and ending 12 April 2020, the sum of twelve thousand seven hundred fifty-seven and 50/100 dollars ($12,757.50).

Services: Services through Schematic Design
Fee: Hourly ($90.00/hr.)

Time Sheet Summary:

18 April 2019 through 17 January 2020:	98.75 hours
26 February 2020 through April 12, 2020:	43.00 hours
Total Fee earned: 141.75 hrs. x 90.00/hr.	$12,757.50
Previous Payment:	<$00.00>
Balance Fee Earned:	$12,757.50
Fee Due:	$12,757.50
Reimbursements: Engineering, Plots, prints	00.00
Total Due:	**$12,757.50**

Statement prepared by: J. Thompson

Thank you for your prompt payment.

P.O. Box 1927. | Belville, NC 28451 | 910.547.0572 | john@johnwthompsonarchitect.com | johnwthompsonarchitect.com

John W. Thompson Architect, P.A.

DATE: 08 December 2020

INVOICE NO.: 2028
PROJECT NO.: 322006

INVOICE FOR ARCHITECTURAL SERVICES

PROJECT:	TO:
Rock Building Alterations and Repairs 113/115 South Main Street Monroe, N.C. 28112	Mr. Charlie Griffin Unionville, North Carolina 28110

There is due at this time for services and reimbursable expenses on the above Project for the period beginning 07 May 2020 and ending 07 October 2020, the sum of sixteen thousand three hundred ninety-seven and 50/100 dollars ($16,397.50).

Services: Services through Schematic Design
Fee: Hourly ($90.00/hr.)

Time Sheet Summary:

07 May 2020 through 07 October 2020:	139.25 hours
Total Fee earned: 139.25 hrs. x 90.00/hr.	$12,532.50
Fee Earned:	$12,532.50
Reimbursements: Engineering, measured drawings (see attached):	3,865.00
Total Due:	**$16,397.50**

Statement prepared by: J. Thompson

Thank you for your prompt payment.

P.O. Box 1927. | Belville, NC 28451 | 910.547.0572 | john@johnwthompsonarchitect.com | johnwthompsonarchitect.com

John W. Thompson Architect, P.A.

DATE: 26 April 2021

INVOICE NO.: 2035
PROJECT NO.: 322006

INVOICE FOR ARCHITECTURAL SERVICES

PROJECT:

Rock Building Alterations and Repairs
113/115 South Main Street
Monroe, N.C. 28112

TO:

Mr. Charlie Griffin
Unionville, North Carolina 28110

There is due at this time for services including structural drafting and paid reimbursable expenses on the above Project for the period beginning 08 October 2020 and ending 26 April 2021, the sum of twenty-seven thousand nine hundred ninety-two and 50/100 dollars ($27,992.50).

Services: Services through 85% Construction Documents/Structural Design
Fee: Hourly ($90.00/hr.)

Time Sheet Summary:	
13 October 2020 through 19 March 2021:	190.00 hours
Total Fee earned: 190.00 hrs. x 90.00/hr.	$17,100.00
Structural Framing/Detailing/Coordination	
24 March 2021 through 26 April 2021:	95.25 hours
Total Fee earned: 95.25 hrs. x 90.00/hr.	$8,572.50
TOTAL FEE EARNED:	$25,672.50
REIMBURSEMENTS: Structural Engineering (see attached paid invoice):	$2,320.00
TOTAL DUE:	**$27,992.50**

Statement prepared by: J. Thompson
Thank you for your payment.

Please make check payable to:
John W. Thompson, Architect, P.A.

Address:
10214 North Olde Towne Wynd SE
Belville, N.C. 28451

John W. Thompson Architect, P.A.

DATE: 19 July 2021

INVOICE NO.: 2037
PROJECT NO.: 322006

INVOICE FOR ARCHITECTURAL SERVICES

PROJECT:	TO:
Rock Building Alterations and Repairs 113/115 South Main Street Monroe, N.C. 28112	Mr. Charlie Griffin Unionville, North Carolina 28110

There is due at this time for services and paid reimbursable expenses on the above Project for the period beginning 27 April 2021 and ending 25 June 2021, the sum of thirty-four thousand two hundred five and 00/100 dollars ($34,205.00).

Services: Services through Construction Documents
Fee: Hourly ($90.00/hr.)

Time Sheet Summary:	
27 April 2021 through 25 June 2021:	287.50 hours
Total Fee earned 287.50 hrs. x 90.00/hr.	$25,875.00
Total Fee Earned this period:	$25,875.00
Reimbursements: MEP Engineering (See attached paid invoice.):	$8,330.00
Total Fee and Reimbursement Due:	**$34,205.00**
Total Fees to Date: (Does not include original Project fee of $12,757.50.)	**$78,594.50**
Estimated Percentage of Construction Cost:	**8.7%**

Statement prepared by: J. Thompson
Thank you for your payment.

Please make check payable to:
John W. Thompson, Architect, P.A.

Address:
10214 North Olde Towne Wynd SE
Belville, N.C. 28451

John W. Thompson Architect, P.A.

DATE: 19 July 2021

INVOICE NO.: 2037
PROJECT NO.: 322006

INVOICE FOR ARCHITECTURAL SERVICES

PROJECT:

Rock Building Alterations and Repairs
113/115 South Main Street
Monroe, N.C. 28112

TO:

Mr. Charlie Griffin
Unionville, North Carolina 28110

There is due at this time for services and paid reimbursable expenses on the above Project for the period beginning 27 April 2021 and ending 25 June 2021, the sum of thirty-six thousand three hundred eighty-seven and 50/100 dollars ($36,387.50).

Services: Services through Construction Documents
Fee: Hourly ($90.00/hr.)

Time Sheet Summary:	
27 April 2021 through 25 June 2021:	311.75 hours
Total Fee earned: 311.75 hrs. x 90.00/hr.	$28,057.50
Total Fee Earned this period:	$28,057.50
Reimbursements: MEP Engineering (see attached paid invoice):	$8,330.00
Total Fee and Reimbursement Due:	**$36,387.50**
Total Fees to Date: (Does not include original Project fee of $12,757.50)	**$80,777.00**
Estimated Percentage of Construction Cost:	**8.9%**

Statement prepared by: J. Thompson
Thank you for your payment.

Please make check payable to:
John W. Thompson, Architect, P.A.

Address:
10214 North Olde Towne Wynd SE
Belville, N.C. 28451

P.O. Box 1927. | Belville, NC 28451 | 910.547.0572 | john@johnwthompsonarchitect.com | johnwthompsonarchitect.com

John W.
Thompson
Architect,
P.A.

DATE: 23 May 2022

INVOICE NO.: 2052
PROJECT NO.: 342203

INVOICE FOR ARCHITECTURAL SERVICES

PROJECT:

Presson Building Alterations and Repairs
113/115 South Main Street
Monroe, N.C. 28112

TO:

Mr. James Scott Purdy
Gatewood Development LLC
1619 Waxhaw Indian Trail
Road S.
Waxhaw, N.C. 28173

There is due currently for design and construction document services on the above Project for the period beginning 10 March 2022 and ending 13 May 2022, the sum of six thousand four hundred fifty and 00/100 dollars ($6,450.00).

Services: Design and Construction Documents-Plan and document revisions
Fee: Hourly ($120.00/hr.)

Time Sheet Summary:

10 March 2022 through 13 May 2022:	53.75 hours
Total Fee earned to date: 53.75 hrs. x 120.00/hour	$6,450.00
Total Fee Earned this period:	$6,450.00
Reimbursements:	$00.00
Total Fee and Reimbursement Due:	**$6,450.00**

Statement prepared by: J. Thompson
Thank you for your payment.

Please make check payable to:

John W. Thompson, Architect, P.A.

Mailing Address:
10214 North Olde Towne Wynd SE
Belville, N.C. 28451

John W. Thompson Architect, P.A.

DATE: 20 July 2022

INVOICE NO.: 2055
PROJECT NO.: 342203

INVOICE FOR ARCHITECTURAL SERVICES

PROJECT:

Presson Building Renovations, Alterations and Repairs
113/115 South Main Street
Monroe, N.C. 28112

TO:

Mr. James Scott Purdy
Gatewood Development LLC
1619 Waxhaw Indian Trail Road S.
Waxhaw, N.C. 28173

There is due currently for construction document services on the above Project for the period beginning 24 May 2022 and ending 15 July 2022, the sum of eight thousand one hundred sixty and 00/100 dollars ($8,160.00).

Services: Construction Documents-Plan and document revisions
Fee: Hourly ($120.00/hr.)

Time Sheet Summary:

24 May 2022 through 15 July 2022:		68.00 hours
24 May:	Toilet layout and Appendix B, Window W01change-	3.0 hrs.
25 May:	Revise Door Schedule-add new doors, revise layout sheets for doors and windows-	4.25 hrs.
26 May:	Window schedule, add office window, revise window types storefront doorway framing-	5.5 hrs.
27 May:	Window notes, adjust sills, Balcony decking change, lavatory changes for vanities-	6.0 hrs.
28 May:	Vanity revisions, flooring changes, storefront framing-	3.75 hrs.
31 May:	Entry Walls, framing openings, review and modify building sections, adjust wall heights first floor, label new rooms and spaces, roof plan, ridge light and coping changes-	7.75 hrs.
1 June:	Building sections. elevations and plan adjustments, delete ridge light, adjust wall types, publish progress set and .dwg files for MEP coordination-	9.5 hrs.
16 June:	Vanity design, update drawings-	2.75 hrs.
27 June:	Modify specifications to match revisions-	1.75 hrs.
28 June:	Modify specifications to match revisions-	5.0 hrs.
12 July:	Review MEP drawings, comments-	1.75 hrs.
13 July:	Review layout sheets, update, add notes and dimensions to drawings as needed-	3.5 hrs.
14 July:	Review plans and sections, break area design drawings, organize revisions and markers-	5.75 hrs.
15 July:	Identify revisions, annotations, update rendering, structural revisions, publish and post final sets-	7.75 hrs.

Total Fee Earned this period: 68.00 hrs. x 120.00/hour $8,160.00

P.O. Box 1927. | Belville, NC 28451 | 910.547.0572 | john@johnwthompsonarchitect.com | johnwthompsonarchitect.com

Invoice Con'td.

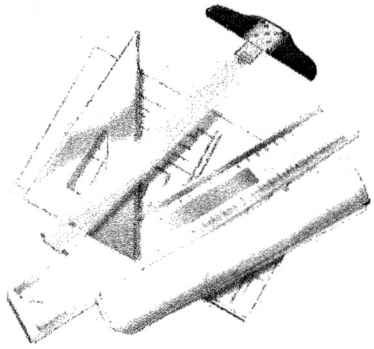
Reimbursements:	$00.00
Total Fee and Reimbursement Due:	**$8,160.00**

Statement prepared by: J. Thompson
Thank you for your payment.

Please make check payable to:

John W. Thompson, Architect, P.A.

Mailing Address:
10214 North Olde Towne Wynd SE
Belville, N.C. 28451



December 7, 2020

To:

John W. Thompson, Architect, P.A.

Post Office Box 1927

Belville, North Carolina 28451

From:

Paul Purvis

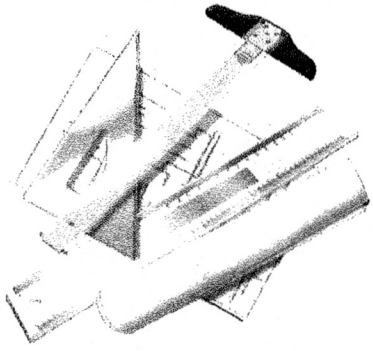
1053 Echo Dr. N.E.

Leland, NC 28451

910-231-8657

Rock Building on site measurements +travel time 6 hrs. @$35 = $210.00

This brings us current for these drawings.



December 7, 2020

To:

John W. Thompson, Architect, P.A.

Post Office Box 1927

Belville, North Carolina 28451

From:

Paul Purvis

1053 Echo Dr. N.E.

Leland, NC 28451

910-231-8657

Rock Building 5 hrs. @$35 = $175.00

This brings us current for these drawings.

Invoice

CBHF Engineers, PLLC
2246 Yaupon Drive
Wilmington, NC 28401
(910) 791-4000
fax (910) 791-5266

June 7, 2021
Invoice No: 20183 - 1

Mr. John Thompson
John Thompson Architect, PA
PO BOX 1927
Leland, NC 28451

Project 20183 The Rock

Professional Services for the Period: April 26, 2021 to May 25, 2021

Billing Group 01 Initial Contract

Fee

Phase	Phase Fee	Percent Complete	Fee Earned	Prior Billing	Current Billing
Construction Documents	9,800.00	85.00	8,330.00	0.00	8,330.00
Total Fee	9,800.00		8,330.00	0.00	8,330.00

Total Fee for Billing Group **8,330.00**

$8,330.00

Total Current Invoice Amount **$8,330.00**

	Current	Prior	Total	Received	A/R Balance
Billings to Date	**8,330.00**	**0.00**	**8,330.00**	**0.00**	**8,330.00**

This invoice is payable upon receipt. After 30 days, a finance charge, computed at the rate of 1.5% per month, or an annual percentage rate of 18% will be applied to the outstanding invoices.

Paid 071221
Check No.
1543

Invoice

CBHF Engineers, PLLC
2246 Yaupon Drive
Wilmington, NC 28401
(910) 791-4000
fax (910) 791-5266

August 6, 2021
Invoice No: 20183 - 2

Mr. John Thompson
John Thompson Architect, PA
PO BOX 1927
Leland, NC 28451

Project 20183 The Rock

Professional Services for the Period: June 26, 2021 to July 25, 2021

Billing Group 01 Initial Contract

Fee

Phase	Phase Fee	Percent Complete	Fee Earned	Prior Billing	Current Billing
Construction Documents	9,800.00	100.00	9,800.00	8,330.00	1,470.00
Total Fee	9,800.00		9,800.00	8,330.00	1,470.00

Total Fee for Billing Group **1,470.00**

$1,470.00

Total Current Invoice Amount **$1,470.00**

	Current	Prior	Total	Received	A/R Balance
Billings to Date	**1,470.00**	**8,330.00**	**9,800.00**	**8,330.00**	**1,470.00**

This invoice is payable upon receipt. After 30 days, a finance charge, computed at the rate of 1.5% per month, or an annual percentage rate of 18% will be applied to the outstanding invoices.

Invoice

CBHF Engineers, PLLC
2246 Yaupon Drive
Wilmington, NC 28401
(910) 791-4000
fax (910) 791-5266

August 8, 2022
Invoice No: 20183 - 3

Mr. John Thompson
John Thompson Architect, PA
PO BOX 1927
Leland, NC 28451

Project 20183 The Rock

Professional Services for the Period: June 26, 2022 to July 25, 2022

Billing Group 01 Initial Contract

Fee

Phase	Phase Fee	Percent Complete	Fee Earned	Prior Billing	Current Billing
Construction Documents	9,800.00	100.00	9,800.00	9,800.00	0.00
Total Fee	9,800.00		9,800.00	9,800.00	0.00

Total Fee for Billing Group **0.00**

0.00

Billing Group 02 Revisions

Professional Services

	Hours	Rate	Amount
Principal Mechanical Engineer	6.50	155.00	1,007.50
Sr Mechanical Engineering Designer	14.00	100.00	1,400.00
Engineering Designer	32.00	80.00	2,560.00
Principal Electrical Engineer	4.00	155.00	620.00
CAD Drafter	16.00	55.00	880.00
Designer	12.00	65.00	780.00
Sr Electrical Engineering Designer	6.00	100.00	600.00
Sr Mechanical/Plumbing Designer	.75	100.00	75.00
Totals	91.25		7,922.50

Total Professional Services **7,922.50**

Total Current Invoice Amount **$7,922.50**

	Current	Prior	Total	Received	A/R Balance
Billings to Date	**7,922.50**	**9,800.00**	**17,722.50**	**9,800.00**	**7,922.50**

This invoice is payable upon receipt. After 30 days, a finance charge, computed at the rate of 1.5% per month, or an annual percentage rate of 18% will be applied to the outstanding invoices.

+Timothy P. Donohue, PE
Professional Engineering and Consulting Services

PO Box 403
Cashiers, NC 28717
Phone (910) 409 3975

INVOICE

INVOICE #20-053-01
DATE: MAY 31, 2020

TO:
Mr. John Thompson, AIA
John W. Thompson Architect, PA
PO Box 1927
Leland, NC 28451

FOR:
Structural Engineering Services
The Rock Building Restoration
Monroe, North Carolina

DESCRIPTION	HOURS	RATE	AMOUNT
Professional Engineering services for site visit to the building in Monroe for inspection and mapping of existing structural components as required to prepare (pending) structural design and drawings for the proposed re-use of the building	8	$ 145.00	$ 1,160.00
		TOTAL	$ 1,160.00

Make all checks payable to Timothy P Donohue, PE
Total Due in 15 days. Overdue accounts subject to a service charge of 1% per month

Thank You for your Business!

Timothy P. Donohue, PE
Professional Engineering and Consulting Services

PO Box 403
Cashiers, NC 28717
Phone (910) 409 3975

INVOICE

INVOICE #20-053-02
DATE: AUGUST 31, 2020

TO:
Mr. John Thompson, AIA
John W. Thompson Architect, PA
PO Box 1927
Leland, NC 28451

FOR:
Structural Engineering Services
The Rock Building Restoration
Monroe, North Carolina

DESCRIPTION	HOURS	RATE	AMOUNT
Professional Engineering services for follow up site visit to the building in Monroe for coordination meeting and supplemental inspection of existing structural components, review of prior consultants plan sheets, derivation of Code prescribed building design loads and preparation of Appendix B, trace design loads through existing building framing elements and assess the structural capacity of all existing framing, and size new footings for proposed construction	16	$ 145.00	$ 2,320.00
		TOTAL	$ 2,320.00

Make all checks payable to Timothy P Donohue, PE
Total Due in 15 days. Overdue accounts subject to a service charge of 1% per month

Thank You for your Business!

Timothy P. Donohue, PE
Professional Engineering and Consulting Services

PO Box 403
Cashiers, NC 28717
Phone (910) 409 3975

INVOICE

INVOICE #20-053-03
DATE: APRIL 13, 2021

TO:
Mr. John Thompson, AIA
John W. Thompson Architect, PA
PO Box 1927
Leland, NC 28451

FOR:
Structural Engineering Services
The Rock Building Restoration
Monroe, North Carolina

DESCRIPTION	HOURS	RATE	AMOUNT
Professional Engineering services for review of Architects draft plans and initial design review comments, follow up review of updated plans, development of sketch details and additional information to support details drafted by the Architect, evaluation of as-built foundations and design of required foundation modifications, evaluation of modifications to existing framing and design verification for new framing elements, back-check of pre-final structural plans, comments, revisions, and seal of final structural permit plans.	16	$ 145.00	$ 2,320.00
		TOTAL	$ 2,320.00

Make all checks payable to Timothy P Donohue, PE
Total Due in 15 days. Overdue accounts subject to a service charge of 1% per month

Paid Check No. 1536
19 April 2021

Thank You for your Business!

PRESSON
GALLERY
PRESSON
GALLERY
CHRISTMAS
SHOW

BACK
GALLERY
&
RESTROOMS

EXIT
EXIT
CHIROPRACT