

**CITY COUNCIL STRATEGIC PLANNING MEETING
300 WEST CROWELL STREET
MONROE, NORTH CAROLINA 28112
SEPTEMBER 9, 2025 – 4:30 P.M.**

AGENDA

www.monroenc.org

1. Resolution Accepting Charlotte-Monroe Executive Airport Vehicle Donation from Hendrick Cadillac
2. Preliminary Fund Balance Update
3. Committee on Disabilities Appointment of Chair – Melinda Plue
4. Downtown Furniture Project Phase 2
 - A. Ordinance Amending Code of Ordinances to add Section 160.10 titled Outdoor Furniture to Chapter 160 titled Downtown District
 - B. Design and Furniture for Franklin Street, Main Street and Hayne Street
 - C. City Manager to Execute Documents
5. Citizens Appointment Committee Recommendation Process to City Boards and Parks and Recreation Advisory Commission Applicants
6. Citizens Appointment Committee Appointment Recommendations

- **All Phones/Pagers:** As a courtesy, please turn off cell phones and pagers while Meeting is in progress.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: September 9, 2025

FROM: Lisa Strickland, Finance Director

PREPARED BY: Shirley Butterick, Purchasing Manager

SUBJECT: Donation of Airport Courtesy Vehicle by Hendrick Cadillac

SUMMARY STATEMENT

The Airport seeks to accept the donation of an SUV to be used as a courtesy vehicle at the Airport.

REVIEW

The Airport is asking to receive a donated 2025 Cadillac XT5 SUV from Hendrick Cadillac to be used as a courtesy vehicle by visiting flight crews. The vehicle is valued at \$52,615, and the City will hold title to and provide insurance for this vehicle.

Due to the cancellation of the September 4, 2025 General Services Committee Meeting, the Chair approved the placement of this item on the City Council Strategic Planning Meeting Agenda for consideration of approval by City Council.

RECOMMENDATION

Staff recommends that City Council adopt a Resolution accepting the donation.

Attachment: Resolution R-2025-43

**RESOLUTION ACCEPTING VEHICLE DONATION
AIRPORT COURTESY VEHICLE
R-2025-43**

WHEREAS, the City of Monroe (hereinafter, “City”), has been offered a donation from Hendricks Cadillac of Monroe of a 2025 Cadillac XT5, with an estimated value of \$52,615; and

WHEREAS, the donated vehicle will be used as a courtesy vehicle for visiting flight crew members at the Charlotte-Monroe Executive Airport; and

WHEREAS, providing a courtesy vehicle will enhance the customer service experience at the Airport and support continued growth in aviation services; and

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby accepts the donation of a 2025 Cadillac XT5, VIN 1GYKNCR42SZ112650, valued at \$52,615, for use as a courtesy vehicle for visiting flight crew members at the Charlotte-Monroe Executive Airport, pursuant to G.S. §160A-12.

BE IT FURTHER RESOLVED THAT the City Manager and City Staff are authorized to take any and all actions necessary to accept said donation and place the vehicle into service at the Airport.

Adopted this the 9th day of September 2025.

Attest:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: September 9, 2025

FROM: Lisa Strickland, Finance Director

PREPARED BY: Angela Duncan, Senior Budget Analyst

SUBJECT: Preliminary Fund Balance Update (audit pending)

SUMMARY STATEMENT

To provide preliminary details on the fund balance calculation as of September 9, 2025.

REVIEW

The Finance department has calculated a total estimated fund balance as of June 30, 2025 in the amount of \$39,604,050. This amount has decreased from the total fund balance amount as of June 30, 2024 of \$47,557,815 by \$7,953,765. This amount is still subject to change since adjustments may still be posted as a result of the City's financial audit. This total fund balance is divided into four categories as follows:

non-spendable	\$	4,207,462
restricted	\$	10,572,492
assigned	\$	23,963,025
unassigned	\$	861,071

The assigned fund balance includes a reserve in the amount of \$17,540,299 as per the City's Fund Balance Reserve Policy (FA-03). The 25% required reserve per the City policy is based on the City's adopted budget less one-time federal and state grants and capital project funding. The required reserve based on the FY26 budget was calculated as follows:

Fiscal Year 2026 Adopted Budget			
General Fund Expenditures	Federal & State Grants	Net Expenditures	X 25%
\$71,472,384	(\$1,311,187)	\$70,161,197	\$17,540,299

Including activity that has occurred from July 1 through September 9, 2025, the balance of assigned money that has been formally set aside totals \$647,610. This is divided as follows:

airport grant acceptance	\$	196,617
downtown projects	\$	450,993

The preliminary unassigned fund balance as of September 9, 2025 is \$625,528. This amount also includes activity that has occurred from July 1 through September 9, 2025.

RECOMMENDATION

This has been provided for information purposes.

Attachment(s): Fund Balance Report as of 6/30/25
Fund Balance Report as of 9/09/25

CITY OF MONROE
GENERAL FUND BALANCE
FY 2025 YEAR END CALCULATION
As of 6/30/25

	NON SPENDABLE		RESTRICTED					ASSIGNED			UNASSIGNED	Total Fund Balance
	Inventories	Prepaid	Restricted by State Statute	Streets (Powell Bill)	Public Safety	Culture and Recreation	Building Permits Net Revenue	City's Fund Balance Policy ⁽¹⁾	Subsequent Year's Expenditures	Formal Assignments		
As of June 30, 2024	\$ 479,532	\$ 2,812,905	\$ 10,496,020	\$ 4,008,983	\$ 54,930	\$ 468,279	\$ 2,545,217	\$ 15,839,191	\$ 4,472,788	\$ 1,522,885	\$ 4,857,085	\$ 47,557,815
As of June 30, 2025	\$ 212,037	\$ 3,995,425	\$ 2,651,487	\$ 4,491,906	\$ 81,689	\$ 377,271	\$ 2,970,140	\$ 17,540,299	\$ 4,856,116	\$ 1,566,610	\$ 861,071	\$ 39,604,050
Changes	\$ (267,495)	\$ 1,182,520	\$ (7,844,533)	\$ 482,923	\$ 26,759	\$ (91,008)	\$ 424,923	\$ 1,701,108	\$ 383,328	\$ 43,725	\$ (3,996,014)	\$ (7,953,765)
Powell Bill												
Balance at 7-01-24				\$ 4,008,983								
Funds rec'd for FY25				1,311,187								
Interest allocated to PB				70,005								
Spent FY25 (div 3025)				(929,269)								
Sale or transfer of equipment				31,000								
Pcards not in PB Report				-								
				\$ 4,491,906								
Public Safety												
State					\$ 67,706							
Federal					-							
Explorer Program					13,044							
Youth Programs					939							
Restricted for Public Safety					\$ 81,689							
Culture & Recreation												
Unspent Senior Center Grant						\$ 9,504						
Fund Balance fund 120 6-30-25						366,166						
Less : restricted by RSS (POs & Contracts for 120)						1,601						
						\$ 377,271						
Building Permit Revenue												
Beginning Balance 7/1/24							\$ 2,545,217					
FY25 Building Permit Fees							1,800,059					
FY25 Expenditures							(1,375,136)					
Balance as of 6/30/25							\$ 2,970,140					
Restricted by State Statute												
Cash unrestricted (estimated)			\$ 34,359,896									
Cash restricted			4,605,008									
Liabilities excluding those to be paid from restricted			2,471,851									
Liabilities to be paid from restricted cash			17,367									
Encumbrances at June 30 (listed in the notes)			3,622,684									
			107,901									
Unearned revenue (Gift Cards, Tournament Trip, Store Credits)												
Fund Balance Available for Appropriation			\$ 32,745,101									
Total Fund Balance (From Audited Financial Statements)			39,604,050									
Restricted by State Statute			6,858,949									
Non Spendable - Inventory	\$ 212,037		(212,037)									
Non Spendable - Prepaid		\$ 3,995,425	(3,995,425)									
FB Non Spendable												
Restricted by State Statute (excludes Non-spendable)			\$ 2,651,487									

CITY OF MONROE
GENERAL FUND BALANCE
FY 2025 YEAR END CALCULATION
As of 6/30/25

	NON SPENDABLE		RESTRICTED					ASSIGNED			UNASSIGNED	Total Fund Balance
	Inventories	Prepaid	Restricted by State Statute	Streets (Powell Bill)	Public Safety	Culture and Recreation	Building Permits Net Revenue	City's Fund Balance Policy ⁽¹⁾	Subsequent Year's Expenditures	Formal Assignments		
As of June 30, 2024	\$ 479,532	\$ 2,812,905	\$ 10,496,020	\$ 4,008,983	\$ 54,930	\$ 468,279	\$ 2,545,217	\$ 15,839,191	\$ 4,472,788	\$ 1,522,885	\$ 4,857,085	\$ 47,557,815
As of June 30, 2025	\$ 212,037	\$ 3,995,425	\$ 2,651,487	\$ 4,491,906	\$ 81,689	\$ 377,271	\$ 2,970,140	\$ 17,540,299	\$ 4,856,116	\$ 1,566,610	\$ 861,071	\$ 39,604,050
City's Fund Balance Policy FY26 Adopted Budget Expenditures Fed & State Grants (Powell Bill) Less transfers to GF capital projects Net Expenditures x 25% Subsequent Year's Expenditures FY26 Council Adopted Budget - Appropriation from FB Less Appropriation of Building Inspection Reserves (already covered in Restricted for Public Safety) Less Excess Powell Bill Funds (already covered in Restricted for Transportation) Less restricted donations for the Center Theatre (already included in Restricted for Culture and Rec.) Subsequent Year's Expenditures Formal Assignments Beginning Balance July 1, 2024 FY25 Airport Projects closed (AP1702 & AP1802) ret'd to Assigned FB Ending Balance June 30, 2025								\$ 74,761,384 (1,311,187) (3,289,000) 70,161,197 \$ 17,540,299				
									\$ 6,437,443			
									-			
									(1,381,327)			
									(200,000)			
									\$ 4,856,116			
										\$ 1,522,885		
										43,725		
										\$ 1,566,610		

Notes: (1) Per the General Fund Balance policy FA-03, the City will assign the greater of \$7.5 million or 25% of the next year's original adopted budget, net of Federal and State pass-through revenues, from the unassigned fund balance.

Commentary

The unassigned General Fund balance is \$ 625,528

Policy:

General Fund Balance

The General Fund assigned fund balance will be maintained at a level sufficient to provide for the required resources to meet operating cost needs, to allow for unforeseen needs of an emergency nature, to permit orderly adjustment to changes resulting from fluctuations of revenue sources, and to permit appropriations for unique circumstances as deemed appropriate by City Council. The City of Monroe will assign the greater of \$7,500,000 or 25% of the next year's original adopted budget, net of Federal and State pass-through revenues, from the unassigned fund balance. Any emergency appropriation request that would require the level of assigned fund balance to fall below \$7,500,000 or 25% would be for major city projects that are to the overall benefit of the City or required as a part of a matching grant for such a major project.

Any amounts remaining in the fiscal year-end unassigned fund balance in excess of \$7,500,000 or 25% of the approved subsequent year's original council adopted budget, excluding Federal and State pass-through revenue, shall be designated for subsequent year's expenditures. This excess amount will be available for appropriation by the City Council in a subsequent fiscal year to fund the Strategic Plan, capital or debt service expenditures as determined by the City Council during the budget process for that subsequent fiscal year. If during a fiscal year an excess over the stipulated \$7,500,000 or 25% exists, the City Council may request an appropriation to fund unforeseen needs. If an appropriation request will exceed \$100,000 of the excess, the City Council will consider the request at a subsequent regular meeting.

**** Pending Audit ****

<u>FY24</u>	<u>Date</u>	<u>Description</u>
BO-2025-13	06/23/2025	Appropriations included in FY26 Council Adopted Budget ⁽²⁾
BA-2025-26	08/12/2025	Police - night vision equipment
BO-2025-14	08/12/2025	Downtown Master Plan
BO-2025-17	08/12/2025	Sunset Park field house renovation
BO-2025-18	08/12/2025	Downtown offices renovation
BA-2025-21	08/26/2025	Downtown Economic Incentive (Bursting Boba Café)
BA-2025-22	08/26/2025	Downtown Economic Incentive (Silver Lining)
BA-2025-29	09/09/2025	Unspent appropriations from prior year

NON SPENDABLE		RESTRICTED					ASSIGNED				UNASSIGNED	Total Fund Balance
Inventories	Prepaid	Restricted by State Statute	Streets (Powell Bill)	Public Safety	Culture and Recreation	Building Permits Net Revenue	City's Fund Balance Policy ⁽¹⁾	Subsequent Year's Expenditures ⁽³⁾	Formal Assignments			
\$ 212,037	\$ 3,995,425	\$ 2,651,487	\$ 4,491,906	\$ 81,689	\$ 377,271	\$ 2,970,140	\$ 17,540,299	\$ 4,856,116	\$ 1,566,610	\$ 861,071	\$ 39,604,050	
			1,381,327		-			4,856,116		194,050		
									209,000			
									350,000			
									360,000			
										6,409		
										8,400		
				81,689						26,684		
\$ -	\$ -	\$ -	\$ 1,381,327	\$ 81,689	\$ -	\$ -	\$ -	\$ 4,856,116	\$ 919,000	\$ 235,543		
\$ 212,037	\$ 3,995,425	\$ 2,651,487	\$ 3,110,579	\$ -	\$ 377,271	\$ 2,970,140	\$ 17,540,299	\$ -	\$ 647,610	\$ 625,528		

Notes: (1) Per the General Fund Balance policy, the City will assign the greater of \$7.5 million or 25% of the next year's original adopted budget, net of Federal and State pass-through revenues, from the unassigned fund balance.

Appropriations General Fund Balance FY24 Original Budget :		Unassigned	Restricted
1520 Economic Incentive Grants		\$ 1,209,321	
3025-Contract Resurfacing			\$ 713,000
3025 - Contract Resurfacing			480,187
3025 - Contract Resurfacing			188,140
1620 - HVAC Replacements Increase Request - Capital BB Incr.		40,000	
1620 - Replace Roof - Winchester Ceramics		225,000	
1620 - Street Division new flooring in main crew area Engineering Request but handled by Property Management		18,000	
1630 - Replace Truck # 2489 CO # 1942		65,000	
1630 - Replace Truck #1490		65,000	
1630 - Replace Truck #2158 CO #4880		65,000	
1630 - Replace Truck #2211 CO #5034		65,000	
1630 - Replace Toro 4100 D Mower #6219		71,561	
1630 - Replace Toro 4100 D Mower #6248		71,560	
1630 - Replace 15' Bush Hog CO# 5323		25,074	
1630 - Sutton Park Outdoor Basketball Court Painting including Logos, Parks and Rec Request but handled by property		27,383	
3520 - Replace 2013 Toyota Highlander #02665/#CO6035		55,463	
5010 - Additional Patrol Vehicles		456,000	
5010 - K-9 Purchase - Ventosa K-9 Kennel, Inc.		14,000	
5510 - (2) Engine Co. eDraulic Combination Tools		31,240	
5510 - Ladder/Rescue Separation Rescue Tools		38,405	
7011 - Musco Locking System at Belk Tonawanda Park		5,302	
7011 - Membership/visitation tracker - My Senior Center System Configuration		16,013	
7030 - Replace 2015 Toro 4500 Rough Mower #6051		94,973	
7030 - Purchase Of A New Toro Pro Core 648 Aerifier		38,631	
7030 - Replace Kioti Tractor #Co2569		32,539	
7030 - Replace Toro 7200 Zero Turn Mower Serial #280000161		16,355	
7030 - Purchase Of GI-9 Golf Lift And Concrete Pad		15,201	
210 - Morgan/Windsor Alley Furnishings- Phase 2		77,000	
580 - Replace 2011 Harlan Tug #1983- Electric		135,000	
580 - Ground Power Unit (GPU)		57,720	
580 - Fencing Repair & Replacement (East Side)		120,000	
580 - Hangar 5 Waterproofing		25,000	
580 - Apron Rehabilitation (Areas D, E & F)- Set Up capital project		800,000	
PB Funded - Replace 2012 F-550 #2616			110,000
PB funded - Replace Mini Excavator (2517) 2011			106,500
PB funded - Replacement of a 47" Cold Planer			36,000
PB funded - Replace 2011 Hudson Trailer (2515)			13,200
PB funded - Increase in Contract Resurfacing			221,000
PB funded - Consultant services for signal design and NCDOT services for upgraded signal installations.			40,000
PB funded - Increase in roadway maintenance funds.			50,000
FY26 PB allocation used			(576,700)
1640 - Housekeeping Sprvr vehicle		55,000	
7030 Backpack blower		1,040	
7011 Replace Graco ballfield paint machine		8,000	
7030 Vertical cutting reel		10,568	
580 Replace sodium halide light fixtures on ramp & runway		16,000	
5510 Add'l SCBA bottles for new company & spares		17,688	
580 Add'l (5) radios w/ (10) microphones		23,000	
5510 Repl thermal imaging cameras (4/yr)		25,000	
5510 Replace 800 mHz portable radios (6/yr)		50,401	
Fund GB2001 - Winchester redevelopment		200,000	
1630 50% of fencing for maintenance shop		21,250	
One-time items moved from operating funded to fund balance		451,428	
Appropriate donations from FB to cover programming			200,000
		\$ 4,856,116	\$ 1,581,327 6,437,443

(3) Will be revised to agree with ACFR

FY25 ADOPTED BUDGET				
GEN FUND EXP.	GRANTS/Reimb	NET EXP.	x 25% =	
\$ 71,472,384	\$ (1,311,187)	\$ 70,161,197	\$	17,540,299

City of Monroe
General Fund Balance
Formal Assignments
Transaction History
AS OF 09/09/2025

Date	Transaction	Airport Grant Acceptance	Projects Downtown ⁽¹⁾
12/06/11	Formally Assigned	\$ 2,250,000	
10/01/19	Formally Assigned		\$ 3,000,000
05/15/12	Reverse formal assignment	-	-
06/05/12	BO-2012-06 Boggs Paving settlement	(405,281)	-
09/18/12	BA-2012-23 Security enhancement equip.-Airport Terminal Bldg.	(15,000)	-
09/18/12	BO-2012-11 Talbert & Bright change order #5 (Runway #5 ext.)	(150,000)	-
09/18/12	BO-2012-12 Talbert & Bright change order #4 (Goldmine Rd Redo)	(46,280)	-
09/18/12	BO-2012-13 Talbert & Bright change order #5 (Runway #5 ext.)	(72,616)	-
10/16/12	BO-2012-16 Extended Runway Safety Area (ERSA) Grading Ph. 1	(174,625)	-
04/02/13	Runway 5 Perimeter Sec Fencing	(317,620)	-
04/16/13	Construction International Terminal Bldg.	(98,105)	-
07/16/13	Return federal block grant NCDOT (proj # 36237.17.11.1) to formal assignment airport grant acceptance	300,000	-
7/16/13	Authorize Talbert & Bright - Customs Bldg. construction administration services	(170,481)	-
7/16/13	Authorize Talbert & Bright - design and bid service for glideslope improvements.	(215,037)	-
8/21/13	Additional funding Runway 5 perimeter fencing	(11,740)	-
10/15/13	Utility relocation and small change orders for Terminal Bldg.	(50,000)	-
01/21/14	NCDOT grant (proj #36237.17.13.2) glideslope improvements	100,267	-
04/15/14	US Customs and Border Protection' s IT equipment.	(93,804)	-
08/19/14	BO-2014-08: return funds from project AP0802 (runway strengthening) and AP1201 (runway overlay and rehab)	564,596	-
12/02/14	BO-2014-11 Rwy 5 Medium Intensity Approach Lighting Sys w/ Rwy Alignment Indicator Lights (MALSR)	(63,815)	-
01/06/15	BO-2015-02 Talbert & Bright design and bid service for Bulk Hangars	(64,780)	-
08/18/15	Close capital projects AP0901 & AP1301	147,499	-
08/16/16	Close capital projects AP0811 & AP0902 and AP1102	175,690	-
09/22/16	BO-2016-14 Corporate hangar site development	(1,000,000)	-
07/18/17	Add'l funding for Corp Hangar Construction	(400,000)	-
08/21/18	Close capital projects AP1202 & AP1401	132,147	-
11/06/18	State Aviation Grant from NCDOT	685,800	-
07/16/19	BO-2019-11 Apron Rehab Project Grant Match	(320,561)	-
07/16/19	BO-2019-10 Airport Layout Plan Grant Match	(46,602)	-
08/20/19	BO-2019-16 Corp Hangar Site Development	(550,000)	-
02/05/20	BO-2020-03 Driveway and Paving AP Corporate Hangar	(80,000)	-
07/21/20	BO-2020-08 Close Capital Projects	309,293	-
06/08/21	BO-2021-09 Airport Apron Rehabilitation project	(11,399)	-
06/08/21	BO-2021-08 Runway 5-23 Approach Obstruction Removal project	(7,151)	-
07/13/21	BO-2021-12 Charlotte Avenue Parking Lot Project		(500,000)
02/08/22	BA-2022-03 Office Space Renovations Quonset Hangar	(42,000)	-
02/08/22	BA-2022-04 Customs Telecom shortfall	(4,741)	-
03/08/22	BA-2022-09 Resolve issue with Trees on north end of the runway	(2,000)	-
06/04/22	Grant Match for Airport Apron Rehabilitation areas A, B, and half of C.	(1,976)	-
07/12/22	BO-2022-15 Close projects; return interest to Airport capital projects	571	-
12/13/22	BO-2022-19 add funds from formally assigned to project GB1903 - Science Center parking		(1,130,007)
08/08/23	BO-2023-09 Close completed projects (AP2102)	(18,959)	-
08/08/23	BO-2023-09 Close completed projects (AP2001)	46,602	-
01/18/24	BO-2024-02 Tree obstruction removal and fencing	(125,000)	-
06/10/25	BO-2025-11 Close Completed Projects (AP1702)	37,724	-
06/10/25	BO-2025-11 Close Completed Projects (AP1802)	6,001	-
08/12/25	BO-2025-14 Downtown Master Plan		(209,000)
08/12/25	BO-2025-17 Sunset Park field house renovation		(350,000)
08/12/25	BO-2025-18 Downtown offices renovation		(360,000)
		\$ 196,617	\$ 450,993
Total Assigned Fund Balance			\$ 647,610

Notes:

- (1) Formal assignment for Downtown projects: resurfacing the parking lot on Church St. (cost share with county), new parking lot on N Charlotte Ave. and design of one-way streets conversion.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: September 9, 2025

FROM: Julie Thompson, Council Member/Committee on Disabilities Interim Chair

PREPARED BY: Angie Sustar, Property Management Business Administration Analyst

SUBJECT: Committee on Disabilities Appointment of Chair – Melinda Plue

SUMMARY STATEMENT

This is a request to appoint Melinda Plue to serve as the Chair of Committee on Disabilities.

REVIEW

The Committee on Disabilities met on September 2, 2025 and recommended the appointment of current member, Melinda Plue, to serve as the Chair.

RECOMMENDATION

The Committee on Disabilities recommends that City Council appoint Melinda Plue to serve as the Chair.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: September 9, 2025

FROM: Donna O’Keefe, Downtown Manager

PREPARED BY: Donna O’Keefe, Downtown Manager

SUBJECT: Downtown Furniture Project – Phase 2

SUMMARY STATEMENT

Request to adopt Ordinance amending Title XV of the Monroe Ordinances to add Section 160.10 and approve the Phase 2 design and furniture by Sister Bay for Franklin Street, Main Street, and Hayne Street. The Phase 2 furniture purchase was approved as part of the FY 26 budget.

REVIEW

Amendment to Title XV City of the Monroe City Ordinance, Section 160.10 Outdoor Furniture

This ordinance ensures that outdoor furniture within the Downtown District conforms within the Restricted Areas in the Downtown District. It also provides guidelines for the locations and standards for businesses who wish to purchase a business owned approved umbrella, pole and base to be used within the Downtown District.

Phase I: Downtown Furniture Project

Sister Bay was selected as the manufacturer for the Morgan/Windsor Alley furniture project. The Phase 1 design plan was presented to City Council on February 8, 2025 and received full support. The cost of Phase 1 was \$77,231.85 and was completed in May of 2025. A ribbon cutting was held on May 9th at a Special Meeting of City Council.

Phase II: Downtown Furniture Project -Design and Purchase

The Dine, Eat, and Meet businesses on Main Street, Franklin Street and Hayne Streets have been expanding their outdoor seating over the last several years. The addition of this sidewalk furniture has led to overcrowded sidewalks that have negatively impacted the walkability of downtown

sidewalks. The current mismatched furniture is also often in poor condition and negatively impacts the aesthetics of our downtown.

The Phase 2 Downtown Furniture Project will address these two issues by focusing on the replacement of sidewalk furniture in front of the following businesses:

1. Courthouse Pour – Hayne Street side and Franklin Street (3 umbrellas are designated, 3 bases will be required)
2. Peddlers Paradise Bartique – Franklin Street (2 umbrellas’ are designated)
3. Oasis – Main Street (2 umbrellas’ are designated, 0 bases will be required)
4. Local Logic – Main Street (No Umbrellas are designated due to awning)
4. JamZ Pizza and Wings - Main Street (2 umbrellas’ are designated, no bases are required)
5. Patty and the Dogs – Hayne Street (2 umbrellas’ are designated, 1 will require a base)
6. Gingham Girls- Hayne Street (1 umbrellas’ are designated, 0 bases are required)
7. East Frank Superette – Franklin Street (4 umbrellas’ are designated, 4 bases are required)
8. Jin Jin – Franklin Street (1 umbrellas is designated, 0 bases are required)
9. Bursting Bob Tea (2 umbrellas’ are designated, no bases are required)

**Americana’s furniture will remain*

The Sister Bay furniture is an HDPE Recycled Lumber that is durable, weather-resistant, low maintenance, non-porous, eco-friendly product made from fully recyclable materials. Sister Bay furniture is approximately 30% heavier than its competitors and made in the USA. The selected styles have mass appeal and compliment Monroe’s Downtown aesthetic. The cost of Phase II is \$79442.80 and includes 2 additional branded trash cans.

The umbrella selected by the Downtown Advisory Board and Staff is available from Outdoor Living on HWY 74 in Laurel Hill, NC. It is 7 ½” commercial grade pop up umbrella with pin. The city approved umbrella will have a champagne frame and pole and cost of \$330. Businesses can select from Royal Navy or Khaki. The city approved base is 80 lb. concrete filled 20 1/2 “diameter base and has a cost of \$139. The property/business owner will be responsible for purchasing City approved umbrella and will be responsible for installation, use, and maintenance of the umbrella as well as all liability associated with the use of the umbrella.

Due to the cancellation of the September 4, 2025 General Services Committee Meeting, the Chair approved the placement of this item on the City Council Strategic Planning Meeting Agenda for consideration of approval by City Council.

RECOMMENDATION

The Downtown Advisory Board and Staff recommend that City Council adopt an Ordinance amending Title XV of the Monroe Ordinances to add Section 160.10 titled Outdoor Furniture, approve the Phase 2 design and furniture from Sister Bay for Franklin Street, Main Street, and Hayne Street and authorize the City Manager to execute any and all necessary documents.

Attachments



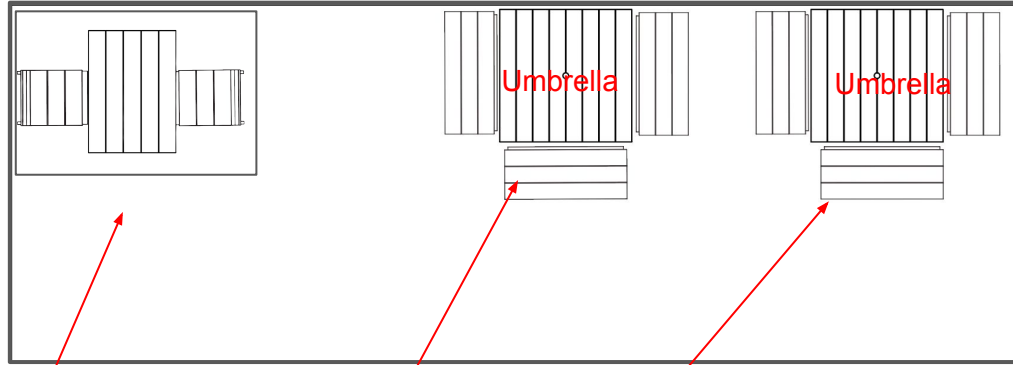
SISTER BAY

FURNITURE CO.

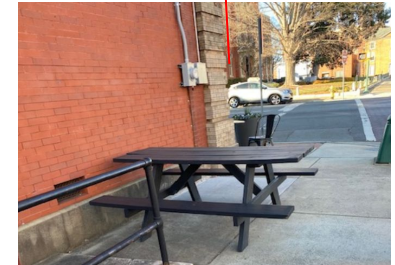
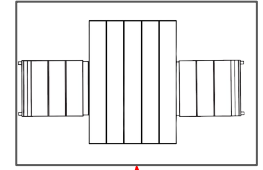
DESIGNER OUTDOOR FURNITURE BUILT FOR LONGEVITY



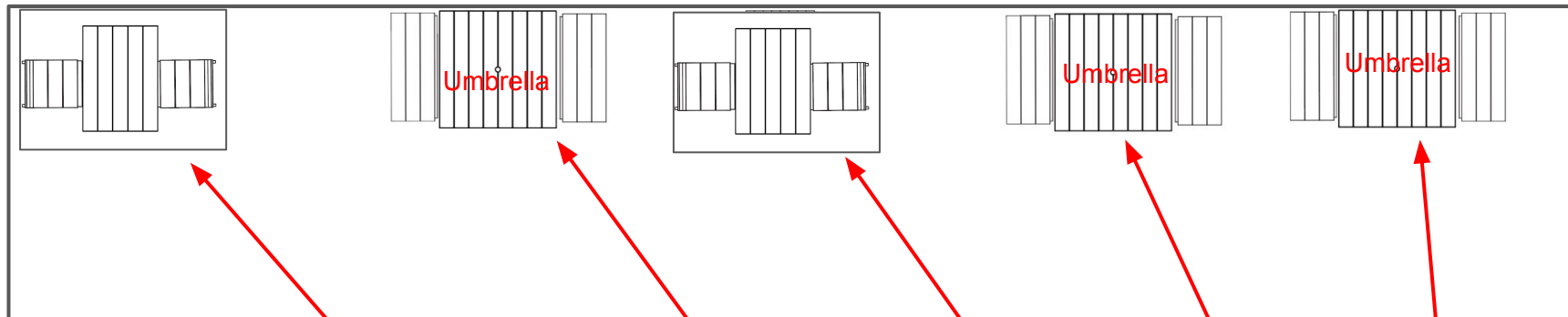
Hayne Street approaching Franklin Street



30x36 Size



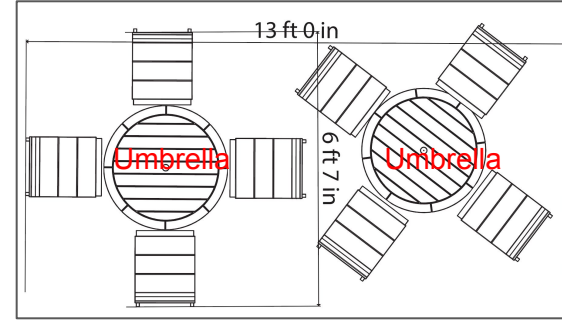
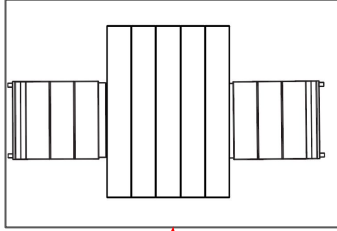
Hayne Street approaching Franklin Street II



30x36 Size



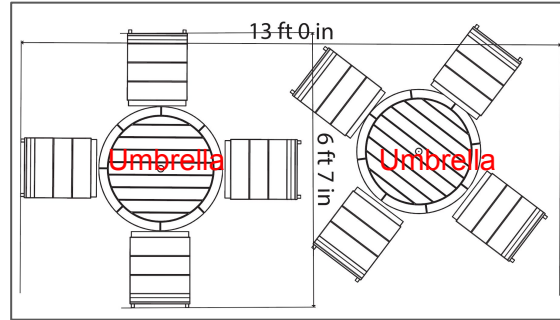
Main Street at Oasis



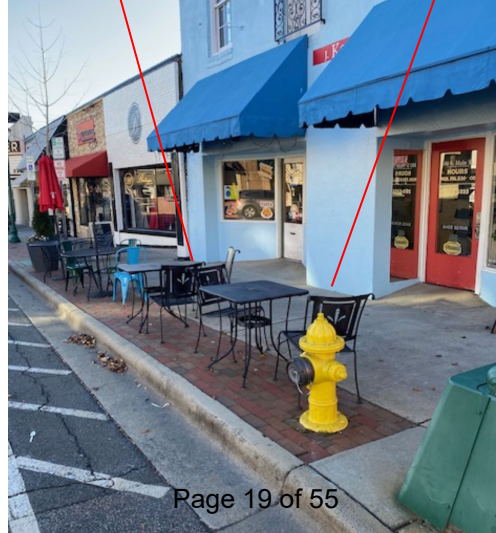
30x36 Size



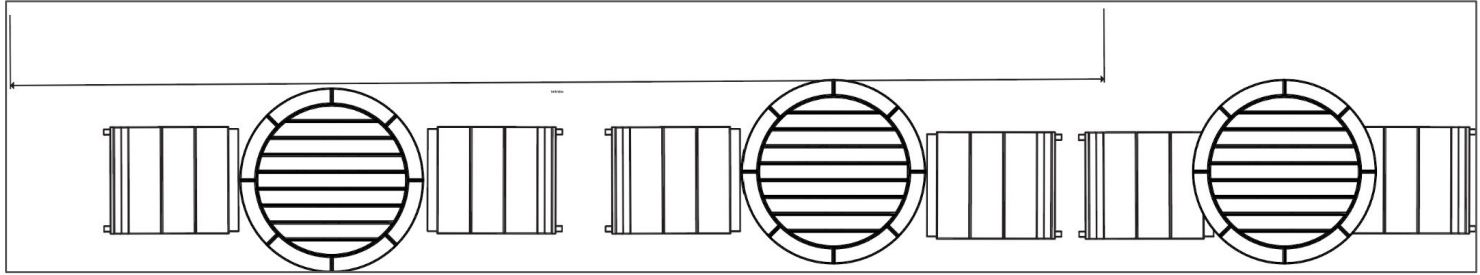
Main Street at Jamz



No Umbrella base needed



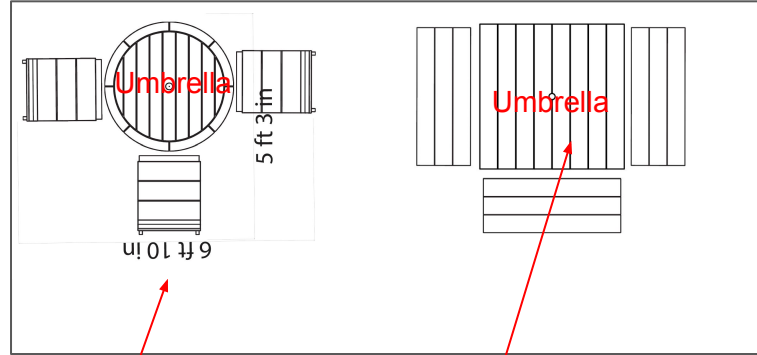
Main Street at Local Logic



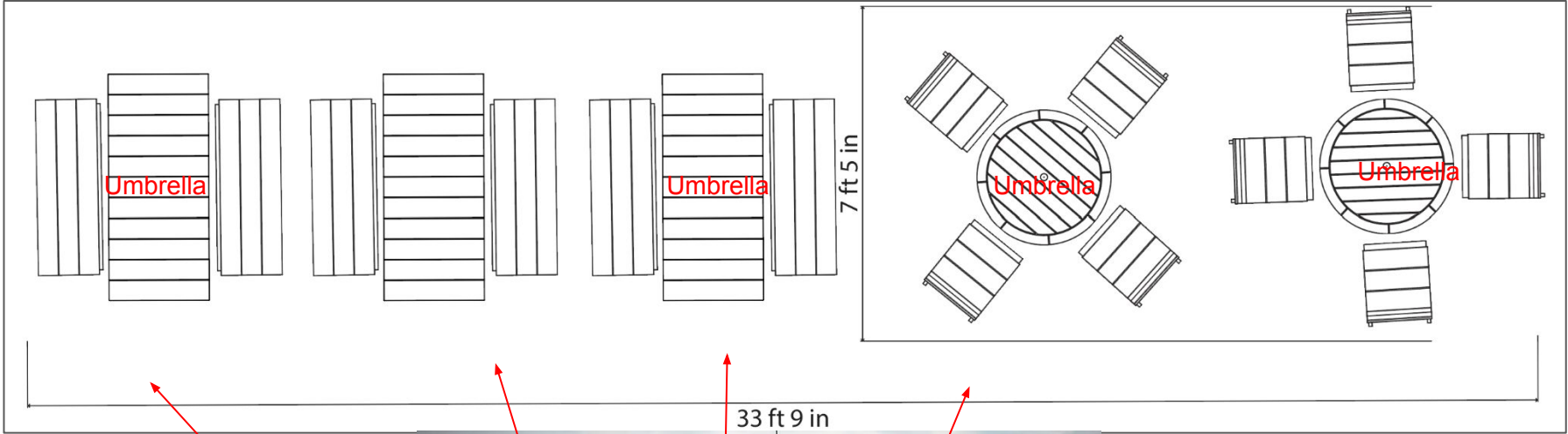
Hayne Street at Gingham Girls/Patty & The Dogs



No Umbrella base needed

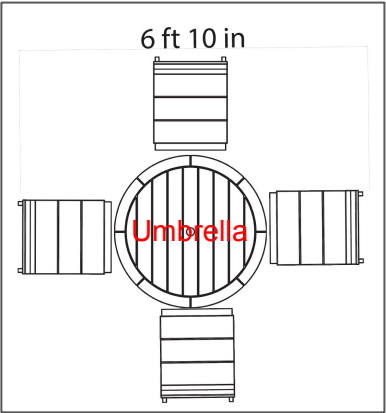


East Franklin between N. Beasley & N. Church



No Umbrella base needed

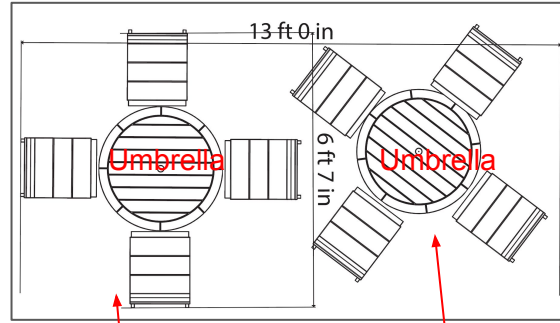
Jin Jin
East Franklin between N. Beasley & N. Church



No Umbrella base needed



Boba Tea



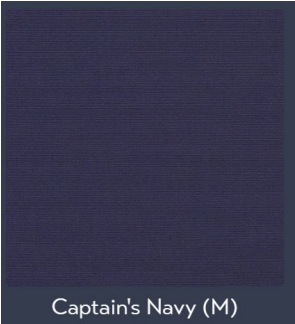
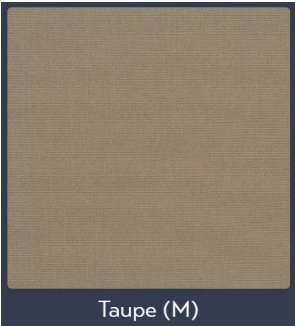
No Umbrella base needed



Lucaya In-Table Umbrella

Umbrella Fabric Color

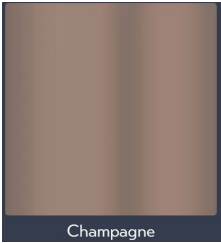
Marine Grade Fabric



Umbrella Size Options 8' Octagon - Push-Up & Pin

Umbrella Pole Finish Color

Aluminum Pole



Order in Champagne to match pole.

Umbrella Features:

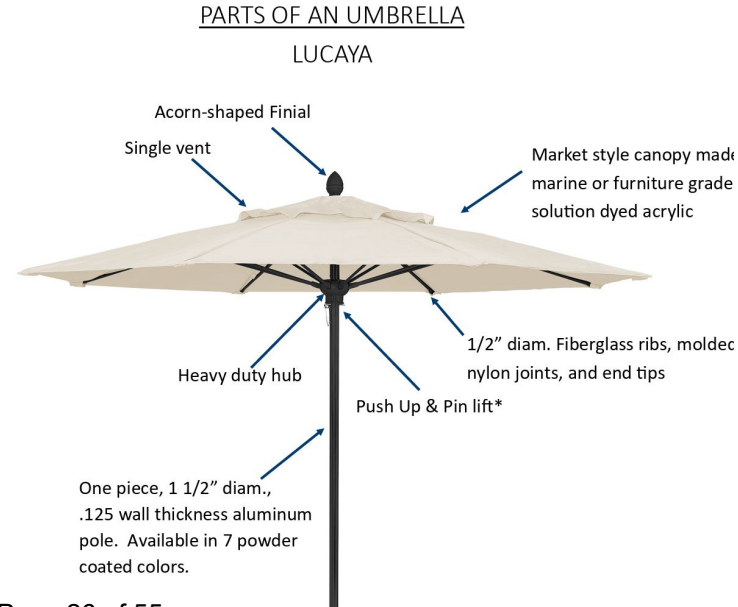
Fabric:

- Solution dyed acrylics** manufactured by industry leading mills – Sunbrella
- Marine Grade fabrics** have a tight weave, are stiff to the touch, abrasion-resistant and are a heavier weight than Furniture Grade material.

The benefits of these high quality acrylics are that they hold up to the harshest weather for years, are colorfast, don't stretch or lose their shape, and are stain-, mold-, and mildew-resistant.

Construction:

- Flexible fiberglass ribs** with molded nylon joints, hubs, and end tips
- Powder-coated finishes**
- Pole is One piece, 1 1/2" diam aluminum, .125 thickness**
- All ribs, finials and hub colors coordinate with the pole's finish color
- Push Up & Pin means no mechanical parts to break
- Single vent canopies standard with vent ties and storage ties



Lucaya Umbrella Warranty

- **5-Year Warranty**

Applies to fiberglass ribs on umbrellas.

Not Covered:

This warranty does not cover:

- Umbrella poles, cranks, or tilts (*The Lucaya does not have a crank or tilt option*)
- Normal fabric fading or finish wear
- Chemical stains
- Damage from misuse, abuse, vandalism, or acts of God

Usage & Maintenance Requirements:

To ensure warranty coverage:

- Umbrellas must be properly secured with weighted bases that meet or exceed our Base Weight Chart recommendations.
- Installations in high-wind or elevated areas (e.g., rooftops, balconies, or wind tunnels) require appropriate umbrella models, upgraded base weights, and through-bolting.
- For wind-prone locations, we recommend double vented or Aruba vented canopies for enhanced wind management.
- Umbrellas must be closed during high winds or storms.
- Damaged umbrellas should be taken out of service immediately.



WHAT CAN YOU EXPECT NEXT?

DOWN PAYMENT

If a down payment is required, our Accounting team will send you an invoice within 3-5 business days of approving your order confirmation. You will need to make any necessary payments at that time. Prompt response and payment will help ensure timely completion of your order. Down payments are typically required when

- You're A New Customer
- You're An Existing Customer That Has Not Ordered in 5 Years
- The Terms Are Not Net 30
- The Order is Over \$5,000

RELEASED TO PRODUCTION

Your order will be added to our production schedule after approvals are final, including payment, if terms apply. Status updates are available upon request throughout the production process.

**Revisions or cancellations made after final approval must be submitted in writing, and additional fees may apply.*

DISCUSSING THE DETAILS

Please reach out to your Sales Rep or Customer Success Specialist to clarify shipping terms or best determine your location's delivery needs.

SHIPPED WITH CARE

Freight is routinely delivered on a 53' long trailer. Urban areas, residential neighborhoods, or schools typically require transferring to a smaller delivery truck for final delivery. Depending upon the size of your order and the capabilities of your receiving location, different delivery options may be necessary. Limited Access \$75

- Volume shipments are typically contact-less, wherein you are responsibly for removing your products from the truck.
- LTL (less than truckload) shipments are typically offloaded by the driver.

All shipping methods may experience unplanned delays (weather, local/government events, acts of god). The Prestwick Group will try to account for possible delays, but cannot provide guarantees and are not responsible for late deliveries.

SCHEDULING DELIVERY

Our third-party carries will call to confirm their estimated delivery window. If you require a specific date and time for delivery, please notify your Sales Rep or Customer Success Specialist. **If a delivery appointment or phone notification is NOT needed, please specify receiving hours.**

- Call Ahead - Included at No Charge
- Delivery Appointment - \$75
- Liftgate (motorized platform on the back of the truck) - \$100
- Driver Assistance (includes liftgate and driver offload) - \$190

**Additional services, such as inside delivery, unpacking, placement, etc., may be available for an additional premium.*

SHIPMENT & NOTIFICATION

Once your items are ready for shipment, we will provide you with tracking information. All items are dispatched from our headquarters in Sussex, WI. The estimated transit time is approximately 2-4 days, depending on the destination.

Please note any rips, holes, or damages to the packaging on the carrier's paperwork when signing for the shipment. **Report shipping damage within 48 hours** of accepting delivery to your Customer Success Team or Sales Rep.

- Postponing expressed on-site requests may result in storage fees.
- Returned orders will have associated shipping fees assessed upon reshipment.
- Addition of services after shipment or inability to reach noted contact may result in storage fees with the carrier and delayed receipt.



Scan or go to prestwick-group.com/faq/ for answers to frequently asked questions, care & maintenance recommendations, and brief shipping info. Please reach out to our Customer Success team for assistance. We're always happy to help!



QUOTE: 82388 - Phase 2 with Custom 2.1 2025 (199677)

Account Name	City of Monroe-NC	Ship Via	-	Rep	2J	
Contact Name	Donna OKeefe	Terms	Net 30	Created By	Kelly Fiedler	
Phone	+17042921705	PO Number	-	Created Date	7/17/25	
Email	dokeefe@monroenc.org	Tracking Email	dokeefe@monroenc.org	Expiration Date	8/16/25	
Bill To: - City of Monroe-NC 300 W Crowell Street Monroe, North Carolina 28112 United States		Ship To: City of Monroe-NC 339 East Franklin Street Monroe, North Carolina 28112 United States		Shipping Contact Information: Full Name Donna OKeefe Phone Number -		
Qty.	Product	Short Description – Full details outlined on product spec sheets when applicable			Unit Price	Line Total
5	HUDSON 30" DINING TABLE	(25-1-1017-X554) HUDSON 30" DINING TABLE - NAVY BASE WITH BRAZILIAN WALNUT TABLE TOP SLATS - MODIFIED TO HAVE A 30X36 TABLE TOP			\$1,421.00	\$7,105.00
6	MILANO 44" DINING TABLE	(33-1-1017) MILANO 44" DINING TABLE - NAVY BASE WITH BRAZILIAN WALNUT TABLE TOP SLATS			\$1,989.00	\$11,934.00
3	LAGUNA 36" DINING TABLE	(28-1-1716) LAGUNA 36" DINING TABLE - BRAZILIAN WALNUT BASE AND TOP PERIMETER WITH BIRCHWOOD TABLE TOP SLATS			\$1,150.00	\$3,450.00
7	LAGUNA 36" DINING TABLE	(28-1-12-1017) LAGUNA 36" DINING TABLE - NAVY BASE WITH BRAZILIAN WALNUT TABLE TOP - SOLID TOP			\$1,150.00	\$8,050.00
3	LAGUNA 30" DINING TABLE	(27-1-1716) LAGUNA 30" DINING TABLE - BRAZILIAN WALNUT BASE AND TOP PERIMETER WITH BIRCHWOOD TABLE TOP SLATS			\$823.00	\$2,469.00
3	MILANO 60" COUNTER COCKTAIL TABLE	(31-2-1017) MILANO 60" COUNTER COCKTAIL TABLE - NAVY BASE WITH BRAZILIAN WALNUT TABLE TOP SLATS			\$1,986.00	\$5,958.00
6	HUDSON 47" COUNTER BENCH	(19-2-1010) HUDSON 47" COUNTER BENCH - NAVY			\$988.00	\$5,928.00
37	HUDSON SIDE CHAIR	(12-1-1010) HUDSON SIDE CHAIR - NAVY			\$546.00	\$20,202.00
15	HUDSON 42" DINING BENCH	(113-1-1010) HUDSON 42" DINING BENCH - NAVY			\$748.00	\$11,220.00
18	HUDSON SIDE CHAIR	(12-1-1616) HUDSON SIDE CHAIR - BIRCHWOOD			\$601.00	\$10,818.00

Company Address W248N5499 Executive Drive
Sussex, Wisconsin 53089
USA

Phone (800) 505-7926
Organization (Fax) 888-868-7184

2	WASTE RECYCLE	[X-192012] CUSTOM WASTE RECYCLE BIRCHWOOD DOOR, NAVY PANELS	\$1,841.00	\$3,682.00
Subtotal			\$90,816.00	
SBF Disc		SISTER BAY CUSTOMER DISCOUNT - CONTINGENT ON MEETING THE PAYMENT TERMS	-\$18,163.20	
S/H		SHIPPING & HANDLING - **ADDITIONAL SERVICES AVAILABLE UPON REQUEST (CHARGES MAY APPLY)**	\$6,790.00	
Grand Total			\$79,442.80	

Per US tax law, we're required to collect sales tax in the majority of states. If applicable, sales tax will be applied upon invoice.

**My signature on this quote verifies that I have approved this order and all
information is accurate.**

SIGNATURE

DATE

Spec Sheet For **(25-1-1017-X554) Hudson 30" Dining Table**

City of Monroe-NC | Qty: 5 | \$1,421.00 Each | \$7,105.00 Total

Table Top Slats	Brazilian walnut
Base	Navy
Custom Request	MODIFIED TO HAVE A 30X36 TABLE TOP
Approximate Assembly Time	15-30 minutes
Product Weight	45 lbs
Packaged Weight	50 lbs



Spec Sheet For **(33-1-1017) Milano 44" Dining Table**

City of Monroe-NC | Qty: 6 | \$1,989.00 Each | \$11,934.00 Total

Table Top Slats	Brazilian walnut
Base	Navy
Umbrella Hole	Yes
Note	Scene image may not correctly portray umbrella hole selection
Approximate Assembly Time	15-30 minutes
Product Weight	95 lbs
Packaged Weight	102 lbs



Spec Sheet For (28-1-1716) Laguna 36" Dining Table

City of Monroe-NC | Qty: 3 | \$1,150.00 Each | \$3,450.00 Total

Table Top Slats	Birchwood
Base and Top Perimeter	Brazilian walnut
Umbrella Hole	Yes
Note	Scene image may not correctly portray umbrella hole selection
Approximate Assembly Time	20-40 minutes
Product Weight	54 lbs
Packaged Weight	59 lbs



Spec Sheet For **(28-1-12-1017) Laguna 36" Dining Table**

City of Monroe-NC | Qty: 7 | \$1,150.00 Each | \$8,050.00 Total

Table Top Slats	Brazilian walnut
Base and Top Perimeter	Navy
Solid Top	Yes
Umbrella Hole	Yes
Note	Scene image may not correctly portray umbrella hole selection
Approximate Assembly Time	20-40 minutes
Product Weight	54 lbs
Packaged Weight	59 lbs



Spec Sheet For **(27-1-1716) Laguna 30" Dining Table**

City of Monroe-NC | Qty: 3 | \$823.00 Each | \$2,469.00 Total

Table Top Slats	Birchwood
Base and Top Perimeter	Brazilian walnut
Approximate Assembly Time	15-30 minutes
Product Weight	40 lbs
Packaged Weight	45 lbs



Spec Sheet For **(31-2-1017) Milano 60" Counter Cocktail Table**

City of Monroe-NC | Qty: 3 | \$1,986.00 Each | \$5,958.00 Total

Table Top Slats	Brazilian walnut
Base	Navy
Umbrella Hole	Yes
Note	Scene image may not correctly portray umbrella hole selection
Approximate Assembly Time	25-45 minutes
Product Weight	120 lbs
Packaged Weight	125 lbs



Spec Sheet For **(19-2-1010) Hudson 47" Counter Bench**

City of Monroe-NC | Qty: 6 | \$988.00 Each | \$5,928.00 Total

Seat/Back	Navy
Frame/Footrest	Navy
Approximate Assembly Time	15-30 minutes
Product Weight	55 lbs
Packaged Weight	60 lbs



Spec Sheet For **(12-1-1010) Hudson Side Chair**

City of Monroe-NC | Qty: 37 | \$546.00 Each | \$20,202.00 Total

Seat/Back	Navy
Frame	Navy
Approximate Assembly Time	10-20 minutes
Product Weight	20 lbs
Packaged Weight	25 lbs



Spec Sheet For **(113-1-1010) Hudson 42" Dining Bench**

City of Monroe-NC | Qty: 15 | \$748.00 Each | \$11,220.00 Total

Seat/Back	Navy
Frame/Footrest	Navy
Approximate Assembly Time	15-30 minutes



Spec Sheet For **(12-1-1616) Hudson Side Chair**

City of Monroe-NC | Qty: 18 | \$601.00 Each | \$10,818.00 Total

Seat/Back	Birchwood
Frame	Birchwood
Approximate Assembly Time	10-20 minutes
Product Weight	20 lbs
Packaged Weight	25 lbs





Spec Sheet For Waste and Recycling DISABLEX-192012

City of Monroe-NC | Qty: 2 | \$1,841.00 Each | \$3,682.00 Total

Custom Request: BIRCHWOOD Door, Navy Panels

Collection	Panel Design	Loading Orientation	Top Style	Header Board
Verde	Border	Front Load	Curved	None
Material Option	Trim Style	Door Pulls	Casters	Header Graphics
All Plastic	Enclosed Arches	None	None	None
Color Option	Panel Color	Trim Color	Top Color	Brand Label
Uniform Sections	Navy	Birchwood	Navy	Max R

Section 1

Capacity

38

Opening Shape

Max Size - Short Door

Opening ID: Text

Trash

Opening ID: Type - Color

Engraved - White

Front Graphic

logo mark

Front Graphic: Type - Color

Engraved - PMS 654 C (CUST. BLUE).
PMS 370 C (CUST. GREEN)

Terms of Use, Liability and Design Disclaimer

1. General Product Use and Performance

All products manufactured and sold by The Prestwick Companies and its brands, including Sister Bay Furniture, are designed for use in commercial, municipal, and hospitality settings under normal conditions, with proper installation and care. While we take great pride in our craftsmanship, no product is guaranteed to be free from failure due to misuse, improper application, or unforeseen environmental or structural conditions.

2. Custom Products and Design Modifications

Custom-built products—including furniture, furnishings, or accessories that vary from our standard specifications in size, material, structural elements, finishes, or integrated features—are created based on input provided by the customer and/or the sales representative. Due to the one-off and often experimental nature of custom units:

- There is an inherently increased risk of product failure or unexpected performance limitations.
- The customer assumes responsibility for reviewing and approving all drawings, materials, and design elements prior to production.
- Sales representatives are expected to clearly communicate to the customer that any deviation from a standard offering may impact product durability, structural integrity, or compatibility with installation and usage environments.
- The Prestwick Companies and Sister Bay Furniture are not liable for failure, aesthetic variations, or performance issues that result from customer-requested design modifications, deviations from standard use, or environmental conditions outside of our testing scope.



NEED HELP? [Check our FAQ](https://prestwick-companies.com/faq)
(prestwick-companies.com/faq)

1 (800) 505-7926
prestwick-companies.com



Made in the USA

3. Standard Products

Products listed in our catalogs or quoted as standard offerings are tested and validated for performance within typical commercial use. However, all products—standard or custom—are subject to limitations and should not be used outside of their intended design purpose. Failures may occur due to, but not limited to:

- Overloading
- Excessive exposure to moisture, UV, or chemicals
- Vandalism or improper handling
- Failure to follow care and maintenance guidelines
- Incorrect or incomplete installation

4. Acknowledgement of Terms

By accepting a quote or placing an order, you acknowledge that:

- You have reviewed and approved the design specifications provided
- You understand the limitations and care requirements associated with your product(s)
- You accept responsibility for product performance when based on requested customizations or installation outside standard conditions

5. Warranty Limitations

Our limited warranty does not cover:

- Product failures caused by customer-directed design changes
- Improper installation or handling by a third party
- Normal wear and tear or cosmetic aging
- Use in conditions not appropriate for the materials selected
- Damage from misuse, neglect, or non-compliance with care instructions

Phase 2 Furniture Project Umbrella Vendor option 2

Vendor: Outdoor Living, Laurel Hill NC

Contacts: Chris Locklear (Sales)

Nicole Mason (Sales Manager)

Umbrella Detail: Fiberglass Collection Commercial Umbrella EC75FPOP-MKT -CH

71/2' Pop Up with Pin

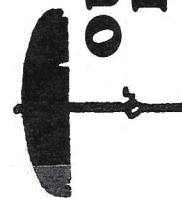
Cost - \$330

Umbrella Base: FUB80 Bronze

80 Lb. Plastic Concrete Filled 20.5"

Cost - \$139

Umbrella with Base: Cost - \$469 (Does not include tax or shipping)



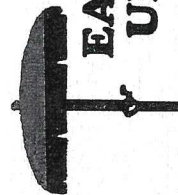
Chris Locklear
Retail Sales

**OUTDOOR
LIVING**

Beach, Patio & Accessories

6321 Andrew Jackson Hwy.
Laurel Hill, NC 28351
EMAIL: faulksharlene@yahoo.com

BUS: (910) 462-2455
FAX: (910) 462-2929



Nicole Mason
Sales Manager

**EAST COAST
UMBRELLA**

Patio, Beach & Market
www.eastcoastumbrella.com

6321 Andrew Jackson Hwy. BUS: (910) 462-2500 ext. 1226
Laurel Hill, NC 28351 FAX: (910) 462-2929
EMAIL: nicole@eastcoastumbrella.com



outdura®

THE OUTDOOR FABRIC SPECIALIST - SINCE 1875
LE SPÉCIALISTE DES TISSUS D'EXTÉRIEUR - DEPUIS 1875
EL ESPECIALISTA EN TEJIDOS EXTERIORES - DESDE 1875

THE OUTDURA® DIFFERENCE

- 100% Solution-Dyed Acrylic Fabric
- Easy to Clean (Bleach Cleanable)
- UV Fade Resistant
- Stain & Water Repellent
- Mold & Mildew Resistant
- 10 year limited warranty

LA DIFFÉRENCE OUTDURA®

- 100 % tissu acrylique teint dans la masse
- Facile à nettoyer
(possibilité d'utiliser de l'eau de Javel)
- Résiste aux rayons UV
- Hydrofuge et anti-taches
- Résistant aux moisissures
- Garantie limitée de 10 ans

LA DIFERENCIA OUTDURA®

- 100 % tejido acrílico teñido en masa
- Fácil de limpiar (se puede limpiar con lejía)
- Resistente a la decoloración por rayos UV
- Repelente al agua y a las manchas
- Resistente al moho y a los hongos
- Garantía limitada de diez años

outdura.sattler.com

FIBERGLASS COLLECTION

EC75FPOP-MKT

Commercial Umbrellas



Base is sold separately

330
139
469

Product No.:

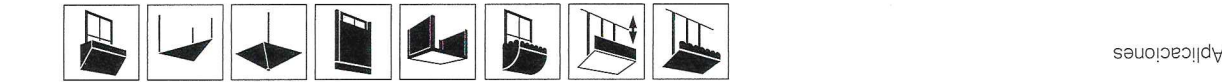
EC75FPOP-MKT-BLK (Black Frame)
EC75FPOP-MKT-WH (White Frame)
EC75FPOP-MKT-CH (Champagne Frame)
EC75FPOP-MKT-SIL (Silver Frame)

Specifications:

Size	7½'
Ribs	8, 12 mm fiberglass
Shape	Octagon
Pole thickness	2 mm Aluminum
Pole Dia	1.5"
Bottom pole	34" or 44" bar height
Lift	Pop up / SS pin
Tilt	None
Weight	15 lbs.
Height	92" / Head clearance 68"



FACTS



Calidad **60" SOLIDS**

TEJIDO BASE 100 % PAN solution dyed DIN 60 001

PESO 9 oz/sq.yd. DIN EN 12127

REPELENCIA AL AGUA Note: 100 EN 24 920

COLUMNA DE AGUA 14.6" DIN EN ISO 811

ARMADURA L 1/1 DIN ISO 9354

RESISTENCIA A LA TENSION URDIMBRE 145 daN/1.96" DIN EN ISO 13934-1

RESISTENCIA A LA TENSION TRAMA 100 daN/1.96" DIN EN ISO 13934-1

RESISTENCIA A LA INTemperIE min. 7/8" min. 4-5/5" DIN EN ISO 105-B04

ANCHO 60" (152 cm)

RESISTENCIA A LA LUZ min. 7/8" ** DIN EN ISO 105-B02

** blanca bajo petición

Nota: Sujeto a cambios según mejoras técnicas. Los valores mencionados sin tolerancia son valores nominales con un promedio de tolerancia del ±5%. Los datos mencionados son valores medios de la producción actual y corresponden al nivel de conocimiento presente. Son sólo a título informativo y sin efecto legal alguno. Los datos técnicos de la ficha de datos del material están basados en la experiencia de las producciones actuales y no constituyen ningún acuerdo de calidad. Estos datos se refieren a los bienes en el estado original de fabricación, que no hayan sido procesados ni manipulados de ninguna forma por el cliente. Los datos proporcionados tienen únicamente fines informativos y sólo sirven como guía. Esto no exime al cliente en ningún caso de comprobar, antes del procesamiento y/o tratamiento, que el producto sea apto para el uso previsto o de cualquier responsabilidad resultante.



usa.sattler.com

EXPLICACIÓN DE SÍMBOLOS



PROTECCIÓN Y CUIDADOS



=



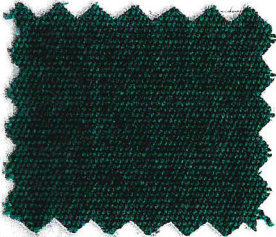
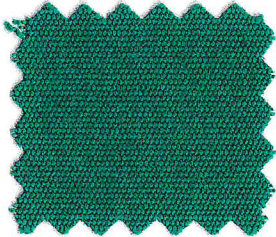
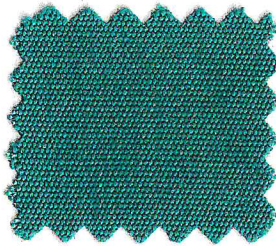
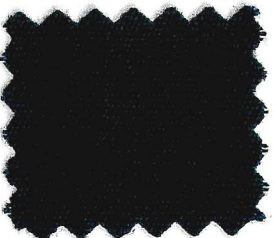
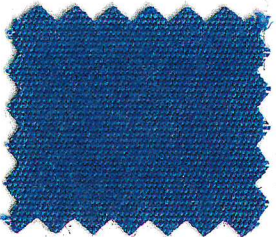
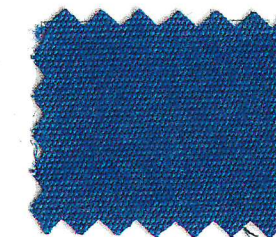
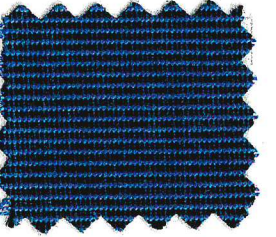
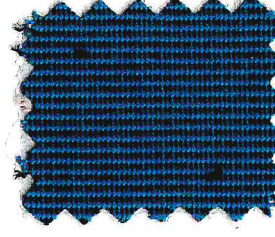
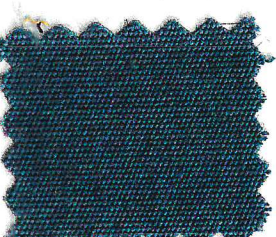
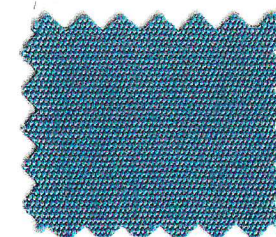
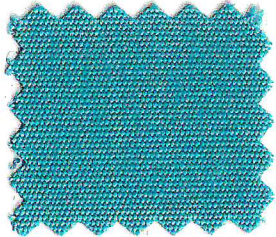
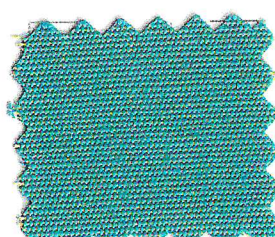
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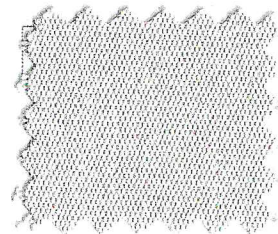
- 100% SOLUTION DYED ACRYLIC
- BREATHABLE
- STAIN & WATER RESISTANT
- HIGH IN ABRASION
- BLEACH CLEANABLE
- 100% TEJIDO AGRÍCO TEÑIDO EN MASA
- TRANSPIRABLE
- RESISTENTE A LA DECOLORACIÓN
- RESISTENTE AL MOHO Y EL MILDÍO
- ALTO GRADO DE ABRASIÓN
- SE PUEDE LIMPIAR CON LEJÍA

 6001 FOREST GREEN	 6065 EMERALD	 6007 AQUAMARINE	 6005 BLACK	 6003 CAPTAINS NAVY
 6022 ROYAL NAVY	 6041 CLASSIC ROYAL BLUE	 6077 FLASH BLUE	 6074 MEDITERRANEAN TWEED	 6014 CATALINA BLUE
 6039 STEEL BLUE	 6002 PACIFIC BLUE	 6051 ISLAND BLUE	 6064 CARIBBEAN BLUE	 6072 ARUBA

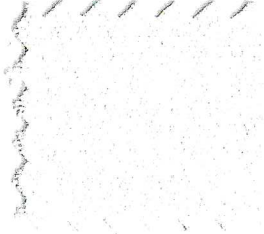
SOLIDS 60"



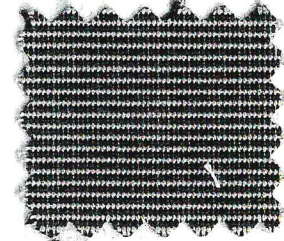
6020
KHAKI



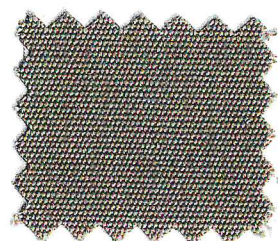
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SAND



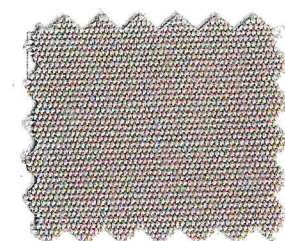
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NATURAL
WHITE



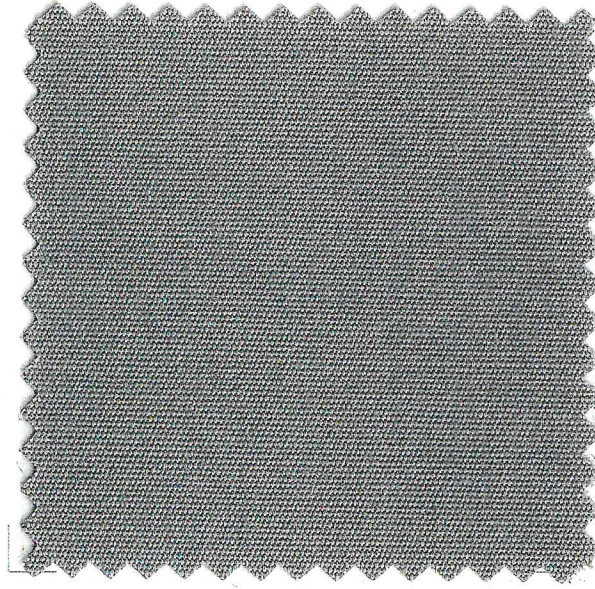
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DESERT
BEIGE



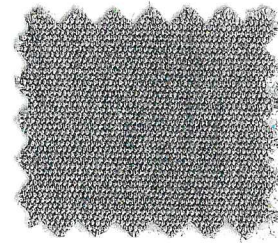
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LINEN



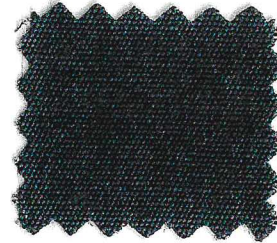
6006
ANTIQUE
BEIGE



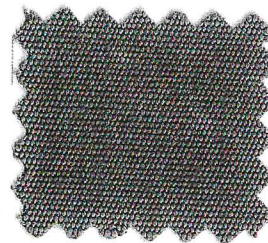
6008
CADET GREY



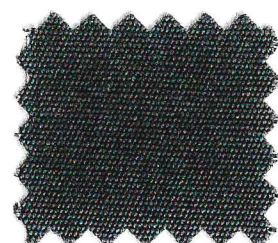
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GRAPHITE



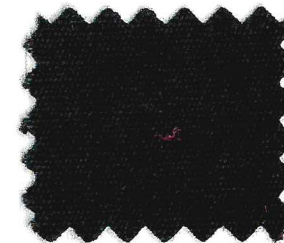
6061
STORM GREY



6050
STONE



6026
TAUPE

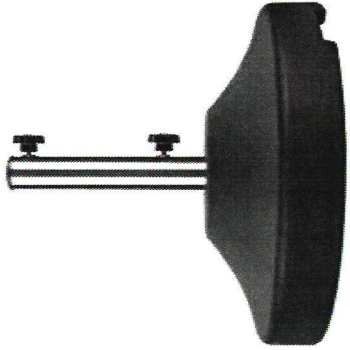


6056
KONA



Bases

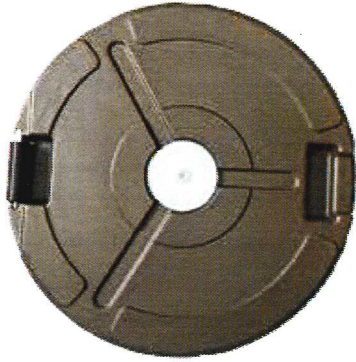
No Quantity Discounts



FUB50

50lb Plastic Concrete filled
18" Diameter
Accommodates 1.5" through 2" poles
Base Height: 11.4"
Hand grip
Removable wheel
Available Colors: Black

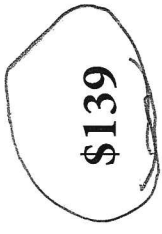
\$109



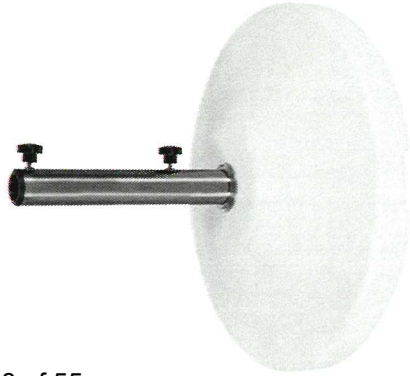
FUB80

80lb Plastic Concrete filled
20.5" Diameter
Accommodates 1.5" through 2" poles
Base Height: 14.5"
Hand grip
Removable wheel

Available Colors: Black, White, Bronze, Silver



\$139



FUB120

120lb Plastic Concrete filled
24" Diameter
Accommodates 1.5" through 2" poles
Base Height: 20.25"
Hand grip
Removable wheel

Available Colors: Black, White, Bronze, Silver

\$189



Industrial-grade baseplate and neck.
Will fit any 1.5 inch diameter pole.
Attractive and protective powder-coated black or white finish.
Can be bolted to any level solid wood or level concrete surface.
Installation required. Installation hardware not included.



Specifications
Product number:
BASEPLATE-SQU-BLK
BASEPLATE-SQU-WHT
Plate size: 7.75 in. Square
Height: 17.75 in.
Weight: 6 lb.
Tube inner diameter: 1.5 in.

\$46

**2 inch neck also available for \$55*

ORDINANCE TO AMEND CITY OF MONROE CODE OF ORDINANCES
TITLE XV: LAND USES
CHAPTER 160: DOWNTOWN DISTRICT
O-2025-31

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONROE THAT TITLE XV: LAND USAGE OF THE CITY OF MONROE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

TEXT AMENDMENT

Section 1. Add §160.10 OUTDOOR FURNITURE to read as follows:

160.10 OUTDOOR FURNITURE.

A. **Definitions.** The following definitions shall apply in this Section:

1. Outdoor Furniture – All furnishing including tables, chairs, benches, trash receptacles, umbrellas, etc. associated with a business, residence, or building located within the Downtown District.
2. Restricted Area – All public sidewalks, alleys, parking lots, entries to buildings, etc. exposed to view from the public streets or sidewalks within the Downtown District.

B. **Conforming Outdoor Furniture.** All Outdoor Furniture placed within a Restricted Area within the Downtown District must conform, match, and be constructed of the same materials and colors as those acquired and placed in public spaces by the City of Monroe or otherwise approved by the City. No Outdoor Furniture may be located in a Restricted Area unless it conforms to the standards required in the Section. However, any Outdoor Furniture existing in the Restricted Area at the time of the effective date of this ordinance may remain as a non-conformity (grandfathered). To maintain its non-conforming status, any such existing Outdoor Furniture must be maintained in good, functional, and orderly condition and must be replaced with Conforming Outdoor Furniture when no longer in good condition.

C. **Umbrellas.** No umbrellas may be used in the restricted area except as follows:

1. Umbrellas must be used in conjunction with Outdoor Furniture in compliance with Paragraph B above.
2. Umbrellas must conform, match, be approved by the City of Monroe Downtown Director.
3. Property/business owner is responsible for purchasing City approved umbrellas and they shall also be responsible for the

installation, use, and maintenance of the umbrellas as well as all liability associated with the use of the umbrella.

- D. **Location of Outdoor Furniture.** All Outdoor Furniture must be located within a Restricted Area in such a way as to not impede or restrict the intended purpose of the Restricted Area including access, pedestrian use, vehicular traffic, or other intended use.
- E. **Injuring or Damaging Outdoor Furniture.** No person shall damage, injure, destroy, paint, write, or carve on any Outdoor Furniture within the Restricted Area.
- F. **Enforcement.** The Monroe City Manager is authorized to appoint and designate one or more Enforcement Agent(s) to enforce the provisions of this ordinance. Any Food Truck operating in the Downtown District observed violating any provision of this ordinance and upon written notice by a duly appointed City of Monroe Enforcement Agent is subject to the following civil penalty in the following amounts:

First Citation	\$100.00
Second Citation for Same or Similar Violation	\$250.00
Third Citation for Same or Similar Violation	\$500.00

Upon Notice of Violation of Subsection 160.10B, the violator will have up to thirty days to remove the violating Outdoor Furniture. Upon failure to remove within the time allowed, Monroe City Manager (or Agent) is authorized to summarily remove and abate the violation and add the cost of abatement to the amount of civil penalty assessed.

Notices of violation of this ordinance shall be in writing and may be served by personal delivery to the violator by an Enforcement Agent duly appointed to enforce this ordinance, or served by US Mail addressed to the address of the violator. Service is complete upon personal delivery or depositing the notice by first class United States Postal Services mail.

Appeal. A Notice of Violation of this ordinance may be appealed for a hearing by the violator upon written notice to the City of Monroe with ten (10) days of receipt of the Notice of Violation. Upon receipt of a notice of appeal, the City Manager and/or their designed Hearing Officer shall schedule a hearing to be held within thirty (30) days of receipt of the notice of appeal. The City Manager and/or their designated Hearing Officer shall conduct the hearing during which the violator shall be given an opportunity to offer evidence or testimony regarding the violation. After conclusion of the hearing, the City Manager and/or their designed Hearing Officer shall make a written determination and provide copies to the violator. The written decision of the City Manager and/or their designed Hearing Officer is final and no additional administrative appeals are available. Appeal of any of the summary Violations issued pursuant to paragraph B or C above stays or delays removal of the Outdoor Furniture required in paragraph B or C above.

Section 2. This Ordinance shall be effective upon adoption.

Adopted this 9th day of September, 2025.

Attest:

Robert A. Burns, Mayor

Bridgette H. Robinson, City Clerk



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: September 9, 2025

FROM: Franco McGee, Council Member
Gary Anderson, Council Member

PREPARED BY: Bridgette H. Robinson, City Clerk

SUBJECT: Clarification for Citizens Appointment Committee's Recommendation Process to City Boards and Parks and Recreation Advisory Commission Applicants

SUMMARY STATEMENT

This will be a discussion on the clarification for the Citizens Appointment Committee's recommendation process to City Boards and the Parks and Recreation Advisory Commission Applicants.

REVIEW

This is a proposal to align the Citizens Appointment Committee's recommendation process with best practices by considering applicants in order of submission date, provided all requirements are met, to ensure fairness and transparency in appointments and the Parks and Recreation Commission applicants.

The Citizens Appointment Committee meets on a quarterly basis. Since the December 2023 meeting, the Citizens Appointment Committee has met 12 times and cancelled one meeting. The one cancellation was due to the City Council Special Budget Meeting on March 3, 2025 which was the same date as the regularly scheduled Citizens Appointment Committee Meeting.

The following individuals submitted applications to serve on the Parks and Recreation Advisory Commission:

Date Completed Application Received	Applicant's Name
March 10, 2025	Denise Leon
May 27, 2025	Jalen Sowell
May 29, 2025	Luis Yens
July 15, 2025	Jose Ayala
July 18, 2025	Debra Huhnerkoch

RECOMMENDATION

City Council is requested to discuss the application review process for City Boards. Following discussion, the recommended action is to amend the application review process to be based on the chronological submission date of an application that has met all of the requirements.



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: September 9, 2025

FROM: Bridgette H. Robinson, City Clerk

PREPARED BY: Sherry K. Hicks, Deputy City Clerk

SUBJECT: Citizens Appointment Committee Recommendations

SUMMARY STATEMENT

City Council is requested to consider appointments to Boards and Commissions as recommended by the Citizens Appointment Committee.

REVIEW

The Citizens Appointment Committee met on August 25, 2025. Following the consideration of applications and discussion, the Committee recommended the following appointments:

Committee	Action	Effective Date	Date Term to Expire
Animal Welfare Committee	Appoint Jennifer Loria to Full Term	01-01-2025	12-31-2028
Board of Adjustment	Appoint Myles Kuly to a Partial Term to replace Ken Deal (Regular Member)	01-01-2025	12-31-2028
Airport Advisory Commission	Appoint Chris Cooper to Partial Term to replace Lynn Keziah	01-01-2025	12-31-2026
Airport Advisory Commission	Appoint Rob Fulton to Full Term to replace Howard Heda	01-01-2025	12-31-2028
Committee on Disabilities	Appoint Jonathan Belk as Ex-Officio	01-01-2025	12-31-2028
Homeless and Addiction Committee	Appoint Myles Kuly to Partial Term	01-01-2025	02-28-2026
Monroe Tourism Development Authority	Appoint William Heisner to Full Term to replace Lorayn DeLuca as At-Large Representative	01-01-2025	12-31-2028

Committee	Action	Effective Date	Date Term to Expire
Monroe Tourism Development Authority	Appoint Jennifer Moore to Full Term to replace Laura Sabatino as Restaurant Representative)	01-01-2025	12-31-2028
Parks and Recreation Commission	Appoint Jose Ayala to Full Term to replace Ken Graham	01-01-2025	12-31-2028
Parks and Recreation Commission	Appoint Debra Huhnerkoch to Full Term to replace Rhonda Griffin	01-01-2025	12-31-2028
Parks and Recreation Commission	Appoint Jalen Sowell to Full Term to replace Tiffany Wilson	01-01-2025	12-31-2028
Planning Board	Appoint Alisha DeBerry to Partial Term as Regular Member	01-01-2025	12-31-2028
Planning Board	Appoint Robin Holland to Full Term as Alternate Member	01-01-2025	12-31-2028

RECOMMENDATION

The Citizens Appointment Committee recommends that City Council approve the appointments as outlined above.